

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, February 28, 2007

1. PRESENT: Tom Hargraves Larry Makutra
Maureen Buchanan Jerehm Breitenstein
Corinne Inglis

REGRETS: Cheryl Jones, Joanne Parkinson, Caroline Cote

2. CALL TO ORDER: 7:08 PM

3. ADOPTION OF MINUTES

a. January 31, 2007 - *Approved*

4. COMMITTEE REPORTS

a. **Social** - No report

b. **Grounds and Gardening**

- ❖ New Soil for the front of Buildings A & C has been delivered. .
The plantings for the front of A & C will be completed shortly.
We will replant another area next year.
- ❖ Relaying of pavers on the West side of Building C has been
completed. Some new soil will be placed on the beds that were
disturbed.
- ❖ Council proceeded to have the walkway paver's power washed
and completed with new sand for stability.
- ❖ University Sprinklers will be on site March 6 to make the
adjustments to our system approved at the AGM.
- ❖ Curbs are damaged and need to be replaced or repaired.
Discussion whether we need curbs. Revisit next meeting.
- ❖ Obtain quote on new signage and repainting lines throughout the
parkades, visitor parking and exterior reserved stalls.

c. Fire & Security

1. Fire Plan and Fire Marshals

- ❖ No report re fire Marshals
- ❖ Alarms have been installed on all fobbed doors - except the front doors. If you hear an alarm sounding, please check the door.

2. Block Watch

3. Security

- ❖ Council is waiting for a quote to improve lighting in the courtyard below the south stairwell to Plaza A/B. Photo of new attachment has been received. *Quote to be sent to council to consider.*
- ❖ Lockmasters have deactivated the locks on all of the newly fobbed doors.
- ❖ When owners are moving all of the Fobs are not being given to the new owners. This is creating a possible security breach. *Council agreed to implement a new procedure as part of the welcome package that allows new owners 14 days to contact the office and re register all the fobs in their possession.*

d. Maintenance

1. The warranty on the enterphone system for Building B (7531) has now expired. Council discussed entering into a service contract starting April 1, 2007 for \$39.80 per month. Not yet. *Council will reconsider this contract in a few years time.*
2. The metal doors to the change rooms have required maintenance and the metal door to the pool chemical room is to be replaced. *A number of metal doors throughout the complex require maintenance which will be carried out in the next few months once a list of repairs has been tabulated.*
3. In recent months, two old toilets had the tanks break which caused a lot of damage to that owner's suite and to the areas below. Please be reminded that if owners did not replace your toilet during the

Toilet Replacement Program, owners may need to replace it soon before it causes a financial loss.

4. During the windstorms a small section of rooftop decking fell down and required repair. Premier Fence quoted \$345.00 to repair.
Council approved repair of this fence.
5. A crack has been reported in a skylight. It is cracked from the inside not the outside. Status to be determined and the owner advised. *A quote for replacing the skylight will be obtained. Council discussed sharing the cost 50 / 50 with the owner, but will determine the legal responsibility first. We are supposed to have ten minutes of free advice from Clark Wilson for being a Remax client.*

e. Shared Facilities

1. The Satellite provider is encountering numerous problems with some of the stations currently in our lineup. Most of these stations are changing from analog to digital which means we also need to purchase new equipment.
In lieu of the Disney Channel, we have changed to Starz Kidz Cinema, but will revert back to Disney if it becomes available again.
We have also lost ESPN 1 & 2 for now and will keep you posted. If they go digital, we will have to purchase new equipment in order to continue receiving these stations.
2. We need a volunteer to look after Satellite problems when the administrator is not on site. *Tom and Jerehm volunteered to be a backup for the satellite for problems that occur when the administrator is not on site.*
3. What are an owners rights when using the facilities such as the lounge, pool etc. *Owners have full rights to use the facilities of the property they own. However, the pool has restrictions that allow a maximum of four persons per suite at any given time and pool tags are required. Each suite is allowed to have a maximum of four pool tags.*

4. Stephen Hamilton, the Strata Corporations legal counsel, is suggesting that Cypress Point lock out all Shared Facility partners from our facilities. He is not seeing much progress in resolving the facilities agreement - and believes this may be the only way of forcing all parties to come to the table to resolve the agreement in a more timely fashion. *Council unanimously approved locking out all Shared Facility partners in accordance with legal counsel's recommendations.*

5. Assistance required with looking after the lounge rentals. *Council unanimously approved providing keys directly to residents of Cypress ABC renting the lounge. The residents will be responsible for depositing the keys through the mailbox at the office immediately afterwards. We will continue to open the door for non residents.*

Three groups of owners have volunteered to inspect the lounge after use to ensure the room has been left clean. *Council approved lounge keys be provided to these owners for this purpose. Council to submit suggestions in upgrading the Lounge Rental Form.*

5. NEW BUSINESS

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. Northwest Waste advised that they credited our account for an extra charge that was not warranted.
- b. Report from TLC, our cleaning service, that on Jan 8 the lounge was found with puke on the stairs and that the Building B enterphone had mashed bananas spread on the face in and around the wood frame.
- c. Email from an owner expressing dismay at how they were treated when renting the lounge.

- d. Email from an owner advising that they had an as new double bed for sale and wondered if council could make use of it. *Council appreciate the thought but advise not at this time.*
- e. Email from an owner requesting that council remove the double lock installed during remediation on the private deck doors. One can easily be locked out on their own deck without a key to get back in to their home or back out to the hallway. *Council approved.*

Outgoing

- a. Letter to an owner with regarding the condition of the draperies and rod being displayed.
- b. Letter to Northwest Waste regarding an unjustified charge on the invoice. Credit requested.
- c. Letter to Building D re their share of maintaining the water hydrant on our properties.
- d. Letter to an owner with an invoice regarding a toilet tank break.
- e. Two letters to an owner with invoices regarding a water leak from their suite.
- f. Letter to Securiguard advising the procedures for lockup and after hours emergency contact numbers.

8. FINANCIALS

- a. Accounts Receivable as of February 20, 2007 are \$929.77

Parking	0 suites
Move In	0 suites
Locker	3 suites
Strata Fees	3 suites
Fines	3 suites
Other	2 suites
- b. Approval of financials for September, October & November deferred. *Council approved sending a letter to Remax Property Management Services giving them 14 days to clear up the backlog regarding our financial statements, including February.*

- c. November 2007 Cypress Shared Facility statements were issued.
- d. Unaudited December 2006 and January 2007 Financial statements have been received from Woodridge Estates. There are showing a surplus of \$24,372.47

9. OTHER BUSINESS

10. E-MAIL VOTES

- ❖ To obtain a three year warranty on the newly acquired gym equipment for \$180.00 - 5 Yes votes received
- ❖ To maintain the satellite channels using digital since analog is being phased out re Disney and ESPN 1 & 2- 4 Yes votes

11. MEETING ADJOURNED: 9:10 PM

12. NEXT MEETING: Wednesday, March 28, 2007