

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, April 28, 2010

1. **PRESENT:**
- |                |                  |
|----------------|------------------|
| Gordon Farrell | Carole Borthwick |
| Larry Makutra  | Cheryl Jones     |
| Carla Evans    | Max Dragun       |
| Corinne Inglis |                  |

**REGRETS:** Steve Tosh

2. **CALL TO ORDER:** 6:40 PM

3. **ADOPTION OF MINUTES**

- a. March 31, 2010 - approved.

4. **COMMITTEE REPORTS**

- a. **Social** - Flowers were sent to Jean Pitts regarding the passing of Ruby Williams, 92, both long term owners of Cypress Point.

b. **Grounds and Gardening**

1. The committee was outside planting the pots in the pool and lounge area as well as planting by the games room at Building C, the front of Building A and in the triangle area at the entrance. A palm tree has also been planted in the pool area by our new gardeners.

c. **Fire & Security**

1. Fire Plan and Fire Marshals - No Report  
2. Block Watch - No Report  
3. Security - No Report

d. **Maintenance**

1. RDH Engineering have had to change the scope of work on the leak repair at the planter box on Plaza C (covered by remediation insurance). The concrete planter will be cut back and a railing installed. The drawings have been completed; the work is out for pricing and should commence shortly.  
*Council approved using a metal railing.*
2. Barnes Craig and RDH have been called in to further investigate a possible ingress problem on the third floor of Bldg C. A vinyl sliding door and the surrounding area is wet and mould has formed. *RDH believe the problem is a result of occupant behavior and is due to increased humidity. A sensor could be installed at a cost of \$2,000.00 to \$3,000.00 over an entire winter to determine the source of the mould growth. Council deferred this item and*

*will speak with the owner to obtain further information. .*

3. Council has received the resident questionnaires regarding exterior wood components. *Proceed with Associated Window Repairs? Council approved proceeding with the wood window and door repairs.*
4.
  - a. RJC will need 6 visitor parking stalls for a work area. *Council approved using the six exterior visitors parking stalls to satisfy this requirement.*
  - b. RJC will use the electrical room in Building A as a site office. They will provide us with a key in case we require access to the room, but will change the locks to restrict access while they are on site. *Council approved.*
  - c. We have been provided with a sample of the proposed balcony traffic deck coating - or we could also revert back to the original product used during remediation. Cleanability has been the issue with the original material. The color is available in grey to match the original colour. *Council will likely approve the new material and will look at the colours available.*
  - d. Re new deck door - council will select a standard deck door as a typical detail, and offer an upgrade such as a tilt and turn. *Corinne to proceed with an investigation regarding styles available.*
  - e. RJC confirms that \$370,000.00 is the total value of work approved. They will utilize Hardy Panels (cementitious panels) in lieu of plywood as it appears that the plywood used during remediation is not performing all that well.
  - f. A Building Maintenance committee should be formed and twice yearly inspections are held. This will become critical as we close in on the expiration of our remediation warranty. *Gord will head the committee. If you are interested in volunteering to be part of this committee, please contact Corinne in the office.*
  - g. Hydro Rebate / Power Smart - Max advised that if we replaced all of our T-12 lighting with T-8's and purchased new efficient ballasts we might save a minimum of \$2500.00 per year in hydro costs. Exit signs draw 7 watts and the new LED draw 1-2 watts of power. *Corinne to call Hydro to see if rebate program is still in effect.*
  - h. Council reviewed and approved RJC's scope of work and drawings so that it can proceed to tender. Work to be awarded and commence the first week of June. *Council want to know if warranty can be extended to 10 years.*
  - i. All private roof top decks will be checked to ensure they are compliant with Bylaw 5.6.e regarding weight load issues. *A new soil is being made in Richmond especially for roof top decks that is half the weight of regular soil. Max will obtain the information and we will share this information with you in our next minutes.*

**e. Shared Facilities**

1. Council is thrilled to advise that we have settled the lawsuit with Woodridge

and Ashford. They have conceded to our petition and other than making a few changes regarding dates, we have won all other issues. *Once we have received the final documents, interested owners may view this information in the Cypress office or may obtain a copy for their records. We also won \$3,500.00 in legal costs to be paid by Ashford and Woodridge.*

2. Council obtained a quote on adding one commercial grade treadmill and protective mat to the exercise room. *A quote of \$4,572.96 was received. Council would like to peruse a brochure and details of this item before proceeding.*
3. Council obtained a quote on additional rubber flooring for the exercise room in the amount of \$2,200.00. *Approved.*
4. Council received one quote to replace seating area outside of lounge for \$3,312.00. *Council will wait for the other quotes to come in before making a decision.*
5. A course is being offered for swimming pool / whirlpool operators. *Council declined.*

## **5. NEW BUSINESS**

1. Cypress Point received a cost increase to the insurance policy from \$40,285.00 to \$69,266.00. *Council obtained a rate of \$41,396.00 from The Co-operators, where we had our insurance a few years back, and have changed insurance carriers as of April 30, 2010.*

## **6. OLD BUSINESS**

## **7. CORRESPONDENCE**

### **Incoming**

- a. An owner sent council photographs of their fence that has partially fallen over. They are not in agreement with the observation of Premium Fence that the weight of numerous planter pots and decorative memorabilia being hung on the fence was a contributing factor in its failure. The photographs received confirm that hanging plants, plaques, lattice work and numerous other items have been hung on one side of the fence causing an imbalance, as confirmed by Premium Fence. *Council wishes to remind all owners of rooftop decks that fencing is their sole responsibility. Council also wish to remind owners that the Strata Bylaws strictly prohibit owners from putting holes into the rain screen siding.*

### **Outgoing**

- a. Letter sent to a resident with an invoice for painting repair due to flood.
- b. Letter sent to a resident with an amended invoice from Corona.

- c. Letter sent to a resident regarding the failure of a common fence on a private deck. The letter also addressed a screw that has been installed into the rain screen siding as observed by Premium Fence.
- d. Letter to Rusty's Towing advising them of our authorized personnel permitted to tow vehicles from the site.
- e. Letter to an owner allowing 48 Hours to provide proof of insurance or their vehicle will be towed. *Letter to be sent regarding a second vehicle that is leaking a lot of oil into a parking stall.*

## 8. FINANCIALS

### Accounts Receivable.

- a. Accounts Receivable as of April 20, 2010 is \$34,238.32
- b. Woodridge March SF statement has been received. Accounts receivable list was not included, however Wynford Group has corrected their error in the amount of \$6,669.16 that they said Cypress owed Woodridge. This correction changed their surplus from \$34,177.61 to \$27,508.45. Our portion is 29.36 % or \$8,076.48 and we should receive a cheque shortly after May 15<sup>th</sup> as a result of the lawsuit.
- c. Woodridge and Ashford short paid the Cypress Shared Facilities last year and a cheque for the outstanding amounts totalling \$15,574.56 should be received shortly after May 15<sup>th</sup> as a result of the lawsuit.
- d. Cypress short paid Woodridge last year in an attempt to remain solvent and cheques will be issued on May 15<sup>th</sup> to correct our short payments; and our Shared Facility surplus will also be returned in kind.
- e. September, October, November, December, January and February financials were approved.
- f. Council will need to formally address depreciation of their assets as new laws are forthcoming that will make this a requirement of all strata corporations. *At the SGM, we agreed to provide a depreciation report. However, it would be more prudent to wait until the law has been passed to ensure we don't miss something that may be a requirement. Council to discuss the matter with Tony Gioventu or Remax.*
- g. Our legal counsel is proceeding to the next step with the two suites in serious arrears.
- h. Council discussed the substantial increases in the Woodridge SF Budget. Their insurance cost rose 106% over last year from \$3600. To \$7414.

## 9. OTHER BUSINESS

## 10. EMAIL VOTES

- a. Council approved rejecting third round negotiation with Woodridge - no limits on capital or regular costs. If it is broken it needs to be fixed.
- b. Council approved accepting the reversal of the Shared Facility CRF Fund which

settled the lawsuit.

11. **MEETING ADJOURNED:** 8:50 PM
12. **NEXT MEETING:** Wednesday, June 2, 2010