

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Wednesday, July 28, 2021 Minutes

1. PRESENT: Murray Thompson Queenie Cheng
 Carole Borthwick Linda McLaren
 Joanne Parkinson Audrey Montero

REGRETS: Gordon Farrell
 Lindsay Armstrong

2. CALL TO ORDER: 6:37 pm

3. ADOPTION OF MINUTES

June 30th, 2021 Council Meeting Minutes approved by email.

4. COMMITTEE REPORTS

4.1 Social

There are no reports at the moment.

4.2 Grounds and Gardening

4.2.1 Landscaping

Yamato Landscaping Inc., continues their weekly service around Cypress Point. In July, the Yamato team focused on grass maintenance, flowerbed clean up, tree trimming and re-planting where it was needed.

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Thank you to SL101 for generously volunteering time and knowledge assessing the gardens, providing solutions and improvements for the building and garden. Your time, knowledge and care are really appreciated and valued.

Bartlett Tree Experts were on site on Friday, July 23, 2021. Their scope of work was:

Large Portuguese Laurel (North side of 7511): Shear all sides and top as needed to maintain the size and shape. Removed debris.

Spruce (North of Plaza A/B): Reduce live branches by 3 – 8 feet in length, as needed to provide clearance from the buildings. Removed debris.

Birch (Southeast corner of Building C): The large dead top was removed to reduce risk of branch failure and to improve appearance.

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.

This paragraph is from the last Strata Council Meeting Minutes. We are leaving it here again for information. Strata Council approved discontinuing the security service. The security serviced involved looking after the Shared Facilities recreational rooms (the gym, the games room, the lounge, areas around the pool; as well as Shared Facilities located at Woodridge). Strata Council has received several emails from Woodridge requesting that we discontinue the service if is not necessary allowing a saving of \$15,000 per year in the Shared Facility budget. After looking at the security reports and having a lengthy discussion, Council voted to discontinue the service. We hope that Cypress Point continues to be a place with very few problems.

4.4 Maintenance

- 4.4.1** As our handyperson, Steve, is semi-retired from working with the drywall in our buildings, we are working with Jason who we hope will be doing the drywall repairs around our buildings. Jason has attended SL64 confirming that no mold is present in the ceiling. Repairs have been completed.
- 4.4.2** Omnicron Security the company, in charge of the fob system, was on site on July 23, 2021 to attend to the software which had malfunctioned not allowing some owners to have access to the exercise room. The program has been updated and checked for proper functioning.
- 4.4.3** Thank you to all bike owners for your collaboration during step one of the bikes clean up. A special thanks to SL24 and all members of her family including two young children who helped to take out all the bikes without tags and stored them in another room.



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Kindly check in the bike locker if:

You have a bike that you would like to get rid of. We see a few bikes that can possibly be donated or disposed of. They can be included in the pile to be donated or disposed of.

If you have a bike in the locker, make sure your bike didn't make it into the donated/disposed pile.

Kindly remember to check before Saturday, August 21, 2021 that your bike is in the locker room. After August 21, 2021, all unidentified bikes will be donated/disposed.

On Sunday, August 22, 2021 both bike lockers in Building A, and C will be power washed. Bikes need to be out of the locker room by Sunday, August 22, 2021 at 9:00 AM. Bikes can be returned to the locker room the same Sunday, August 22, 2021 by 4:00 PM at the latest. You can place your bike in your parking stall if need be.

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- 4.4.4** Council Member, Murray Thompson, assessed SL88 balcony railing and determined that the structure is in good condition. Minor repairs have been scheduled.
- 4.4.5** The stucco repairs on the south side of building C have been completed. We are waiting for the electrician to provide new lighting for that area. A suggestion was made to install the lighting facing downwards instead of upwards so the light will not be as harsh.
- 4.4.6** Assured Environmental Solutions Inc., our pest control company, has attended Cypress Point several times to do with the issue of squirrels on top of SL70. They did a visual inspection and checked, reset and updated traps as required.

4.5 Shared Facilities

IMPORTANT NOTICE

Cypress Point Residents:

A message from the Strata Council: Feel free to keep wearing your mask if that's what makes you feel more comfortable, but understand that it is no longer mandated by the Provincial Health Officer. Remember to be kind and considerate to others in our community.

4.5.1 Games Room

The Games Room can be booked for up to **10 people** per session. A waiver needs to be signed by each member prior to the session stating that participants do not present symptoms of COVID.

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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 emailed to the office before booking the room.

Two new pool cues were purchased.

4.5.2 Lounge

The lounge can now be booked. To book the lounge, please contact the office to request the date. The lounge will be booked with a day in between to have the place cleaned and disinfected for the next user.

At this time, the lounge can accommodate **30 individuals** per meeting. A waiver needs to be signed by each member prior to the meeting stating that participants do not present symptoms of COVID.

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.

4.5.3 Exercise Room

Strata Council has worked on a COVID safety plan in order to open the exercise room. The safety plan is as follows:

Please wash your hands when you enter the exercise room, before using the equipment.

Sanitize the equipment and/or the exercise station before and after use. Cleaning supplies will be available for residents to use.

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Keep the exercise room clean and tidy. All equipment should be put back in its original place.

Residents shall only use the gym for **one hour** so that other residents can make use of the gym as well.

No business activity is allowed in the exercise room (i.e. using a personal trainer). The exercise room is **only for residents of Buildings A, B, C, D, Woodridge and Ashford.**

You are prohibited to enter the exercise room if:

- You have had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- You have been directed by Public Health to self-isolate.
- You have arrived from outside of Canada or
- You have had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.

The exercise room has been open since Monday, July 12, 2021 at 6:00 AM. Strata Council is looking for a new company who can work with the Shared Facilities

Lifestyle Equipment was on site before the exercise was open to check all the equipment's. Some equipment need repairs and Strata has schedule a technician who will be attending the repairs.

Failure to comply with the rules and regulations outlined above and the notices posted in the exercise room may lead to a month's suspension from the gym.

4.5.4 Pool

A summary of the situation of the pool.

Strata Council has worked on a COVID safety plan in order to open the pool area. Maintenance, paper work and inspections are being

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in place for Vancouver Coastal Health giving us the green light to open the pool. It has taken way too long for the authorities to address our pool. Last week a complaint was file and it seems that the inspector of Vancouver Coastal Health will be able to give us more time in order to address all the issues need it to allow the pool opening. The safety plan is as follows:

The bathrooms and locker rooms will remain closed at this time.

The water fountain will not be in operational at this time so please bring your own water bottle.

Since the pool is outdoors, no physical barriers have been installed.

Residents have one hour to use the pool which will allow more residents to use the pool.

You are prohibited to enter the pool area if:

- You have had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- You have been directed by Public Health to self-isolate.
- You have arrived from outside of Canada or
- You have had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.

Please find attached the rules for the pool use:

Council Members, the Administrator and pool volunteers will help to remind residents of their responsibilities. Please be kind to each other.

We are waiting for the Vancouver Health Authorities to review the plan. The opening of the pool is dependent on approval from the health authorities.

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4.6 Bylaws

Council would like to invite you to visit the Cypress Point website:
<https://cypresspointstrata.github.io/>under Bylaws NW2050
Bylaws Dec 04, 2018.pdf

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** A draft of the depreciation report has been received and is being reviewed.
- 5.2** Strata Council is pleased to share with you all that we have secured a new insurance policy for the year 2021-22 at a significantly lower rate than last year. Last year's insurance premium cost \$350,417 and this year we will pay \$221,839.84. Please find attached the letter from Strata Council Treasurer, Carole Borthwick, along with the new insurance summary of coverages.
- 5.3** Attached with the Minutes, please find the Roof Report from Apex Atlas Company.
- 5.4** A very special thanks to SL46, SL47, and SL48 for allowing West Coast to work in their parking stall. Owners, please allow a few more minutes when exiting the parking garage, as workers may be around and extra time may be needed for them to get out of your way.

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- 5.5** Strata Council would like to inform all owners and residents of the new procedure for contacting the Strata Administrator. You may only contact the Strata Administrator from Monday to Friday from 9 AM to 5:00. For non-urgent matters you may send an email to the office: nw2050@telus.net. For after hours emergencies, please contact members of the Strata Council. You will find updated contact information attached to these minutes and inside the elevators.

OLD BUSINESS

- 6.1** Please find below Cypress Point, Strata NW2050 website:
<https://cypresspointstrata.github.io/>
- 6.2** Carpet Project:
The carpet installation is scheduled to begin in the first week of September in building A. This project is being done by Island Carpet.

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- 6.3** The main email address for Strata NW2050 remains nw2050@telus.net
The email address cypresspointnw2050@gmail.com is also an alternative address if you wish to use it.
- 6.4** West Coast Building Restoration Inc. started work on the window replacement project in Buildings B & C. Unfortunately, the work had to be halted as the bay windows ordered are the wrong size. We will be updated next week at the site meeting scheduled for Tuesday, August 17th, by RJC as to when the new bay windows will arrive and we can expect the work to resume. We will update owners of the effected suites after the meeting.
- 6.5** Residents are still leaving items in the lobbies of all the buildings. A kind reminder to all residents that unwanted items should be taken to Value Village or similar organizations. Please do not leave unwanted items in the lobbies or unwanted items near the recycling bins. Thank you.



6. CORRESPONDENCE

Incoming:

- 7.1** A complaint from SL32 regarding a drum instrument being played for long time and at late hours of the night. A follow up has been implemented.
- 7.2** A question from SL16 regarding the bylaws from a warning noticed received for having baskets of plants hanging in the balcony.
- 7.3** A noise complaint from SL36 coming from SL53. A follow up has been implemented.

Outgoing:

A warning letter was sent to SL02, and SL16 regarding plants on their balconies.

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7. FINANCIALS

Accounts Receivable as of April 2021

SL20 \$3,729.40 SL4 \$1,004.70

Fund overview as April 30, 2021

April 2021

Contingency Fund	396,975.64
Special Levy Fund	131,018.55
Repiping Fund	44,602.22
Exterior Building Fund	50,845.89
Future Remediation Fund	569,458.57
Owners' Equity	<u>1,192,900.87</u>
Net Income Prior Years	-13,540.56
Net Income Current Year	5,511.87

Accounts Receivable as of May 2021

SL20 \$3,817.41 SL4 \$1,507.15

Fund overview as May 31, 2021

May 2021

Contingency Fund	384,944.95
Special Levy Fund	69,312.49
Repiping Fund	44,838.37
Exterior Building Fund	51,720.92
Future Remediation Fund	568,277.07
Owners' Equity	<u>1,119,093.80</u>
Net Income Prior Years	-13,540.56
Net Income Current Year	-7,826.43

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Accounts Receivable as of June 30, 2021

SL20 \$3,307.41

Fund review as of June 30, 2021

June 2021

Contingency Fund	401,992.39
Special Levy Fund	69,390.07
Repiping Fund	45,073.54
Exterior Building Fund	52,594.63
Future Remediation Fund	576,236.23
Owners' Equity	<u>1,145,286.86</u>
Net Income Prior Years	-13,540.56
Net Income Current Year	-3,711.85

Woodridge Shared Facility financials were received for June and July 2021.

8. MEETING ADJOURNED: 9:00 pm

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August 10, 2021

Dear Owners,

We would like to update you on our strata property insurance premium that we secured at the end of July, and which is effective from August 1st 2021 – to August 1st 2022.

We are happy to report that our premium this year is \$215,203. Rather than taking the whole amount out of the contingency reserve fund (CRF) which would initially leave it low, council voted to go with the low interest rate financing which will cost us \$6,636.84 for a total of \$221,839.84.

We are attaching a copy of the Summary of Coverages which you can take to your insurance company if you are renewing your personal insurance between now and our Annual General Meeting.

You will note that most of our deductibles have decreased considerably, and that earthquake coverage is now included.

The All-Risk deductible has decreased from \$250,000 to \$50,000. All risk insurance protects your home and property from what we in the biz call “risks and perils.” It covers property damage or loss arising from accidents or unforeseeable incidents except for those that are specifically excluded.

Sewer Backup and Water Damage has decreased from \$250,000 to \$75,000.

Lock and Key deductible for each event has increased from \$10,000 to \$25,000. This covers up to a certain limit, for the cost of replacing locks if the keys to the exterior entrances of the strata buildings are lost or stolen.

If you do not have personal insurance, it is very strongly suggested that you do so. Previously, we have had incidents where residents have had appliances malfunction resulting in water leaking into suites below causing extensive damage. For example, a simple washing machine leak ended up costing \$4,015.76. If this happens and you have no insurance, you pay if your suite is the source of the water. If you have no money to pay, you go to court. The Strata Corporation can ask the law courts to force the sale of your condo to pay for repairs.

Sincerely,
Carole Borthwick,
Treasurer, NW2050

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CYPRESS POINT POOL RULES AND REGULATIONS

For safety and enjoyment of users of this pool facility and in compliance with the Municipality of Richmond Public Health Regulations, the following rules and regulations must be complied with. **(OFFENDERS WILL BE DENIED USE OF THIS AREA).**

NO PERSON SHALL ENTER THIS POOL WHO:

1. Has not had a cleansing shower
2. Is obviously ill
3. Has open wounds or sores
4. Is wearing a bandage
5. Has sore or infected eyes
6. Has discharging ears or nose
7. Is not wearing clean or proper bathing attire (cut-offs are not permitted)
8. Is intoxicated
9. Has no visible swimming tag attached to swimwear
10. Is under 14 years of age unless accompanied by an adult (19 or older)

NO PERSON SHALL IN THE POOL AREA:

11. Eat or drink
12. Carry glass containers of any kind
13. Push or run in the pool area
14. Wear swim fins or any other like equipment
15. Swim alone
16. Swim other than within the posted hours of the pool
17. Behave in a boisterous or belligerent manner
18. Use radios or any other sound reproducible equipment

CHILDREN

Huggies or Pampers are **not acceptable** swimwear. Cloth diapers with a plastic pant or 'Little Swimmers' are acceptable by the Richmond Board of Health. Children under 14 may not use the spa or pool without an adult (19 years of age or older) in attendance.

Children's Hours are: 10:00 AM to 12:00 NOON and 3:00 PM to 6:00 PM

NOTE: NO LIFEGUARD ON DUTY, SWIM AT YOUR OWN RISK!!

Green or orange pool tags must accompany all users of the pool/spa.