

Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes
Monday, September 18, 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
Maintenance: Gord Dale
Member at large: Laura Mills

Guest Owner

REGRETS

Secretary/Landscaping: Leslie Guha (Interim Secretary)
Maintenance: Zach Hollett
Davin Management Ltd: Monique Garneau

GUEST OWNER

An Owner addressed Council regarding ongoing complaints about the occupants of the unit and their visitors. There have been numerous police responses to calls at this unit and surrounding units have expressed concern with the disruptions at all hours of the day/night. Owner is aware of disruptions and complaints and has been actively working to have the person that is involved with the issues move out and hopes to have the situation rectified by the end of the month. Owner has also been given final notice to repair garage door by Oct 1 or Council will fine unit until repaired.

ADOPTION OF PREVIOUS MEETING MINUTES

It was Moved/Seconded/Carried (M/S/C) to adopt the minutes from the previous meeting of Jul 17, 2017 as circulated.

FINANCIAL REPORT

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

Accounts Receivable – There was considerable discussion surrounding outstanding receivables and ways that council can collect on outstanding fines, levies, and liens. Ian to contact Monique for clarification re lawyer's letter regarding if a lien was already registered on an existing account as well as possible letters of demand for other units with outstanding accounts.

****Council reminds Owners that fines, special assessments, and monthly strata fees should be paid promptly to avoid interest and possible legal fees. Cash flow for the Strata is impacted by outstanding accounts and makes it difficult for the Council to follow through on necessary projects, repairs, and maintenance.****

BUSINESS ARISING FROM PREVIOUS MINUTES

Gutter Cleaning – Clover Clean will be doing another full cleaning of the gutters sometime in November once the majority of the leaves have fallen from the trees.

Unit Chargeback – Letter was sent to owner regarding cost sharing from previous roof leak. Council is awaiting a response or payment.

Important Information: Owners are reminded that in the event of loss in which repair costs do not reach the Strata Corporation's insurance deductible, repairs will then need to be directed to the Owner's individual insurance provider. Owners must contact their brokers in the event of a loss until it can be determined if a claim can be accepted through the Strata policy for incidents such as a roof leak, etc.

Dryer Vent Cleaning – This was completed as scheduled with no issues reported.

Mandatory Annual Fire Inspection – This has been scheduled for **Thursday, Oct 15**. Access is needed to all units and a notice will be distributed to all units approx. 2 weeks prior to the inspection. Fire hydrant inspection and flushing will take place at the same time.

****If you will not be home and need to arrange for a council member to provide suite access, please email Council via the website (www.mycypressridge.ca) or directly at cypressridge@gmail.com****

Garage Door Repairs – Letters were sent to two units advising that their garage doors need to be repaired or they would be done by council at owner's expense. As of the meeting, one unit had repaired their door and the second unit promised to have it repaired by Oct 1.

Correspondence – Letters were sent to multiple units for various bylaw infractions and garage door repairs needed.

Landscaping

Leslie was away so landscaping discussion was tabled until the next meeting; however, Joanna to follow up with Leslie re 2 trees that were replaced earlier this year that died and the plans for their replacements.

Maintenance

Moss Removal – The moss on the roofs have been sprayed and are dying off. Any moss not washed away by future rains will be removed during the November gutter cleaning. If you believe you have moss that has not been treated (it should be brownish in colour when dying, live moss is green); please email Maintenance via the website (www.mycypressridge.ca).

Rotting Fascia Boards – Maintenance has noted that the fascia boards that secures the railing to the front balconies (facing River Road) at units 7/8 and 9/10 are black and rotten. There are other units with a similar issue but these four units need immediate attention. Gord received a few quotes to repair but believes it can be done in a cheaper and simpler fashion than what has been quoted. He will reach out to some local contacts to have repairs done in the next few weeks. Other units will be done as needed in the future.

NEW BUSINESS

Parking on River Road – New restrictions surrounding parking have been instilled along River Road. Please note the new "No Parking" zones and address any concerns with the City of Surrey directly.

Street lights between units 48-50 – There was discussion surrounding a number of recent incidents including vehicle break-ins that have occurred between units 48-51 and it's felt this is likely due to a lack of lighting along the back row. There is wiring for 2 street lights up there; however, the lights were never installed. Council to work on getting quotes for a company to come and install 2 lamp standards using existing wiring and hope to work this into next year's budget.

2017/2018 Budget – Ian to work on preparing the proposed budget for 2017/2018 and this will be presented to Council at next meeting. Council members were asked to consider any upcoming projects and submit their approximate costs to Ian prior to Oct 10 so that they could be worked into proposed budget. Note – There will likely be an increase to Strata Fees next year as there were some areas significantly over budget this year including snow removal. Please know that Council will do their best to minimize cost increases to owners.

There being no further business, the meeting was adjourned at 9:15 pm.

The next Council meeting will be held on Wednesday, October 18, 2017 and will be an AGM preparation meeting.

The Annual General Meeting is scheduled for Tuesday, November 21, 2017 at 7:00pm. A full package will be sent to all owners 3 weeks prior to the meeting as required by law.

Property Manager Info

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Strata Manager

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