

# Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes  
Monday, March 20<sup>th</sup>, 2017  
Location: Clubhouse

The Meeting was called to order at 7:05 pm.

## PRESENT

President: Joanna Cossey  
Vice-President: Keith D'Costa  
Treasurer: Ian Thompson  
Landscaping: Leslie Guha  
Maintenance: Gord Dale

## ABSENT

Secretary: Anne-Lise Gourley  
Maintenance : Zach Hollett

Davin Management Ltd. Monique Garneau

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## ADOPTION OF PREVIOUS MEETING MINUTES

It was Moved/Seconded/Carried (M/S/C) to adopt the minutes from the previous meeting of February 20<sup>th</sup>, 2017 as circulated.

## FINANCIAL REPORT

It was M/S/C to adopt the January, 2017 Financial Statements as prepared by Davin Management Ltd.

## BUSINESS ARISING FROM PREVIOUS MINUTES

**Fire System Repairs** – Council reviewed a credit note received from Active Fire & Safety Services as a result of Council's questions regarding several charges submitted in the initial invoice. Council M/S/C to approve payment of the invoice, less the credit received; however, confirmed they would be obtaining services of a different fire prevention company for the next inspection due to AFS's questionable billing.

**Gutter Cleaning** – Complex gutter cleaning has now been completed. Several gutters were damaged from snow and ice and will require caulking; however, these repairs cannot be done until warmer weather in order to be effective. Joanna will be obtain quotes from a handyman for this service.

Further gutter cleaning quotes will be provided to council by Davin Mgmt prior to the next meeting so that council can schedule accordingly in order to ensure that this year's gutter cleaning will be done in a timely manner before winter weather sets in.

**Window & Siding Cleaning** – Quotations were reviewed and Council M/S/C to award the work to Pure Pressure as they provided a competitive bid and Council was pleased with the gutter cleaning once done. This cleaning will be requested to be scheduled for late April/early May. **A notice with final date will be distributed once known. Residents will need to remove window screens to allow window access.**

**Back Stairs** – A quote requested for gate installation at the back stairs has not yet been received from Mojo services. In the meantime, documentation regarding the Strata Corporation's ownership of the parcel of land that extends up to the road along the stairway corridor will be researched to determine the Strata's ability to restrict access through the complex.

**Landscaping** – Trimming and clean up has begun now that the winter weather subsided. A number of shrubs and plants were damaged and Leslie is working with the landscapers to replace as much as can be accomplished within budget.

Soil top up for the garden beds will be done in the coming months.

Some cedars were noted as fallen near the clubhouse during the meeting. Leslie will advise the landscapers who will evaluate if they can be replanted.

Large tree trimming will be planned for the fall.

The damaged magnolia previously noted is expected to be replaced by BC Plant Healthcare during warmer weather.

**Maintenance** – Current maintenance being addressed is the siding and window washing which will be scheduled for April/May and drain repair that was damaged during snow removal.

- **Patio cleaning** will be planned for the end of May. A notice with deadline will be distributed soon. Owners are reminded that failure to clean patios will result in the Strata Council arranging the cleaning at the Owner's expense.

### **NEW BUSINESS**

**Correspondence** – Council noted an email received from a Unit regarding an invoice charge back which Council is continuing to look into further.

Council instructed a letter to be sent to a Unit to remind the resident to remove seasonal lights.

Council instructed a letter to be sent to a Unit requesting they avoid parking around a blind corner when washing their car to prevent anyone from running into them or their vehicle.

Council noted another complaint regarding a Unit that is continuing to cause a disturbance to neighbors from second hand smoke despite previous warning letters and fines levied for Bylaw violations. It was once again M/S/C to levy an additional fine for this repeated offence.

**Landscaping Contract** – Council reviewed the seasonal landscaping contract presented by Healing Hands Landscaping Inc. After a discussion, it was noted that the landscapers are meeting contract outlines at this time.

There being no further business, the meeting was adjourned at 9:10 pm.

The next meeting will be held on Monday, April 17<sup>th</sup>, 2017.

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