

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29th, 2024

1. PRESENT: Gordon Farrell Oliver St. Quintin
 Joanne Parkinson Linda McLaren
 Murray Thompson Audrey Montero

REGRETS: Kate Phipps
 Carole Borthwick

GUEST: Mr. Courtenay Davies from RDR (Roy Dennis Roofing)

2. CALL TO ORDER: 6:37 pm

3. ADOPTION OF MINUTES

Wednesday, January 31th, 2024 Strata Council Meeting Minutes were approved by email with the following changes.

After reading the minutes from January 31, 2024, it was reported by SL70 that the person trapped in the elevator had been there for at least 1 to 1 ½ hours before help arrived for the rescue.

The date in the previous Strata Council Meeting Minutes should read January 31, 2024 and not February 29, 2024.

4. COMMITTEE REPORTS

4.1 Social

No reports.

4.2 Grounds and Gardening

4.2.1 Landscaping

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During the month of February, Yamato Landscaping Inc. has continued its maintenance of the gardens around Cypress Point. Their dedicated team has been actively involved in cleaning and tidying the garden areas, ensuring that they are free of debris, looking clean and organized.

Bartlett Tree Experts recently conducted an assessment of the large pine tree located at the west end of the parking lot island. Their report indicates that while the tree is currently not considered dangerous, there is a possibility of decline over time, particularly with the onset of winter conditions. The tree's bending position is attributed to its proximity to another tree (in the past, the tree is no longer there) and its natural inclination towards the sun. Bartlett has provided a quote for the potential replacement of the tree. Strata Council has approved the removal of the tree and will consider Bartlett's quote. Given that the tree is not overly large, there will be no need to seek permission from the City of Richmond for its removal. The recommended species list for the replacement are: Elm, Katsura, Magnolia, Japanese Snowbell, Dogwood, Japanese Marple, Paperbark Maple, Stewartia, Magnolia, or Red Bud.

Some of the trees are showing signs of decline due to climate change related drought stress. Bartlett recommends treatments involving deep root injection, delivering nutrients directly to the roots that are immediately available for absorption.

When asked about the palm tree near the hot tub, Bartlett mentioned that the palm tree is not a problem.

"Please follow or refer facebook@yamatolandscaping: we upload our job pictures on every visit."

4.3 **Block Watch**

Richmond Block Watch is now on [Facebook](#)

Please click on this link www.facebook.com/richmondblockwatch and like our page to keep up with all the goings on here at Richmond Block Watch.

4.4 **Maintenance**

- 4.4.1 The pest control company, Assured Environmental, continues to visit and service Cypress Point on a monthly basis. During their last visit, Assured Environmental conducted routine checks around the premises, and no unusual events were reported. They kindly request that residents refrain from touching traps, baits, or bait stations.

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- 4.4.2 On August 10th, 2023, a water leak was reported in the parking area, in SL37, and on the floor of SL38. A call was made to Corona Plumbing as well as to Canstar Restoration to attend to the emergency. Corona Plumbing located a broken pipe between SL37 and SL54. There were weeks of repairs and inconvenience to the owners. All repairs for these suites have been completed.
- 4.4.3 The sign post at the entrance of Building A was recently repaired by the handyman.
- 4.4.4 Corona Plumbing addressed a leak issue on the wall of SL66. The problem was significant enough to affect several suites during the investigation process in December 2023. Corona Plumbing successfully identified and resolved the issue by supplying and installing the necessary pipes and fittings. They also made connections to the required piping in order to complete the repairs. The drywall repair person completed the work on the suites where the walls had to be opened to expose the pipes that needed repair.
- 4.4.5 Corona Plumbing and Heating conducted an investigation into a water leak in the parking area. They traced the issue to the laundry risers for SL35 and above, opening the drywall behind the clothes washer in SL52 where they found wet piping. The cause was identified as a failed cold-water expansion loop, leading to the leak. Corona Plumbing and Heating then supplied and installed the necessary pipes and fittings to replace both the hot and cold expansion loops. They made the required connections for the existing risers, replaced the water, and checked for any additional issues. The pipe breakage resulted from building settlement. The drywall repair person completed the work on SL35 and SL52 where the walls had to be opened to expose the pipes that needed repair.
- 4.4.6 Following the fire inspection by Sitka and the company's recommendations, the electrician conducted a test to confirm the failure. It was determined that the charging unit of the pack had failed. As a result, the electrician supplied and replaced the failed battery pack responsible for the lobby and common area emergency lighting. This action ensures the continued safety and functionality of the building's emergency lighting system.
- 4.4.7 Some ventilation turbines on the roofs are making noise and need to be fixed or replaced. Strata Council approved that if Corona Plumbing and Heating can't accommodate us soon in their schedule. We recently had personnel from Roy Dennis Roofing on-site attending to the turbines on the roof of the three buildings. After assessing the turbines, they provided a plan and quote for replacement. Please see more information in new business.

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- 4.4.8 Quotes had been requested to address the cleaning of the furniture in the lobby areas in Buildings A, B, and C. The issue has been present for almost a year and is currently in worse condition. The reason behind the furniture's condition remains unclear at this point. Cleanworks was on site on Friday, February 9, 2024. They cleaned the furniture in the lobby areas of Cypress Point. During the cleaning process, it was discovered that the stains on the furniture were from bleach and urine with most of them proving to be difficult or impossible to remove. This highlights the importance of proper care and maintenance, especially when communal items are shared among a community like Cypress Point. It serves as a reminder for residents to be mindful to take care when using shared furniture to preserve their cleanliness for everyone's enjoyment.
- 4.4.9 Regarding the kitchen drain problem in SL84. There has been consultation with Atlas-Apex regarding what is needed and what a more efficient solution would cost for the drain problem in SL84. At this stage Corona Plumbing will indicate where the opening needs to be located and Atlas-Apex, the roofing company will go ahead with the work. Corona Plumbing & Heating had a meeting with Strata Council Members regarding the procedure for the drain in SL84. They explained that a vent pipe needs to go through SL95 and exit through the roof deck of SL104. Corona explained that it will not alleviate the problem with the drain altogether but will make it easier for Corona to clean it out. Corona is coordinating the work between the suite's owners and Atlas-Apex.
- Corona Plumbing & Heating will schedule the work when the weather conditions improve this year at the end of the winter months.
- 4.4.10 Kindly remember that only water should go down your kitchen and bathroom sinks. Corona explained that a big part of the problem with clogged drains depends on what substances are being disposed of in the drains. Oils, food scraps and other waste such as hair or paper (no matter how small) should be disposed of in the compost container and not flushed down the drain. The appropriate disposal of waste will save each of the owner's money, time and inconvenience. Please take the time to make sure you are draining only water through the kitchen and bathroom sinks. Your cooperation is greatly appreciated.
- 4.4.11 Building A, 7511 and Building B, 7531 owners/residents keep leaving items not allowed by Strata bylaws on the table in the lobby area. Please do not leave items in the lobby area. If you have items you wish others to enjoy, please take them to Value Village. We have had to clean the table after rotten vegetables were left on it and most recently, potato bags and other items. This is not acceptable and owners/residents should know this is not

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correct. Since this infraction is described in the bylaws, you may be fined for leaving items in the lobby area. We would like the lobbies to be visually appealing and safe.

- 4.4.12 As the weather changes, doors around Cypress Point may not fit their normal frame. It has been reported that a door is not closing properly in SL13. It has been difficult to arrange a suitable appointment times due to busy schedules of owners and the carpenter.
- 4.4.13 A bay window in SL70 is partially repaired. Currently, the technician is awaiting more favourable weather conditions before proceeding with the permanent repairs.
- 4.4.14 Strata Council Members Gordon and Murray met with Frank Wu, the surveillance camera technician to determine the appropriate camera placement locations. The cameras will be mounted on support posts to avoid drilling any holes into the building envelope surface. Depending on each camera location in relation to the strata office location, there is also consideration for how to provide power for the cameras and the method to transfer video data back to the strata office.
- 4.4.15 Sitka Fire Protection Inc. was on site to replace a smoke alarm that was reported damaged.

4.5 Shared Facilities

4.5.1 Games Room

The Games Room can be booked to a maximum of its capacity 12 people per session.

There is no fee to use the facility, but a \$100 damage deposit is required. If you are an owner and would like to use the room, check the availability with the office. You will need to bring the deposit and fill out a form to secure your place.

If you are a tenant you will have to take one extra step, which is to obtain written permission from the owner of your suite, which can be an emailed to the office before booking the room.

4.5.2 Lounge

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In order to book the lounge, please contact the office to request the date. At this time, the lounge can accommodate guests at their normal capacity, 25 people per session.

A rental agreement needs to be signed and presented with a \$50.00 rental fee and a down payment of \$100.00 for a damage deposit, which will be returned after the lounge committee checks the lounge and signs off that everything has been left in the same or better condition than received.

During the month of February, the lounge was rented 2 times.

4.5.3 Exercise Room

The exercise room is not large and can only accommodate 6 participants at a time.

Currently, the exercise room has a fan that works, but it is very weak. Kindly remember to open and close the windows gently. Also remember to check that all the windows are closed if you are the last person leaving the exercise room. We appreciate your cooperation.

Strata Council would like to thank SL42 for installing the new window handles at the gym room.

The new handles have improved the functionality of the windows. As a friendly reminder to all users, we kindly ask for careful consideration when opening and closing the windows to preserve their longevity and effectiveness.

If there are other people at the gym, please consider using headphones when listening to music, as requested by Strata Council. It would be preferable to keep the music to yourself out of respect for other gym patrons. We appreciate your cooperation in advance and your understanding.

Thanks to all residents using the facility for keeping the area clean and organized.

Please do not unplug any of the gym equipment.

4.5.4 Pool

The pool was be closed on September 30th, 2023. Thank you all for a great year.

The Strata Council has approved consulting with the pool company regarding the next steps concerning the hot tub on the premises. During the previous assessment

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by the technician, it was suggested to remove the palm tree next to the hot tub. However, since the hot tub is currently out of service and has a temporary safety cover, we would like to confirm if the removal of the palm tree is still necessary, and how to go about decommissioning the hot tub. We have contacted Imperial Pool Paddock to schedule a consultation meeting to discuss the next steps regarding the hot tub and its surrounding areas.

The manager from Imperial Pool Paddock visited the site to inspect the hot tub and discuss procedures for closing it. After examining the hot tub and consulting with others, there is a possibility of using the hot tub without the injectors, which could reduce expenses. However, this is still under investigation. Additionally, they will assist in arranging the pool control rooms to provide more efficient and safe access to the products. They agree that the palm tree is a treat the hot tub or pool.

Some trees have died around the pool area. When the time is right old ones will be replaced with new ones.

Strata Council has approved the removal of worn-out flags around the pool area when weather conditions permit. This decision aims to maintain the aesthetic appeal of our pool area.

4.6 Bylaws

Council would like to invite you to visit the Cypress Point website:
<https://cypresspointstrata.github.io/under> Bylaws NW2050 Bylaws for the most recent Strata Bylaws.

If you prefer to have a hard copy of the bylaws, you will be able to print a copy for yourself.

5. NEW BUSINESS

- 5.1 The tow Permit Application has been renewed with Rusty's Company for two more years. Some signs needed to be replaced. The signs were purchased and installed.
- 5.2 The discussion about exploring better options for signage in the garbage rooms was mentioned. Oliver is investigating options to present to the Strata Council in future meetings.
- 5.3 Two specific parking spots have been allocated by Strata Council for delivery trucks and/or couriers arriving at Cypress Point to deliver products to owners. Beside stalls 1 and 2, one stall is located at the Building B's entrance. The other parking spot, now designated is stall 32 which is in

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front of the games room. New signage will be in place as soon as the weather permits.

- 5.4 The annual Fire & Safety Inspection was conducted by Sitka Fire Protection Inc. on Thursday, October 26, 2023. The inspections are completed 100% for the year on February 14, 2024.
- 5.5 Kindly find attached the information for proper recycling and garbage disposal. For owners in Building B 7531, each suite received a paper copy of the information.
- 5.6 An owner has requested to have the bathroom fans turned off at night. The noise from the fan's noise travels, making it difficult to rest well especially at night. The owner believes that turning off the fans during nighttime hours would greatly improve the comfort and quality of sleep for residents.
- 5.7 Roof Turbine Vents:

The Strata NW2050 roof turbine vents were installed in our buildings over 25 years ago. Originally our roof did not have proper venting. The roof turbine vents were installed when the roof was replaced 25 years ago as recommended to prevent potential mold problems. The old turbines are causing worn bearing noise that travels into owners' suites. After a professional assessment by a roofing company, it was recommended to replace the roof turbine vents with a more durable, robust material that avoids noise and rust, and can withstand wind and rain. The size of the turbine's base will need to be upgraded to 5 inches instead of the current 2 inches for better functionality. The roof turbine vent technology and efficiency has improved over the past 25 years.

6. OLD BUSINESS

- 6.1 If you are contemplating buying an electric car, please be aware that the buildings at Strata NW2050 do not have the electrical infrastructure to support car charging stations. There would be a considerable cost to modify our electrical systems and any upgrade project would need to be voted on by all owners.

If you are interested in finding out what needs to be done kindly consider joining a committee to work on this new project. Council would like to invite you to participate if you are interested in meeting with SL96 and

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anybody else who can help with this project. Any information you may have or would like to share about the subject will need to be address to the EV committee.

Thank you, SL24, for volunteering being part of the committee. There will be a follow up plan for the members to get together and act on the EV.

- 6.2 Thank you to all owners who have sent in their car insurance information to the office. If you have not done so already, kindly send the information to the office electronically or you can leave a copy of it at the office. Starting May 1, 2022 license plate validation decals were no longer required on BC vehicles. Since there is no physical evidence of the owners' up-to-date insurance with their vehicles, Strata Council is requiring a copy of your annual insurance to be kept on file in order to be sure that everyone is in line with the requirements of parking in the Strata corporation.
- 6.3 For now, the roofs have been cleaned of debris and leaves, and the drains unclogged to allow water to flow freely and prevent unforeseen events caused by intense rain. After prolonged rainfall, a new assessment will be needed to avoid future problems arising from water on the roofs.
- 6.4 Strata Council would like remind owners of the bylaw regarding access and compliance to repairs in one's unit:

10.0 Allow entry to strata lot

- 10.1 A resident or visitor must allow any person authorized by the strata corporation to enter the strata lot in an emergency, without notice, to ensure safety or prevent significant loss or damage.
- 10.2 A resident or visitor must allow a person authorized by the strata corporation to enter the strata lot at a reasonable time, on 48 hours' written notice:
 - (a) to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act
 - (b) to inspect, test and if necessary, repair or replace in-suite heat and smoke detectors
 - (c) to inspect and if necessary clean chimneys
 - (d) to inspect and clean dryer vents, or
 - (e) to verify these bylaws are being complied with

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Inspection, testing and repairs of listed in items (a), (b), (c) and (d) are included in the annual operating budget and do not cost owners extra, as long as access to strata lots is given at the time notified.

- 10.3 The notice referred to in bylaw 10.2 must include the date and approximate time of entry, and the reason for entry.
- 10.4 If a resident or visitor does not provide access for the purposes specified in bylaw 10.2(b), 10.2(c), 10.2(d), the owner at their own expense must, within 30 days of the original inspection date, provide written proof that applicable inspection, testing, repair or replacement has been performed by an independent, qualified, licensed and insured company.

Not complying with the bylaws has the potential to result in fines

CORRESPONDENCE

Incoming:

- 7.1 Some owners have voiced concerns about unreasonable noise for quite a long time now, this unreasonable noise includes among others: children wandering around all the time, playing late at night, taking baths after 10 pm, adults having noisy arguments and repairs done when they aren't supposed to be working (at night). Please review the bylaws concerning noise 4.1. Kindly check with your family if you are causing unreasonable noise and disturbance to your neighbors, and make the required changes according to the bylaws.
- 7.2 A complaint from SL84 regarding strong burning smell of plastic into their suite, followed by a strong wood burning smell coming from the fire place causing some health issues.
- 7.3 Strata Council has received three quotes for salting the premises and snow removal. Two of the companies have been serving Cypress Point for several years. It was suggested to contact the company servicing Building D, Rainbow Project, as they are consistently punctual and perform excellently after snowfalls. The Strata Council has decided to try this new company and evaluate if their services yield more favorable results for Cypress Point.

Rainbow Project is the company attending the salting and snow removal for Cypress Point.
- 7.4 Strata Council approved to have on the website the Shared Facilities contract. Still pending to do it.

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- 7.5 SL70 reported seeing loose bricks across from her suite. Strata Council approved to contact a contractor to look after the problem.

Outgoing:

8. FINANCIALS

Fund review as of December 31th, 2023

	November	December
Contingency Fund	584,9721.57	591,590.15
Special Levy Fund Carpet	596.56	599.45
Re-piping Fund	67,536.29	69,119.29
Exterior Building Fund	59,664.19	60,790.39
Future Remediation Fund	274,995.91	284,700.86
Gutters Levy Funds	19,257.62	-
Net Income Current Year	<u>-12,628.15</u>	<u>-39,600.74</u>
Owners' Equity	\$	

9. MEETING ADJOURNED: 8:25 pm

10. Next Strata Council Meeting Thursday, March 28, 2024.