

# Cypress Ridge – Strata Plan LMS 4529

## Council Meeting Minutes

Tuesday, May 11<sup>th</sup>, 2021

Location: Meeting held via Zoom

The Meeting was called to order at 7:03 pm

### PRESENT

President: Laura Mills  
Landscaping : Leslie Guha  
Treasurer : Jaideep Sethi  
Maintenance : Roy Borglund  
Secretary : Kalena Morton

### REGRETS

Vice-President Andrea Nikas

Davin Management Ltd: Candice Egersperger

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### ADOPTION OF PREVIOUS MEETING MINUTES

It was **Moved/Seconded/Carried (M/S/C)** to adopt the minutes from the previous Council meeting of March 9<sup>th</sup>, 2021 as circulated.

### FINANCIAL REPORT

It was **M/S/C** to adopt the Financial Statements up to and including March 2021 as prepared by Davin Management.

**Accounts Receivable** – Council reviewed the Accounts Receivable Report as of May 11<sup>th</sup> 2021. Several units have an outstanding balance of fines and chargebacks. Monthly reminders will be sent to each unit.

**Interest on overdue fines/strata fees**—As per bylaw 23 (2) *“Interest shall be levied on overdue fines and strata fees at the rate of 10% per annum, compounded daily.”*

### BUSINESS ARISING

**Roof Maintenance**—Council have reviewed three quotes for the roof maintenance. Council approved to have Aurora Roofing complete repairs recommended in the roof report. Phoenix Roof Consultants will be completing inspections on the repairs. Phoenix Roof Consultants have recommended for the strata corporation to start planning towards a roof replacement in the next few years. Council has requested for the manager to obtain roof replacement quotes in order to start planning.

**Sprinkler Maintenance/Fire Safety**—Active Fire and Safety need more information on the sprinkler gauges before providing their accurate quote. A notice will be sent to units 11-20 with details on what information they require. It was also noted by Elite that the fire hydrants were not tested last year. Council is requesting a comparative quote from Active Fire before scheduling.

### NEW BUSINESS

**Deck Cleaning**—Owners are responsible for cleaning the decks of their units. Please ensure you have your decks cleaned by **May 31<sup>st</sup>, 2021**. The strata will hire a contractor to clean any decks that are not cleaned by this date, and costs associated with this work will be charged back to applicable units.

**Complaint Submission Form**—Council has recommended to implement a complaint submission form, allowing owners to provide more detail for the council and manager when reviewing complaints and concerns. Council will post the submission form to the website once they finalize the form.

**Landscaping**—Council has approved to have the landscapers top up the soil in the garden beds.

**Dryer Vent Cleaning**—Council has approved to schedule the exterior dryer vent cleaning. Owners will have the option to schedule their interior vent cleaning on the same day at their cost. A notice will be sent out to owners with the details once scheduled.

**Summer Reminders (Noise)**—As the Summer season is approaching, Council asks that owners remain mindful of noise that may emanate from their outside activity to their neighbours as more time is being spent outdoors.

**Water Consumption**—Council has requested the manager to inquire with the City of Surrey on ways to reduce water consumption and lower the rising water bills. Information will be provided to owners once reviewed.

### **Correspondence**

Council reviewed correspondence received:

- An email received from an owner noting that the outer pane of the sliding glass door on a unit had cracked. Council has approved a glass company to have the outer pane replaced.
- An email received from an owner regarding a complaint against an owner washing multiple vehicles. Please see the note on summer noise reminders above.
- An email received from an owner regarding their garage ceiling leaking. Council is reviewing the repairs needed with a different contractor/plumber.
- An email received from an owner in response to the parking complaint they received.

Council reviewed correspondence sent as follows:

- A bylaw infraction letter sent to an owner regarding parking in the roadway.
- A bylaw infraction letter sent to an owner regarding outstanding strata fees. The balance has since been paid.

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

The next Council meeting has been scheduled for **June 16<sup>th</sup>, 2021 at 7:00pm**.

These minutes have been approved by Council.

### **Property Manager Info**

Candice Egersperger

Strata Manager

Extension: 223

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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](mailto: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.