

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, November 26, 2008

1. **PRESENT:**
- | | |
|------------------|------------------|
| Tom Hargraves | Gordon Farrell |
| Carole Borthwick | Joanne Parkinson |
| Cheryl Jones | Corinne Inglis |

REGRETS: Larry Makutra, Steve Tosh

INVITED GUEST: Maureen Buchanan

2. **CALL TO ORDER:**

Roof Top Decking discussion with Maureen Buchanan

3. **ADOPTION OF MINUTES**

- CORRECTION** - The October 29, 2008 minutes under 3. Adoption of Minutes
- a. August 27, 2008 should have read October 1, 2008. Item 8. a. September 18 should have read October 15, 2008
 - a. October 29, 2008 - approved with corrections.

4. **COMMITTEE REPORTS**

a. **Social** - The next event will be the raffle being held at the end of the AGM

b. **Grounds and Gardening**

- 1. New contract received from Clean Cut Landscaping with an increase from \$1,080.00 to \$1,480.00. *(Please note that we were previously paying more than \$1,500.00 per month for these services).*
- 2. We have been approached by Tyax regarding our garden and landscape contract. They have provided landscape specialty services to Cypress numerous times and we have been pleased with their performance. *Council will continue to use Tyax for special landscape projects but will not change landscape companies at this time.*

c. **Fire & Security**

- 1. Fire Plan and Fire Marshals - No Report
- 2. Block Watch - Fall newsletters were delivered to current members. Membership information update sheets were distributed to current members and an invitation to join Block Watch was distributed to all non-member suites.
- 3. Security - No report

d. Maintenance

1. Coast Hudson has commenced with the roofing maintenance, however it has not been completed at this time. This work is weather permitting.
2. PBEM has completed all caulking maintenance as identified in the RJC Remediation Inspection.
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 sub trades that requires attention will be at our expense according to the insurer. *We are waiting to be apprised of a start date.*
4. We will be meeting a new company in the next few days regarding a roof top decking solution.
5. RJC' has completed their inspection of the unremediated balconies and one wall system. They are reporting that the wall system located on the north side of Building C is experiencing water leakage at the transition between the mansard roof - at the wall next to the eaves trough. In addition, they have also identified specific balcony assemblies most in need of remediation in the future. *Council proposed a line item on the 2009 budget to start to save for this work. Council will advise the owners further as information is available.*
6. Council was unable to complete wording for a resolution regarding roof top balcony weight issues in time for the AGM. In the meanwhile, the Engineer has approved wording and a drawing that the Council has approved as a rule as noted below:

Roof Top Decks

"In consideration of the current design and construction of roof top decks which allows for the dead load of the structure and live loading as anticipated by the building code at the time of construction with no specified allowance for superimposed dead loading, **storage of materials, chattels and the construction of roof top gardens shall be strictly limited to the guidelines presented here.**

1. No plantings, storage or materials or other semi-permanent loadings which generate pressures in excess of 100 lbs/sq. ft. even over limited areas are permitted. This equates to soil depths less than 24" in all cases.
2. Hot tubs and inflatable pools are not permitted.
3. Plantings and limited material storage is permitted, provided loading is limited as in Point 1 above and clear space is provided around plantings and stored materials sufficient to attenuate the

effective average distributed load to an allowable level of 10 lbs/sq ft.

4. The "exclusion zones" do not preclude occupant access for tending of plantings or other similar residential occupancy activity. It is understood that live loading due to occupancy and snow is in addition to the superimposed dead load allowance.
5. Typical residential chattels such as: **deck chairs, tables, heaters and barbeques** (provided these items are permitted under existing by-laws and fire/insurance regulations) **among others, have negligible effect and are excluded.**
6. **Stored personal effects in boxes** or weather proof containers **should be limited to no more than 36" in height**, following the guidance provided in SK-01 for clear space surrounding, **unless it can be demonstrated that the effects of this storage do not exceed the 10 lbs/sq.ft.superimposed dead load allowance."**

e. Shared Facilities

1. Andrew Seaton of Remax has responded to outstanding financial issues with The Wynford Group pertaining to Shared Facilities. *Council is awaiting a copy of a second letter currently being drafted by Remax on numerous other outstanding issues.*
2. A problem was reported in the Exercise room along with the date and time which allowed the Cypress office to identify the problem suite quickly. *A bylaw infraction was issued.*
3. Our handyman provided a quotation to redo the kitchen cupboards in the lounge which are in need of attention. *No decisions will be made until 2009 or until an overall plan has been completed for the refurbishment of lounge.*

5. NEW BUSINESS

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. Letter received from a concerned owner regarding the weight load issue of the roof top decking.
- b. Letter received from an owner along with a cheque regarding a recent enterphone problem that arose due to the Shaw digital phone system which is known to cause interruptions to enterphone systems.
- c. Verbal request from an owner to have the move in and out fee waived as they are renting out their suite furnished. (Please note we previously enforced the move in and out fees to 114 as owners still move personal belongings in and out). *Council did not approve as owners and renters still need to move their personal belongings in and out of the suites.*

- d. Letter received from Suncorp regarding the increased value of the Cypress Property to \$22,472,800.00 from \$19,664,400.00.
- e. An owner supplied a copy of the recent article in the newspaper written by Tony Gioventu regarding Strata Corporation CRF funds being invested in high risk investments. *Council wishes to confirm that they DO NOT invest any money in anything high risk and have left all monies in the operating and CRF accounts for several years now.*
- f. Letter received from an owner who is experiencing ongoing noise problems. *A letter will be sent to both residents with possible solutions in the hope of a quick resolution to this problem.*

Outgoing

- a. Letter received from Stephen Hamilton confirming that the \$10,000.00 legal costs have been paid to Ashford and Woodridge.
- b. Letter to a resident regarding their enterphone not working as the result of their digital phone system. *Residents are responsible repairs involving their telephone or computer systems that affect the enterphone.*

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of November 18, 2008 is \$1,921.31

Parking	2 suite(s)	
Move In	0 suite(s)	
Locker	1 suite(s)	
Strata Fees	2 suites	
Late Fees/Fines	4 suites	
Other	3 suites	Total 8 suites in arrears.
- b. Woodridge Aug, Sept & Oct financials have not been received.

9. OTHER BUSINESS

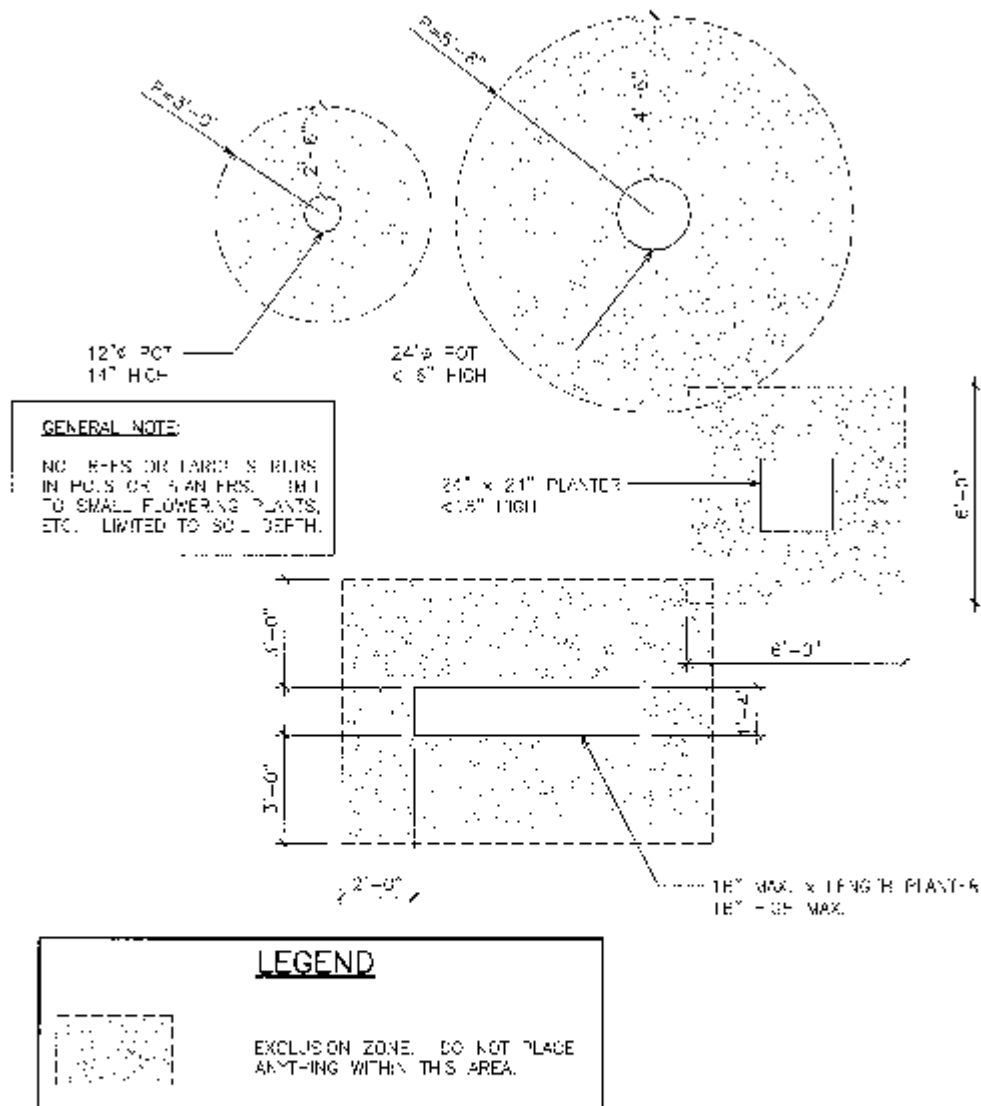
- a. General discussion re upcoming AGM and resolutions.
- b. Summary of Reserves is incorrect. Andrew has issued a corrected copy. A corrected copy will be distributed at the AGM and with the AGM Minutes.

10. E-MAIL VOTES

- a. Council did not approve proceeding with an inspection regarding possible sagging joists at area of rooftop deck overload.

11. MEETING ADJOURNED: 9:00 PM

12. NEXT MEETING: December 6, 2008 AGM - 7:00 PM Sharp



TYPICAL PLANTER LOADING ON DECKS — PLAN
R.T.S.



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CYPRESS POINT

7511-7551 MINORU BLVD., RICHMOND, B.C.

UNIT 329/332 BUILDING C STRUCTURAL DESIGN REVIEW

Drawn	Date	Project No.	Sketch Number	Rev.
R.T.S.	NOVEMBER 3, 2008	VAN.037207.0012	SK.01	0