

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Tuesday, March 31, 2011

1. PRESENT: Gordon Farrell Carole Borthwick
 Cheryl Jones Corinne Inglis

REGRETS: Larry Makutra, Terry Ash

INVITED GUESTS: Muffet Chambers
 David Foster - unable to attend

Council voted unanimously to approve Muffet Chambers as a new council member.

2. CALL TO ORDER: 6:40 pm

3. ADOPTION OF MINUTES
 a. March 2, 2011 - approved.

4. COMMITTEE REPORTS
 a. **Social** - No report
 b. **Grounds and Gardening**
 1. Report from the Gardening Committee:

The Gardening Committee did a walkabout of the property the morning of March 23.

We found several items to refer to Corinne for Tyax to follow up on. For example, there are lots of fallen branches that need to be picked up in the ivy throughout the property, on the walkways and on the grass on the south and west sides of Bldg. C. Also, we feel that the ivy has been trimmed unevenly and too far from the edge of the grass and walkways. The cedars on Plazas A & C have been trimmed non-uniformly. We wonder if Tyax could remove all of the Thatch from the garden areas especially in front of Bldg. A. Also, we noticed that the lawn needed cutting in one of the courtyards on Plaza A.

Most of the plants have wintered over and there will be no need for widespread replacement. The committee plans to move or divide several plants that have spread over the years and place them in any bare spots in the flower beds around the grounds plus put in some new perennials where needed. The committee also plans to move as many plants as possible from the remediation areas to other places on our property.

There are some areas that can't be planted due to the condition of the ground and we would like to purchase some gravel to fill in those spots to make them look less bare and neglected. One spot is on the left side under the overhang next to the outside entrance to the office. The other is the bare spot on the right side behind Bldg. A.

The gardening committee would like to buy a load of topsoil to be spread over the roots of the cedar trees and where the grass area should be in front of Bldg. B. We would also like to put down some Patch Perfect where the grass should be in that area once the topsoil is spread.

We noted that some of the trees do not look healthy and may have to be replaced at some time in the future. They are the Holly tree on the south side of Bldg. C and the Birch tree on the north side of Bldg. C.

The committee will meet again mid to late April to do some moving and replanting of existing plants.

Tyax has been provided with the above report and will endeavor to correct the improper pruning of the cedars on both plaza areas. They will also endeavor to conform with the committees requests. They have asked if the Strata Corporation would like to receive a quote on providing soil - the administrator has instructed them to proceed with a quote since they are the company we have used to provide soil for a few years now. Corinne to determine if Tyax trimmed the cedars on the Plaza or if they are still in poor shape due to last years' issues.

The committee will be meeting again in late April to move the plants where remediation is scheduled to take place.

c. Fire & Security

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

To make it easier for residents to join Block Watch, sign-up sheets have been posted on the billboard in Building's A, B and C. The information may be submitted by email, to the Cypress office or suite 325 of Building B, at residents' convenience.

One resident has expressed interest in joining block watch. We are currently awaiting their information via email to confirm their participation in Block Watch.

Our Block Watch participants list was updated with our local Block Watch office.

3. Security - No Report

d. Maintenance

1. Should we proceed with cleaning of carpets, parkades and lobby tile? Lobby tile quote is for \$504.00. *Corinne to obtain quotes from Coit and Sears*
The parkade power washing is to be done every three years so will not be done this year.
2. Window cleaning and power washing of pool deck, garage doors and miscellaneous areas has been scheduled for April 25th & 26th. *Notices will be posted.*
3. It has been suggested that we look into getting water meters as a cost saving measure. The City of Richmond is accepting applications from older condo complexes after finding that meters are saving thousands of dollars in water costs. *Corinne will speak with the City of Richmond and advise.*
4. Council wishes to remind residents that the Strata Corporation will repipe if you are upgrading your bathrooms, showers etc. Please let the Cypress office know about your renovations so that new piping can be completed prior to your renovations.

e. Shared Facilities

1. We received a letter from The Wynford Group advising that neither Ashford Place or Woodridge Estates are prepared to continue sharing the costs of the satellite after December 31, 2011. *We contacted Cypress D for their opinion and they do not have any issue with the decision to discontinue this service.*
Our satellite company has been contacted and we have asked for a budget price and timeline to terminate all satellite service as of December 31st.
2. We received a letter from The Wynford Group advising of their year end deficit for which we are responsible for \$315.06 that must be paid by May 15, 2011. *Remax has been requested to send a postdated cheque.*
3. Vancouver Health has sent out a bulletin that there will be new Regulatory Requirements for Pools effective October 8, 2011. These rules appear to be more stringent than the current ones and new signage may be required in order to be compliant with the new regulations. This will affect the opening of the pool in 2012. *Corinne to determine what changes need to be incorporated for next year.*
4. Pool Opening is scheduled for Friday May 20th. *Board of Health will inspect the pool on May 12th for opening.*
5. We need two volunteers - one to monitor the exercise room and one to organize the social activities and lounge. *Corinne to approach a resident about monitoring the exercise room. The lounge appointment is deferred to the next meeting.*

5. NEW BUSINESS

1. Hamilton Insurance provided a Loss Control Report to the Strata Corporation. Their only concern at this time was regarding strata corporation records which they would like locked up and administered only by the Administrator. *Council agreed to lock up the cabinet with owners information and will advise Cooperators.*

6. OLD BUSINESS

- a. SGM Resolutions - Barry Kinakin of RJC will speak to remediation.
 - Corinne will speak to the lounge renovation
 - Gord will speak to the satellite disconnection
- b. Design plans for the Pavilion Lounge kitchen to be presented at the SGM by Carole Borthwick so that the new appliances approved at the AGM can be installed.

7. CORRESPONDENCE

Incoming

- a. An email was received from our legal counsel advising that one of our suites is in foreclosure. We are to provide an accurate accounting of what is owed to the Strata Corporation. *We advised legal counsel that we would appreciate expedience in closing the matter as it has been a long time since we have been paid for strata fees etc and the amount owing will soon be nearing \$10,000.00.*
- b. An email has been received from an owner wanting Bylaws to be issued to all owners at no cost. *A new set of Bylaws was issued to all owners on December 7, 2001 due to the introduction of the Strata Property Act and the termination of the Condominium Act. All new owners are provided with a Welcome Package which includes the most current set. The procedure the Strata Corporation has had in place for the past 10 years is that an owner is responsible for updating their bylaws from the information issued in the AGM & SGM packages. A current set of Bylaws can be viewed on the Strata Corporations website or may also be purchased from the Cypress office. Council voted unanimously to leave the current procedure as is.*
- c. Our garbage pickup has changed to BFI as of March 29, 2011.

Outgoing

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of March 29, 2011 is \$6,644.55.

- b. Woodridge February SF statement has been received. (Their budget for 2011 now includes a \$2,016.00 charge for management fees as well as \$8,600.00 in salaries.)
- c. Approval of December, January and February financials. *Deferred as the treasurer is out of the country.*
- d. Cypress February SF Financials were not issued as they have only been received.

9. OTHER BUSINESS

CHOA advise of their upcoming AGM if anyone would like to attend.

10. EMAIL VOTES

11. MEETING ADJOURNED: 8:20 PM

12. NEXT MEETING: Special General Meeting on Wednesday, April 6, 2011