

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, November 24, 2010

1. **PRESENT:**

Gordon Farrell	Carole Borthwick
Larry Makutra	Cheryl Jones
Max Dragun	Steve Tosh
Corinne Inglis	Carla Evans
2. **CALL TO ORDER:** 6:35 PM
3. **ADOPTION OF MINUTES**
 - a. June 23, 2010 - correction - Date of the meeting should be October 27, 2010 not August 25, 2010. Approved.
4. **COMMITTEE REPORTS**
 - a. **Social** - Items are being purchased in anticipation of the AGM raffle.
 - b. **Grounds and Gardening**
 1. Report from the Gardening Committee. No report.
The winter plantings have been completed in the pots in front of all buildings.
 - c. **Fire & Security**
 1. Fire Plan and Fire Marshals - *The fire alarm in Bldg A recently went off but no problem was detected.*
 2. Block Watch - *No Report*
 3. Security - *No Report*
 - d. **Maintenance**
 1. Do we want the snow clearing company to use their discretion when the snow falls? Ie. They showed up last week when the snow fell, realized that our sidewalks were clean and the parking lot was not too bad - so decided they should not waste our money and left without doing anything. *Council approved them using their discretion.*
 2. The exterior faucets have been winterized and shut off for the winter.
 3. The sprinkler system has been winterized and shut off for the winter.
 4. A three year contract has been signed with Fraser Valley Hydrant to maintain the hydrant onsite that is shared with Cypress D.
 - e. **Shared Facilities**
 1. Our janitorial service is reporting problems in the men's change room. The soap dispensers are being emptied, the toilet paper is being stolen, a resident is drinking alcohol and spilling it all over and the garbage container has been knocked off the wall. *The resident drinking alcohol has been*

identified and a list of suites that may be responsible for the ongoing problems has been compiled. This room will continue to be monitored.

2. The hotplate in the lounge has been located.
3. The council president obtained a new table and chairs for the lounge, free of cost. Shared Facilities paid for the truck rental to pick it up and volunteers helped with the move. Kudos to Gord and the volunteers!! *A \$100.00 gift certificate was presented to Gord for obtaining this furniture for us.*
4. Should the Shared Facility committee be asked for approval to split the cost of a legal opinion re removing the games room from the Shared Facility Agreement? *Council deferred.*
5. Refinish the racquet court hardwood floor? *Council declined.*

5. NEW BUSINESS

6. OLD BUSINESS

- a. Council to discuss options regarding proposed remediation in addition to agenda proposed to RJC. *Meeting with RJC will take place Wednesday, December 1, 2010.*
- b. Scheduled Forecast of Repairs - will be presented to the owners once the requirements have been settled on and the scope determined.

7. CORRESPONDENCE

Incoming

- a. A council member suggested reopening the games room and using a similar fob system to that being used for the lounge. *We cannot use a similar system to the lounge as the lounge system is a separate system and the games room is connected to the other doors. It cannot be programmed separately. Council will not be reopening the room at this time.*
- b. A council member wishes to discuss voting on issues via email. *Council would like to try to vote @ SCM's as much as possible rather than email.*
- c. A council member is asking if the bylaw *(Implemented in 2005)* regarding putting items in the lobbies should be revisited. *A draft will be drawn up and presented to council for approval.*
- d. A council member wonders if council should revisit the policy for bylaw infractions and fines. Since 1988 our bylaws have stated that an owner will be fined for each bylaw infraction incurred. Several years ago, council decided this bylaw was too punitive and changed it to the current system of sending warnings for the first two infractions and implementing a fine for the third infraction - which must occur within a one year period. *Council voted to leave the policy as it is now. A \$50.00 fine will be implemented for the third infraction: a \$100.00 fine will be implemented or the fourth infraction: a \$150.00 fine will be implemented for the fifth*

infraction to a maximum of \$200.00 every fourteen days.

- e. A council member wonders if owners should be allowed to park in "Loading Zones" for short periods of time. There is only one loading zone on the property which is located in front of Building B. *A lengthy discussion took place regarding this proposed change to the bylaws. A proposed change to the bylaw is to be drafted and presented to council for their approval.*
- f. Additional correspondence has been received from a Restoration Company regarding money used to pay a resident for damaged bedroom carpet. *Our insurance carrier has offered their assistance (use of their legal team) if the dispute continues and are in agreement with our actions to date.*
- g. A resident has requested that the Cypress office retain their suite keys in order to provide access. *Due to previous accusations, the Strata Corporation is unable to accept the liability associated with keeping the keys for this suite.*
- h. Letter received from The Wynford Group with a copy of the 2011 Budget for Woodridge Estates Shared Facilities. *This budget includes a 37% increase in fees.*

Outgoing

- a. Two letters were sent to a resident advising that the Strata Corporation is unable to retain their suite keys due to liability issues pertaining to their particular suite.
- b. Letter sent to Canstar regarding a fireplace hearth issue. The City of Richmond are requesting a formal response regarding the manufacturers specifications for clearance.
- c. Letter sent to Executive Fire returning an invoice for a defective smoke detector.
- d. Letter sent to Restoration Company regarding damaged carpet advising them of our insurance company's instructions to us.

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of November 16, 2010 is \$5,817.97.
 - 0 strata fees
 - 2 parking fees
 - 0 lockers
 - 5 fines / late fees
 - 3 other fees and charges
 - 10 suites outstanding.
- b. Woodridge October SF statement has been received.
- c. Cypress September and October SF statement has been issued.
- d. September and October financials to be approved.
- e. The operating budget for 2011 was discussed and amended. Further discussions are to take place.

9. OTHER BUSINESS

10. EMAIL VOTES

- a. Council approved monthly instead of quarterly service to the exercise room.
- b. Council approved a permanent heater be installed in the handyman room.
- c. Council approve meeting with RJC on December 1 @ 6:30 pm in the lounge.

11. MEETING ADJOURNED: 9:20 PM

12. NEXT MEETING: Wednesday, March 1, 2010 with RJC