

**CYPRESS POINT ABC  
STRATA PLAN NW 2050**

**MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY, APRIL 27, 2005**

**1) PRESENT:**       Maureen Buchanan       Ashley Davis  
                  Peter Yeung           Tom Hargraves  
                  Amy Hendricks       Corinne Inglis

**REGRETS:**       John Dub                   Caroline Cote'

**INVITED GUESTS:**   Action Lock: Rob and Sukh

**2. CALL TO ORDER:** 7:06pm

**3. ADOPTION OF MINUTES:**

    a. Minutes of March 30<sup>th</sup>, 2005 were adopted unanimously.

**4. COMMITTEE REPORTS:**

**a. Social**

    -A thank you was received from an owner for a get well card  
    -Four cards have been sent out to owners pertaining birthdays and other occasions

**b. Grounds and Gardening**

    -the arborist reports should be completed shortly  
    -Paddy has been coming every Saturday to do some gardening projects and has provided design plans for the flower beds. At this point we are considering changing gardeners as Paddy has been doing a great job. Council approved putting the landscaping company on a 30 day probation.

**c. Fire and Security**

    -Rob and Sukh from Action Lock presented council with the benefits of installing a card access or fob system that would allow the council to delete lost or stolen cards/fobs. A question and answer period followed the

presentation and a quote was received. A second quote is expected by tomorrow morning from a second company.

-We have a serious security breach with the theft of several keys to the buildings, resulting in vehicles being stolen from the parkade. Immediate action was taken to deactivate the remotes that were stolen. Council approved the disabling of all exterior door access to the parkades. Council also approved a new card access system to replace the old key system for the seven doors on the buildings where keys are required.

The benefits of a card access system are:

- 1) being able to deactivate a card # IMMEDIATELY if it is reported stolen, thus rendering the card inactive, yet still being able to see if the thief is trying to use the card to gain access to the building, and at what time.
- 2) being able to limit access times and days to certain key tags that may need to be given out to an outside service such as the postman, paper delivery etc. that require daily access to the buildings but do not live here.
- 3) the ability to upgrade the system if the owners wish to include all doors, and to possibly be able to hook it up to the parkade door opener.
- 4) Cost effective. Although there is an initial high start up cost to this system, with three keys missing (due to theft) we come out ahead. In the long run this will cost us less, and encourage owners to report lost or stolen FOBS or cards to the Strata immediately, heightening our ability to keep the buildings secure.
- 5) Easy to use!

With this being said, we feel that it is important to remind owners and residents that it is critical to the security of our buildings that the loss of any keys, FOBS, cards or garage remotes be reported to the office or a strata member IMMEDIATELY for the safety of all residents. We would also like to remind you that your garage door remote should not be left in your car, but stored on your keychain for security reasons.

In the next week, owners will be advised to pick up the new access cards/fobs from the Cypress Point office. Council have voted to provide the first two cards free, unless you would like to upgrade to a FOB (a small black device about the size of a key that goes on your key ring) for \$5 more. If an owner requires more than two cards, it will be \$10 for each additional

card key and \$15 for each additional FOB. After the first 30 days, if you would like to purchase any additional key or FOB the price will be \$40 for each replacement card and \$50 for each replacement FOB.

	<b>Card</b>	<b>FOB</b>
<b>First two</b>	<b>free</b>	<b>\$5</b>
<b>Additional in the first 30 days</b>	<b>\$10</b>	<b>\$15</b>
<b>After the 30 day start up</b>	<b>\$40</b>	<b>\$50</b>

In addition to the new security Key Card system, the strata has voted to hire a security guard from 11pm to 6am nightly until the system can be installed and activated.

Please be advised that you will still need to keep your keys, as we are only hooking up the 7 exterior building access doors at this time. You will need your key if you are entering the lobby from the parkade. We plan to hold a special meeting to vote on whether or not to set up more access points on the card reader system.

#### **d. Maintenance**

Tom and the rest of the committee held a walk about to look at the unremediated parts of the building. They have prepared a report regarding the deficiencies that they have uncovered on the building. We have voted unanimously to call Jackson Roofing & Maintenance to repair the deficiencies. A copy of the report is available in the office if you wish to see it.

#### **e. Shared facilities**

- The pool patrol-We received a draft letter from Stephen regarding the Shared Facilities contract with Woodridge. Council voted to modify the wording to include Cypress Point ABC withdrawal from participation in the use of the Woodridge facilities.

-We will be asking an owner to volunteer in the repair of the shuffle board and pool table surfaces in the games room.

-Our annual multi-complex garage sale is coming up soon. We will be asking an owner to organize it and will be looking for volunteers to help with this event. If you are interested please call the office for details. This is

always a huge success, so if you are interested in getting a table notices will be posted soon with the information on whom you need to contact.

-The pool is set to open May 20<sup>th</sup>, 2005. All leaks are repaired. Get your pool tags ready!

## 5. NEW BUSINESS

- a. **Toilet replacement program:** We will be purchasing the toilets from Rona or Home Depot. We are looking into replacing the toilet in the amenity room and will check all other Cypress Shared Facility toilets. Is a Classic brand toilet a Crane? If so, it will need to be replaced. Also a reminder to get your toilet requests in! A letter was received from a resident commending Council for the research that went into this program and stated that you can not get a better deal anywhere. Now is the time to replace. Any further toilet leaks will be the financial liability of the owner.
- b. We have encountered some problems in the **bike lockers**. Please respect your neighbour's property as if it were your own.
- c. **Emergency Contact list:** It has been revised, and a copy will be sent out with the minutes.

## 6. OLD BUSINESS

- a. **Realty signs:** We will add stepping stones leading up to the realty sign board to protect the flowers in the garden. We advise that no more than three signs at a time will be allowed to hang, this is to prevent having signs lying on the ground.

## 7. CORRESPONDENCE

- a. We have received a letter from an owner disputing paying for an invoice regarding a leak from their suite. Council advised the owner to contact Corona Plumbing regarding the facts - in addition to the letter Council have already received regarding this leak.
- b. We have received a letter from an owner complaining of the noise generated by the gardener in the daytime. There is not much that can be done as they normally work during the daytime.
- c. We have received a letter from an owner advising of smoke in the hallways. A reminder to everyone that smoking is not allowed in the hallways.

- d. We have received a letter from an owner complaining of the noise of the garage door when it opens and closes. The price to replace the door to a silent system is \$2950.00 per door. This item is not in our current budget and will need to be considered as a Resolution for next years AGM.
- e. Council received a request from an owner for permission to install a concrete bolt in the parkade floor to secure his motorbike. Permission was denied by council.
- f. Council will send a letter to a resident regarding sealing their door to prevent smoke in the hallways. Numerous owners are complaining about extensive fumes being generated by a resident who sits in the parkade while continually revving the car. A letter will be sent to the owner of the suite re this problem.

## **8. FINANCIALS**

- a. **Accounts Receivable:** Is \$2,203.89 as of April 15, 2005. 12 owners are in arrears, one owner is in serious arrears and received a legal letter regarding outstanding fees.
- b) Cypress Shared Facilities statement for February, 2005 has been issued to the other partners
- c) Peter Yeung will contact Leversage & Co. regarding payroll legalities according to the labor laws and advise council.

## **9. OTHER BUSINESS**

The Disney channel has been fixed.

Next meeting; Wednesday May, 25<sup>th</sup> 2005  
Meeting adjourned at 10pm

