

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, October 29, 2008

1. **PRESENT:** Larry Makutra Gordon Farrell
 Carole Borthwick Joanne Parkinson
 Corinne Inglis

REGRETS: Cheryl Jones, Steve Tosh, Tom Hargraves

2. **CALL TO ORDER:** 7:18 pm

3. **ADOPTION OF MINUTES**

- a. August 27, 2008 - Approved

4. **COMMITTEE REPORTS**

- a. **Social** - Corinne to disperse balance of Volunteer Party gifts.

 b. **Grounds and Gardening**

1. New contract received from Clean Cut Landscaping with an increase.
 \$1,080.00 to \$1,480.00. Council approved.
2. Clean Cut provided a quotation to supply and install 2 yards of soil to a few areas in the complex where the sprinkler lines are showing through the soil and where plants have been removed from Plaza AB - and to supply winter annuals throughout the complex. Value of this quote is \$830.00 and includes removing the bed from the front of A and planting annuals. *Council approved.*
3. Clean Cut provided a quote to supply and install 3 cedars to replace the ones that died on the plaza's and to supply and install one yard of soil. Value of this quote is \$135.00. *Council approved,*
4. Bartlett has provided their proposal for 2009 outlining work that needs to be done next. The value totals \$3,874.50. *Council approved this for the 2009 budget.*
5. Bartlett liquid fertilizer quote received in the amount of \$402.15. We applied fertilizer last year to all new plantings. *Bartlett advise they will do this at no cost in 2009.*
6. University Sprinklers provided a quote to install one bollard at the SW corner of Building C at a cost of \$651.00. *Corinne to double check cost. Council approved.*

 c. **Fire & Security**

1. Fire Plan and Fire Marshals - No Report

2. Block Watch - No report
3. Security - No report

d. Maintenance

1. Coast Hudson has been contracted to carry out the roof maintenance as identified in the roofing inspection. *They will be on site over the next few weeks as weather permits.*
2. PBEM has been contracted to carry out all caulking maintenance as identified in the RJC Remediation Inspection. *Work will commence shortly.*
3. Warrantee Maintenance Work will be carried out by PR Restoration. *PR will repair any deficient items that were completed by their own forces (such as soffits, incomplete details, concrete delamination, etc.) up to a 10 year period. Work previously completed by subtrades that requires attention will be at our expense according to the insurer. (ie. Balcony membranes require attention - Corinne to contact manufacturer of product)*
4. Roof top decking solutions are in the works. *We hope to have some formal resolution to the decking system and materials soon. We are considering the Bison pedestal system with a composite wood product.*
5. RJC's has completed their inspection of the unremediated balconies and one wall system. *We are awaiting receipt of their report.*
6. **Please note that if your garage remote stops working - it likely needs the battery replaced.**
7. RJC checked one roof top deck for possible overloading of the structure. *RJC determined that the deck was overloaded. RJC will provide drawings and wording that will assist us in drafting up our resolution for the AGM.*

"As a guideline, we recommend pot or planter depths be limited to 350mm (14"), soil depth of 300mm, (12") with an average spacing of 900mm (36") between planters or pots."

e. Shared Facilities

1. Ashford Place, Woodridge Estates and Cypress D met with Cypress ABC at a Shared Facilities meeting on October 6th.
2. Andrew Seaton of Remax has been asked by council to resolve outstanding financial issues with The Wynford Group pertaining to Ashford Place and Woodridge Estates. Their Facility surplus is in excess of \$41,554.34 which is greater than their yearly budget. Andrew is currently trying to resolve this plus other issues on our behalf.

5. NEW BUSINESS

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. Email received from an owner regarding washing machine noise @ 10:00 pm. Also included ongoing complaint regarding a child running around for long periods of time past 8:30 pm. Council members have visited both suites. The owner of the unit with the child stated that they do not do laundry past 11:00 pm. They advised that on a weekday they pick up their child from daycare at around 5:30 pm and the child has a bath at around 8pm and then goes to bed for the night. *Council suggested having the owner being bothered by the noise to tape record it. Also, council recommended that the child be outfitted with big fluffy slippers to help muffle the running noise being created.*
- b. Letter received from an owner asking for unsolicited items such as phonebooks to be left in the lobbies rather than in front of apartment doorways. If people are away on vacation, it becomes apparent that no one is at home. *Council has not authorized the deliveries door to door. Owners are letting these people into the buildings. Council recommend that owners use the buddy system and have a neighbor remove items from your door if you are going to be away.*

Outgoing

- a. Email to an owner regarding laundry times and child noise. *Suggested they have a council person visit the suite to verify level of noise.*
- b. Letter sent to Canstar regarding heat detector installed in fire suite. It was the wrong one and was not connected to the fire panel. *Cost to be charged to Canstar.*

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of September 18 is \$2,991.51

Parking	1 suite	
Move In	1 suites	
Locker	1 suites	
Strata Fees	3 suites	
Late Fees/Fines	5 suites	
Other	2 suites	Total 8 suites in arrears.
- b. One owner owes the Strata Corporation \$2,199.24 and another owner

owes \$1,122.78. *Council approved a letter will be sent to one owner requesting a payment plan or we will go to small debts court.*

- c. Cypress August and September 2008 Financial statements - *Approved with corrections.*
- d. Woodridge August & September statements have not been received.
- e. Cypress SF statements have been issued for July, August and September.
- f. A new chart of accounts has been issued by Remax which means our budget for 2009 will incorporate any new codes.

9. OTHER BUSINESS

- a. The AGM has been scheduled for Thursday, December 4th @ 7PM.
- b. General discussion re any resolutions we need this year.
 - 1. Roof top deck weight bylaw resolution
 - 2. Discuss 2009 proposed budget
 - 3. Other resolutions.
- c. New filing system is required for the office documents. *Corinne to look for used filing cabinets.*

10. E-MAIL VOTES

- a. Council approved proceeding with the Recaulking of the buildings as soon as possible as advised in the RJC report.

11. MEETING ADJOURNED: 9:10 pm

12. NEXT MEETING: November 26, 2008