

Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes

Monday, June 19, 2017

Location: Clubhouse

The Meeting was called to order at 7:20 pm

PRESENT

President: Joanna Cossey
Vice-President: Keith D'Costa
Secretary: Leslie Guha (interim)
Treasurer: Ian Thompson
Landscaping: Leslie Guha
Maintenance: Gord Dale
Zach Hollett

ABSENT

Treasurer: Ian Thompson

ADOPTION OF PREVIOUS MEETING MINUTES

It was Moved/Seconded/Carried (M/S/C) to adopt the minutes from the previous meeting of May 9th, 2017 as circulated.

FINANCIAL REPORT

Financial reports were not reviewed – tabled until July meeting.

BUSINESS ARISING FROM PREVIOUS MINUTES

Gutter Cleaning – Maintenance has arranged for Pure Pressure to come back and reinspect / spot clean some of the gutters that are still experiencing overflow issues (possibly due to moss from the roof being dislodged during the recent window and siding cleaning). As of the meeting, units 1/23/29/34/50 were being tended to.

Gord is following up with Pro Image on the gutter caulking repair work that needs to occur now that we are in a dryer stretch of weather.

Joanna to confirm with Property manager that Clover Clean has been scheduled for Fall gutter cleaning in November 2017 as requested at May meeting.

Window & Siding Cleaning – Completed by Pure Pressure.

Correspondence

Invoice regarding a garage door repair sent to owner.

Invoice regarding investigation of a leak that may have involved a sprinkler head sent to previous owner as leak was determined not to involve limited common property.

Notices will be sent to 2 units asking to ensure their garage doors are repaired. They will be given 30 days notice to comply.

Maintenance

Patio cleaning – Please be advised that the deadline for patio cleaning is Friday, June 30th, 2017. Those residents who do not have their patios cleaned by that deadline are advised that cleaning will then be arranged and all costs associated will be charged to that Unit Owner.

LANDSCAPING

Advisory Committee – Leslie has formed an advisory committee with member from each row to assist with voicing any landscaping concerns. All is going well at this point and fresh topsoil is currently being distributed throughout the complex by hand in areas where the landscapers see the need for it. This will continue in the following weeks and months.

NEW BUSINESS

Dryer vents – Property Manager to get quotes to have the dryer vents cleaned as it's been a number of years since this was done.

Fire Hydrant Inspection – Council agreed to contract Elite to do the bi-yearly testing of the 2 complex fire hydrants that is due. Property Manager to ask Elite for quotes for annual inspection costs.

Maintenance Schedule – Zach to update current schedule using past year templates.

Developer request for access to easement – A developer requested easement access to the driveway that services unit 1-20 in anticipation of a new townhouse complex that they are looking to build immediately adjacent to Cypress Ridge beginning in 2019 (est). Joanna had discussions and a meeting with the realtor acting on behalf of the developer and our property manager and learned that the developer would want to use the road during construction as well as making it the sole access road for the new development. Access has been declined by council on behalf of Cypress Ridge at this time. If the developer continues to push for access, strata will look to engage a lawyer and request missing paperwork from original developer with land titles office but no further action is needed at this time.

Visitor Parking Reminder – A notice will be dropped door to door to remind owners not to park in visitor parking and that vehicles need to display number of unit being visited on dash. This is useful if someone needs to contact the owner of the vehicle (ie. If a car appears to have been broken into or damaged)

Community PotLuck – A Canada Day potluck will be held in the clubhouse July 2nd from 5:30 – 10:30. A notice will be distributed by June 24th, 2017 to residents.

Secretary Role – As Anne-Lise has sold her unit and resigned from council, Leslie has agreed to fill the role of Secretary as needed until the next AGM.

New Council Member – Laura Mills from unit 21 has filled the vacant spot on council and will begin attending meetings in July.

There being no further business, the meeting was adjourned at 8:40 pm.

The next meeting will be held on Monday, July 17th, 2017 at 7:00pm in the Clubhouse.

Property Management company



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