

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

**MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY JANUARY 25, 2006**

<b>1. PRESENT:</b>	Tom Hargraves	Caroline Cote'
	Maureen Buchanan	Corinne Inglis
	Joanne Parkinson	Amy Hendricks
	Larry Makutra	Scott Armstrong

**2. CALL TO ORDER** – the meeting was called to order at 7:00 pm.

**2. a. Invited guests:** Linda Creamer, Owner of Bayside Management Council had an opportunity to ask questions of Linda and her associate regarding contracting Bayside Management for Financial Management. Bayside Management has been around since 1974; Linda bought it and has been running it since 1981. All aspects of the financial management were discussed including Shared Facilities. Council found Bayside Management to be satisfactory in their responses and voted in favor of electing Bayside Management as our new Financial Managers. Calls were made to many different property management companies and this was the only company interested in the financial management of our buildings. We are self managed and only need a company to look after our financials.

**2. b. COUNCIL POSITIONS**

Tom Hargraves	President, Building Maintenance Committee
Maureen Buchanan	Vice President, Landscaping Committee
Amy Hendricks	Secretary
Caroline Cote	Fire and Security Committee
Joanne Parkinson	Social Committee
Larry Makutra	
Scott Armstrong	

**3. ADOPTION OF MINUTES**

November 30<sup>th</sup> minutes were approved with the following amendment to the Shared Facilities issue. The date of April 1<sup>st</sup>, 2005 should have read April 1<sup>st</sup>, 2006.

## **4. COMMITTEE REPORTS**

### **A. Social**

Several cards have been sent out to owners wishing Happy Birthdays etc.

### **b. Grounds and Gardening**

1. The Arborist has assessed the trees and done a walkabout with Maureen and Corinne. It was determined that a Chestnut tree, at the front of Building B, is posing a massive liability to the Strata Corporation as its roots are lifting up the sidewalk and also the pavement in the parking stall area causing a tripping hazard. The Strata Council voted in favor of the removal of this tree.
2. The installation of the irrigation system is complete.

### **c. Fire & Security**

1. The installation of the FOB system will need to be done in conduit. We will obtain a quote from Sentinel Security regarding the cost to install with conduit.
2. There have been some issues with mail theft in all three buildings. Council will look into replacing the mailboxes, which may cost about \$2500.00 per building, however the Post Office advise that this will not stop the mailbox theft as some criminals have obtained the mailman's key and this is how they are able to steal the mail.

### **d. Maintenance**

1. A walk around of the exterior building shows three windows with the wrong colored caulking. PR Restoration needs to remedy this deficiency as soon as possible.
2. A building interior inspection has been completed and a list of minor repairs was compiled.
3. Notices have been sent out to owners in Building C regarding warranty repair work that is being done on the leak at building C.
4. We would like to thank all owners for cleaning up the locker areas.
5. The enterphone system in Building B was repaired on January 25<sup>th</sup>.
6. We are investigating a second leak in Building C.
7. The gutters have been cleaned, debris removed from the rooftops, and a chimney, (Building A) and a whirligig, (Building C) checked.

8. A leak that occurred in Building B will be the first re-pipe project. This will only include common walls - not the interior of a suite.

9. Building A had a water leak into the parkade.

**e. Shared Facilities**

1. The men's gang shower repairs are complete.

2. Corinne will write up the 2000 Shared Facilities journal entries that will correct costs that were misdirected in 2000.

3. ORB Satellite has provided a selection of channels to replace Cinemax.

4. Council has voted not to proceed with peel and stick stickers on the pool tags at this time. Proceeding with FOBS on the pool doors may remedy some of the misuse of the pool.

**f. Bylaw Committee**

The bylaws that were approved at the December 7<sup>th</sup> AGM have been registered at the Land Titles office.

**5. NEW BUSINESS**

a. Seven owners have received bylaw infraction notices. One owner has been fined 3 times for the same infraction.

b. An owner has proceeded with Arbitration regarding their chimney inspection and cleaning. Arbitration will commence in the Pavilion Lounge on March 2<sup>nd</sup>, 2006 at 9:30 am. All owners are welcome to attend.

c. Council voted to not order new garage door openers at this time unless we are able to piggyback with another order to obtain a lower cost.

d. Council voted to provide a refund of \$5.00 for extra FOBS purchased by an owner - not those provided free of charge. Each suite was given two free FOBS when the system was activated, and these FOBS should be passed on to new owners.

**6. OLD BUSINESS**

## **7. CORRESPONDENCE**

- a. All drains on site were cleaned. We were advised that at least two drains were full of mud. Corona was called out to deal with problems in the sump as identified by the drain company. Council voted to obtain a quote for a locking lid on the sump pump at the front of Building A.
- b. Corona was called to repair two small gas leaks at 7651 Minoru Blvd - as reported to us by Terasen Gas.
- c. The Wynford Group has confirmed termination of their contract effective March 31, 2006.
- d. The Wynford Group confirmed the reversal of NSF charges that they had passed along to Cypress that had originally been charged to a suite.
- e. Waste Management sent us a letter regarding our termination of their contract, (due to a huge increase in their charges) stating that we are locked into a 5 year contract. The only item the previous council requested was a second cardboard bin, not another contract. Stephen Hamilton to advise.

## **8. FINANCIALS**

- a. Accounts Receivable (December 14) \$2,775.56
- b. Accounts Receivable (January 17) \$1,873.92
- c. October & November Shared Facility Financials have been issued.

## **9. OTHER BUSINESS**

- a. Council has approved a \$1.00 per hour raise for Corinne Inglis.
- b. The Cypress office will be open until 6:30 PM on the last Wednesday of the month for the next three months to see if owners have any need for this service.

*In Camera Discussion regarding a legal issue and a letter received from an owner.*

## **10. NEXT MEETING: Wednesday, February 22<sup>nd</sup>, 2005**

Meeting Adjourned at 10:30pm

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