

**CYPRESS POINT ABC
STRATA PLAN NW2050**

July 26, 2006 Meeting rescheduled to August 16, 2006
September 30, 2006 Meeting rescheduled to:

Strata Council Meeting Wednesday, October 4, 2006

1. PRESENT:	Tom Hargraves	Joanne Parkinson
	Maureen Buchanan	Caroline Cote
	Larry Makutra	Amy Hendricks
	Corinne Inglis	

REGRETS: Scott Armstrong

2. CALL TO ORDER: 7:05 pm

3. ADOPTION OF MINUTES

a. August 16, 2006 minutes were adopted

4. COMMITTEE REPORTS

a. Social

The volunteer party held in September was a great success. The next activity will be the raffle at the Annual General Meeting

b. Grounds and Gardening

1. Sprinklers will require some adjustment and will be addressed at the AGM.
2. The arborist will provide a report on the Priority 3 work still required.
3. The gardener will assist us with assessing costs for the next phases of landscaping work required for next year.

c. Fire & Security

1. We will be searching for Fire Marshals for each floor. If you are interested in volunteering please let Caroline or the Office know.
2. Block Watch - no updates

3. Securiguard advises that they will be implementing an increase to their monthly fees from \$546.00 to \$636.00 per month.
4. The Fire Alarm testing is complete. Two suites are responsible for ensuring that a qualified, licensed, insured company carries out the inspection. They must provide the Strata with documented proof of inspection within 30 days.
5. Several back up batteries were identified as being low and needing replacing. These batteries are the main power source should there be a power outage. Strata voted to replace one battery that is very low this year and two others next year.

d. Maintenance

1. A few volunteers have been painting the curbs and fences. The strata would like to thank them for their hard work.
2. The chimney inspection and cleaning is complete. One suite is responsible for ensuring that a qualified, licensed, insured company carries out the inspection. They must provide the Strata with documented proof of inspection within 30 days.
3. The hallway fans need to be set to winter hours.
4. The strata received a quotation from Westcoast Drainage for the supply and installation of a new raised sump cover for the sump located in the front lawn of building A. A repair of the crack on the existing sump is included in the quote of \$1,749.00. The work will proceed next spring. The strata would like to remind residents that if you notice any unusual flooding you should call the City of Richmond for further assistance.
5. RDH has completed the remediation repair at Building C. There are minor deficiencies and a final inspection of the area is required.
6. The problems identified in the building survey this spring will be dealt with in next year's budget. We would like to thank you for taking the time to fill out these forms and returning them to us.

7. Aim Electric has repaired numerous ballasts and other electrical problems in the complex.

8. Three quotes have been received regarding a roofing inspection, tile replacement in all lobbies, and relaying the laneway behind Building C, plus leveling the uneven pavers. Council will look into how often official roofing inspections need to be done and will budget this as a line item accordingly.

9. The re-piping of 122, 224 & 323 is complete along with painting and drywall.

e. Shared Facilities

1. Shared Facilities adjustments will be complete, along with all journal entries prior to the Annual General Meeting.

2. A meeting will take place shortly regarding the drafting of a new Shared Facility Agreement. A facilitator may also be involved in these meetings.

3. The pool closed on October 1st for the Season.

4. We are still waiting for Financial Statements including copies of invoices from Woodridge regarding their Shared Facilities. We have not received financial statements since April 1st of this year.

5. The strata will put a sign up in the lobbies (including Building D, Ashford and Woodridge) advertising that the Pavilion Lounge is also available for business meetings.

6. There has been a lot of ongoing vandalism in the Games room. The pool cues are broken, the cleaning staff is constantly finding one of the chairs outside, and the new shuffleboard has been broken on both ends. The council concludes that it seems to be a lost cause to repair any of this equipment with the ongoing vandalism. The council will be forced to lock up the games room and allow access only to those who request permission to use it. Owing to the use of key fobs, the suites in question have been narrowed down and the use of the room is being monitored. If you see or hear anything out of the ordinary, please call the office and report it.

5. NEW BUSINESS

- a. Every three years the building needs to be appraised for insurance purposes. The strata received a quotation from Suncorp Valuations for \$800.00 and have voted to accept this quote.
- B. The council intends to ask the owners at the AGM on adding additional outside doors to the FOB system. The goal is to have most doors on the FOB system. The proposed doors for this year are two parkade doors leading to the Plaza levels, the door to the change rooms / showers and the door to the lockers.

6. OLD BUSINESS

- a. A Consent Dismissal order has been received re the writ.

7. CORRESPONDENCE

Incoming correspondence.

- a. Letter received from an owner requesting resolution to ongoing disruption to his garden patio unit regarding weeds and cutting of grass. *The strata voted to cut his grass.*
- b. Letter received from an owner requesting a late fee reversed. *Remax reversed the late fee for this new owner who has one month's grace.*
- c. Letter received from an owner regarding ongoing noise complaints from the suite above. *This owner feels victimized by the owner above. The Administrator will investigate further in order to resolve.*
- d. Letter received from an owner regarding ongoing noise from the suite below. *The Administrator will investigate further in order to resolve.*
- e. E-mail from an owner re contravention of bylaws.
 - 1. Blocking driveways
 - 2. Propping the front door open

3. Attaching tarps etc to the exterior building

The strata are looking into how to get the minutes and bylaws to new owners before they move in.

Outgoing correspondence

- a. Letter sent to an owner regarding a faucet that does not shut off and requires replacement. The caulking in the tub surround also found to be compromised and requires replacement.
- b. Letters sent to two owners advising that proof of inspection re fire alarm testing is required within 30 days.
- c. Letter sent to an owner advising that proof of inspection of chimney is required within 30 days.
- d. Letter sent to an owner advising that a late fee be reversed as it was charged in error.
- e. Letter sent to an owner requesting that they participate in the pool patrol. The owner was also reminded that the pool rules prohibit the number of people allowed in the pool and running and or throwing children in the pool.
- f. Letter sent to a trade correcting their invoice.

8. FINANCIALS

- a. Accounts Receivable at September 18, 2006 is \$2,251.86
 - 1 Strata Fee
 - 3 Lockers
 - 2 Parking
 - 7 Late Fees
 - 1 Move In
 - 1 Other
 - Total 15 Suites
- b. Financials approved for June, July and August except for one line item requiring clarification.
- c. July & August 2006 Cypress Shared Facility Statements issued.

- d. Office Depot paid \$13.54 in error
- e. A discussion was held regarding the Capital Fund currently being used for our re-piping fund. The strata may consider a bylaw to ensure that the funds will only be used for re-piping situations.

9. OTHER BUSINESS

A Cypress Point web site has been set up by Tom Hargraves, President of the Strata Council. Please go to <http://www3.telus.net/public/NW2050/> Password for the minutes are their date in numeric form. (e.g. August 16, 2006.pdf password is 160806). Please forward any comments and / or suggestions you may have.

10. E-MAIL VOTES

- a. Council approved the quote for power washing the three garbage rooms with a bleach solution for \$200.00.
- b. Council approved the fence painting at the south side of Building C and the color of the paint is to be beige to match the building color.

11. MEETING ADJOURNED: 9:40 pm

12. NEXT MEETING: Wednesday, October 25, 2006