

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, March 28th, 2024

1. PRESENT: Gordon Farrell Joanne Parkinson
 Carole Borthwick Oliver St. Quintin
 Murray Thompson Audrey Montero

REGRETS: Kate Phipps
 Linda McLaren

2. CALL TO ORDER: 6:35 pm

3. ADOPTION OF MINUTES

Thursday, February 29th, 2024 Strata Council Meeting Minutes were approved by email.

4. COMMITTEE REPORTS

4.1 Social

No reports.

4.2 Grounds and Gardening

4.2.1 Landscaping

During the month of March, Yamato's Landscaping has been diligently adapting to the changing weather conditions caring for our property and ensuring that the trees are well kept. With the onset of spring, their focus will be on enhancing the front of Building A taking care of some dead trees and replacing some plants as needed. Additionally, they will be addressing some dead bushes around Cypress Point to maintain the overall health and appearance of our gardens.

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Strata Council has approved the removal of the pine tree that is leaning over the parking area near Bldg. C and we will let you know when the company schedules us for the removal as cars near to the tree need to be moved away from the area while the work is being conducted.

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.

“Please follow or refer [facebook@yamatolandscaping](https://www.facebook.com/yamatolandscaping): we upload our job pictures on every visit.”

4.3 **Block Watch**

Richmond Block Watch is now on [Facebook](https://www.facebook.com/richmondblockwatch)

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.
- 4.4.2 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.
- 4.4.3 The Strata Council has approved a plan to clean the furniture in the lobbies of Buildings A, B, and C twice a year. This decision aims to maintain clean and make these spaces welcoming for all residents and visitors. To help maintain the furniture's appearance and prolong its lifespan, we kindly request that residents refrain from placing bags and items on them that may cause damage. Your cooperation is greatly appreciated.

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- 4.4.4 Monitor King, the company responsible for the installation of the surveillance cameras, was on site on Friday, March 29. Their primary objective for this visit was to create a comprehensive plan for the wiring layout. This plan will ensure that the cameras are strategically placed and properly connected, maximizing their effectiveness in enhancing our security measures.
- 4.4.5 Strata Council discussed the drain issues on our roof decks and approved a plan to follow and develop over the next few weeks. More information to follow.
- 4.4.6 We would like to kindly remind you to inform your visitors to park in the designated visitor spots only. We kindly ask that visitors and or residents refrain from parking in reserved spaces or fire lanes, as this can cause inconvenience and safety hazards for other residents. Your cooperation in ensuring that our parking areas are used appropriately is greatly appreciated.
- 4.4.7 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.
- 4.4.8 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 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.

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- 4.4.9 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.
- 4.4.10 A bay window in SL70 is partially repaired. Currently, the technician is awaiting more favourable weather conditions before proceeding with permanent repairs.
- 4.4.11 Select Sprinklers will be on site on Monday, April 8th, at 8 am to de-winterize the sprinkler system for the upcoming season. As we anticipate more restrictions on watering, we may need volunteers to help water some plants to preserve them. If you are willing to assist with watering, please contact the office to express your interest. Your help would be greatly appreciated in maintaining our landscape.

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 emailed to the office before booking the room.

4.5.2 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.

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During the month of March 2024, 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.

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.

A quote has been received to replace the commercial treadmill. Strata Council has approved the purchase of a new treadmill. Ensuring the safety of the residents utilizing exercise equipment is the great importance, particularly in settings where Strata Council may be held responsible for possible accidents. The decision to replace the aging treadmill underscores a commitment to safeguard the well-being of residents/users. The current treadmill is 20 years plus, its mechanical integrity is undoubtedly compromised, increasing the likelihood of breakdowns and potential hazards.

Friendly Reminder: Let's keep our gym tidy and organized! Please remember to return any equipment or items you use during your workout to their designated locations. This helps maintain a safe and enjoyable environment for everyone. Thank you for your cooperation in keeping our gym clean and clutter-free.

Please do not unplug any of the gym equipment.

4.5.4 Pool

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.

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

Yamato Landscaping was on site during this month, pruning and cleaning the pool area.

A quote for \$20,500 was received from Aloha Pools Ltd., to decommission the pool.

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 Power Washing and Spring Window Cleaning is happening this Monday, April 22, 2024 starting at 8:30 am. Please see information attached.
- 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 front of the games room. New signage will be in place as soon as the weather permits.
- 5.4 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.

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- 5.5 An owner has requested having all bathroom fans turned off at night. The noise from the owner's neighbour's fan which has been left on all night travels, making it difficult for the owner to rest well. The owner believes that turning off the fans during nighttime hours would greatly improve the comfort and quality of sleep for the owner's family and other residents. If the issue persists over the next few weeks a letter will be sent to the owner's neighbour who keeps the bathroom fan running throughout the night.

5.6 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.

Strata Council is still consulting and reviewing different possibilities to address the turbines on the roof.

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 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.

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- 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 Strata Council has successfully addressed the structural issue in SL32. The necessary repairs have been completed.
- 6.4 Strata Council discussed the information on the lack of insulation for a window in SL32. The bay windows in Cypress Point are properly insulated when the windows were installed. They insulate the wall cavity and then apply a plastic sheet vapor barrier. The entire box cavity inside of the bay window does not get filled with insulation, as this is not part of the building code. Every bay window at Cypress Point is insulated in the same way. West Coast Building Restoration has been contacted for confirmation and they were able to explain the situation and follow up with photos with explanation.
- 6.5 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

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(e) to verify these bylaws are being complied with

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 letter from SL46 voicing some explanation of the reason for the noise from their suite.
- 7.3 A letter from SL55 in response to complaints from his suite of unreasonable noise from a neighbour.
- 7.4 Strata Council approved to have on the website the Shared Facilities contract. Still pending.
- 7.5 SL70 reported seeing loose bricks across from her suite. Strata Council approved to contact a contractor to look after the problem. Quote received for discussion.

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Outgoing:

8. FINANCIALS

Fund review as of January 31, 2024

	January 2024
Contingency Fund	561,693.22
Special Levy Fund Carpet	602.35
Re-piping Fund	70,709.95
Exterior Building Fund	61,922.05
Boiler Levy Income	50,112.36
Future Remediation Fund	294,452.80
Net Income Current Year	<u>4,467.97</u>
Owners' Equity	\$1,043,960.70

9. MEETING ADJOURNED: 8:57 pm

10. Next Strata Council Meeting Wednesday, April 24, 2024 at 6:30 pm.