

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting Wednesday, August 31st, 2005

1. PRESENT:	Tom Hargraves	Maureen Buchanan
	Peter Yeung	Joanne Parkinson
	Barclay Morgan	Amy Hendricks
	Corinne Inglis	

REGRETS: Caroline Cote'

Invited Guest: Rick Agema, Owner, Corona Plumbing

2. CALL TO ORDER at 7:06pm

In accordance with the Strata Property Act, the strata council has elected to appoint Joanne Parkinson to the Strata Council, to replace Ashley Davis, who has not been in attendance to Strata Council meetings for many months.

3. Adoption of Minutes

a. The Council adopted the July 27th minutes with the following amendments:

- 4. E.4. A meeting date of October 11, 12, or 13 was suggested by council, as many will be away August and September
- 5. E. Council approve fining one suite that has not provided the chimney inspection report as required in the Strata Corporation Bylaws item
- 5.2. B. Council approved sending letters to all owners in contravention of the bylaws.

Special Guest Speaks

The special guest, Rick Agema, spoke to council regarding re-piping the buildings. It was discussed that we should be saving up in order to start re-piping the buildings over the next five years. We discussed many options regarding how to get the work done, i.e.: do it all at once which would be a

Cost of \$5000 to \$6000 per suite, or replacing a section at a time to minimize the disruption to daily lives and spread the cost out over several years. Council will discuss this in detail and discuss this with the owners to determine which avenue they would prefer to take.

4. COMMITTEE REPORTS

a. Social

Joanne has organized a party for the volunteers on October 2nd and has sent out invitations for the volunteers to attend.

b. Grounds and Gardening:

1. The second arborist report should be in shortly as they were on site recently to evaluate the trees.
2. The watering of the shrubs, trees and flower beds has increased to three days a week. Our beds are not subject to the Richmond watering restrictions - only the lawns are.
3. We have removed a locust tree behind building A as it was damaged in a wind storm. Council is undecided regarding replacement. Maureen will discuss the tree replacement with Paddy and will advise council of her determination.
4. The previous gardener has returned our keys.

c. Fire and Security

1. a walk around was completed with Sentinel security and all questions have been addressed with the FOB system.
2. Fire alarm testing is mandatory in accordance with the Strata Property Act and the Strata Corporations Bylaws and will commence September 13th and 14th. Residents will be required to provide access to their suites on these days or remain in for the day.
3. Our fire plan books are in the office and we are in the midst of updating this information.
4. The Strata Council has approved an increase in our security cost. Our rate has been substantially lower than most strata's.

d. Maintenance

1. The engineer was on site to inspect the North side of Building C. The bay window wood trims in their entirety required replacement due to rot, fungus and cracked wood. We were alerted to this problem by carpenter ants that were climbing the side of the building. Fortunately, it was determined that the rot was exclusively on the exterior and did not require extensive remediation. The Building Maintenance committee did a walk around of the buildings and a detailed report of their findings is available upon request at the Cypress office.
2. There has been a leak at building C in the south stairwell. The cause of the leak has not been confirmed, although it is suspected that the membrane is leaking which would be covered in our 10 year building warranty.

e. Shared Facilities

1. A count of the assets is needed in the games room. Items are being stolen. Paper toweling is being thrown into the men's toilet causing floods.
2. Barclay has volunteered to fix the new, broken shuffleboard.
3. The abacus has been stolen from the games room. Council voted to not replace it.
4. Council voted to remove the blinds from the games room in light of the issues being raised by our cleaning staff.
5. Council received a quote to replace the pool tags in the near future. It may be cheaper to put the pool on the FOB system. The issue may be raised at the AGM. Council has also come up with the idea of creating an email address for owners to report anonymously any issues that may arise around the property, like a Block Watch email. The address could be used to report any issues at the pool, any suspicious activities or unsafe condition that needs to be reported to council.
6. A dishwasher has been donated for use in the lounge. Council voted not to install the dishwasher at this time.
7. Absolutely NO padlocks are to be left on the lockers in the change rooms overnight. They will be cut off and the contents removed.

8. We received a letter from The Wynford Group representing Ashford Place and Woodridge Estates, regarding the Shared Facilities agreement. Council will request our representative at The Wynford Group to write a response on our behalf.
9. Council will continue using the old pool chairs for the time being. Our faithful volunteer has been donating a lot of time to keep them up. Thank you.
10. The pool fence height will not be increased to the same height as the gates for now. Council will look into installing a FOB on the pool gates and other means, to detour the "fence jumpers".

5. NEW BUSINESS

- a. We are looking into options for replacing the carpet inserts in the lobbies. An attractive, hard wearing indoor/ outdoor carpet looks nice and will last for a long time. Quotes will be obtained. Council is considering replacing the tile tops in the lobbies with wood stain. A volunteer will look into costs and advise.
- b. Numerous owners have received letters regarding fines and bylaw infractions. One owner has received three fines for failing to provide certified proof of chimney inspection.

6. OLD BUSINESS

- a. Realtors package is almost complete.

7. CORRESPONDENCE

- a. Letter received from Oak Tree Lane regarding contributions to the fence built between our properties several years ago. Council voted to build \$1000.00 in the 2006 budget for this purpose.
- b. Letter received from the previous gardener requesting payment to the end of the year, for services not rendered. Legal counsel advise ignoring this correspondence.
- c. Letter from an owner requesting permission to continue using a privacy screen on his balcony railing. Council denied permission on

the basis that every owner would then be able to erect a screen which would be unsightly.

d. Letter received from an owner regarding a toilet received in the wrong color. The additional charge for the wrong color being received will not be charged to this owner.

e. Two owners wrote letters regarding noise from the leaf blower being used late in the evening. The gardener will now use the blower earlier in the day.

f. Letter received from an owner regarding several issues;

1. A parked car that has no license plates

Council advise that the Strata Property Act permits vehicles to be parked without plates, but they must carry storage insurance. This vehicle has insurance displayed in the window of the vehicle.

2. Two parked cars that are filthy and look abandoned.

Council advise that they have no jurisdiction over how often cars are washed.

3. Bylaw infraction re Flags on the Balconies

Flags are not to be displayed on balconies. It is clearly stated in the bylaws.

4. Bylaw Committee

The Bylaws were implemented in 2001 and may need a small amount of adjustment. They do not require being completely reworked as this occurred in 2001 with the creation of the Strata Property Act and was mandatory at the time. Council will assess specific bylaws such as the move in/ out policy etc for fine tuning.

5. Commercial Vehicles parked on site.

There are two commercial vehicles currently parked on site that have been granted permission to park on site by the Strata Council. Commercial vehicles are allowed to park on site with this permission.

6. Administrator parking in visitor parking

Council voted to issue a permanent parking stall to the administrator which will free up all visitor parking stalls.

g. A request has been received from an owner, who has been out of the country for several months, and wishes to purchase two Fobs at the original price of \$15.00 each. Under the circumstances council agreed.

h. An owner requested a meeting with the Council. This meeting will take place Wednesday, September 28th, 2005.

This owner also requested that council waive a move in fee for their suite, but council have rejected this request.

i. An owner is requesting touch up painting to be done in several exterior areas. Council will put it in the budget for next year.

j. A letter was received from an owner regarding the poor walking condition of their rooftop decking. Council will address this issue in the spring of 2006. Council will conduct a walk around of all the roof top decks in the New Year.

k. A letter was received from an owner letting us know that their bike was 'taken' from the bike locker and returned later on that day. The bike locker needs to be better organized to be able to properly lock up the bikes. It is not OK for other owners to be "borrowing" other people's bikes or their bike parts.

8. FINANCIALS

a. Accounts Receivable as of August 12, 2005th is \$356.09

b. Canada Customs and Revenue services have corrected errors made relating to the year 2002 for a total sum of \$4,039.64 being deposited into our accounts this year.

c. The June 2005 Shared Facilities statement has been distributed.

d. Leverage meeting re final corrections to the financials was postponed.

9. OTHER BUSINESS

a. The budget for 2006 needs to be started in preparation for the Annual General Meeting (AGM). Resolutions and proposed bylaw amendments, if any, need to be drafted in preparation. A proposed date of December 6th, 2005 has been set for the AGM, with a 6:30 pm sign in. Tony Gioventu from CHOA will be invited to run our meeting this year.

10. NEXT MEETING Wednesday, September 28th, 2005

Meeting Adjourned at 10:30 PM

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