

**STRATA PLAN NW2050, CYPRESS POINT,  
ANNUAL GENERAL MEETING  
THURSDAY, NOVEMBER 13, 2025, AT 7:00 PM  
RICHMOND, B.C. V6Y 1Z3**

In Attendance at the start of the meeting:      24 Strata lots represented in the Meeting:  
   21 Strata lots represented by proxy.  
   45 Total Strata Lots

1. CALL TO ORDER:

The meeting was called to order at 7:01 PM by Council President, Gordon Farrell.

2. CERTIFICATION OF PROXIES

Audrey Montero advised 45 Voters had been certified.

3. NOTICE OF QUORUM

The requirement of the NW2050 By-Laws state that one third (35) of the persons entitled to vote (106) in person or by proxy constitutes a quorum. We had 24 owners at the beginning of the Meeting and 21 by proxy for a total of 45 owners eligible to vote, which was a quorum. At 7:13 a new Strata lot representative arrived getting the total to 46 strata lot representatives.

4. PROOF OF NOTICE OF MEETING OR WAIVER

Owing to the Canada Post strike and the uncertainty surrounding mail delivery, required notice of this meeting as per Section 45 of the Strata Property Act was provided on October 22, 2025, to the last known address of each owner by email (35) or by hand delivery (71).

5. INTRODUCTION OF HEAD TABLE

The Council President, Gordon Farrell, introduced the Head Table. Daryl Foster, Strata Advisor, Audrey Montero, Administrator, were in attendance.

5.1 Motion to elect Daryl Foster to chair the Annual General Meeting.

Moved: SL 74

Seconded: SL 44

Carried unanimously

5.A Approval of the Annual General Meeting Agenda

Moved: SL 103

Seconded: SL 70

Carried unanimously

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**5.B RULES OF ORDER**

At the Annual General Meeting, we follow established rules of order to ensure a fair, respectful, and organized process. Each attendee receives a voting card to participate in decision-making. For each agenda item, a motion must have both a mover and a seconder before it can proceed to a vote. All comments and questions should be directed to the Chair, rather than engaging in side conversations. Please remember that this is an owners' Annual General Meeting, and owners, as a group, have the authority to make decisions or amend proposals through a majority vote. This allows for flexibility and ensures that decisions reflect the collective will of the ownership. We also kindly ask that everyone respects the speakers by not interrupting, allowing each person to finish their remarks. Any decision made by the Chair may be challenged in accordance with the rules of order.

Moved: SL 92

Second: SL 105

Carried unanimously. None opposed. Motion is carried.

**6. APPROVAL OF THURSDAY NOVEMBER 28, 2024, ANNUAL GENERAL MEETING MINUTES**

Motion: To approve the Annual General Meeting Minutes November 28, 2024.

It was **MOVED** by (SL 44) and **SECONDED** by (SL 70) to adopt the minutes of the Annual General Meeting held on November 28, 2024. It was carried by majority vote. None opposed.

**7. PRESIDENT'S REPORT FOR 2025**

- a. President's and Treasurer's 2025 Reports were included in the Annual General Meeting Package.  
There were a few questions related to the report.
- b. Gordon Farrell, Strata Council President, gave an overview of the letter included in the Annual General Meeting 2025 package with emphasis in:

Owners with rooftop decks were reminded to be careful when placing furniture, planters, and other heavy items back on their decks. Rooftop decks sit directly above other units, so it is important not to overload them, block drains, or create conditions that could lead to leaks or structural issues.

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**Insurance Reminder**

Owners were reminded not to neglect having proper homeowner insurance. Unlike a detached home, damage in one unit can affect multiple units below. A burst pipe, leaking appliance, or water overflow can create extensive damage. Without insurance, an owner could be responsible for:

- Damage inside their own unit
- Damage to multiple units below
- Potential involvement of strata's insurance

Water leaks can be nearly as destructive as fires, so maintaining proper coverage is strongly encouraged.

**8. Treasurer's Report for 2025**

- a. Carole Borthwick, Strata Council Treasurer, provided an overview of the 2025 financials to-date.

During the meeting, several topics were reviewed relating to the budget, snow removal, property maintenance, and owner responsibilities.

**Snow Removal & Volunteer Discussion**

The significant increase in snow-related costs this past year was discussed. The actual cost was around \$20,000 versus the budget of \$7,000. While snowfall levels were not unusual, most of the expenses came from repeated salting.

There was a discussion about having volunteers handle salting while keeping the snow removal company on call for major snowfalls. Historically, volunteers would shovel key areas and apply salt, which provided traction and reduced cleanup later. This helped keep costs lower.

Concerns were raised regarding:

- Liability and insurance for volunteers
- Coverage for injuries (volunteer insurance and strata liability)
- Consistency and reliability, especially given the difficulty in securing volunteers for past tasks
- The need to clarify insurance requirements with the strata's insurer if a volunteer system is implemented

Tom Hargraves offered to help coordinate snow-related volunteering; however, no additional volunteers came forward during the meeting. It was noted that relying solely on volunteers may

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not be realistic, especially given the aging demographic of owners. The approach for this year will be to continue using the snow removal company while exploring the possibility of volunteers assisting with salting to help reduce costs. This system will be monitored throughout the season, and based on the results, council can make any necessary adjustments or recommendations for next year's budget and operations.

**8.1 CAPTURE THE REPORT ON THE INSURANCE POLICY**

The insurance report includes the policy information in the package, which you can take to your broker to confirm that the deductible matches the details provided. If you have any questions or need clarification, please don't hesitate to contact the insurance company directly for more information. Additionally, Daryl, the Chairman, has suggested ensuring that your personal policy includes coverage for betterments and improvements, as well as living-out expense coverage, in case you need to vacate your unit temporarily.

**9. Presentation and approval of the disposition of the 2025-year-end accumulated funds re Cypress Operating Account surplus/deficit.**

The owners of Strata Plan NW 2050 will retain the surplus/deficit in the Operating Budget & Shared Facility Budget from 2025 in the Operating Budget and Shared Facility Budget for 2026.

**10. Cypress Point Operating Budget & Shared Facilities Budgets for 2026:** were included in the Annual General Meeting Package. Carole Borthwick, Strata Council Treasurer, provided an overview of the 2026 budgets.

It was **MOVED** by (SL 44) and **SECONDED** by (SL 36) to approve the proposed 2024 Cypress Point Operating Budget and Shared Facility Budget. This motion was carried by majority vote. None opposed. No abstentions.

**Summary of Owner Concerns Regarding the Waste Connections Contract**

SL 27 raised significant concerns about the current garbage removal contract with Waste Connections. The owner highlighted that the contract is highly unfavorable to Strata due to steep annual price increases and restrictive terms.

It was noted that Waste Connections has a history of substantial rate hikes, with public complaints indicating increases of over 300% for other organizations. A similar pattern is reflected in our own

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billing history: although pricing was relatively stable in previous years, the annual charges escalated sharply over the past few years.

The owner expressed concern that the administrator did not sufficiently review or amend key clauses before signing, resulting in Strata being locked into the contract until 2028. Unlike prior years—when contracts were typically reviewed annually and unfavorable terms were crossed out or renegotiated—this contract was accepted with its standard conditions, including clauses that prevent participation in class-action lawsuits and make termination difficult.

The seriousness of the issue was acknowledged. The importance of thoroughly reading and negotiating all contracts before signing was emphasized, including ideally, legal review of: termination clauses, renewal timelines, fixed-price terms, and the overall financial impact of multi-year commitments.

Owners were assured that Strata Council will continue monitoring the contract closely, including tracking missed pickups and pursuing billing adjustments whenever service is not provided. Council will also research the contract's termination requirements to ensure that, when the term ends, proper notice is issued on time to prevent automatic renewal. Additionally, Council will explore alternative providers and more protective contract terms for future agreements.

11. New Business and Discussions

**RESOLUTION “A”  
 $\frac{3}{4}$  VOTE RESOLUTION OF  
THE OWNERS, STRATA PLAN NW2050  
TO AMEND THE BYLAWS OF THE STRATA CORPORATION**

(Section 128, Bylaw amendment procedures)

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote of The Owners, Strata Plan NW 2050 (the “Strata Corporation”) that:

Pursuant to section 128 of the Strata Property Act (the “Act”), the bylaws of the Strata Corporation are amended by repealing the existing bylaws and replacing them with those given in Appendix I.

The purpose of the amendment of the bylaws is to:

- (a) Correct some typographical, formatting and placement errors (amended bylaw sections 4.1(i), 4.1(j), 4.23, 4.29, 15.0)
- (b) Address some gaps (amended bylaw sections 1.4(j), 4.20, 4.22, 4.25, 4.28, 22.2)
- (c) Provide additional clarity (amended bylaw sections 2.11, 13.1)

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(d) Correct some inconsistencies with the Strata Property Act (amended bylaw sections 2.4, 2.5, 2.7)

(e) Give the Strata Council the means to address some situations that have occurred over the last few years (amended bylaw sections 2.5, 2.6, 2.7, 2.11, 4.6, 4.7, 4.10, 4.11, 4.28)

(f) Update the protection of privacy of data collected by the existing fob-activated door access and surveillance camera systems (amended bylaw sections 15.1 to 15.13)

(g) Add protection of privacy of data for additional surveillance cameras which are the subject of Resolution B (amended bylaw sections 15.1 to 15.13), and

(h) Account for inflation by updating amounts that the Strata Council can spend without owner authorization (amended bylaw section 28.3) and amounts of maximum fines (amended bylaw section 30.1)

Summary of Discussion on Resolution A (For Owners Not Present at the Meeting)

During the meeting, Strata Council reviewed Resolution A, which includes a series of proposed bylaw amendments. All changes were provided in the AGM package, with amendments clearly highlighted in red. Appendix 2 (pages 51 and 52) also contains a summary of the updates for easy reference. The package was distributed with sufficient time for owners to read through the materials in advance, and owners were again encouraged to review them carefully following the meeting.

Council noted that, aside from minor corrections, the proposed amendments are primarily intended to address practical issues that have arisen over the past few years since the bylaws were last updated.

Before opening the floor to questions, Strata Council Member Oliver, addressed a bylaw that was not included in the proposed updates: a potential bylaw related to courtesy and respectful communication among owners, council members, and the administrator. This was raised because, although most correspondence from owners has been polite and constructive, there have been instances where communication has been disrespectful or inappropriate. As an employer, Strata has an obligation to ensure a safe and respectful working environment for its administrator.

While some strata's have adopted formal harassment or respectful-communication bylaws, Council noted that such bylaws may not always be effective and therefore chose not to introduce one at this time. However, the importance of maintaining respectful interactions was emphasized. Daryl Foster also explained that some strata's have adopted "harassment bylaws" in response to similar issues, and that such bylaws can help establish behavioral expectations among all residents.

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Owners were reminded that written communication is permanent and can be referenced in situations involving abusive behavior. Council encourages all owners to communicate respectfully, especially when raising concerns or disagreements.

It was **MOVED** (SL 74) and **SECONDED** (SL 45)

To approve Resolution A. This motion was carried by  $\frac{3}{4}$  vote. 44 voted in favor 1 opposed, 1 abstention.

**RESOLUTION “B”**  
 **$\frac{3}{4}$  VOTE RESOLUTION OF**  
**THE OWNERS, STRATA PLAN NW2050**  
**TO APPROVE AN EXPENDITURE FROM THE CONTINGENCY RESERVE FUND**  
**FOR THE PURCHASE AND INSTALLATION OF SURVEILLANCE CAMERAS**  
**IN ACCORDANCE WITH RELEVANT SECTIONS OF THE STRATA PROPERTY ACT**

(Section 82, Acquisition and disposal of personal property by Strata Corporation,  
Section 71, Change in use of common property, and  
Section 96(b)(i)(B), Expenditures from contingency reserve fund)

**BE IT RESOLVED** *by a  $\frac{3}{4}$  vote of The Owners, Strata Plan NW 2050 (the “Strata Corporation”)*  
*that:*

1. Pursuant to section 82 of the Strata Property Act (the “Act”), the Strata Corporation is authorized to purchase personal property consisting of surveillance cameras (collectively “the Surveillance Cameras”).
2. Pursuant to section 71 of the Act, the Strata Corporation is authorized to install the surveillance cameras in the following locations:
  - a. Garbage rooms in each building inside the strata plan
  - b. Recycling areas in each building inside the strata plan, and
  - c. Lobbies in each building inside the strata plan
3. Pursuant to section 96(b)(i)(B) of the Act, the Strata Corporation is authorized to expend from the contingency reserve fund an amount not to exceed \$7,000 for the purpose of purchasing and installing the new Surveillance Cameras.
- 4.

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Summary of Resolution B Discussion

Council reviewed Resolution B, outlining the purpose of the resolution and the reasons it was brought forward this year. The discussion focused on the practical implications for owners, the expected benefits, and the operational or financial considerations associated with the proposal. Owners in attendance asked questions related to implementation, cost, and timelines, and Council provided clarification based on the information available.

Council emphasized that the resolution was intended to address ongoing issues raised in previous years and to improve efficiency and consistency in how the matter is managed. Owners were reminded that all details related to Resolution B are included in the AGM package, and they were encouraged to review the full text to understand the changes clearly.

It was **MOVED** (SL 74) and **SECONDED** (SL 45) Carried by majority vote.

To approve Resolution B. This motion was carried by  $\frac{3}{4}$  vote. 43 voted in favor 2 opposed, 1 abstention.

RESOLUTION “C”  
 $\frac{3}{4}$  VOTE RESOLUTION OF  
THE OWNERS, STRATA PLAN NW2050  
TO APPROVE AN EXPENDITURE FROM THE CONTINGENCY RESERVE FUND  
AS THE NW2050 CONTRIBUTION TO THE COST OF RETILING  
THE PAVILION LOUNGE STEPS AND PATIO

Section 71(b)(ii), Change in use of common property, and  
Section 96(b)(i)(B), Expenditures from contingency reserve fund

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote of The Owners, Strata Plan NW 2050 (the “Strata Corporation”) that:

1. Pursuant to section 71(b)(ii) of the Strata Property Act (the “Act”), the Strata Corporation is authorized to change the appearance of the Pavilion Lounge steps and patio by retiling them as described in the Scope of Work in Appendix III.
2. Pursuant to section 96(b)(i)(B) of the Act, the Strata Corporation is authorized to expend from the contingency reserve fund an amount not to exceed \$28,000 as the NW2050 contribution to the cost of retiling the pavilion lounge steps and patio.



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Summary of Discussion– Resolution C

It was explained that the existing terracotta tiles have repeatedly failed because they are porous and are damaged by freeze–thaw cycles. A tiling specialist advised that repairs will not last unless the tiles are fully replaced. The proposed graphite tiles were selected for their low water absorption, frost resistance, slip resistance, durability, and local availability. Because the change in appearance is significant, a three-quarter vote is required. One owner offered to help source additional contractors for spring quotations, and Council welcomed the assistance.

It was **MOVED** (SL 74) and **SECONDED** (SL 45)

To approve Resolution C. This motion was carried by  $\frac{3}{4}$  vote. 45 voted in favor 1 opposed, none abstention.

12. ELECTION OF NEW COUNCIL FOR 2026

Strata Council Members were presented and asked if they were willing to serve as Strata Council for 2026. The current Strata Council agreed to run again, and the chair asked owners present if there were any volunteers or nominations. After inviting owners to come forward, one volunteered this year to become a member.

- |                       |          |
|-----------------------|----------|
| 1. Gordon Farrell     | Unit 302 |
| 2. Carole Borthwick   | Unit 330 |
| 3. Joanne Parkinson   | Unit 332 |
| 4. Linda McLaren      | Unit 232 |
| 5. Oliver St. Quintin | Unit 319 |
| 6. Seng Sengsavanh    | Unit 125 |

Motion: To close nominations and elect the Strata Council as presented.

**MOVED** (SL 36) and **SECONDED** by (SL 70). Carried by majority vote. No one opposed.  
Motion carried.

13. Termination –

The Annual General Meeting was terminated at 8:42 **PM**. It was **MOVED** by (SL 44).

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