

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, August 29, 2007

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| 1. PRESENT: | Tom Hargraves
Maureen Buchanan
Larry Makutra | Joanne Parkinson
Cheryl Jones
Corinne Inglis |
|--------------------|--|--|

REGRETS: Gordon Farrell

2. **CALL TO ORDER:** 7:05 PM

3. **ADOPTION OF MINUTES**
a. June 27, 2007: Approved

4. **COMMITTEE REPORTS**

- a. **Social** - The Volunteer Party will be held on Sunday, September 30th
- Card sent to owner in hospital

b. **Grounds and Gardening**

- ❖ Landscape fabric and lava rock have been installed in the two concrete planters located on Plaza A/B. The same installation has been completed in the two planter boxes at the entrances of Buildings B & C where the weeds have been growing out of control.
- ❖ We need to come up with a tree replanting program for the City of Richmond soon. *Corinne to call Nathan @ Bartlett*
- ❖ Re-rent parking stall #3 O/S or make it a no parking area?
Council approved making this stall a 'NO PARKING' area c/w yellow stripes.

c. **Fire & Security**

1. Fire Plan and Fire Marshals
 - ❖ Fire Marshals - *Cheryl will expedite this plan*
 - ❖ The fire department was called to a fire at #111, 7511 which gutted the suite. Owners are reminded to leave their suites

when they hear the fire bell. The fire fighters advised that when they knocked at the doors of several suites, no one answered. However, when they broke the door down to gain entry they discovered owners still inside.

2. Block Watch - Deferred
3. Security - We have received two quotes from local Richmond companies to contract a new security company. Both quotes are at a rate of \$15.00 per trip. *Council approved the company that uses a GPS tracking system to track their vehicles.*
4. Securiguard are to provide a credit re services not provided. *Council approved terminating this contract.*
5. It has come to our attention that when suites are being sold, all of the fobs are not being turned over to the new owners. This creates a possible security breach for all owners. *A new system will be put in place to account for all fobs when a suite is sold. Corinne will backtrack to ensure all fobs are accounted for and suspend any that are not.*
6. The hallway carpet in the north stairwell of Building A will be covered under insurance to be replaced as it has been damaged. *Council approved taking cash in lieu of replacing the carpet at this time and depositing the funds in a 'Special Levy Carpet Replacement Fund'.*
7. A scope of work for the reconstruction of suites damaged by fire has been received. *It will be at least three to four months until the work will be completed.*

d. Maintenance

1. RDH have provided a scope of work regarding the ongoing Warranty leak at Building C. *No time line was provided for completion of this work.*
2. No date has been set for window maintenance. *Corinne to call and book a date.*
3. Exterior painting of the balconies and fencing may be delayed until next spring. *Corinne to try to arrange the work for October - weather permitting.*
4. Replacement of fencing on the Plaza's? *Council requested three quotes in wood, aluminum or wrought iron.*

5. Repiping of the recirc line in Building B has been completed. We have not completed the repipe in Buildings A & C. *Council approved searching for a second plumbing company that could be used in tandem with Corona as Corona are extremely busy..*
6. Warranty maintenance. *Council approved using RJC and requested a quote for their services be provided.*
7. Possible leak at 115. *Cause unknown at this time. To be investigated.*
8. An owner is reporting scalding water in his shower when others turn on the water. All original shower accessories were pressure balanced which prevents this problem from occurring. *Corona may be called to check this.*

Tuesday September 11 - Dryer Vent Cleaning

Tuesday September 18 - Fire Alarm Testing

Tuesday September 25 - Chimney Inspection & Cleaning

Sunday September 30 - Pool Closing

e. Shared Facilities

1. Lounge - opening and closing. *Council approved providing Cypress ABC owners with a key to open and close the lounge. Owners will then return the key to the Cypress office or to the person who gave them the key. Ashford, Cypress D and Woodridge owners will still require the lounge to be opened and closed for them. The lounge will continue to be inspected for cleanliness after use.*
2. A Notice of Motion was received from Clark Wilson regarding the ongoing Shared Facilities dispute. *In light of the notice of motion, a Special General Meeting has been called for September 12, 2007 with the Strata Corporations Lawyer in attendance to answer questions. .*
3. Re Exercise room carpet - requires replacement due to flood. *Corinne to obtain quotes for replacement with linoleum, ceramic tile and acid etched concrete.*
4. An owner advises that the pool rules do not cover the hours of operation for adults. *The hours of operation have always been 8:00 AM to 11:00PM.*
5. Unknown persons threw eggs into the pool on August 29th.

5. NEW BUSINESS

- a. Who is to pay for the oil cleanup in parking stall #2 outside.
The renter of the stall will be asked to clean up the oil.
- b. Council approved a new computer for the office as the existing one is rather old and has been acting up.
- c. Fixed term gas contract? *Council may explore a fixed term gas contract through Remax once they have completed their research. Defer to October / November.*

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. A letter was received from an owner advising that their vehicle is not considered a commercial vehicle and they should not have received a letter requesting their vehicle be removed from the site by July 31, 2007. *Council advise that the City of Richmond has provided the definition of a commercial vehicle that reads: "a commercial vehicle is any vehicle over 5000kg or over 2.25 m high... a cube van is commercial". Cypress Point do not have parking stalls suitable for that size of vehicle. Owner may be asked to provide a copy of the registration showing the weight of the vehicle.*
- b. Letter received from an owner regarding:
 - a fine they received regarding excessive noise as reported by a strata council member. *Council upheld the noise complaints as registered by two Strata Council members..*
 - this owner would like permission to change their deck key to their own key not the strata's key. *The decks are Limited Common Property not Private Property and the Strata Corporation require access to these areas. This request has been denied.*
 - parking in the loading zone *Is in contravention of bylaw 1.6 and is a finable offence. Unloading groceries etc should be conducted from an owners assigned parking stall.*
 - cancelled parking being used by others. *This occurred for a few days.*
 - not happy with current pool rules and regulations. *This owner did not attend last years AGM nor did they submit their proxy to vote on any of*

the Resolutions being proposed regarding the pool.

- feel left out of decision making process - *This owner did not attend or submit a proxy for the AGM which is where the decisions are made by a majority vote of the owners*

- c. Complaint received regarding two women using the pool with no fobs or pool tags, carrying glass containers and littering with cigarette butts. Women acted intoxicated and cursed at owners. *The owner of the suite assures council there will not be a repeat of this behaviour.*
- d. Owner asking for permission to allow five people to reside in a two bedroom unit. Our bylaws only permit two people in a one bedroom and four people in a two bedroom. *This request was denied.*
- e. Second letter from owner re commercial vehicle.
- f. Email from an owner questioning whether the strata corporation should allow live Christmas trees or ban them. *Council need to propose a bylaw to see if the owners would be interested in adopting this ban.*

Outgoing

- a. Letter to two owner asking for their commercial vehicles to be removed from the site by July 31, 2007
- b. Letter to an owner with an invoice regarding a leak caused by their suite.
- c. Letters to Ashford Place and Woodridge Estates providing a July 31, 2007 deadline regarding Shared Facilities.
- c. Letter to an owner with an invoice from Corona regarding a leak in their shower.
- d. Letters to six owners regarding bylaw infractions.
- e. Letter to an owner with an invoice from Richmond Elevator regarding keys dropped down the elevator shaft.
- f. Letter to Northwest Waste regarding credits required for incorrect

invoices received.

g. Letter to an owner regarding leak in tub enclosure.

NOTE: It is not for the Strata Council or Administrator to advise owners what the Bylaws are. As an owner it is your duty to read and obey the bylaws you are provided and to become familiar with them in order to avoid being given a Bylaw Infraction notice or a fine.

The latest version of the Cypress Point bylaws may be viewed on the Cypress Point Website at <http://www3.telus.net/public/NW2050/>

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of July 20, 2007 is \$3,162.17
- b. Accounts Receivable as of August 15, 2007 is \$3,337.72
 - Parking 3 suites
 - Move In 3 suites
 - Locker 2 suite
 - Strata Fees 3 suites
 - Late Fees/Fines 9 suites
 - Other 6 suites

One suite owes \$2,199.24. *Council approved a lien to be placed on this property.*

- b. March Financials - *approved*
April, May, June Financials - *approved*
- c. July 2007 Financial statement has been received from Woodridge.
- d. June Cypress SF statement has been issued.
- e. Invoice approved for Temporary Caretaker due to fire.
- f. Sentinel invoices to be processed.

9. OTHER BUSINESS

- Bylaw Infraction Notice - *issued to a council member was not reversed*
- Charge extra rush fees? *An extra \$25.00 will be charged as a rush fee where documents are to be provided in less than 5 to 7 days.*

10. E-MAIL VOTES

- Council declined Woodridge request to reverse decision to lock out of Shared Facilities.
- Council approved increasing cost of landscaper to \$1,080.00 per month
- Council approved making the flood an insurance claim
- Council approved installing lino in the Exercise room in lieu of carpet
- Council approved removing the berm on the west side of Bldg C and planting grass
- Council approved installing landscape fabric and lava rock into the planter boxes to assist with the weeds.
- Council approved reinstating the pool and satellite to Ashford Place and Woodridge Estates
- Council approved proceeding with a small upgrade re the fob program in the computer
- Council approved parking a motorcycle along side an owners vehicle

11. MEETING ADJOURNED: 9:45 PM

12. NEXT MEETING: Wednesday, September 26, 2007