

Strata Plan NW2050

Strata Council Meeting Minutes

Wednesday, April 1, 2026

1.0 ATTENDEES

Present

- Gordon Farrell
- Oliver St Quintin
- Joanne Parkinson
- Carole Borthwick
- Linda McLaren
- Audrey Montero

Regrets

- Seng Sengsavahn

2.0 CALL TO ORDER: 6:34 PM

3.0 ADOPTION OF MINUTES

Friday, March 6, 2026 Strata Council Meeting Minutes were approved by email.

4.0 COMMITTEE REPORTS

4.1 *Social*

There are no reports at the moment.

4.2 *Grounds and Gardening*

4.2.1 **Landscaping**

During March 2026, weather conditions were generally wet as we transitioned out of the colder winter season, with milder temperatures and increased rainfall. Despite the damp conditions, Yamato Landscaping team continued with regular maintenance across the property. Work during this period included clearing of debris from garden beds and walkways, ensuring drainage areas remained free-flowing, light pruning where appropriate, and general upkeep to support healthy growth as we move into the spring season.

Bartlett Tree Experts attended the site on March 9, 2026, to assess the mature trees located near Buildings B and C. The purpose of the visit was to evaluate their overall health, identify any potential concerns, and determine whether pruning or maintenance was required.

Following the assessment, Bartlett provided quotations for the recommended tree work and maintenance. Strata Council has approved a quote in the amount of \$7,897.05. The approved work includes canopy inspection, removal of hazardous materials, development of branch structure, establishment of proper branch spacing, improvement of light penetration to the property, disease reduction, and removal of all debris.

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The majority of the work relates to trees near Buildings B and C, as well as the large shrubs beside Building A near the fire lane entrance adjacent to the Woodridge buildings. The scope also includes the removal of roots in front of the visitor parking area.

Owners and residents will be notified in advance of the scheduled work, along with any specific requirements depending on the nature of the work being carried out.

4.3 Block Watch

Richmond Block Watch is now on Facebook

Please click on this link www.facebook.com/richmondblockwatch and like our page to keep up with all the goings on here at Richmond Block Watch.

4.4 Maintenance

4.4.1 Pest Control

A regular Integrated Pest Management (IPM) service was completed at Cypress Point NW2050 on March 25, 2026. The service included a visual inspection of the exterior perimeter, interior common areas, garbage areas, and the parkade. Rodent bait stations and lures were added or replaced as needed, and all traps and monitoring stations were checked, reset, and dated accordingly. No silverfish were found on existing glue boards near B228. Glue boards were refreshed as required. Residents are reminded not to touch or disturb any traps, baits, or bait stations.

SL45 has reported the presence of silverfish in their suite, including within several ceiling light fixtures. An email has been sent to pest control to obtain their recommendations for next steps. There is also the presence of ants in parts of the suite, which will be reviewed with Assured Pest Control.

Strata Council would like to receive guidance from the pest control company before proceeding or making any decisions regarding next steps.

4.4.2 Plumbing Work in our Buildings by Corona Plumbing and Heating

Building A: SL11 & SL22

The ceiling repairs in SL11 have now been completed following the water leak. The source of the leak was identified as originating from SL22. As a result, all costs associated with the repairs to SL11 are the responsibility of SL22. These expenses may be addressed through the owner's insurance, the owner directly, or the contractor involved in the prior renovations that led to the issue. Strata Council will continue to follow up as needed to ensure that the matter is resolved appropriately.

Building A: SL02 & SL13

The repairs to fix the leak in SL13 have been completed. The repairs to the ceiling of SL02 are scheduled for the second week in April, after making sure no more water is coming down from SL13.

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4.4.3 Parking Lot Signage/Line Painting

As spring approaches and weather conditions become more suitable, Strata Council has approved proceeding with this work. The project will include the removal of roots and preparation of the affected area to ensure it is properly leveled and ready before the parking lines can be repainted. The matter will remain noted in the Minutes, and further updates will be provided once the work is scheduled.

4.4.4 Surveillance Cameras

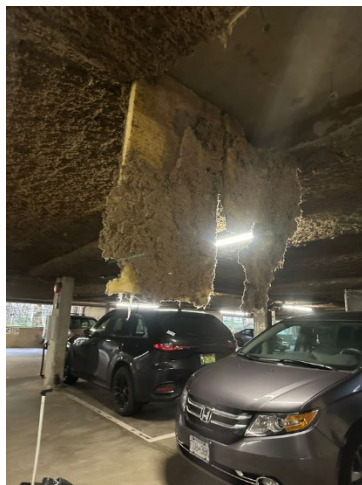
Signs related to the surveillance camera system have been purchased and installed in appropriate locations, including the lobby and garbage areas of each building. These signs are intended to inform residents and visitors of the presence of the cameras and to reinforce the importance of maintaining proper disposal practices and respectful use of the common areas.

Strata Council would also like to extend its appreciation to the owner who generously offered their time and assistance in installing the signs throughout the premises. At the owner's request, they have chosen to remain anonymous.

4.4.5 Building C Parking Area Ceiling Insulation

Strata Council has been addressing the damaged ceiling insulation in the Building C parkade, where portions of the existing insulation have been disturbed—likely by rodents—resulting in debris falling into parking stalls and onto vehicles. On March 11, a handyman attended the area to address the most urgent sections where insulation was falling onto the floor and parked cars. Following this, Strata Council obtained and reviewed quotes and has selected a proposal from Greer Company in the amount of \$7,477.05, including GST. The scope of work includes the removal and repair of approximately 911 sq. ft. of spray-applied thermal insulation at specific stalls (142C, 138C, 33, and 32) using TC-417 insulation by ThermaCoustic Industries.

The work is scheduled for Thursday, April 9, 2026. Owners are kindly asked to move their vehicles from the affected areas by 8:00 AM and keep the space clear until approximately 5:30 PM to allow for safe and efficient completion of the work. If the work is finished earlier, an update will be provided by email. Strata Council appreciates everyone's cooperation and apologizes for any inconvenience.



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4.4.6 Person-Doors Next to the Garage Doors

All person-doors have been inspected to ensure they are functioning properly and closing as intended. Residents are kindly reminded to ensure that all person-doors are fully closed and securely latched after entering or exiting the building, as this helps maintain building security and safety. This same practice is kindly requested for all doors throughout Cypress Point.

4.4.7 Building A Garage Door Issue

Quotes have been obtained for the maintenance and repair of the garage doors at Cypress Point. This matter will be reviewed further and discussed at the next Strata Council meeting.

4.4.8 Driveway Entrance to Cypress Point

Strata Council has approved the repair of the holes at the driveway entrances. The cost to repair the two larger holes is \$500, and this expense will be shared with Building D. The exact date for the work has not yet been determined, as it will be scheduled based on suitable weather conditions. Residents will be advised once a date has been confirmed.

4.4.9 Laundry Room

One of the dryers in the laundry room is currently out of service. SL70 has kindly placed a sign on the machine advising residents not to use it. Strata Council is in the process of obtaining additional quotes, as the initial estimates received were higher than expected. We are working toward a cost-effective solution and hope to have the dryer repaired within the next couple of weeks.

4.4.10 Elevator in Building A 7511

The elevator was reported inoperative on March 12, 2026. The service company responded promptly and was able to obtain the necessary parts and complete the repairs within one day, restoring the elevator to service. Strata Council would like to thank the residents of Building A for their patience and cooperation during this time.

4.4.11 Spring Cleaning

As part of the spring-cleaning efforts around Cypress Point, the signs throughout the property have been cleaned by a member of the community. Strata Council would like to extend sincere appreciation for their time and effort; at their request, they have chosen to remain anonymous. In addition, Strata Council proposes to replace the sign at the entrance to the fire lane next to Building A (7511) with a “NOTICE: This area is under 24-hour video surveillance” sign.



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4.4.12 SL73 Water Tank and Toilet

An issue was reported with the toilet and water tank in the suite. While this matter is the responsibility of the owner, a member of Strata Council has kindly assisted in identifying and addressing the problem. Strata Council would like to extend appreciation for their time and support in helping with this matter. It is hoped that the issue can be resolved; however, if it persists, the next step will be for the owner to proceed with replacing the toilet.

4.4.13 New Office Printer

A new office printer has been purchased to replace the previous unit, which had become unreliable and was no longer functioning properly. Strata Council would like to thank Gord for taking the time to research and identify a suitable, reliable, and cost-effective replacement.

Shared Facilities

4.4.14 Games Room

A reservation must be made in advance and a form completed prior to using the room. A damage deposit is required to ensure the space is properly maintained; however, there is no fee to use the room. No requests for use in March for the Games Room.

4.4.15 Lounge

In order to book the lounge, please contact the office to request the date. At this time, the lounge can accommodate guests at their normal capacity, 25 people per session.

A rental agreement needs to be signed and presented with a \$50.00 rental fee and a down payment of \$100.00 for a damage deposit, which will be returned after the lounge committee checks the lounge and signs off that everything has been left in the same or better condition than received.

Two rentals during the month of March 2026.

The fireplace failed to turn on two occasions due to the pilot light not being present. Corona Plumbing and Heating attended for a second time to relight and service the pilot. At this time, there is no clear indication as to why the issue required a second repair.

4.4.16 Exercise Room

Strata Council would like to thank all owners and residents who use the exercise room for keeping the space clean and well organized. Maintaining a tidy and orderly environment not only supports safety for all users but also helps preserve the equipment and overall condition of the facility. Your cooperation and consideration are greatly appreciated.

The new windows for the gym were installed on March 18th, 2026.

4.4.17 Pool Maintenance

Strata Council has undertaken extensive efforts over several months to address the ongoing pool water loss, contacting more than 12 companies specializing in leak detection and repairs. Of those, Metro Pool, Puddle Pool Services Ltd., and Black Tie were able to attend the property and provide detailed assessments, reports, and quotations, with costs ranging from approximately \$6,000 to \$48,000, including recommended repair approaches and warranty information. After careful

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review and consultation, Strata Council has approved proceeding with Black Tie for the repairs in the amount of \$6,000, with costs to be shared with Shared Facilities. Given that the pool has been losing water for some time, it is important that these repairs be completed promptly.

In addition, Strata Council has approved the supply and installation of an above-ground pool auto-fill system at a cost of \$400 to help maintain proper water levels, ensure the equipment operates correctly, and prevent potential damage caused by low water levels.

Hot Tub Update:

Strata Council would like to provide an update regarding the hot tub decommissioning. The required documentation is currently being submitted to the Environmental Health Officer; however, this has proven to be a difficult and time-consuming process. The work involves multiple steps, including permits, engineering input, and regulatory approvals, which must be completed in sequence and in compliance with applicable requirements. While progress is ongoing, the process is slower than anticipated due to these necessary procedures. Strata Council will continue to monitor the situation closely and will provide further updates as more information becomes available.

5.0 NEW BUSINESS

5.1 Strata Walk-Through Invitation

Strata Council would like to thank SL47 for their willingness to volunteer for the upcoming Strata walk-through. At this time, a definite date and time have not yet been confirmed, as scheduling is still under review and will be discussed further at the next Strata Council meeting. Owners who are interested in participating and contributing are most welcome to join, and further details will be shared once arrangements have been finalized.

5.2 Electrical Planning

Strata corporations with five or more units are required to obtain an Electrical Planning Report (EPR), which provides important information for managing electrical capacity, including future needs such as EV charging and installation of heat pumps. For properties located in Metro Vancouver and similar regions, this report must be completed by December 31, 2026.

Strata Council has been contacting qualified companies to obtain quotes and information for this report. A decision on which company will be selected to proceed will be reviewed and communicated at the next Strata Council meeting.

Strata Council has approved the installation of a security box near the parking stall of SL74 to safely and neatly store the electric vehicle charging cable. This measure is intended to improve safety and maintain a clean and organized parkade area.

Voted: 4

Recusal from voting: 1

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5.3 *Thank you SL09*

It was observed that plastic waste had been improperly placed in the compost bin by an owner. SL09, while disposing of their compost, noticed this and kindly removed the plastic bag, placing it in the appropriate garbage container. Strata Council would like to extend sincere appreciation to SL09 for their attentiveness and contribution to maintaining proper waste sorting within the building. Residents are kindly reminded that plastic bags should not be disposed of in compost bins.

6.0 OLD BUSINESS

6.1 *Bylaws*

Strata Council would like to invite you to visit the Cypress Point website for the most recent Strata Bylaws:

<https://cypresspointstrata.github.io/>

https://cypresspointstrata.github.io/index_files/Page1347.htm

If you would like the bylaws in hard copy, you can print a copy at your convenience.

6.2 *Car Insurance Information*

Thank you to all owners who have sent in their car insurance information to the office. Kindly remember to send an updated copy whenever you have your insurance renewed.

6.3 *Waste Disposal Update*

Strata Council would like to remind residents that aerosol containers are only considered empty when all contents and propellant have been fully discharged under normal use. Any cans with remaining contents—such as those with clogged nozzles or damaged valves—must be treated as hazardous waste and handled accordingly, as improper disposal may pose safety and environmental risks. While there has been noticeable improvement in waste management practices throughout Cypress Point, there is still room for improvement. Residents are kindly reminded to flatten cardboard boxes before placing them in recycling bins, avoid leaving items in garbage rooms, and ensure that no plastic bags or non-compostable materials are placed in compost bins. Thank you for your cooperation.

7.0 CORRESPONDENCE

7.1 *Incoming:*

Two strata lots (SL57 & SL34) have recently inquired about installing electric vehicle charging within the premises. At this time, there is insufficient capacity in the building's electrical system to accommodate additional EV chargers, and any requests must first be assessed as part of the Electrical Planning Report. Strata Council is currently exploring options and will consider potential solutions based on the findings of the electrical planning. Further updates will be provided as more information becomes available.

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SL88 has raised a concern regarding excessively hot water in their suite, noting potential safety risks, particularly for young children. Strata Council has asked the administrator to contact Corona Plumbing and Heating to investigate the issue, including identifying the cause and advising on appropriate solutions in accordance with building-wide settings and applicable safety and municipal requirements.

7.2 Outgoing:

8.0 COMPLAINTS:

Strata Council continues to engage in consultations regarding noise concerns at Cypress Point. While discussions are ongoing, further review and consideration are required. A more detailed update, including potential next steps or recommendations, will be provided at the next Strata Council Meeting.

9.0 FINANCIALS

February Financial Statements are still pending.

Age Receivable as of March 2026

SL16 \$199.16	SL20 \$663.31	SL22 \$330.75
SL51 \$3,777.60	SL69 \$150.00	

10.0 MEETING ADJOURNED: 8:40 PM. Next Strata Council Meeting to be determined.