

**CYPRESS POINT ABC  
STRATA PLAN NW2050**

Strata Council Meeting  
Wednesday, November 25, 2009

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

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

**3. ADOPTION OF MINUTES**

- a. October 28, 2009 -approved.

**4. COMMITTEE REPORTS**

- a. **Social** - The next social event is the Raffle which takes place after the AGM.

b. **Grounds and Gardening**

1. Council discussed the approval of Bartlett's Tree and Shrub Proposal for next year. The Garden & Landscape Committee will discuss and provide their recommendations to council for approval. We need a plan for planting a prickly vine along the fencing behind Bldgs B & C. We also need a planting replacement program behind Bldgs B & C where the Liquid Ambers and Poplars have been removed.
2. The new garden and landscape committee consists of two council members and three volunteer owners. A volunteer has offered to oversee the landscaping company's work and the committee will get together to provide design and planting suggestions to council for approval.  
New guidelines have been developed and a tender issued on the landscaping work to level 2 of the BCLNA (BC Landscaping and Nursery Association) guidelines which we hope will improve the caliber of work being performed. The committee will peruse the tenders and advise council of their recommendation for a landscaping company for next year.

c. **Fire & Security**

1. Fire Plan and Fire Marshals - No Report
2. Block Watch - The Block Watch Captain & Co-Captain wish to welcome all residents to join our program. It's free. You need only provide us with your name, telephone number and/or email address. As Block Watch members you will receive a brief newsletter every season.

Block Watch members also qualify for a special discount on their home insurance with most insurance companies. We only ask that members be vigilant and inform the RCMP or your Block Watch team if you witness suspicious activity in our neighbourhood.

Please call Caroline or Roland at 604-276-8337 or email us at [cypressblockwatch@gmail.com](mailto:cypressblockwatch@gmail.com)

3. Security - No Report -

**d. Maintenance**

1. We may need volunteers to help shovel snow if and when it comes upon us. Please notify the office if you would be willing to help. We have four snow shovels on hand plus many bags of sand and salt.
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 these requirements and understand that the Strata Corporation will need 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. An owner has reported a leak into their unit. The insurance adjustor has been contacted and RDH Engineering have been on site to try to determine where the water is coming from. This leak falls under the Remediation Warranty program.
4. **IT IS CRITICAL THAT ALL RESIDENTS FOLLOW THE RECYCLING GUIDELINES. THE CITY OF RICHMOND ARE OBJECTING TO ITEMS CONTINUALLY BEING DISPOSED OF THAT ARE NOT RECYCLABLE OR ITEMS BEING THROWN IN THE GARBAGE THAT MUST BE RECYCLED ELSEWHERE.**

**WE ARE NOT RESPONSIBLE FOR REMOVING YOUR UNWANTED FURNITURE, MATTRESSES AND OTHER PERSONAL ITEMS FROM THE SITE.**

**e. Shared Facilities**

1. Lounge Rental Dec 7 - reported by cleaning staff that it was not left clean. Black marks on the tile floor had to be scrubbed off, garbage was left in the bathroom and the dishwasher was left full of dishes. *Council declined to cash the damage deposit and will develop a check list to assist in checking the lounge for this type of thing in future.*
2. An owner wants to know if we as owners have the right to shut down our shared facilities (pool etc) if we don't want to continue using it? *Council will request a legal opinion after the court date.*

3. Remax provided a letter to Haddock & Co. outlining the implications of the Shared Facilities short payments for 2009 and the result it will have by years end.
4. Remax provided a letter to Haddock & Co. outlining and validating the handling of the insurance claim regarding the flood that affected a number of shared facilities including the Cypress exercise room.

## 5. NEW BUSINESS

## 6. OLD BUSINESS

## 7. CORRESPONDENCE

### Incoming

- a. An owner is requesting council grant permission to upgrade two bedroom windows and one door - at their cost - prior to the winter setting in. *Council deferred this request. A moisture test costing \$1,800.00 was approved on one window section prior to a decision being made. Council may consider selecting a balcony door prototype for those owners wishing to install new doors to their balconies.*
- b. An owner in Building B has reported mice in her suite. Critter Rescue has been on site twice and will come again in the middle of November to assess. *No new sightings have been found.*

### Outgoing

- a. Letter sent to an owner advising that they would be charged with the cost to remove furniture items left in the garbage room if they did not remove them. *The owner removed their personal items.*
- b. Letter to an owner who is extremely overdue in providing proof of insurance. The incorrect proof of insurance was received. *Council approved sending one more letter with a fourteen day warning or the vehicle will be towed.*
- c. Letter to an owner prohibiting them from parking in their parking stalls as they did not clean up the excessive oil by the required date. The vehicles have been prohibited from parking on any common property until the oil leaks have been repaired. *Council approved sending one more letter with a fourteen day warning or both vehicles will be towed.*

## 8. FINANCIALS

### Accounts Receivable.

- a. Accounts Receivable as of November 16, 2009 is \$117,281.05 which includes the recent special levy.
- b. Woodridge October statement has been received and the missing invoice from last month has not been included. We have emailed them asking for a

copy to be faxed to us.

c. Cypress October SF Statement was issued.

d. Approval required for the Cypress Financial statements for September 2009. *Deferred.*

**9. OTHER BUSINESS**

**10. EMAIL VOTES**

a.

**11. MEETING ADJOURNED:**

**12. NEXT MEETING:** AGM, Thursday, December 10, @ 7:00