

Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes

Tuesday, March 27th, 2018

Location: Clubhouse

The Meeting was called to order at 7:04 pm

PRESENT

President/Social Committee: Keith D'Costa
Vice-President: Laura Mills
Secretary: Andrea Nikas
Landscaping: Leslie Guha
Maintenance: Gord Dale
Maintenance : Zach Hollett

REGRETS

Jaideep Sethi

Davin Management Ltd: Monique Garneau

**Council notes that the February 20th, 2018 meeting had been rescheduled for today.*

ADOPTION OF PREVIOUS MEETING MINUTES

It was Moved/Seconded/Carried (M/S/C) to adopt the minutes from the previous meeting of January 15, 2018 as circulated.

FINANCIAL REPORT

As the Treasurer was unavailable for this meeting, adoption of the Financial Statements to February, 2018 was tabled for the next meeting.

Accounts Receivable – Council reviewed the Accounts Receivable Report as of March 26, 2018. An account that had received notification of a lien in process has now paid that account in full. Two accounts in arrears for bylaw violation fines will be notified that the Council will begin an application at the Civil Resolution Tribunal should they not submit the amounts owing.

BUSINESS ARISING FROM PREVIOUS MINUTES

Unit Chargeback – Council notes that this matter is continuing to be resolved.

Street lights between units 48-50 – Council advises that the light posts have now been purchased and will be installed.

***Following the meeting, the light posts installation was completed by Council Maintenance.**

Snow Removal – Snow removal expenses to date are \$3,979.50 which has not exceeded the annual budget.

Welcome Package – The updated Welcome Package is now being provided to all new Owners that include Cypress Ridge community information and maintenance inquiry contacts.

Telus Fibre Optic Installation – Council notes that the Telus Fibre Optic installation has been completed to individual garages. Those interested in upgrading their internet service will be required to contact Telus; however those who want to remain with current service providers do not need to do anything.

Landscaping

Following the last meeting, Council had reviewed the quotations received from Davey Tree and BC Plant Health Care Inc. It had been M/S/C to proceed with the large tree trimming with Davey Tree via email and which was completed on February 27th, 2018.

A walk through was done with the landscaper to plan some improvements to be scheduled this spring. This included some top dressing to lawns, adding plants that could be easily maintained and removal of several dead cedars that pose a threat to fire safety in addition to being visually detracting. As a result of the walkthrough, Council was provided pricing to address these landscaping options and it was M/S/C to have them proceed.

Maintenance

A list of maintenance items that are being scheduled include fascia painting in the front, a patio repair and several paver repairs that are creating a trip hazard. It was then M/S/C to have Gord and Zach install the light posts.

NEW BUSINESS

Correspondence

- An email was received from an Owner regarding a dispute with the landscaper with regard to the condition of their yard. Council noted that the Owner had entered into an agreement with the landscaper to install sod and turf which did not involve the Strata therefore the Council would be unable to participate in that part of the discussion. Council will try to arrange a meeting with the Owner to discuss some options that could be considered rather than continuing to attempt to get grass to grow which has not been successful to date.

Council instructed a letter to be sent to an Owner regarding a trade they had hired which drove their vehicle and damaged a boxwood shrub.

Clubhouse – Council discussed regular cleaning maintenance at the Clubhouse. It was M/S/C to purchase a vacuum (which would remain in the Clubhouse) and hire a resident who could clean the Clubhouse once a month in addition to ensuring that it is stocked with toilet paper and paper towel, etc.

Pet Owner Reminder – Council would like to remind all pet owners to ensure that all pet waste is picked up and disposed of properly from all Common Property areas. Failure to comply may result in LMS 4529 Bylaw Violation warnings and/or fines being imposed for violations.

There being no further business, the meeting was adjourned at 8:30 pm.

The next scheduled Council meetings will be held on **Tuesday, April 24th, 2018** and **Tuesday, May 29th, 2018 at 7:00 p.m.**

These minutes have been approved by Council.

Property Manager Info

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Strata Manager
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Please keep these minutes with your strata lot records. You will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.