

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, October 28, 2009

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

**REGRETS:**        Tom Hargraves, Steve Tosh, Joanne Parkinson

**2. CALL TO ORDER:** 6:40 PM

**3. ADOPTION OF MINUTES**

a. September 30, 2009 -approved.

**4. COMMITTEE REPORTS**

a. **Social** - Cards are being sent to owners with Birthdays, illnesses etc. The next social event will be the Raffle which takes place at the end of the AGM.

**b. Grounds and Gardening**

1. Council approved keeping Bartlett's 2010 Tree and Shrub Proposal at \$4,000.00 which is the same price as it was last year.
2. A landscaping committee was formed, consisting of three past members, for the purpose of drafting a 'Scope of Work Requirement' that can be used to obtain quotations and assist with the selection of an appropriate landscape company. We are constantly chasing after our current company to perform basic work.
3. The pavers are becoming very uneven and require a lot of work to level them out. *Council would like to try to complete some of the work this year and the balance of work next year if we are able to locate the proper trade.*
4. A 10 year old maple tree has been offered to us but we would have to pick up and plant it somewhere. *Council declined.*

**c. Fire & Security**

1. Fire Plan and Fire Marshals - No Report
2. Block Watch - No Report
3. Security - No Report - Woodridge reported that thieves stole their new enterphone system by prying it off the wall from one of their buildings.

**d. Maintenance**

1. The car wash hose and nozzle have been replaced.

2. We have received documentation regarding eligible expenses that can be claimed by the owners of the Cypress Strata for the 'Home Renovation Tax Credit'. We are currently looking into the requirements and understand that the Strata Corporation will be required to issue receipts to all owners in order for them to claim it on their income tax.

Owners who have carried out renovations in their suites may also qualify for additional credits. As we are a member of CHOA, you may visit their website at [www.choa.bc.ca](http://www.choa.bc.ca) for more information on the Tax Credit.

3. Council wishes to remind all owners to check their hoses to their washing machines and dishwashers as they require replacement due to aging and deterioration and may cause considerable damage to the suites, common property and personal belongings.
4. Council also wish to remind all owners to maintain their tile and caulking in their tub enclosures. With age, the grout and caulking falls out causing the drywall to become soggy and to fail. This allows water to migrate to the suites below you and cause damage which you are responsible for.

#### **e. Shared Facilities**

1. The nozzle on the pool hose has been replaced and will remain in the Cypress office until next spring
2. Should we buy 10 or 20 more folding chairs for the lounge before years end? *Council approved buying 20 chairs if they are available.*
3. Council received a letter from Clark Wilson (Ashford and Woodridge lawyer) regarding short payments. Cypress is being short paid by both Ashford and Woodridge that will total \$15,000.00 by year end. Cypress is short paying Woodridge and they will total \$12,000.00 by year end. Cypress was forced to short pay Woodridge by this amount or we would not have had enough funds to operate our Shared Facilities for the year.

Woodridge currently has surplus funds totalling \$28,576.37, whereas Cypress had a \$19,000.00 shortfall from last year and has been trying to Repay this loan to the operating account.

4. Letter received from Haddock & Co outlining the proposed course of action they wish to take regarding the Shared Facilities problem. *Council approved the course of action outlined.*

## **5. NEW BUSINESS**

- a. The AGM date has been confirmed for December 10<sup>th</sup>.
- b. A few owners have come to the Cypress office to activate fobs that don't

work - only to discover that the fob in their possession belongs to another suite. If you have a fob in your possession, not belonging to you, please turn it in to the Cypress office.

- c. When you sell your suite, please turn all of the fobs over to the new owners.
- d. Suncorp Valuations advise the current value of the property to be \$21,007,000.00
- e. CMW Insurance advise we are to receive a credit on our updated appraisal in the amount of \$1,194.00.
- f. Remax are requesting us to sign a new agency agreement with them reflecting an increase in fees. *The agreement incorporates wording for full Property Management and the Council want Remax to resubmit another agency agreement deleting all items not pertaining to us. Corinne to request an amendment be made.*

## 6. OLD BUSINESS

## 7. CORRESPONDENCE

### Incoming

- a. The Administrator and Council received a thank you card from a relatively new owner for making them feel welcome in the building.
- b. A copy of a water turn off notice was provided to the office from an owner installing a bath fitter shower and tub.
- c. An owner is requesting that council grant an owner permission to upgrade their bedroom windows and door with a high quality PVC type from Euroline, similar to those used during remediation. This owner is also asking for consideration of any cost sharing, for either the windows and or their fitting. Estimated value is between \$3,000.00 & \$5,000.00. The owner has put this forth as an urgent request and suggested that these windows could be reused if the wall system were ever remediated. *Council declined this request and requested that RJC be contacted to determine what the cost would be to assess this area.*
- d. Letter received from an owner concerning a recent leak into the parkade that originated from their tub enclosure.
- e. An owner in Building B has reported mice in her suite. Critter Rescue has been on site twice to lay traps and will come again in the middle of November to assess.

### Outgoing

- a. Letter sent to an owner advising them of a credit that would be applied to their account for a recent sewer backup.
- b. Letter to an owner responding regarding a leak originating from their suite.
- c. Letter to an owner prohibiting them from parking in their parking stalls as

they did not clean up the oil in the stalls by the required date. The vehicles are prohibited from parking on any common property until the oil leaks have been repaired. *Council to check over the weekend if the oil has now been cleaned up.*

## **8. FINANCIALS**

### **Accounts Receivable.**

- a. Accounts Receivable as of September 10, 2009 is \$132,330.88. Most of this is the Special Levy. Remax provided Accounts Receivable notices for owners in arrears other than the Special Levy.
- b. Woodridge September statement has been received and is missing a corresponding receipt for chemicals. They advise this receipt will be provided in the October financials.
- c. Cypress SF Statements for July, August and September were issued.
- d. Cypress Financial statements for January, February, March, April, May, June, July & August were approved.
- e. Remax advise that Shared Facilities is running a surplus of \$18,000.00 to date. Andrew recommends that we try to pay off the whole \$19k by the end of the year and re-loan funds if we have to. *Council approved repayment of the loan to Operating.*

## **9. OTHER BUSINESS**

## **10. EMAIL VOTES**

- a. Council voted NO when asked by Haddock & Co. if they wished to pursue negotiation with Ashford Place or Woodridge Estates, prior to proceeding with our lawsuit.

## **11. MEETING ADJOURNED: 8: 10 PM**

## **12. NEXT MEETING: SCM Wednesday, November 25, 2009 @ 6:30 PM**