

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, August 27th, 2008

- |                    |   |   |
|--------------------|---|---|
| <b>1. PRESENT:</b> | Tom Hargraves<br>Joanne Parkinson<br>Steve Tosh<br>Corinne Inglis | Larry Makutra<br>Gordon Farrell<br>Carole Borthwick |
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**REGRETS:** Cheryl Jones

- 2. CALL TO ORDER:** 7:07 PM

**3. ADOPTION OF MINUTES**

- a. June 25, 2008 - approved

**4. COMMITTEE REPORTS**

- a. **Social** - Volunteer Party date will be advised. Cards continue to be sent to owners.

**b. Grounds and Gardening**

1. A huge thank you to all of the past and present volunteers who have been a part of the Garden and Landscape Committee and who have contributed to the improvement of the grounds. Cypress Point ABC won 3rd place in the City of Richmond Landscape and Garden Contest in the category of 'Residential Apartment Complex'. We received a plaque, plant, seed book and two packets of seeds.
2. Congratulations are also in order to Joanne & David Parkinson who won second place in the category of 'Individual Deck'.
3. Council is considering the possibility of turning the chain link enclosure into a storage area / mini greenhouse for plants and seedlings. Quotes will be obtained to determine the value of this work.
4. A copy of the gardening award will be posted in the elevator lobbies.

**c. Fire & Security**

1. Fire Plan and Fire Marshals - No Report
2. Block Watch - No report
3. Security - No report

**d. Maintenance**

1. Carpet Cleaning is scheduled for August 26 & 27, September 3 & 4
2. Chimney Cleaning / Inspection is scheduled for September 16<sup>th</sup> - 7511 Bldg A

September 17<sup>th</sup> - 7531 Bldg B

September 18<sup>th</sup> - 7651 Bldg C

3. Dryer Vent Cleaning is scheduled for September 18<sup>th</sup> (all suites)
4. Fire Alarm Testing is scheduled for Tuesday, September 9<sup>th</sup> (all suites)  
& (all other areas) Wednesday September 10<sup>th</sup>
5. RJC scheduled a review of some suite interiors for Tuesday, August 26<sup>th</sup>.  
Notices were given to those owners requesting entry. *An additional questionnaire has been issued regarding Euroline vinyl windows. A lot of problems have been identified with the windows and RJC require specific information in order to effect the repairs.*
6. Roofing maintenance quotations have been requested. It is urgent to proceed with this work before the cold rainy season begins. *Continental Roofing estimate the value at approximately \$16,500.00. This is similar to Coast Hudson's estimate although they won't know the exact cost until such time as they proceed with the work. Council to approve the contractor shortly.*
7. Decking maintenance will be included in the budget for 2009. Quotes to be obtained for alternate products as the current product is not performing. A quote received from Anderson Construction was incredibly high.
8. Council approved installing small permanent screw hooks in the lobbies in order to put up Christmas lights this year.
9. Council approved having the roofing company opening up one skylight as RJC believe there may be a moisture issue with some of them.

**e. Shared Facilities**

1. It was reported that the Elliptical machine in the exercise room was broken. *Fitness Town came and repaired the machine (under warranty) as they say it was not assembled correctly originally by them.*
2. Council approved ordering additional Pool Tags in the 2009 budget as we are almost out of tags.
3. A sign for the Exercise Room has been approved and will be plasticized and posted.
4. Ashford Place and Woodridge Estates have invited Cypress Point ABC to meet (2 members from Ashford, 2 members from Woodridge and 2 members from Cypress Point AB) to discuss Shared Facilities on September 4<sup>th</sup>. No mention has been made of Cypress Point D. *Tom to email the member requesting additional data and a possible Agenda. September 4<sup>th</sup> does not work for our shared Facilities members.*
7. Get a quote to upgrade the lounge? *Council approved obtaining a quote from a designer to suggest a plan for refurbishing.*

**5. NEW BUSINESS**

6. OLD BUSINESS  
7. CORRESPONDENCE

**Incoming**

- a. Letters have been exchanged regarding Ashford/Woodridge costs of the recent Shared Facilities lawsuit. *A final cost has not yet been determined.*
- b. An email was received from a resident suggesting that we go green by introducing a bylaw that will allow a discreet clothe rack onto the balconies that would save electricity and wear and tear on ducts, machinery etc. *Council feel this could easily get out of control and have rejected this suggestion.*
- c. An email was received from a resident requesting that two recent fines be dismissed. *This request was denied.*
- d. An email was received from an owner requesting permission to install click and go flooring on a weekend. *As this is a Saturday, the request was denied.*
- e. A letter was received from The Wynford Group regarding a variety of Shared Facilities financial issues and a future request for a Shared Facilities meeting. *A response letter was sent as noted below.*

**Outgoing**

- a. A letter was sent to The Wynford Group requesting they contact Remax to resolve the financial issues and further advised that Cypress ABC would honour the 1988 Agreement settled upon in court.
- b. A letter was sent to Bartlett Tree Experts with an invoice for the broken sprinkler line that occurred when they were planting the new trees.
- c. A letter was sent to Euroline Windows along with a second invoice that has been returned unpaid as the work occurred during the warranty period and is not chargeable.
- d. A letter was sent to Richmond Elevator regarding overtime charges for repairing the elevator in Building B. Overtime would not have been an issue had they repaired the elevator properly when first called out to the site. The invoice has been returned to them.
- e. A letter and copy of an invoice was sent to an owner regarding a recent leak from their suite that triggered the fire alarm and sent water into the suite below through the heat detector.
- f. A letter was sent to our Gardener regarding a broken hose bib.
- g. An owner is suggesting we conduct interior inspections to ensure that all owners are compliant with the Bylaw requiring Certificates from Certified Electricians for all electrical work. It is believed that some owners are doing their own wiring which may cause ramifications for insurance coverage if a fire were to break out. Tony Gioventu at CHOA will be consulted. It would be easy to determine if we have the appropriate certificates on file.

## 8. FINANCIALS

Accounts Receivable.

a. Accounts Receivable as of July 15 is \$3,095.71

Parking	0 suites	
Move In	1 suite	
Locker	1 suites	
Strata Fees	3 suites	
Late Fees/Fines	6 suites	
Other	2 suites	Total 9 suites in arrears.

Accounts Receivable as of August 15 is \$3,237.67

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

- b. Cypress May and June 2008 Financial statements - approved.
- c. Woodridge May, June and July 2008 statements have been received.
- d. Cypress SF statements have been issued for May and June 2008.

## 9. OTHER BUSINESS

Council approved Thursday, September 4 as a vacation day for Corinne.

## 10. E-MAIL VOTES

## 11. MEETING ADJOURNED: 9:08 PM

## 12. NEXT MEETING: Wednesday, October 1, 2008 Wednesday, November 5, 2008