

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

ATTENDEES

Present

1. Gordon Farrell	Linda McLaren
Carole Borthwick	Joanne Parkinson
2. Oliver St Quintin	Murray Thompson
	Audrey Montero

Regrets

CALL TO ORDER: 6:35 pm

ADOPTION OF MINUTES

Thursday, March 27, 2025 Strata Council Meeting Minutes were approved by email. With the following amendments.

The minutes from the February 27, 2025 Strata Council Meeting were approved by email. Please note, the previous correspondence mistakenly listed the year as 2024—this was a typo.

COMMITTEE REPORTS

Social

No report at the moment.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Grounds and Gardening

Landscaping

In April, gardening work at Cypress Point with Yamato Landscaping focused on spring cleanup, pruning, lawn care, and preparing garden beds for the season. This included clearing winter debris, and shaping shrubs.

Please follow or refer to facebook@yamatolandscaping: we upload our job pictures on every visit.

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.

Maintenance

Pest Control

This season typically brings increased activity from pests such as silverfish and flying ants. These will be treated as they appear, and we thank owners who have already reported seeing them. A recent inspection by Assured Environmental showed normal results. The inspection covered the exterior perimeter and grounds, interior common areas, laundry room, amenity room, garbage areas, washrooms, and garage. Exterior traps were added or replaced, and some rodents were removed from traps. Please do not touch any bait or bait stations.

Work Done by the Electrician

Mr. Dragun, who provides electrical services for Cypress Point, was able to complete and repair the following items:

1. Repaired the broken emergency light fixture in Building A, located in front of Suite 102.
2. Repaired a light fixture on the second floor of Building A between (Suites 110 and 111) that required an electrician's attention.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

3. Installed illuminated street address signs in Buildings A and B. This project has been ongoing since last year and was strongly recommended by the fire department.

Plumbing Work in our Buildings

Corona Plumbing and Heating accessed SLs 86, 97, and 106 to conduct preliminary testing for water leaks affecting the parking area stall 115. Although no water was detected during the initial inspection, we later received a report from the owner of the vehicle in that stall indicating that water had subsequently leaked into their vehicle. Corona will need to return to continue the investigation. We extend our sincere thanks to the owners of the above-noted SLs for their cooperation and understanding during this process.

The investigation into a suspected water leak in the second-floor hallway of Building C remains pending. This will involve opening a section of the wall once Corona is available to proceed with the work.

In addition, Corona has identified part of the issue contributing to water leakage in the parking area of Building A, near the lobby entrance. Access to piping in SL104 revealed a potential source of the leak. A further opening will be scheduled in SL106 to determine the full extent of the issue before repairs can be completed.

Proper Storage of Personal Items – Buildings A, B, and C

Please remember to dispose of unwanted items properly and avoid leaving them in the lobby of the buildings. Keeping shared spaces clear helps maintain a clean and welcoming environment for all residents. Thank you for your cooperation!

Car Wash & Broken Spray Nozzle

The spray nozzle in the car wash area was recently reported broken by an owner. SL42 kindly donated a replacement and installed the new nozzle. Strata Council thanks SL42 for this generous contribution.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Shared Facilities

Games Room

A damage deposit is required to ensure the space is properly maintained; however, there is no fee to use the room.

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.

The lounge was rented once during the month of April 2025.

A few items repaired by electrician Dragun.

- A light fixture near the stairs at the entrance to the Shared Facility bathroom has been replaced.
- A light fixture in the men's sauna room has been replaced.
- The sauna heat in the men's room has been adjusted to a higher setting.

Loose and missing red tiles in the area outside the lounge have been replaced as part of a basic emergency repair to address immediate safety concerns. This temporary work was necessary to prevent potential hazards to residents and visitors. Strata Council will be gathering quotes in the future to assess and plan for a more permanent replacement of the area for long-term safety and durability. The cost of the emergency repair was \$1,950 plus GST.

Exercise Room

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Strata Council is currently seeking three quotes for the future replacement of the exercise room windows, as they continue to break and require repeated repairs. We kindly ask all users to open and close the windows gently to help extend their lifespan and reduce ongoing costs.

Additionally, a section of the wall in the gym has been damaged. We ask that all residents please handle weights and gym equipment with care to help maintain the facility in good condition for everyone's use. Thank you for your cooperation.

Pool Maintenance

Although both pool doors were repaired at the end of the winter season, by Highwater Management (carpentry company) the door frame posts are completely rotten, raising additional safety concerns. Highwater Management will provide replacement details and a quote to Strata Council later this month.

Strata Council is very grateful to SL74 for generously purchasing, paying for, and coordinating the installation of five new flags in the pool area, with the help of other Strata Council members. This installation is expected to take place later this month.

The first pool inspection before the season opening is scheduled for May 8, 2025. If all goes well, Strata Council anticipates opening the pool to owners and residents on May 10, 2025. An update will be shared following the inspection on May 8th, 2025.

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. If you need pool tags, please contact the office to make arrangements for their purchase. You must remember to have your pool tag(s) with you when you are at the pool.

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:

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

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-off is 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.

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.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

NEW BUSINESS

Strata Council Meeting Minutes – Conduct Reminder

Strata Council would like to remind all owners and residents that respectful communication is essential for the effective functioning of the Strata NW2050 community. Recently, there have been instances of correspondence to Strata Council that have included language and tone that were unconstructive, accusatory, and disrespectful. While Strata Council welcomes questions, concerns, and differing opinions, communication must remain civil and respectful. Strata Council members are volunteers working on behalf of all owners, and inappropriate behavior directed at them will not be tolerated. Should such conduct persist, the matter may be addressed further under the applicable bylaws.

Roof Replacement Project

Arrears Process and Interest Charges Effective April 1, 2025

If an owner's payment is in arrears on April 1, 2025 the arrears process for at least half will come into effect as laid out in Bylaws 2.2 and 2.3, 10% interest per year compounded annually will be charged.

For owners who have not yet paid the levy or whose cheque was returned, a letter with the updated amount owing will be sent. This amount includes ongoing interest charges, and the final total will be confirmed at the time of payment.

A friendly reminder that the second and final payment is due on May 31, 2025. We encourage owners to ensure that payment is submitted on or before the due date to avoid any interest charges or follow-up notices. Should you have any questions regarding your balance or payment options, please don't hesitate to reach out.

Flynn Roofing has now begun work on Building B. The company estimates that the roofing work in this building will take approximately one month and two weeks to complete, weather permitting. We will inform owners which building is scheduled next as the project progresses. Thank you for your patience and cooperation during this time.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Roof-Top Owner's Responsibility for Personal Belongings During Roof Replacement

Thank you to all owners of suite roof decks for your cooperation and compliance with the stipulations regarding items and its storage location.

While reserving the right to require otherwise and subject to available space, as a special concession, Council will allow owners of roof-top decks to store personal belongings from their roof-top decks as follows:

1. Barbecues and propane tanks (only these items): Cage located between Buildings B and C, near the fire lane
2. Plants: Areas around buildings in gardens where there is space and on grassy areas
3. Other items: Parking stall allocated to the suite. If space allows, both a car and items can be parked in the same stall. Otherwise, items can be stored in the stall, and the car must be parked on the street

Owners can also:

4. Store items inside their own suite, other than barbecues and/or propane tanks
5. Rent a suitable locker at their own expense.

Owners and residents may notice various items and plants placed around Cypress Point facilities, particularly in the gardens or near building entrances. These plants belong to owners of roof-deck suites and are to remain in place until the roof replacement project is completed.

Some owners/residents have chosen to use their parking stalls to store items during this time. Please note that only stalls belonging to roof-deck suites are permitted to be used for temporary storage. All other residents are kindly reminded to keep their parking stalls clean and free of personal items. Thank you for your cooperation.

Accessibility for 3rd floor Suites During the Roof Replacement Project

As a reminder, owners should ensure that access to their suite is possible. If you are on vacation or away for an extended period, please make arrangements to allow access as needed.

New Procedure for Handling Complaints in Strata NW2050

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

It was reviewed and approved by Strata Council to adopt a new complaint procedure, in alignment with the requirements of the Strata Property Act.

OLD BUSINESS

Electric Cars

Any volunteers to work on the electric cars committee?

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.

Smoke Detectors

Data has been collected regarding the type of smoke detectors currently installed in each suite, as well as the type of chimney system in place. This information helps determine which suites may require an upgrade from standard smoke detectors to dual-sensor models. We are now in the process of obtaining quotes, and once this information is complete, the project will be submitted to the owners for their consideration.

Illegal Disposing

The City of Richmond will fine strata complexes when they find plastic bags have been placed in the compost and recycling bins. Over a period of a year this can add up to thousands of dollars in fines. Every owner is contributing to the payment of these very unnecessary fines. The Strata Council is investigating a few different approaches to address this problem. Strata Council encourages the Cypress Point Community to become more engaged in ensuring that the rules are followed so that we don't continue to be fined for these violations. The money we save can be added to our Contingency Reserve Fund at the end of the year to help pay for more important things like roof replacement or any number of things that need fixing or replacing over the year!

If you believe someone else could make use of your old items, then take them to Value Village on Granville Avenue.

Strata Plan NW2050

Strata Council Meeting Minutes

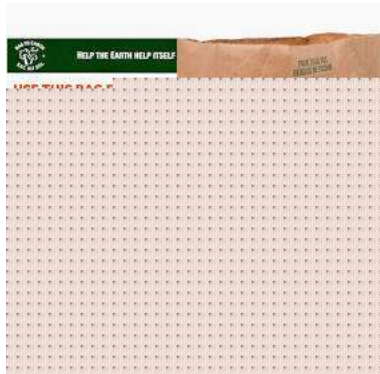
Thursday, May 1st, 2025

<https://stores.savers.com/bc/richmond/community-donation-centre-cdc2098.html>

Or, take them to the **City of Richmond Recycling Depot**. It is free for Richmond residents.

<https://www.richmond.ca/services/recycling-garbage/recyclingservices/recyclingdepot.htm>

Please be advised that only the specified kind of paper compost bags are acceptable for use in the green bins. No plastic bags are allowed, even if they are labeled biodegradable. Thank you.



We kindly remind all residents that plastic bags should not be placed in the compost bins, as they contaminate the organic waste and disrupt the composting process. Only approved compostable bags or loose organic waste should be disposed of in these bins. Thank you for your attention to this matter.

When disposing of compost in the bin, please remember to close the lid to help reduce the possibility of attracting rodents to the garbage area. Thank you for your cooperation.

CORRESPONDENCE

Incoming:

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

SL35 has reported two additional openings in the fence behind Building B and along Building C. Two of the openings have been repaired, but one continues to reoccur. We would like to thank SL42 for their involvement in addressing this issue and assisting in finding a solution.

SL55 successfully received the Richmond Neighbourhood Small Grant this year to support the annual strata summer second-hand yard sale. The owner will contact Strata Council Member Joanne Parkinson for more information regarding the event. Please note that this is not a Strata Council-led project, but an individual initiative. However, the Strata Council is pleased to support it by sharing information at Council meetings and helping to promote it within our community. If anyone has valuable information or suggestions to contribute, kindly let me know and we will be happy to forward it to the owner organizing the event.

Strata Council has received a renovation request for SL55. The required forms confirming understanding and compliance with the bylaws during the renovation process, along with the legal documents, have been received with thanks. The renovation has been approved.

COMPLAINTS

Excess Speed in the Parking Lot

Details of Complaint: Vehicle observed exiting the parking lot at an unsafe speed

Date Complaint Received: April 22, 2025

Date Strata Lot Notified of Complaint: May 5, 2025

Council Action: The Administrator is requested to remind all owners to drive safely and at an appropriate speed within the indoor parking area, in consideration of the safety of all residents and visitors.

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

From Strata Lot Number 27

Details of Complaint: Strata bought a Bluetooth lock for \$160.00 to secure the cage used to store barbecues and propane cylinders and “this lock is an absolute waste of owners money”

Date Complaint Received: April 20, 2025

Date Strata Lot Notified of Complaint: Not applicable

Date Owner and Landlord Notified of Complaint (if applicable): Not applicable

Deadline Date for Request for Hearing or Response by Strata Lot: Not applicable

Date Request for Hearing or Response Received: Not applicable

Date for Hearing if Requested: May 1, 2025

Council Decision on Whether Breach Occurred: Council does not consider that any Strata Property Act breach occurred in making this purchase. As a purchase made less frequently than once a year, according to Strata Property Act (SPA) section 92(a) this is not an operating expense.

Rather, Council considers this to be an expense arising from the roof replacement project, for which a Special Levy under Section 108 of the Strata Property Act (SPA) was approved by the owners. In accordance with Section 108(3)(a) of the SPA, the purpose of the Special Levy included a 10% contingency to cover unforeseen additional costs not included in the original specifications.

Strata Council resolution in favor: 6; against: 0

Council does not consider this expense “was an absolute waste of owners money”, as the lock:

1. Provides security in an area where there has been unauthorized entry to the property
2. The Bluetooth feature allows access to the cage to be granted, controlled and monitored
3. The lock can be reused in the future where access to a storage area needs to be granted, controlled and monitored

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Strata Council resolution in favor of purchase (retroactive): 5; against: 1

Unless or until a specific law or bylaw is identified that limits spending more than \$50 without a vote of council, council considers that no breach occurred.

Council vote on decision: In favor: 6; against 0

Council Action if Breach Considered to Have Occurred: Not applicable, but Administrator to follow up with the Strata financial managers to ensure the expense is recorded as described above.

Date Complainant Notified of Decision on Breach and Action if Applicable: May 5, 2025

From Strata Lot Number 27

Details of Complaint: "Last year the strata council 'exceeded their budget' for snow removal by \$4,000. Anything more than \$2000 should have required a vote by owners at an AGM/SGM."

Date Complaint Received: April 20, 2025

Date Strata Lot Notified of Complaint: Not applicable

Date Owner and Landlord Notified of Complaint (if applicable): Not applicable

Deadline Date for Request for Hearing or Response by Strata Lot: Not applicable

Date Request for Hearing or Response Received: Not applicable

Date for Hearing if Requested: May 1, 2025

Council Decision on Whether Breach Occurred: Council does not consider that a breach of Strata Property Act section 98 occurred in paying for snow removal services that exceeded the amount approved in the operating budget, because SPA section 98(3) allows: "expenditure may be made out of the operating fund or contingency reserve fund if there are reasonable grounds to believe that an immediate expenditure is necessary to ensure safety..."

Given the potential for injuries and lawsuits arising from uncleared snow and ice, Strata Council considers the over-expenditure was prudent although unwelcome. There is also

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

a practical consideration that council does not have the ability to know the extent and cost of snow removal services required until after they have occurred.

Strata Council resolution in favor that a breach did not occurred: in favor 6 and 0

Council Action if Breach Considered to Have Occurred: Not applicable

Date Alleged Offender Notified of Decision on Breach and Action if Applicable: May 5, 2025

Date Complainant Notified of Decision on Breach and Action if Applicable: Not applicable

Fund review for January 2025.

	January	February
Contingency Fund	644,473.12	653,143.88
Special Levy Fund Carpet	633.87	
Re-piping Fund	89,806.97	91,315.42
Exterior Building Fund	75,426.68	74,476.46
Boiler Levy Income	2,282.14	
Future Remediation Fund	412,509.61	422,037.44
Roof Replacement Levy		581,036.30
Net Income Current Year	15,645.84	10,233.32
Owners' Equity	<u>\$1,240,778.23</u>	<u>\$1,832,242.82</u>

Strata Plan NW2050

Strata Council Meeting Minutes

Thursday, May 1st, 2025

Age Receivable as of February 2025

SL51 \$1,661.31

MEETING ADJOURNED: 8:35 pm

Next Strata Council Meeting Thursday, May 29, 2025.