

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, May 24, 2011

1. **PRESENT:** Gordon Farrell Carole Borthwick
 Terry Ash Muffet Chambers
 Corinne Inglis

REGRETS: Cheryl Jones, Larry Makutra, David Foster

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

3. **ADOPTION OF MINUTES**

 a. March 31, 2011 - approved.

4. **COMMITTEE REPORTS**

 a. **Social** - Thank you card received from 109. Terry will try to check the lounge after it has been rented. He would like to partner with another volunteer in case he is not available. Raise this item again at the next meeting. Raffles. Member to volunteer?

 b. **Grounds and Gardening**

1. Report from the Gardening Committee

 * Plants for the pool and patio areas have mostly been planted.

 * Tyax quote for composted mulch is \$2,600.00 + HST. *Deferred*

 * New watering times for the sprinkler system are Tuesday, Thursday and Sunday mornings only. No evening watering allowed.

 * BC Plant Health Care recommends we spray some of our trees immediately for spanworm (\$2,184.00) and in the fall install tanglefoot to control the spanworm (\$750.40). They suggest we release ladybugs on some of our trees to control aphids (\$655.20). Total value of this work is \$3,589.60. *Council approved spraying and deferred the balance of the quote to the fall.*

 * University Sprinklers recommend we extend / change 15 heads to restore / improve coverage which would cost \$1,538.79. These heads are currently blocked with plant growth. *Deferred.*

 c. **Fire & Security**

1. Fire Plan and Fire Marshals - No Report

2. Block Watch - Our newest block watch member is from building A. Welcome! An email & welcome package has been delivered to our newest block watch member. Our local RCMP Block Watch office has been informed of the latest membership update. Sign-up sheets have been added to each building's

lobby. We are hoping they can stay there permanently so that residents can join or update their information at any time.

3. Security - No Report

d. Maintenance

1. TLC and Coit have been contacted for quotes re cleaning the lobby tile in the amounts of \$504.00 and \$1,730.00. *Deferred.*
2. Window cleaning and power washing has been completed.
3. Dryer Vent cleaning has been completed.
4. Units 137, 237 and 336 laundry rooms were repiped
5. Units 132, 232 and 331 were scheduled to be repiped May 24, 25 & 26 but Corona noticed that a major repipe of the hot water line on the first floor is required (it is showing corrosion and pin hole leaks) and will delay the repipe of these suites. Value of the hot water line repipe from the boiler room up to #132 is \$14,784.00. To extend the replacement from #132 to the end of the hallway is an additional \$2,912.00 for a total of \$17,696.00. *Council approved - amount is to be paid from the CRF.*
6. The electrical rooms in Bldg B were cleaned up. The electrical room in C still requires a cleanup. The drywall and insulation plus any wood 2 x 4's need to be put into the handyman room along with any paint being used by the painters for the complex. *Council to move this material to the handyman room.*
7. A resident has advised that the condition of his rooftop deck is poor and is wondering about the timing for replacement. The owner is currently researching the product we were considering from Northwest Rubber in Abbotsford. *Council will check into the product and costs and try to deal with this as soon as financially possible.*
8. An owner suggested that some of the downspouts do not flow the right way and are wondering what we are going to do? They would also like to see the old areas of the buildings receive paint on the windows and balconies in order to extend the life. A quote for painting has been requested from our painter. *Council will also obtain a quote to repair the eaves and downspouts.*
9. Lindahl Aluminum provided a quotation, in the amount of \$3,007.20 to remove and replace the wood railings on the plaza areas. *Deferred.*

e. Shared Facilities

1. The pool patio furniture has been set up and the pool has been approved for opening by the Board of Health.
2. Our handyman has been called to repair the hole under the stairs at the pool patio area. Concrete will be poured to close the hole and tile installed as necessary to make it look good.
3. The demolition of the lounge has begun and the cabinetry and counter tops ordered. The lounge will not be rented out until the completion of these renovations. Council discussed the many loose ends and have opted to hire a

contractor to assist in the completion of the project. The lounge will be completed much faster by using a trained facilitator. Corona was on site as they will be installing the venting for the range and hood as well as repiping the ceiling in the kitchen.

4. An owner has volunteered to keep an eye on the Exercise room and advise if there are any problems with the equipment. They have also volunteered to show owners how to use the equipment properly if council are okay with this. (A sign could be posted in the elevators re the times he would be available) Concern has been raised that 12 to 18 years olds should not be using the room without a parent present as is the rule in most gyms. Signage would be required and the bylaws amended. *Council approved all of the above and will check into signage for the elevators. An age limit restriction and Bylaw will be drafted and implemented.*

5. NEW BUSINESS

- a. Canstar Fire and Restoration advise that we have A Vent fireplaces in our buildings and that they can be a fire hazard. They had a fireplace specialist on site this week regarding an issue we are having in one suite and the specialist and Canstar suggest we change the fireplaces to gas or electric and move away from wood burning before we have a serious fire. *Council to delve into this matter further.*
- b. Changing the AGM date from early December to September 30. Problems with changing the date exists and it might be better to stay with December. *Council approved staying with December.*

6. OLD BUSINESS

Remediation Project

- a. RJC and Ocean West held a site meeting on April 28th. The building permit has been applied for and the work should start by May 24th. *Ocean West has been on site and has taken over visitor parking.*
- b. Should locks be installed to the north roof top deck doors at Bldgs A & C? RJC & Ocean West advise that they should not be necessary as they will take extra precautions to protect our property. *Council approved locks be put on two doors.*
- c. The custom balcony door for one of the suites requires a firm colour selection. The frames can be made white on the inside and our standard sandalwood colour on the outside. However, if the brick colour is required it would have to be painted on and would scratch very easily. *Council approved the sandalwood colour.*
- d. As was the case for the original remediation of 2003, owners will be

responsible for repainting any remediated walls (they will be left in a paint ready condition) and for replacing window coverings as they may not fit the new vinyl windows.

- e. Owners are reminded to communicate with the Cypress office and not the construction workers during the remediation.

7. CORRESPONDENCE

Incoming

- a. An email was received confirming the ongoing use of marijuana from a specific suite. *The suite was sent an infraction notice and has been fined.*
- b. A letter has been received from The Wynford Group asking that the extension of the hours for families be reconsidered. *Council approved staying with the current hours.*
- c. An owner has been issued a bylaw violation for keeping a dog in their suite.

Outgoing

- a. A demand letter regarding outstanding monies was sent to a suite.
- b. Two letters were sent to a suite prohibiting two vehicles from being parked on the premises due to the substantial amount of oil leaking from them.

8. FINANCIALS

Accounts Receivable.

- a. Accounts Receivable as of April 20, 2011 is \$6,968.25.
- b. Woodridge March and April SF statements have been received.
- c. Approval of December, January, February and March financials *Approved subject to errors being corrected.*
- d. Cypress February & March SF Financials were issued
- e. Cypress Shared Facility Surplus cheques for 2010 year end were issued to the Shared Facility partners on May 15, 2011. The total Facility Budget surplus is \$3,642.72.
- f. CHOA advises we proceed with Reid Hurst Nagy for our audit. *Council approved.*

9. OTHER BUSINESS

10. EMAIL VOTES;

- a. A suite has asked if they could dog sit for a friend. *Council did not approve as the Bylaws do not allow dogs in the buildings.*
- b. A suite applied to have hardwood flooring installed in their suite. *Council approved as long as the installation conforms to the requirements of our bylaws.*
- c. Council approved David Foster as a council member
- d. Council approved a mandatory Hazardous Material Survey for \$5,170.00. The cost for this survey will be reduced as it was not necessary to test 45 suites as

had been advised.

11. MEETING ADJOURNED:

12. NEXT MEETING: Wednesday, June 29, 2011