

Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes

Monday, July 16th, 2018

Location: Clubhouse

The Meeting was called to order at 7:01 pm

PRESENT

President/Social Committee: Keith D’Costa
Vice-President: Laura Mills
Treasurer: Jaideep Sethi
Secretary: Andrea Nikas
Landscaping: Leslie Guha
Member: Zach Hollett

REGRETS

Maintenance: Gord Dale

Davin Management Ltd: Candice Egersperger, Monique Garneau
Four Guest Owners

Guest Visit

At Council’s request, an Owner attended the meeting to discuss several parking violations that were submitted to Council for the vehicles associated with residents of their Unit. Parking rules and regulations were clarified and the Owner(s) confirmed that they will endeavor to follow the parking guidelines. Council will continue to monitor and follow up with Bylaw enforcement as necessary.

ADOPTION OF PREVIOUS MEETING MINUTES

It was **Moved/Seconded/Carried (M/S/C)** to adopt the minutes from the previous meeting of May 28th, 2018 as circulated.

FINANCIAL REPORT

It was **M/S/C** to adopt the Financial Statements up to and including May, 2018 as prepared by Davin Management.

Accounts Receivable – Council reviewed the Accounts Receivable Report as of July 16th, 2018. It was noted that four units still have fees or fines outstanding.

BUSINESS ARISING FROM PREVIOUS MINUTES

Deck Cleaning—the deadline for pressure washing decks was June 16th, 2018. Three units have not yet completed the deck cleaning. Council asks the units to complete this task within two weeks. Reminder letters will be sent out those units who have not yet done this.

Landscaping

Residents are reminded to ensure that shrubs and plants are watered regularly in order to prevent them drying out. City of Surrey watering restrictions are as follows:

2018 Water Restrictions Stage 1: Effective May 1st, 2018 to October 15th, 2018

Lawn watering is permitted 4:00 a.m. to 9:00 a.m. as follows:

Wednesday and Saturday

Garden, shrub, tree and flowerbed watering via sprinkler is allowed any day between 4:00 a.m. and 9:00 a.m. Garden, shrub, tree and flowerbed watering via handheld hose, soaker hose, water container or drip irrigation is allowed any day, any time.

NEW BUSINESS

Correspondence

Council reviewed correspondence received as follows:

- An email from an owner inquiring about alterations of their walkways landscaping. As the alteration was done by a previous Owner, Council determined that any changes needed will be the owner's responsibility.
- An email from an owner was sent regarding an incident with an owner's unleashed dog. Council has addressed the issue with the owner of the dog.

Council reviewed correspondence sent as follows:

- A letter to an owner regarding an account balance.
- A letter to an owner regarding outstanding fees.
- A letter to an owner regarding dead cedar trees that were removed will be replaced. As well as a friendly reminder that vehicles should not be parked in the fire lane at any time.
- A letter to an owner regarding a fine notification for a parking bylaw violation as Council had previously **M/S/C** to levy fines for repeated offences.

Proposed budget—Council reviewed the proposed budget for the upcoming Annual General Meeting and will be discussed further at the next council meeting.

Parking Pass Requests—Council discussed having more parking passes created. Quotes for cost will be reviewed by Council.

Reminder:

Smoking- With the Summer months here, Council would like to remind residents to take extra caution when disposing of cigarette butts as this does create a fire hazard. Council would also like to remind residents of the following Strata Bylaw: 3(1) of LMS 4529 States: ***"An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that (a) causes a nuisance or hazard to another person, (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot"***. Please be considerate of other units when smoking and take measures to ensure smoke doesn't enter adjacent Strata Lots. Suggestions to help mitigate the effects of smoke on other strata lots are:

- Taking a fan to blow smoke away from the complex and any open window
- Using a smokeless ashtray to reduce odours;
- Using an air purifier in your unit

City of Surrey Bylaw No.16694, Section 2, Health Regulations, Ban of Smoking: 2.1 ***"A person must not smoke: (f) within 7.5 meters measured on the ground from a point directly below any point of any opening into any building, including any door or window that opens or any air intake"***.

Parking--- Council reminds you of LMS Parking Bylaw 3(5)(a) and (b) as follows:

- (a) ***"An owner, Tenant, or Occupant must park vehicle in their garage or on the driveway/garage apron without infringing into the common roadway. Exceptions for temporary use (e.g. washing vehicle and temporary loading and unloading.***
- (b) ***Visitor parking stalls may not be used for vehicles belonging to Residents except on a short-term basis of 2 hours or less.."***

Vandalism—It was discovered that one of the Stop Signs has been vandalized several times. Council has made the effort to fix the sign and a new Stop Sign has been ordered to replace the vandalized. The sign that has been fixed will be put into storage as a back up sign once the new one arrives.

Wasp Nests—Several Units have complained about the discovery of a wasp nest around their unit. Pest Control will be contacted in order to resolve this issue.

Email Authorization Forms—Attached is a form that enables you to provide your email in order to receive the minutes and important notices via email.

There being no further business, the meeting was adjourned at 9:01 pm.

The next scheduled Council meeting will be held on **Monday, August 20th, 2018 at 7:00 p.m.**

These minutes have been approved by Council.

Property Manager Info

Monique Garneau
Strata Manager
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Candice Egersperger
Strata Manager
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Cypress Ridge Website: Please note that Strata Corporation notices and minutes are posted to the Strata website at <http://mycypressridge.ca/> – LMS 4529 Bylaws are available on line as well.

How to Contact Strata Council – Please contact your Strata Council at cypressridge@gmail.com. Owners are welcome to attend and observe regular Council meetings that are held monthly, however please ensure to contact Davin Management a minimum of one week prior to the meeting so that Council will know to expect you.

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.