

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, August 25, 2010

1. **PRESENT:**
- |                |                  |
|----------------|------------------|
| Gordon Farrell | Carole Borthwick |
| Cheryl Jones   | Max Dragun       |
| Steve Tosh     | Carla Evans      |
| Corinne Inglis |                  |

**REGRETS:** Larry Makutra

**INVITED GUEST:** Pamela Morais, Avenue Restoration

2. **CALL TO ORDER:** 6:37 PM

3. **ADOPTION OF MINUTES**

- a. June 23, 2010 -approved.

4. **COMMITTEE REPORTS**

- a. **Social** - Cards sent to numerous owners celebrating birthdays.  
- The Volunteer party is scheduled for Sunday, October 3rd
- b. **Grounds and Gardening**
1. No Report from the committee
  2. Warning issued to Healing Hands regarding landscaping performance.
  3. Quote requested and received from Tyax regarding landscaping contract. Tyax provide other services such as paver work, snow removal, landscape design, delivery and spreading of soil, mulch etc... The quote is in keeping with our current costs.
  4. Quote received from University Sprinklers for miscellaneous problems and coverage. 15 heads need taller pop ups and several have been trampled and need to be straightened. Amount of quote is \$1,538.79. *Defer to 2011 budget.*
- c. **Fire & Security**
1. Fire Plan and Fire Marshals - *No Report*
  2. Block Watch - In June the current block watch newsletters were hand delivered to the suite doors of the participants.  
An up to date list of block watch participants has been forwarded to the Block Watch Office (RCMP)
  3. Security - *No Report*
- d. **Maintenance**

1. We have received a quotation in the amount of \$14,476.00 to fill nail holes, caulk and apply two coats of paint to all unremediated wood bay windows areas (total of 15). *Additional quotes to be obtained.*
2. The roofing contractor has been contacted to proceed with the repair of the leaking membrane on Plaza C that was replaced in 2006.
3. Build a handyman workshop in Building C in the bike storage locker? Area would need to be 8' wide and would have a workbench so that we are able to store paint repair the pool lounge chairs. There is not enough room in the garden room for both garden items and lounge chairs, paint etc. *Defer.*
4. Purchase a power washer? We could use one on the lounge patio now that the tile has been installed. *Defer.*

**e. Shared Facilities**

1. Our handyman carpenter who has been repairing the lounge chairs would like permission to change the design regarding the way the parts are interconnected. He advises the chairs will look the same but they will be stronger, safer and less expensive to repair. *Council approved.*
2. On July 8<sup>th</sup>, the Strata Corporation wrote a letter to The Wynford Group providing a financial reconciliation of the Shared Facilities. Cheques had been received from both Ashford and Woodridge allowing us to conclude all financial matters and resolve the lawsuit.
3. The rotten bench seating at the lounge patio area has been removed by volunteers. The debris was hauled away and a quote received to rebuild/reinforce the areas of the fence that are rotten and must be replaced. *The quote is for \$3,280.00. Council wishes to pursue removing this fencing entirely and installing metal railings to code. Quotes to be obtained.*
4. Tile has been installed where the bench seating was located. *Council approved the use of planter pots and chairs in lieu of built in seating.*
5. We received a quote from Fitness Town for a dumbbell rack (shelf for free weights) that is needed to hold dumbbells currently strewn all over the floor. *Quote is for \$432.00 Or \$223.00. The pricing for dumbbell handles - quote is for \$14.38 per handle x four required. Deferred.*
6. Letter received from The Wynford Group advising the members names who are to represent Ashford and Woodridge at the Shared Facility Meetings. *Letter sent to Wynford thanking them and advising that we would choose our committee members after our council meeting in August. Gordon Farrell and Carole Borthwick have been chosen.*
7. Letter received from The Wynford Group advising that the satellite dish is not part of the Shared Facilities Agreement and that Ashford and Woodridge would not be willing to participate in the upgrading of the satellite from analogue to digital. *Letter sent to Wynford advising that all channels have already been upgraded from analogue to digital over the past six years and that all invoices were provided to them with the financial*

*statements.*

8. Cypress D advised they would be agreeable to removing the games room from the agreement.
9. Cheryl is offering to sell us her 6 year old microwave for \$30.00 for either the lounge or the potential suite. *Council approved.*
10. Need to proceed with an upgrade plan for the lounge. *Council to discuss with an owner who has interior design training.*
11. Council to consider a proposed date for a Shared Facility meeting and set a tentative agenda.

## 5. NEW BUSINESS

## 6. OLD BUSINESS

- a. Upcoming Remediation - Council met briefly with RJC and Ocean West to discuss options. RJC and Ocean West have reviewed 14 items and suggest they would have a cost reduction of \$27,100.00. RJC are to reevaluate the restoration allowance of \$40,000.00. in order to bring the tender amount in line with the values suggested by RJC. RJC are to consider a second option reducing the scope of work if the price reduction is not enough to allow council to proceed.

### CONSTRUCTION OVERVIEW

Costs advised by RJC totalled \$370.000 to complete the proposed work.

Tenders received were:	Aquaproof Restoration	\$476,800. Plus HST
	JLK Projects	\$468,000 "
	Oceanwest	\$398,000 "
	Peak	\$579,680 "
	PR Pomeroy	\$399,500 "

Engineering costs of 8.5 % plus HST (based on low bid) \$55,249.60

Total estimated project cost is \$542,486.56 which is substantially higher than the numbers provided by RJC in their proposal.

The Strata Council is unable to proceed with the project due to the value for work and must go back to the ownership for a vote if the scope of work has to be reduced. Cost savings are currently being considered.

If the council is unable to resolve the issues with RJC and Ocean west, independent quotations may be obtained.

## 7. CORRESPONDENCE

### Incoming

- a. An owner formally complained about the noise level being generated from a suite in Building B. *A Bylaw violation was issued to the problem unit.*
- b. An owner has expressed concern, for the second year in a row, about finding phone books left outside their door. *Council ask again for owners not to let anyone in the building - including Telus. They can leave these books outside the front door.*
- c. Letter received from Richmond Elevator advising of a cost increase.

### Outgoing

- a. Letter sent to a resident in Building C requesting they stop yelling from the roof top, directed at their neighbour, and consult a member of council prior to taking matters into their hands. *The suite had not broken any bylaws and should not have been yelled at.*
- b. Letter sent to a resident, regarding a second ongoing issue with an excessive oil leak, advising that in accordance with Bylaw 1.1.5 they were to remove their vehicle from all common property or risk being towed.
- c. Letter to an owner in Building A advising the cost of a leak from their suite.
- d. Letter to Richmond Elevator advising we were not prepared to pay for a call out on overtime as they had been called out three times in five days regarding the same problem. *Richmond Elevator confirmed that they would cancel the invoice.*
- e. Letter sent to an owner in Building C with an invoice for extra garbage pickup due to filling the garbage container with unwanted furniture and other items.
- f. Letter sent to an owner in Building B with an invoice for legal costs.

## 8. FINANCIALS

### Accounts Receivable.

- a. Accounts Receivable as of July 20, 2010 is \$7,208.26. Accounts Receivable as of August 13, 2010 are \$4,555.84. 16 suites outstanding.
- b. Woodridge June & July SF statements have been received.
- c. Cypress June & July SF statements have been issued.
- d. May, June & July financials to be approved.

## 9. OTHER BUSINESS

## 10. EMAIL VOTES

- a. Council voted against any additional changes to the satellite system. .

- b. Council approved the Shared Facility reconciliation letter and issuing of cheques.
- c. Council approved sending letter to suite with serious vehicle oil leak
- d. Council approved wording (escape clause) and signed Letter of Intent with Ocean West
- e. Council approved accepting a double bed for future consideration.
- f. Council approved the purchase of a Total gym and rowing machine for \$100.00.
- g. Council approved meeting with RJC and Ocean west on August 5<sup>th</sup>.
- h. Council approved one week of holidays for Administrator week of September 6<sup>th</sup>.
- i. Council approved giving a warning notice to Healing Hands.

**11. MEETING ADJOURNED:** 9:15 PM

**12. NEXT MEETING:** Wednesday, September 29, 2010