

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, January 28, 2009

1. PRESENT: Gordon Farrell Carole Borthwick
 Larry Makutra Cheryl Jones
 Joanne Parkinson Steve Tosh
 Corinne Inglis

REGRETS: Tom Hargraves

GUEST: Brad Charpentier

2. CALL TO ORDER: 7:05 PM

Guest requested a hearing to dispute being fined. Council agreed to cancel a noise complaint regarding the use of washer dryers during the early morning and late evening hours as it was not a bylaw at the time.

3. ADOPTION OF MINUTES

CORRECTION - The November 26, 2008 minutes under 4. Committee Reports
d. Maintenance - Roof Top Decks 1. should have read 85lbs/sq
ft not 100 lbs/sq ft.

a. November 26, 2008 - Approved with corrections.

4. COMMITTEE REPORTS

a. **Social** - A 100th birthday celebration was held in December for one of our residents. The Strata Corporation sent flowers for the occasion.

b. Grounds and Gardening

1. We are being approached by numerous landscaping companies looking for our business. *For the moment we will not change.*
2. Some residents would like to participate in a community garden at the rear of Building C which would see areas approximately 10'wide by 12' deep being gardened by individual residents. A limited number of plots would be available for owners. *Council basically approved this request although the Gardening Committee was asked to further investigate.*
3. We had many complaints about the quality of the snow clearing of all sidewalk areas and some outdoor parking areas. *Our landscaping company has been spoken to and, if need be, we will change to another company for snow clearing next year.*

4. Should we obtain a quote to develop the swamp area this year? Corinne knows of a gentleman who is a retired Theologian, who also does gardening and is willing to do our project work as required. *Council asked for a quote to be provided for this work.*

c. Fire & Security

1. Fire Plan and Fire Marshals - There may be a meeting in February.
2. Block Watch - No Report
3. Security - Cypress C experienced two car break ins around Christmas. Woodridge advised a suite in Ashford was broken into; a truck was stolen from Woodridge; and both Ashford and Woodridge are having a problem with car break ins. Their site staff advise that vandals are walking along Minoru and breaking car windows. *Corinne to look into the possible use of security cameras.*

Woodridge Estates advise that their Shared Facilities were badly damaged by vandals on New Year's Eve.

d. Maintenance

1. The roofing work has almost been completed. *Once the weather clears up they will complete the repairs.*
2. Warrantee Maintenance Work will be carried out by PR Restoration. PR will repair 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. *Work will commence on February 19, 2009*
3. One of our volunteers is asking for two to three resident volunteers per building to help shovel, sand and salt when we have a snowfall as it takes awhile before our contractor arrives on site. We have four snow shovels, sand and salt at our disposal. *Please contact the Cypress office at 279-1554 if you would be interested in volunteering.*
4. Viscount are proposing a service contract for the enterphone system at Building C. *Council declined at this time.*
5. Definition of 'grandfather' is required for existing garburators. *Council advise they are grandfathered until they break down.*
6. We will be meeting with RJC to determine more accurate values and requirements including drawings and inspections in order to proceed with the anticipated exterior maintenance in the next few years. *A time line has not yet been established.*
7. A resident is suggesting that we purchase a moisture meter so that we are able to check if something requires attention before we call in the water leak companies or plumbers. *Council declined.*

e. Shared Facilities

1. Satellite channel 5 has been working intermittently and requires additional adjustments which will take place on January 28, 2009. *Channel 5 is once again working.*
2. A kitchen cabinet company and an interior designer will be on site Wednesday, January 28, 2009 to assess the lounge which requires refurbishment. *The council are to receive a plan for replacement and refurbishment of the kitchen as well as an overall plan that can be acted on over the next few years once it has been approved.*
3. A letter was received from the Wynford Group advising they would proceed to small claims court if all outstanding monies from 2003 were not paid by December 31, 2008. *This letter is perplexing considering they owe us \$2,959.19.*
4. A letter was received from the Wynford Group advising that Ashford Place and Woodridge Estates would not accept Tony Gioventu as a person to advise the four strata's regarding capital expenses, a matter of dispute currently. Ashford and Woodridge are requesting binding arbitration. *Council declined the use of Binding Arbitration.*
5. A letter was sent to The Wynford Group advising that Andrew Seaton of Remax Property Management Services had responded to them on October 21, 2008 and that it has been time consuming to go back to 2003 to review the financials.
6. Remax sent a letter to Cypress ABC recommending that we accept the refund cheque being proposed by the Wynford Group in the amount of \$2,959.19.
7. Remax sent a letter to the Wynford Group questioning their aggressive position regarding going to small claims court when we have been waiting to receive their promised payment of \$2,959.19. It was further suggested that we hold an informal gathering of the Shared Facilities partners to be used as an opportunity to see if common ground can be attained. Andrew Seaton of Remax would attend such a meeting if it were agreed to. *Ashford Place and Woodridge Estates have rejected the proposed meeting.*
8. The final release of the Shared Facility lawsuit was received.
9. Equipment is being placed in the Exercise room by unknown parties. *Council approved a sign to be made stating "If anyone wants to make a donation to the Exercise room, please contact the Cypress office at 279-1554". Steve will be responsible for the Exercise room and the equipment in it.*
10. Council has been advised that a resident has been conducting his business as a personal trainer out of the exercise room. *This resident has been told not to conduct his personal business in this room.*

11. Fitness Town is asking for the elliptical to be cleaned every day - both the pedals and rails. Residents are wearing dirty shoes and the sand and debris will ruin the machine. *Council will ask the Cleaning Company if they would clean this equipment - at an extra cost to our existing contract. It would then be cleaned three times per week.*
12. Letter received from the Wynford Group asking which satellite channels are available and who makes the decision regarding which channels are provided. *Wynford Group were advised that selections are made based on what is available as well as what the provider suggests due to numerous changes in the industry from analog to digital.*
13. Letter received from the Wynford Group advising that they had enclosed a cheque, however the cheque was not enclosed. They further advised that we did not pay our court costs until January 6, 2009. *An email was sent to them advising that the cheques were mailed from Stephen Hamilton's office on November 19, 2008; that there was an undertaking that the client sign release forms which were not signed by the Ashford and Woodridge councils until December 19, 2008; and the cheques were not deposited into their lawyers account until December 29th which is likely why they did not receive the money until January 2009.*
14. Letter received from the Wynford Group on behalf of the Ashford Place and Woodridge Estate councils that they have not approved the Cypress Shared Facility budget for 2009 and will be paying based on the 2008 Budget which will cause a huge shortfall in Shared Facilities. Their owners have not had the opportunity to be consulted in this matter as their AGM is not being held until Feb 2009. The monthly shortfall from Ashford Place will be \$405.21 per month or \$4,862.52 per year and Woodridge will be \$892.68 per month or \$10,712.16 per year. *This matter will be discussed by council at a special informal meeting. Council approved short paying Woodridge Estates by whatever amount we are short paid for February.*
15. Council were provided with copies of the 1997 Pavilion and Grounds meeting confirming that the Strata Corporations have always shared capital expenses.

5. NEW BUSINESS

- a. Six filing cabinets in good condition are being offered to us free. We need to pick them up and select whatever parts we need to make up a complete cabinet. *Gord and Steve have offered to pick them up on Saturday morning.*

6. OLD BUSINESS

7. CORRESPONDENCE

Incoming

- a. Letter received from an owner regarding an ongoing noise issue regarding a child running.
- b. Letter received from an owner that they cleaned the snow off all the sidewalks, steps and driveways at the garage entrances and purchased more salt.
- c. An email received from an owner regarding ongoing noise issues with a child running.
- d. Email received from an owner in favor of CCTV cameras around the parking and compound including hallways.
- e. An email from an owner concerned about a bicycle situated on a balcony.
- f. Email received regarding noise issues pertaining to a small child running.
- g. Email received advising that the child and parents are running around their apartment - causing constant running and jumping on the floor. *Council has attempted to resolve this ongoing problem and will now ask this owner to contact Steve on the council to verify the level of noise being generated.*

Outgoing

- a. Letter sent to an owner regarding their long outstanding receivable. Owner was advised that if the account was not cleared up or a payment plan received, that the Strata Corporation may consider Small Debts court to satisfy the debt.
- b. Letter sent to a resident regarding their complaints about a child running.
- c. Letter sent to a resident thanking them for installing foam flooring and purchasing fluffy slippers for their child to help reduce the sound.
- d. Letter sent to an owner with a plumbing invoice regarding a problem that occurred when the trades were redoing the tile in their bathroom.
- e. Letter sent to Colliers with an invoice re Cypress D for servicing the fire hydrant.

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of December 16, 2008 is \$2,640.22

Parking	2 suite(s)	
Move In/Out	0 suite(s)	
Locker	1 suite(s)	
Strata Fees	2 suites	
Late Fees/Fines	3 suites	
Other	4 suites	Total 9 suites in arrears.

- b. Accounts Receivable as of January 15, 2009 is \$1,575.80

Parking	3 suite(s)
Move In/Out	2 suite(s)
Locker	2 suite(s)
Strata Fees	6 suite(s)

Late Fees/Fines 2 suite(s)

Other 2 suite(s) Total 14 suites in arrears.

c. Woodridge Aug, Sept & Oct financials received.

d. Cypress SF Statements for October and November were issued.

e. October and November financials were approved.

9. OTHER BUSINESS

11. MEETING ADJOURNED:

12. NEXT MEETING: February 25, 2009