

Strata Plan NW2050  
Strata Council Meeting  
Wednesday, April 27, 2016

1. Present: Felix Zhang, Carole Borthwick, Linda McLaren, Joanne Parkinson,  
Andrew Marchrones

Regrets: Gordon Farrell, Lindsay Armstrong, Cyrus Pun

2. Call to Order: 6:47 p. m.

3. Adoption of Minutes: March 30, 2016 minutes approved by e-mail vote.

4. Other E-mail Votes:

5. Committee Reports:

a) Social:

b) Grounds and Gardening:

i) Wild West Gardens started weekly service beginning April 19<sup>th</sup>.

ii) Irrigation start-up was completed.

iii) Assured Environmental has reported that rodent activity is higher than normal, due primarily to the second consecutive warm winter, and that some consideration may need to be given to increasing service to twice monthly.

c) Fire and Safety: Regarding earthquake insurance, please see Other Business Arising below.

d) Maintenance:

i) Skylight repairs were completed.

ii) Corona Plumbing attended to a plumbing back-up in one unit. ***The back-up was the result of a child's toy flushed down the toilet. There was no damage to common or private property.***

iii) Assured Environmental attended to a suspected squirrel infestation. No critters were caught in a week-long monitoring of the situation.

iv) Evidence strongly suggests a vehicle bumped a garage door bollard in Building A, damaging the photo-eye and causing the garage door to remain open. The incident occurred in the early morning, ruling out a contractor as the culprit. ***The photo-eye had to be replaced and the bollard re-welded at considerable expense to the owners.***

e) Shared Facilities:

i) Crack or Jack Concrete Repair completed deck repairs and pool deck power washing under a quote approved by Council in 2015 (\$1,450.00 + GST).

ii) Pool opening preparations have begun and will continue to opening date. Health inspection is scheduled for May 10<sup>th</sup>, ***with the official date of pool opening targeted for May 20<sup>th</sup>.***

iii) The date and agenda of the annual Shared Facilities meeting is being organized, now that our Shared Facilities partners have elected their new Council members.

f) By-laws:

i) Work on revising and strengthening Cypress by-laws is on-going.

## 6. Financials

- a) Accounts receivable as of April 13, 2016 are \$8,145.10, involving twenty owners. \$6,680.66 of this amount is due to delinquency with respect to payment of the special levy.
- b) Woodridge Shared Facilities March 2016 financials were received.
- c) The reported Woodridge Shared Facilities 2015 year-end surplus (see March 29, 2016 minutes) was adjusted lower by \$675.74 to \$14,311.47. Consequently, the amount to be remitted to Cypress ABC by May 15, 2016, based upon unit entitlement, was decreased by \$198.39 to \$4,201.85. ***Woodridge remitted payment in full in April.***
- d) Cypress Shared Facilities March 2016 financials were issued.
- e) Cypress March 2016 financials were received, but review has not been completed; consequently they have not been approved.
- f) Preliminary fund overview as of March 31, 2016:

Contingency Fund	\$186,751.07	
Special Levy Fund	28,009.72	
Repiping Fund	55,503.69	
Exterior Building Fund	388.96	
Future Remediation Fund	<u>145,993.22</u>	
<b>Total Funds</b>	<b>\$416,646.66</b>	(of which \$140,000.00 is in a GIC)
Current Year Surplus	<u>4,303.79</u>	
<b>Total Owners' Equity</b>	<b>\$420,950.45</b>	

## 7. Correspondence Received:

- a) Payment from a Shared Facilities partner (see Financials d) above).
- b) Complaint from an owner regarding unsupervised children running, screaming, and causing other mischief during a lounge rental on April 24<sup>th</sup>. ***A Council member intervened on behalf of the owner. Subsequently, the Administrator spoke with the group's Director, receiving a sincere apology and assurances that children would be much better supervised during their regular once-monthly rentals.***
- c) Multiple complaints about a strong cigarette/cigar smoke odor in the Building B first floor north and northwest hallways. ***The Administrator is attempting to identify the source. Residents are reminded that municipal by-laws prohibit smoking in public places and, under strata by-laws, smoking odor would be considered a nuisance that could be acted upon by Council.***
- d) Multiple requests from owners to waive the late payment fee assessed on delinquent special levy payments.
  - i) ***Council deferred voting on all requests to waive late fees. Council will discuss this issue further at the May meeting.***
  - ii) ***Council is satisfied information about payment of the levy was adequately distributed to owners by the former Administrator, Corinne Inglis, in the AGM package in November and the subsequent AGM Minutes in December.***
  - iii) ***Residents are reminded that neither Council nor the Administrative office is obliged to provide reminders of payments due.***

## Correspondence Sent:

- a) Eighteen arrears notices related entirely to payment of the special levy.

8. Other Business Arising:

- a) Insurance: The current policy through HUB International was renewed, with the premium increasing by less than 1%. ***Council voted to maintain the current 15% earthquake deductible, as buy downs to 10% or 5% were not budgeted for in 2016. The annual premium for a 10% deductible buy down would be \$9,249 and the annual premium for a 5% deductible buy down would be \$29,721. Council has requested the Administrator begin a process of soliciting owner opinions on these options for 2017.***
- b) Building C deflection test: A final report from RJC is imminent. ***A preliminary advisory e-mail from RJC indicates there are no unusual or large cracks in the slab, there are no dangers to residents, and any sloping is much more likely due to natural occurrences than to design flaws or other deficiencies.***

9. Meeting Adjourned: 8:28 p. m.

10. Next Meeting: Wednesday, May 25, 2016, 6:30 p. m.