

Strata Plan NW2050

Strata Council Meeting Minutes

Wednesday, April 24, 2024

1.0 ATTENDEES

Present

- Gordon Farrell
- Carole Borthwick
- Linda McLaren
- Joanne Parkinson
- Oliver St Quintin
- Audrey Montero

Regrets

- Kate Phipps
- Murray Thompson

2.0 CALL TO ORDER: 6:37 pm

3.0 ADOPTION OF MINUTES

Thursday, March 28th, 2024 Strata Council Meeting Minutes were approved by email.

4.0 COMMITTEE REPORTS

4.1 *Social*

No reports.

4.2 *Grounds and Gardening*

4.2.1 **Landscaping**

During the month of April 2024, Yamato, our dedicated landscapers, focuses their efforts primarily on the garden area in front of Building A. Recently, they undertook the task of removing approximately 30 small dead bushes, which will soon be replaced with the same variety. A reminder was sent to the Yamato team, requesting them to use the motor equipment before 4 pm around Cypress Point.

We would like to inform residents that the pine tree located near Building C was removed for safety reasons on April 12, 2024.

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

4.3 *Block Watch*

Richmond Block Watch is now on Facebook

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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 Pest Control

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 Roof Ventilation Turbines

Regarding the ventilation turbines on the roofs and their replacement; new information has been gathered that led Strata Council to involve a roofing consulting company to assess the condition of the roofs. A report will be sent which will allow Strata Council to decide whether to replace all of the turbines or look at a different system altogether.

Phoenix Roof Consultants will be on site on Tuesday, May 7, 2024 starting at 9 am. They will be assessing the roofs on all three Cypress Point buildings.

4.4.3 Spring Cleaning

Pathways power washing and inaccessible window cleaning were completed on April 25, 2024. Windows and skylights were also cleaned. Thank you to all owners for your cooperation during this time.

The parking stalls are scheduled for power washing, which is set to occur on Tuesday, May 28 for Buildings A and B, and Wednesday, May 29, 2024 for Building C, 2024. During this time, all cars will need to be relocated between 8:00 am and 4:00 pm.

4.4.4 Surveillance Cameras

Monitor King, the company specializing in surveillance systems, will commence the installation of surveillance cameras that will monitor areas around our buildings beginning May 1, 2024 at 10 am. The installation process is estimated to take approximately 2 days to complete. During this time, you may notice Monitor King's team working around the buildings and parking lots, laying cables and configuring the equipment. We kindly ask all residents to exercise caution when entering or exiting the building premises to ensure the safety of both themselves and the installation team. Your cooperation and patience during this period are greatly appreciated.

4.4.5 Structural Repair in Building A

It was brought to our attention that there were some noticeable gaps between bricks on the third floor of Building A. The necessary repairs were carried out at the end of April 2024. Following the repairs and as reported by the worker, no further problems were encountered.

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4.4.6 SL84 Kitchen Drain Problem

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 has been contacted and we are waiting for them to schedule the repairs when possible.

4.4.7 Doors and Structural Movement

Some adjustments to doors in Cypress Point are necessary due to the natural settling and movement of the buildings. Recently, doors for SL13 and SL42 were adjusted to ensure proper functionality and alignment.

4.4.8 SL70 Bay Window

A bay window in SL70 has been repaired on April 23, 2024. The technician was able to acquire the parts and installed them.

4.4.9 Garden Sprinklers

A pool of water was reported in the garden next to the parking area of Building A. One of the sprinklers was found broken, causing water to overflow in the area. The sprinkler system has been shut off for the moment. We are awaiting Select Sprinklers to schedule the repair.

4.4.10 SL18 Water Ingress

Residents of SL18 reported water entering their unit from above, affecting the electrical system in the living room area. A team of roofers from Atlas Apex Roofing promptly responded to the call and successfully addressed the potential points of water ingress into SL18. The electrician fixed the electrical problem in their suite. Everything was completed on April 2, 2024.

4.4.11 Dryer Vent System

Residents of SL69 reported a problem with their clothes dryer. Upon investigation, the dryer vent company attending the issue confirmed an accumulation of lint in the lint collector above on the roof. They removed the debris and thoroughly cleaned the cavity before returning it to its position. Strata Council would like to remind all owners to ensure that every clothes dryer is equipped with a lint trap and that it is cleaned regularly.

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4.4.12 Drywall Work in Building A & B

The drywall contractor has returned from a few weeks vacation and has resumed work on the openings created by Corona Plumbing during their pipe repairs. Once the work on the first floor of Building B is completed, the contractor will transition to working on the first floor of Building A. This area requires permanent closure, as it currently has only a temporary cover.

4.4.13 Locker Rooms & Fire Code Violation

For residents renting a locker, Strata Council would like to remind you to ensure that all items are kept inside the locker room, with nothing visible from the top of the room. Leaving items on top of the room constitutes a fire code violation as it poses a fire hazard. Thank you for your cooperation. If you have any questions, please contact the office, and we will be happy to assist you if you are unsure about compliance.

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.

During the month of April, the lounge was rented 1 time.

4.5.3 Exercise Room

The new treadmill has been ordered and is expected to be on the gym by the end of May 2024.

4.5.4 Pool

The pool is scheduled to be inspected by the Vancouver Coastal Health on Friday, May 2, 2024.

The pool will open for the season on Friday, May 17, 2024.

Each suite is allowed four tags: two designated for the family and two for visitors. Should you require tags because they were lost, they are available for purchase at \$8.00 each. Please contact the office to make arrangements for purchase.

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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 ENTER 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.

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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 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 Parking for Delivery and Courier Vehicles

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

6.0 **OLD BUSINESS**

6.1 Electric Cars

Any volunteers to work on this?

6.2 Car Insurance Information

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

6.3 Smoke Detectors

Strata Council has recently undertaken consultations regarding the procedure for addressing smoke detector failures, ensuring appropriate smoke detectors for each suite, and establishing maintenance protocols to enhance safety for all owners in Cypress Point. Initial discussions have taken place, additional information is being gathered to inform further consultation sessions. Once this process is complete, Strata Council will present the new information to the owners.

7.0 **CORRESPONDENCE**

7.1 Incoming:

7.2 Outgoing:

8.0 **FINANCIALS**

Fund review as of February 29, 2024

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February 2024

Contingency Fund	576,090.41
Special Levy Fund Carpet	605.08
Re-piping Fund	72,285.84
Exterior Building Fund	63,039.58
Boiler Levy Income	50,208.67
Future Remediation Fund	304,157.38
Net Income Current Year	<u>2,778.47</u>
Owners' Equity	\$1,069,165.43

9.0 MEETING ADJOURNED: 8:57 pm

10.0 Next Strata Council Meeting Wednesday, May 22, 2024 at 6:30 pm.