

# **Strata Plan NW2050**

## **Strata Council Meeting Minutes**

**Thursday, August 28th , 2025**

### **1.0 ATTENDEES**

#### **Present**

- Gordon Farrell
- Joanne Parkinson
- Oliver St Quintin
- Murray Thompson (in attendance up to hearing in Item 8.2.5)
- Carole Borthwick
- Audrey Montero

#### **Regrets**

- Linda McLaren

### **2.0 CALL TO ORDER: 6:37 pm**

### **3.0 ADOPTION OF MINUTES**

Wednesday, July 30, 2025 Strata Council Meeting Minutes were approved by email. With the following changes:

Under section 3.1.1, the wording should read “Water Leak Due to Washing Machine Malfunction” (not dishwasher).

#### **11.0 Strata Council Meeting – September 24, 2025**

Although the Strata Council meeting was originally scheduled for September (rather than August), several items required attention earlier. As a result, an additional meeting was held on August 28, 2025.

### **4.0 COMMITTEE REPORTS**

#### **4.1 Social**

We are pleased to share that the community garage sale was held on August 31, 2025, from 10 AM to 4 PM. It was a wonderful opportunity for residents to declutter, discover unique items, and connect with neighbors. We sincerely thank everyone who participated. A special thank-you goes to SL55 for organizing the event and helping bring our community together.

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#### **4.2     *Grounds and Gardening***

##### **4.2.1     **Landscaping****

During the month of August, routine garden maintenance was carried out throughout the property, including mowing, edging, and weed control. Seasonal tasks included deadheading flowers to encourage continued blooms and monitoring plant health during the hotter weather.

Pruning was also performed where needed to promote growth and keep pathways clear, ensuring the grounds remained tidy.

The path repair between Buildings A and B has now been completed. Yamato Landscaping replaced the old edging with new pressure-treated lumber and carefully reset the bricks to create a safe, clean, and tidy walkway. In addition, soil was added to encourage the ivy to grow and cover the bare area, helping the space blend in naturally with the surrounding gardens.

Please follow or refer to 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](https://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     **Pest Control****

Assured Pest Control completed their regular monthly service, inspecting the premises for signs of pest activity.

Silverfish activity has been observed in the hallways of Building B, particularly during the night. To address this issue, a safe ant and crawling insect treatment was applied along the baseboards. The situation will continue to be monitored, and we expect to see positive results in the coming weeks. This report and treatment suggestion were provided by SL48, and Council extends its thanks for always keeping a watchful eye on the buildings.

##### **4.4.2     **High Efficiency Boiler in Building A****

During August, there were increased interruptions to the hot water service. Corona Plumbing and Heating continues to monitor the boilers closely.

As part of their efforts, Corona has recently installed a new computerized control system in the boiler room. We hope this upgrade will resolve the recurring shutdowns and improve stability. We thank the owners who reported the issues and greatly appreciate your continued patience during this process.

##### **4.4.3     **Plumbing Work in our Buildings****

- The drywall repairs in Suite SL05 have been completed.
- The water ingress in Parking Stall 115 is still unresolved. This issue has proven difficult to address, as the problem is intermittent rather than constant. Water appears in the stall

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sporadically, but Corona Plumbing has not yet been able to determine the source. This month, an incident was reported over the weekend; however, there was insufficient evidence to identify the cause.

- Corona Plumbing and Heating has provided an update on the pending work in Building B. Some areas remain provisionally closed as additional work is still required. The company will schedule a return visit within the next couple of months to complete the work and close all openings. We appreciate the owners' patience while we complete this work.
- It has been reported that water is appearing on the shower ceiling of SL02. Corona will schedule an inspection of this unit, as well as SL13 above, to investigate the issue.

**4.4.4 Balcony Glass Door Incident**

The glass was replaced on August 1, 2025. The owner expressed appreciation for the repairs.

**4.4.5 Water Leak Due to Dishwasher Machine Malfunction**

A malfunctioning washing machine in SL24 caused water to leak to the lower floors. While no water was detected on the second floor, there was water ingress into SL04 on the first floor. The ceiling in the laundry room of SL04 has since been repaired. As the incident originated from the owner's washing machine, all related expenses were covered by the owner.

**4.4.6 Broken Pipe Inside SL04**

All the repairs have been completed in SL04 regarding the broken pipe inside the wall in the laundry room.

**4.4.7 Parking Lot Signage**

Strata Council is considering repainting some of the parking signs in the exterior areas to make them more visible and easier to read for residents and visitors. Although two quotes have been received so far, Strata Council still has questions for the providers, and a decision has not yet been reached regarding who will perform the work and the final cost of the project.

**4.4.8 Repairs by the electrician**

The electrician was recently on site to address several maintenance items:

- Five damaged exit sign boxes, (4 in Building A 7511) and (1 in Building B 7531) including the one near SL47, were replaced and re-installed. As the sign by SL47 was damaged during a move-in, the costs for this repair will be covered by the resident involved.
- A pole light in the parking area in front of Building B, was retrofitted to LED after the old fixture failed.
- Smoke detectors were replaced in SL40, SL80, SL94, and SL103.
- The street address sign by the exercise room, for Building 7531 which had been blinking, has been repaired and is now functioning properly.

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#### **Shared Facilities**

##### **4.4.9 Games Room**

A reservation must be made in advance and a form completed prior to using the room. A damage deposit is required to ensure the space is properly maintained; however, there is no fee to use the room.

The Games Room was requested for use twice this month.

##### **4.4.10 Lounge**

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.

One rental during the month of August.

##### **4.4.11 Exercise Room**

Strata Council is currently gathering quotes to replace the windows in the exercise room. The first quote received from Highwater Management is approximately \$3,500. The windows are outdated and prone to frequent damage, so please handle them with care, as they are fragile and not very sturdy.

Thank you for your understanding and cooperation.

##### **4.4.12 Pool Maintenance**

The assessment by the carpenter revealed that not only are the doors in poor condition, but the wooden fence structure around the pool is also deteriorating and will need to be replaced soon. Strata Council is currently gathering information about using alternative materials that may offer greater durability and be more cost-effective compared to wood.

Thank you to SL43 for reporting that the entrance door to the pool was not locking properly. The door has now been repaired by Aberdeen Locksmith.

For the month of August, it was reported by SL38 that the heating system had not been functioning following previous repairs. After several weeks of requesting the company to address the issue, the necessary repairs were completed on Friday, August 22, 2025.

A second inspection was performed on August 13, 2025 by Vancouver Coastal Health. A few items were identified that require attention, and they are in the process of scheduling a follow-up to address these items.

The pool will close for the season on Tuesday, September 30, 2025.

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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.

## 5.0 NEW BUSINESS

### 5.1 *Roof Replacement Project*

Although 94% of owners have already provided their payment, we kindly remind the remaining 6% to complete their payment as soon as possible. While the interest applied is not very high, it does add to the total amount owing. Out of respect for the majority of owners who have paid on time, we ask that the outstanding payments be settled promptly.

Please also note that timely payment of strata fees is part of your obligations under the Strata Bylaws. Failure to comply may result in additional administrative steps. We appreciate your cooperation in adhering to these requirements and thank you for helping maintain the smooth operation of our community.

While the roof replacement project is nearing completion, additional work will be required regarding the rubber tiles in the limited common property of owners with a roof deck. Please note that under no circumstances should owners attempt to rearrange or move the tiles, as this could damage the roof membrane and result in the cancellation of the warranty and insurance coverage. A letter will also be address explaining the same information to owners with roof decks.

### 5.2 *A proposal for the installation of security cameras*

Due to the increasing issues around Cypress Point, particularly in the garbage rooms, and the apparent lack of care by some owners, Strata Council is considering the installation of a new set of cameras to monitor areas that require closer oversight. Quotes for the cameras have already been received, and a proposal for installation of cameras will be presented for owner approval at the upcoming Annual General Meeting later this year. Installation of additional cameras will require amendments to our Bylaws to ensure protection of privacy issues are addressed.

### 5.3 *Replacement of Lounge Steps and Patio Tiles Update*

Regarding the replacement of the lounge steps and patio tiles, quotes have been received and additional ones are being gathered. Owing to the cost of the replacement works, a proposal will be presented for owner approval at the upcoming Annual General Meeting. Because this is a repair to shared facilities, the costs will be shared in accordance with the Shared Facilities agreement. Attached to the Strata Council Meeting Minutes, you will find the scope of work related to this project.

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#### **5.3.1 Annual General Meeting for 2025**

The Annual General Meeting has been scheduled for Thursday, November 13, 2025 at 7:00 pm. It will be an in-person meeting in the Lounge. If you are not able to attend the meeting, you may drop off your proxy to the Cypress Point Office by no later than Wednesday, November 12, 2025 before 7:00 pm (which is 24 hours before the Annual General Meeting). You will receive a package in the mail, slipped under your door or under the door mat at least 21 days before the meeting with the information for the Annual General Meeting Thursday, November 13, 2025. Please feel free to email the office: [Cypresspointnw2050@gmail.com](mailto:Cypresspointnw2050@gmail.com) if you have any questions. This year, the NW2050 Strata Council has openings for new members. This is a fantastic opportunity to volunteer for your community and join the Strata Council.

#### **5.3.2 Annual Chimney Inspection 2025**

The mandatory annual chimney inspection is scheduled for Wednesday, September 17, 2025, and will be conducted by Vancouver Chimney Chief Ltd.

The inspections will take place between 9:30 AM and 4:00 PM, starting with: Building A, followed by Building B, and then Building C.

Please note that access to all suites with chimneys is required for this inspection. Suites with electrical fireplaces that have already been inspected and registered with the office do not require access. For all other units with chimneys, access is essential, even if the chimney is not in use. If access to your suite is not provided, any costs incurred to complete the inspection may be charged to the strata lot owner.

#### **5.3.3 Annual Fire & Safety Inspection 2025**

The annual Fire & Safety Inspection is mandatory and will be conducted by Sitka Fire Protection Inc. on Wednesday, September 17, 2025.

Building B (7631) from 9:00 AM to 12 NOON.  
Building A (7511) from 12:30 PM to 2:30 PM, and  
Building C (7651) from 2:30 PM to 4:30 PM.

Times are approximately. Due to the number of chimneys to inspect, they may finish earlier than the smoke/heat detectors inspections.

Thank you to all residents who have already shared their preference for access to their suite during the inspections. For those who have not yet had the chance, we kindly ask that you respond by Monday, September 15, 2025.

#### **5.3.4 Roof Progress Inspection Reports**

For owners who wish to review the full documentation up to the end of August 2025, reports are available on the Cypress Point website. <https://cypresspointstrata.github.io/under>

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### 5.3.5 Proper Storage of Personal Items – Buildings A & B

Please remember to dispose of unwanted items properly and avoid leaving them in the lobby of the buildings. Keeping shared spaces clear helps maintain a clean and welcoming environment for all residents. Thank you for your cooperation!

## 6.0 OLD BUSINESS

### 6.1 *Electric Cars*

Any volunteers to work on the electric cars committee?

### 6.2 *Car Insurance Information*

Thank you to all owners who have sent in their car insurance information to the office. Kindly remember to send an updated copy whenever you have your insurance renewed.

### 6.3 *Smoke Detectors*

Smoke detectors that are reaching the end of their service life in 2026 will be scheduled for replacement in the near future. This proactive approach ensures continued safety and compliance with fire safety regulations. Residents will be notified once the replacement schedule is confirmed.

### 6.4 *Cardboard Disposing in Building C (7651)*

There has been an increase in the number of cardboard boxes being disposed of in Building C. during the last week of August due to a combination of a large volume of boxes as well as a missed pickup by the garbage company. Please remember to flatten all cardboard boxes before disposal. Additionally, if your disposal is related to a business you are operating from home, a charge may be applied to your suite.





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#### 6.5 *Illegal Disposing*

The City of Richmond will fine strata complexes when they find plastic bags have been placed in the compost and/or recycling bins. Over a period of a year this can add up to thousands of dollars in fines. Every owner is contributing to the payment of these very unnecessary fines. The Strata Council is investigating a few different approaches to address this problem. Strata Council encourages the Cypress Point Community to become more engaged in ensuring that the rules are followed so that we don't continue to be fined for these violations. The money we save can be added to our Contingency Reserve Fund at the end of the year to help pay for more important things that need fixing or replacing over the year!

If you believe someone else could make use of your old items, then take them to Value Village on Granville Avenue.

<https://stores.savers.com/bc/richmond/community-donation-centre-cdc2098.html>

Or, take them to the **City of Richmond Recycling Depot**. It is free for Richmond residents.

<https://www.richmond.ca/services/recycling-garbage/recyclingservices/recyclingdepot.htm>

Please be advised that only the specified kind of paper compost bags are acceptable for use in the green bins. No plastic bags are allowed, even if they are labeled biodegradable. Thank you.



We kindly remind all residents that plastic bags should not be placed in the compost bins, as they contaminate the organic waste and disrupt the composting process. Only approved compostable bags such as the ones shown above or loose organic waste should be disposed of in these bins. Thank you for your attention to this matter.

We kindly remind all owners and residents that items should not be left next to the garbage or recycling bins. Leaving items outside of the bins creates clutter, attracts pests, and can cause safety hazards. Please ensure that all waste and recyclables are properly disposed of inside the appropriate bins. If you have large or bulky items that do not fit in the bins, please arrange for proper disposal through the city's bulk waste services. Thank you for helping us keep our community clean and safe.



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When disposing of compost in the bin, please remember to close the lid to help reduce the possibility of attracting rodents to the garbage area. Thank you for your cooperation.

**7.0 CORRESPONDENCE**

*7.1 Incoming:*

**7.1.1 Renovation Approval for SL22**

Strata Council approved the renovations in the suite of SL22.

**7.1.2 Security Reminder – Building Access**

For the safety and security of everyone at Cypress Point, we kindly remind all residents not to grant entry to anyone you do not know personally or are not expecting. It has been reported that Amazon and other delivery carriers sometimes call random suites for access to the building. If you are not expecting a delivery, please do not buzz them in. Thank you for your cooperation in helping keep our community secure.

*7.2 Outgoing:*

**8.0 COMPLAINTS:**

*8.1 SL57 (Complaint No. 9)*

**8.1.1** Details of Complaint: Items were found in the parking stall of SL57.

**8.1.2** Date Complaint Received: July 7, 2025

**8.1.3** Date Strata Lot Notified of Complaint: July 18, 2025

**8.1.4** Date Owner and Landlord Notified of Complaint (if applicable): Not applicable

**8.1.5** Deadline Date for Request for Hearing or Response by Strata Lot: August 7, 2025

**8.1.6** Date Request for Hearing or Response Received: None

**8.1.7** This constitutes a breach of the bylaws, as parking stalls are designated solely for vehicles.

Strata Council resolution in favor: 5; against: 0

**8.1.8** It has been reported that items were stored for a few days in stall 69B. The owners removed the items by the time they received the complaint letter. Later on, Strata received an email from the owners acknowledging the items were there but soon removed. This is a warning, and any future non-compliance may result in further action in accordance with the Strata Bylaws.

Council vote on decision: In favor 5; against 0

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**8.2**     *SL42 (Complaint No. 14)*

- 8.2.1**     **Details of the Complaint:** It has been found that an error occurred when the owner was charged for one parking stall instead of two parking stalls. The oversight went unnoticed for approximately a year and a half. Upon receiving the ledger, it was confirmed that charges for the second parking stall were not included. The owner does not intend to pay the outstanding charges since it is not the first time the charges were not made.
- 8.2.2**     Date Complaint Received: July 30, 2025
- 8.2.3**     Date Strata Lot Notified of Complaint: August 11, 2025
- 8.2.4**     Date Owner and Landlord Notified of Complaint (if applicable): Not applicable
- 8.2.5**     Deadline Date for Request for Hearing or Response by Strata Lot: August 31, 2025
- 8.2.6**     Date Request for Hearing or Response Received: August 28, 2025

Strata Council members heard the owner's comments regarding the parking stall charges. The owner explained that, since he had not been billed for the parking stall, he did not believe payment was missing or required. After reviewing the matter and consulting with legal counsel and the property manager at CrossRoads, Strata Council decided a breach of the bylaws for non-payment of charges accrued had occurred, but that the owner should be allowed to pay the outstanding amount in installments without interest or fine owing to the billing error by Crossroads.

Council vote on decision: In favor 4; against 0

**8.3**     *SL66 (Complaint No.10)*

- 8.3.1**     **Details of Complaint:** It was reported that corrugated cardboard was disposed of in the mixed paper bin, which is not the correct location. Corrugated cardboard should be placed in the large container specifically designated for cardboard. Proper sorting helps ensure that materials are recycled efficiently and avoids contamination of the recycling stream, as well as to avoid fines imposed by the City of Richmond.
- 8.3.2**     Date Complaint Received: July 12, 2025
- 8.3.3**     Date Strata Lot Notified of Complaint: July 18, 2025
- 8.3.4**     Date Owner and Landlord Notified of Complaint (if applicable): Not applicable
- 8.3.5**     Deadline Date for Request for Hearing or Response by Strata Lot: August 7, 2025
- 8.3.6**     Date Request for Hearing or Response Received: None
- 8.3.7**     Council Decision on Whether Breach Occurred: Strata Council determined that a breach has occurred. The disposal containers are clearly marked, and owners are reminded to familiarize themselves with the designated areas to ensure items are disposed of correctly.

Council vote on decision: In favor 4; against 0

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- 8.3.8 Corrugated cardboard was found in the mixed paper bin. Please note that corrugated cardboard must be placed in the large dumpster designated for it. According to Metro Vancouver regulations, disposing of corrugated cardboard with regular garbage is prohibited. All corrugated cardboard boxes must be flattened or broken down before being placed in the bins located in Buildings A and C. This serves as a warning.

Council vote on decision: In favor 4; against 0

*8.4 SL51 (Complaint No. 13)*

- 8.4.1 **Details of the Complaint:** It has been reported that music or radio noise is heard in the early morning hours, as early as 1 a.m., causing residents to be unable to sleep. This disturbance has been occurring fairly frequently.
- 8.4.2 Date Complaint Received: July 12, 2025
- 8.4.3 Date Strata Lot Notified of Complaint: July 18, 2025
- 8.4.4 Date Owner and Landlord Notified of Complaint (if applicable): Not applicable
- 8.4.5 Deadline Date for Request for Hearing or Response by Strata Lot: August 7, 2025
- 8.4.6 Date Request for Hearing or Response Received: None
- 8.4.7 Council Decision on Whether Breach Occurred: Yes, as radio noises were heard several times at early times in the morning.

Council vote on decision: In favor 4; against 0

- 8.4.8 It has been reported that music or radio noise is heard in the early morning hours, as early as 1 a.m., causing residents to be unable to sleep. This disturbance has been occurring fairly frequently. Strata Council agreed on sending a warning letter to the owner.

Council vote on decision: In favor 4; against 0

*8.5 SL51 (Complaint No. 15)*

- 8.5.1 Details of the Complaint: The vehicle parked in stall 33B has accumulated a substantial number of insects and spider webs causing a nuisance to other residents.
- 8.5.2 Date Complaint Received: August 8, 2025
- 8.5.3 Date Strata Lot Notified of Complaint: August 11, 2025
- 8.5.4 Date Owner and Landlord Notified of Complaint (if applicable): Not applicable
- 8.5.5 Deadline Date for Request for Hearing or Response by Strata Lot: August 31, 2025
- 8.5.6 Date Request for Hearing or Response Received: None
- 8.5.7 Council Decision on Whether Breach Occurred: Council determined that a breach has occurred, as the vehicle has remained unmoved in the parking stall for an extended period and is in poor, neglected condition.

Council vote on decision: In favor 4; against 0

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- 8.5.8 Strata Council approved to send the owner a warning letter regarding the car and parking stall expected conditions.

Council vote on decision: In favor 4; against 0

*8.6 SL88 (Complaint No. 16)*

- 8.6.1 Details of the Complaint: It was brought to Strata Council's attention that a carpet was resting on the balcony of SL88. This is a violation of the building's bylaws, which do not permit carpets, rugs, or similar items to be placed or draped over balcony railings or surfaces.
- 8.6.2 Date Complaint Received: August 12, 2025
- 8.6.3 Date Strata Lot Notified of Complaint: August 12, 2025
- 8.6.4 Date Owner and Landlord Notified of Complaint (if applicable): Not applicable
- 8.6.5 Deadline Date for Request for Hearing or Response by Strata Lot: August 27, 2025
- 8.6.6 Date Request for Hearing or Response Received: The owner reached out the same day and apologize and the carpet was removed from the balcony.
- 8.6.7 Council Decision on Whether Breach Occurred: Council determined that a breach has occurred, since by Strata Bylaw, (4.17) A resident must not allow anything to rest on or hang from, parapet walls, balcony railings or flashings.

Council vote on decision: In favor 4; against 0

- 8.6.8 Strata Council thanks the owners for their prompt response and has approved treating this matter as a warning. Council trusts that the issue will not recur in the future.

Council vote on decision: In favor 4; against 0

*8.7 SL56 (Complaint No. 17)*

- 8.7.1 Details of Complaint: Items were found in their parking stall
- 8.7.2 Date Complaint Received: August 13, 2025
- 8.7.3 Date Strata Lot Notified of Complaint: August 13, 2025
- 8.7.4 Date Owner and Landlord Notified of Complaint (if applicable): August 13, 2025
- 8.7.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 2, 2025
- 8.7.6 Date Request for Hearing or Response Received: August 28, 2025
- 8.7.7 Council Decision on Whether Breach Occurred: This constitutes a breach of the bylaws, as parking stalls are designated solely for vehicles.

Strata Council resolution in favor: 4; against: 0

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- 8.7.8 Strata Council received a letter from the tenants expressing their apologies for leaving items in the parking stall and assuring that such an incident will not occur again. Strata Council would like to thank the tenants for the feedback and their understanding. The matter will be treated as a warning.

Council vote on decision: In favor 4; against 0

*8.8 SL56 (Complaint No. 18)*

- 8.8.1 Details of Complaint: A resident was found parked in a visitor parking stall, which is a bylaw infraction.
- 8.8.2 Date Complaint Received: August 10, 2025
- 8.8.3 Date Strata Lot Notified of Complaint: August 13, 2025
- 8.8.4 Date Owner and Landlord Notified of Complaint: August 13, 2025
- 8.8.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 2, 2025
- 8.8.6 Date Request for Hearing or Response Received: August 28, 2025
- 8.8.7 Council Decision on Whether Breach Occurred: Yes. Visitor parking stalls are designated for visitors, who are typically few in number. Owners and residents are expected to park in their assigned stalls or in the street areas.

Strata Council resolution in favor: 4; against: 0

- 8.8.8 Although a breach of the bylaws has occurred and has been acknowledged by the residents, Strata Council would like to treat this matter as a warning. We thank the residents for their prompt response, and as stated in their letter, no further occurrences are expected.

Council vote on decision: In favor 4; against 0

*8.9 SL98 (Complaint No. 19)*

- 8.9.1 Details of Complaint: It has been reported seeing the owner with a dog on the premises. As per Strata Bylaws, dogs are not permitted on the property, by owner or by visitors.
- 8.9.2 Date Complaint Received: August 17, 2025
- 8.9.3 Date Strata Lot Notified of Complaint: August 18, 2025
- 8.9.4 Date Owner and Landlord Notified of Complaint: N/A
- 8.9.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 6, 2025

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*8.10 SL90 (Complaint No. 20)*

- 8.10.1 Details of Complaint: It has been reported by the owners that noise and late-night disturbances were reported, and additional impact was caused when vomit was found on the complainant's balcony the next morning.
- 8.10.2 Date Complaint Received: August 17, 2025
- 8.10.3 Date Strata Lot Notified of Complaint: August 18, 2025
- 8.10.4 Date Owner and Landlord Notified of Complaint: August 18, 2025
- 8.10.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 6, 2025
- 8.10.6 Date Request for Hearing or Response Received: The owners were out of town and explained that while they were away, their child had friends over, which resulted in late-night noise. A guest was responsible for leaving a mess on the neighbor's balcony. The following day, the children personally visited the affected neighbor to apologize.
- 8.10.7 Council Decision on Whether Breach Occurred: Yes, a breach has occurred, as noise and disturbances late at night are not permitted under the Strata's bylaws.  
Strata Council resolution in favor: 4; against: 0
- 8.10.8 Since the family took responsibility and offered a direct apology to the affected neighbor, Strata Council has decided to treat this matter as a warning, with the clear expectation that it will not happen again. Council thanks the residents for their prompt response and for handling the matter responsibly.

Council vote on decision: In favor 4; against 0

*8.11 SL91 (Complaint No. 21)*

- 8.11.1 Details of Complaint: It has been reported that new tenants have moved in the unit since July 2025 and the office has not received Form K.
- 8.11.2 Date Complaint Received: August 22, 2025
- 8.11.3 Date Strata Lot Notified of Complaint: August 25, 2025
- 8.11.4 Date Owner and Landlord Notified of Complaint: N/A
- 8.11.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 14, 2025
- 8.11.6 Date Request for Hearing or Response Received: Owners have provided Form K.
- 8.11.7 Council Decision on Whether Breach Occurred: Yes. Strata Bylaws 5.2 Within two weeks of renting a strata lot, the owner must give the strata corporation a copy of the "Form K", Notice of Tenant's Responsibilities, signed by the tenant.

Strata Council resolution in favor: 4; against: 0

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- 8.11.8 Although a breach of the bylaws has occurred and has been acknowledged by the owners, the required Form K was promptly delivered to the office. Strata Council thanks the owner for providing Form K and kindly reminds them to ensure that all necessary forms are submitted on time in the future to avoid similar issues.

Council vote on decision: In favor 4; against 0

*8.12 SL91 (Complaint No. 22)*

- 8.12.1 Details of Complaint: It has been reported that new tenants have moved in the unit since the month of July 2025 and the office has not received the move in fee as outlined in the Strata's bylaws.
- 8.12.2 Date Complaint Received: August 22, 2025
- 8.12.3 Date Strata Lot Notified of Complaint: August 25, 2025
- 8.12.4 Date Owner and Landlord Notified of Complaint: N/A
- 8.12.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 14, 2025
- 8.12.6 Date Request for Hearing or Response Received: Owners have provided the Move in/Move Out Fee.
- 8.12.7 Council Decision on Whether Breach Occurred: Yes. 2.5 An owner must pay a fee of \$50 any time a resident of an owner's strata lot moves in or out. Moving fees will be added to the account for the owner's strata lot and must be paid on or before the first day of the month following the move.

Strata Council resolution in favor: 4; against: 0

- 8.12.8 Although a breach of the bylaws has occurred and has been acknowledged by the owners, the required fee was promptly delivered to the office. Strata Council thanks the owner for providing the move in/out fee and kindly reminds them to ensure that all necessary requirements are follow up to avoid similar issues.

Council vote on decision: In favor 4; against 0

*8.13 SL34 (Complaint No. 23)*

- 8.13.1 Details of Complaint: It has been reported that a bicycle has been parked in stall 36B. This constitutes a violation of the Strata bylaws, which prohibit the use of parking stalls for purposes other than their designated vehicles.
- 8.13.2 Date Complaint Received: August 25, 2025
- 8.13.3 Date Strata Lot Notified of Complaint: August 25, 2025
- 8.13.4 Date Owner and Landlord Notified of Complaint: August 25, 2025
- 8.13.5 Deadline Date for Request for Hearing or Response by Strata Lot: September 14, 2025



**Strata Plan NW2050**  
**Strata Council Meeting Minutes**  
**Thursday, August 28th , 2025**

**9.0 FINANCIALS**

**Fund review for the month of June 2025.**

	<b>June</b>
Contingency Fund	676,459.14
Re-piping Fund	97,405.93
Exterior Building Fund	80,193.73
Future Remediation Fund	460,462.65
Roof Replacement Levy	260,255.27
<b>Net Income Current Year</b>	41,336.15
<b>Owners' Equity</b>	<hr/> \$1,616,112.87 <hr/>

Age Receivable as of August 31, 2025

SL16 \$4,701.28	SL20 \$5,667.30	
SL51 \$7,463.73	SL69 \$6,189.61	SL81 \$2,788.17

**10.0 MEETING ADJOURNED: 8:32 pm**

**11.0 Next Strata Council Meeting Wednesday, September 24, 2025.**