

STRATA PLAN NW2050
Strata Council Meeting
Wednesday, August 28, 2013

1. **PRESENT:** Gordon Farrell Aviva Levin
 Carole Borthwick Larry Makutra
 Corinne Inglis Lindsay Armstrong

REGRETS: Terry Ash

2. **CALL TO ORDER:** 6:45 pm

3. **ADOPTION OF MINUTES**

a. June Minutes - approved by email vote.

4. **COMMITTEE REPORTS**

a. **Social** - Volunteer Party date to be decided.

Shirley, our long time cleaner for Bldg B. has been injured in a bicycle accident. Many owners and the strata gathered funds and cards and purchased Safeway cards etc. which were sent to her. She will need several months to recuperate and has been restricted to bed for the past several months.

b. **Grounds and Gardening**

1. Report from the Administrator

- a. BC Plant Health Care had to remove a dead tree from the SW corner of 7651C.
 - b. BC Plant Health Care are suggesting we deep root inject and aereate the soil around several trees that are in poor health due to disease and pest infestation. 4 trees @ \$600.00. *Approved.*
 - c. BC Plant Health Care would like to cut down Cherry Tree #73 (south side of the office) and remove the surrounding junipers as they are infected with a blight. Chip and haul away all debris: \$905.00. Tree permit is \$195. *Approved. Council to check to see if we have any long acting fertilizer such as Trace Elements in the garden room which could be used throughout the complex.*
2. Healing Hands have provided a few recommendations:
- a. Boulders for the front of the property at A to keep the soil in - *Approved*
 - b. Remove the junipers and stumps from the south side of A - \$1,000.00; *Declined.*
 - c. Add mulch - \$275.00; *defer*
 - d. Plant 20 Spirea Bumalda - \$580.00; *the new planting will be discussed in*

more detail as a second recommended planting has been put forward as well. Both plans will be discussed and once finalized will be put forward to council for approval.

e. Install 5 - 6' Magnolia Stellata behind pool area \$450.00; *Approved*

f. At the back of building A - remove all ivy and plant 110 hosta as a ground cover including some giant varieties \$1,400.00; *the budget will be checked prior to proceeding with this planting. It may be deferred to 2014. Approved if budget allows.*

3. Today a problem was discovered with the irrigation system that sprung a leak and was flooding the sidewalk between Bldgs. A & B. Corona were on site and shut the back flow off in A & C. They will be back next week to repair the leak.

c. Fire & Security

1. Fire Plan and Fire Marshals - Larry - No Report

Aviva, reported that she noticed wonderful 'instructions in case of fire'. She volunteered to take a photo so that the strata council could implement this procedure. Due to the flooding of her suite this has not been completed yet.

2. Block Watch - Caroline -

The latest block watch newsletter can be viewed at:

http://www.richmond.ca/_shared/assets/2013_2nd_Quarter36418.pdf

3. Security - Terry - No Report.

d. Maintenance

1. The City of Richmond has advised that they will be re-instating the driveway crossing to its original dimensions. They have placed the curb too far over and drivers are hitting it when entering the complex.
2. Infra Red testing of all electrical equipment has tentatively been slated for September 17 & 18th. *Council requested the actual costs via email and will vote on this quickly.*
3. The Building B electrical room, gardening room and council storage rooms are all in desperate need of a cleanup. Some owners have not claimed their items from the roof deck and the gardening room has a white shelving unit that someone has placed in it that needs to be disposed of. *Council members will clean up these areas on Wednesday, September 25th prior to the council meeting.*
4. Executive Fire advise the cost of a new fire panel is between \$5,000. - \$7,000.00..
5. The hot water tank in Bldg. C has quit working and was spewing hot water into the drain. The options are:
 - a. upgrade vents, pipes connections etc. to make larger left over hot water tank fit appx. \$2,000.00 + tax
 - b. purchase a new hot water tank to replace \$6,575.00 + tax - for

extended two year warranty add \$510.00

c. Supply and install double tank storage system identical to what has been installed in Bldgs. A & B \$19,200.00 + tax to be paid from CRF
Council approved Option C..

6. Richmond Elevator advise that some mandatory work is required on the elevators. The cost for the work is \$905.00 per elevator. If we agree to enter into a 7 year contract with them, the work will be performed for free. We previously signed a 5 year contract with them. *Approved.*

7. Painting and caulking of all exterior areas of the buildings is required. *Defer*

8. There is some discussion from engineers and plumbers that copper piping is not lasting as long as it should. Many plumbers are starting to utilize PEX or stainless steel pipes and fittings. *Defer. Further investigation required*

e. Shared Facilities

1. Games Room Usage - *Defer*

2. Aviva has designed a form advertising that the Pavilion Lounge can be rented. *Aviva to locate the amended document and resend to the office so that it can be posted.*

3. The new sofa for the lounge will be delivered in early September

4. There were numerous complaints noted at the pool this year:

- users not obeying children's hours
- clothing restrictions (wearing street clothes in the pool and spa)
- loud and boisterous as well as drunken behaviour
- huge groups entering the pool area when only four people per suite are allowed use of the pool area at any one time.

In 2014 Council may draft a cover document and attach it to the pool rules to be distributed to all users of the Cypress Pool and Spa.

5. Check out cost of Murphy Beds for the lounge. *Defer.*

5. NEW BUSINESS

a. The City of Richmond came by to provide a quotation for Cypress Point to add water meters to the buildings. The anticipated cost of \$60,000.00 would be absorbed by the City through their subsidy. The residents of Cypress are currently paying for water, sewer, drainage/diking, waste management and recycling at a cost of appx. \$869.73 per year x 106 suites = \$92,191.38. If we made the changeover we would need to add this amount to the operating budget which would increase the strata fees. However, residents would not need to pay for these services as they would be part of their strata fees. This adds appx. \$72.50 per suite per month. *Declined*

b. CHOA seminars available

c. AGM & SGM date of Wednesday, December 4, 2013. *A cover letter is to be attached to the SGM Package which will be distributed in the next few weeks.*

d. CrossRoads provided a sample letter they use for approving renovations which

must now be included in the Form B provided to purchasers. Their letter requires a signature from the owner confirming the renovations being requested. *Council approved adopting a modified version of their letter.*

6. OLD BUSINESS

- a. The fencing installation on the rooftop decks was delayed and all but one deck area will be completed by Wednesday, September 4th.
- b. Depreciation Report - *Carole, Gord and Corinne are to meet to discuss.*

7. CORRESPONDENCE

Incoming

Outgoing

- a. Thirty bylaw violations were issued to owners for:
 - not obeying pool rules
 - storage of items other than patio furniture on the balconies
 - placing planter boxes on the railings
 - not providing renter information to the office in a timely manner
 - shopping carts are not allowed in the buildings
 - bird feeders not allowed
 - parking in another residents parking stall without permission
 - several owners were requested to re grout and re seal their tub enclosures. One suite was also asked to repair their kitchen counter as all area have been allowing water to penetrate the wall systems. ***All owners should check their bathtub tile enclosure to see if it needs the grout and sealant to be replaced.***
- b. Letter sent to a resident to recover the deductible amount for recent water damage.
- c. Letter sent to a resident advising of financial arrears and that the next step would be to obtain a certificate of lien and possible foreclosure. *This suite has now paid all arrears.*

8. FINANCIALS

- a. Accounts Receivable for July was is \$44,528.14 (13 owners)
Accounts Receivable for August was \$40,505.00 (16 owners)
- b. Woodridge Shared Facility June financials were received.
- c. Cypress May & June Shared Facility financials were issued.
- d. Approval of Cypress May & June financials
- e. CrossRoads have asked us to consider using a PAP for strata utility bills - declined at this time as they are checked here for accuracy and we charge out part of hydro to SF for the pool and spa consumption.

9. OTHER BUSINESS

10. EMAIL VOTES

1. Council approved the June 2013 minutes.
2. Council approved removing the dead tree @ the SW corner of Bldg. 7651C
3. Council approved the proposed renovations for SL46
4. Council approved the proposed renovations for SL10
5. Council approved having the Strata donate \$50.00 to Shirley of TLC who was injured and will not be back for many months. Several cards were also sent along with various donations made by a number of owners.
6. Council approved notice boards for the elevators
7. Council approved Corinne's vacation for the first week of September

11. MEETING ADJOURNED: 9:15 PM

12. NEXT MEETING: September 25, 2013 @6:30 PM