

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, May 30, 2007

<b>1. PRESENT:</b>	Tom Hargraves	Joanne Parkinson
	Larry Makutra	Jerehm Breitenstein
	Cheryl Jones	Gordon Farrell
	Corinne Inglis	

**REGRETS:** Maureen Buchanan

**2. CALL TO ORDER:** 7:08PM

**3. ADOPTION OF MINUTES**

a. April 25, 2007 - Approved

**4. COMMITTEE REPORTS**

- a. **Social** - Yard sale turned out very well. Lots of items sold.  
- Cards have been sent to a few owners encountering health issues

b. **Grounds and Gardening**

- ❖ Quote was received to supply and install landscape fabric (to control the weeds) and 3" of lava rock in the two concrete planters located on Plaza A/B. Price quoted is \$1,090.00. A second quote is expected and council will proceed with the work.
- ❖ The previous landscaping company have finally provided March and April Invoices. Council approved payment of \$850.00 for each invoice as the required work was not being carried out.
- ❖ Quotes are being obtained for line painting for the exterior visitor parking, parkades and driveway exit and entrances.
- ❖ The sprinkler system has been set up and turned on. An owner volunteered to adjust the system as it was only coming on once instead of twice on the days and times allowed by the City of Richmond.

### **c. Fire & Security**

#### **1. Fire Plan and Fire Marshals**

- ❖ Fire Marshals - Seven additional volunteers have been obtained to act as fire marshals and the response from the owners has been very positive. Cheryl will look into the feasibility of vests and a megaphone. Cheryl hopes to have this group set up by the next SCM which will meet every three months or so to familiarize all participants with the procedures.

#### **2. Block Watch - no report**

#### **3. Security**

- ❖ Quote for lighting behind Bldg A at the bottom of the south stairs to Plaza A/B is compliant with the new law coming in 2012. Council approved.

### **d. Maintenance**

1. A quote will be provided shortly to clean the carpeting.
2. The parkades will be power washed shortly. Signs will be posted in the lobbies as usual once the dates have been set.
3. Exterior painting and maintenance will be done on the balconies however, the Shared Facilities issues have delayed the process. Notices will be posted once the work is scheduled to commence.
4. The installation of a new skylight has been delayed due to the availability of the installation company. We are looking to the week of June 4<sup>th</sup> for installation.
5. An owner is reporting gunk/slime in the line going to their washing machine. The problem will be explored further.
6. An owner is reporting a crack in their Euroline window. Euroline will contact them directly for repair.
7. Tom will change the hallway fans to summer hours.

### **e. Shared Facilities**

1. The North Pool gate #9 is not closing properly. *The gate is scheduled for repair on Thursday, May 31.*
2. Vancouver Coastal Health advise that some swimming pool stairs are an entrapment hazard. *We do not have this type of stair.*

3. **Cypress Point Residents are not to use the Woodridge Facilities until the Shared Facilities Agreement have been resolved.**
4. Pool patrol will begin on Friday, June 1, 2007 and the schedule will be posted in the lobbies on the cork boards
5. The Presidents of Cypress, Ashford and Woodridge met to discuss the issues surrounding the Shared Facilities. *The pool has been opened to them temporarily, dependent upon certain conditions being met. A second meeting is to take place on Thursday, May 31, 2007.*
6. New signage at the pool will be looked after by Don and Corinne. *The signage will be compliant with Board of Health and Cypress bylaws.*
7. Council approved the amended lounge rental form.
8. Gordon and Tom will assess the equipment in the exercise room dispose of accordingly.

## 5. NEW BUSINESS

- ❖ An owner is asking for the council to make a decision regarding changing of carpet inside all of the buildings and redoing the lobbies. We do not have enough money saved to proceed with this project at this time. The owner suggested polling the owners for a decision. *Council advise they will ask the owners about carpeting at the AGM in December. Council will try to have estimates available regarding the value of this replacement. We are also working towards renovation of the three lobbies which we had hoped to complete in 2008*
- ❖ We have been paying \$20.00 per month to make deliveries to Wynford Group and now Remax once per week as well as picking up office supplies and photocopies as required. *Council approved increasing this amount to \$40.00 per month.*
- ❖ An owner has hit the gate on Building B and the door company had to be called out to realign the door so that it would close and so that the alarm would stop. *Council approved charging this amount back to the offending suite.*
- ❖ We changed insurance companies from the Co-Operators to CMW at a cost saving of \$10,400.00 per year, as of May 1.

- ❖ We received a rebate from the Cooperators for early cancellation in the amount of \$4,335.00

## 6. OLD BUSINESS

## 7. CORRESPONDENCE

### Incoming

- a. A letter was provided to our council President from the Strata Corporations lawyer providing a brief summary of the history of the Shared Facilities Agreement. This letter was used in the Shared Facility meeting of council presidents.
- b. Letter received from the Strata Corporations lawyer as sent in response to Ashford and Woodridge's lawyer regarding Shared Facilities issues.

### Outgoing

- a. Letter to Cooperators terminating our policy as of April 30, 2007.
- b. Letter to the general contractor who repaired the games room door and completed the work on the elevator shafts on the roof, with a chargeback for damaging the alarm on the games room door.
- c. Letter to our lawyer regarding the shared costs for the mediation of December 2006.

## 8. FINANCIALS

- a. Accounts Receivable as of May 15, 2007 is \$2,753.07
  - Parking 2 suites
  - Move In 2 suites
  - Locker 1 suite
  - Strata Fees 4 suites
  - Late Fees/Fines 6 suites
  - Other 4 suites

One suite is \$2,199.24 in arrears.

- b. March Financials - approved - subject to a check of some revenues
- c. April 2007 Financial statements have been received from Woodridge.

- d. Accrued audit fees of \$6,750.00 are being carried on our books.  
*Council will asses at year end.*

## **9. OTHER BUSINESS**

## **10. E-MAIL VOTES**

- ❖ Council voted to change insurers based on the quote provided.
- ❖ Council voted to approve payment of our portion of the mediation costs based on the formula in the Shared Facility Agreement.
- ❖ Council voted to approve a letter being sent to the previous landscaping company advising that payment may not be made in full pertaining to their poor work.
- ❖ Council voted to use the Shared Facilities CRF to pay the outstanding bills.
- ❖ Council voted to contract the new gardening company early since the company recently terminated are not showing up to fulfill their contract.
- ❖ Council approved the meeting of our council president with the presidents of Ashford and Woodridge.
- ❖ Council approved Corinne's holiday.

## **11. MEETING ADJOURNED: 9:10PM**

## **12. NEXT MEETING: Wednesday, June 27, 2007**