

**CYPRESS POINT ABC
STRATA PLAN NW2050**

Strata Council Meeting
Wednesday, April 25, 2012

- 1. PRESENT:** Gordon Farrell
Aviva Levin
Corinne Inglis
- Carole Borthwick
Larry Makutra

REGRETS: Terry Ash

2. **CALL TO ORDER:** 6:45 pm

- ### 3. ADOPTION OF MINUTES

- a. April 2012 - approved by email vote.

- #### 4. COMMITTEE REPORTS

- a. Social** - Cards and Flowers have been sent to various owners with illnesses and birthdays.

- ### **b. Grounds and Gardening**

1. Report from the Gardening Committee:
 - one of the committee members has asked for the dead palm in the pool area to be removed by Tyax
2. Report from the Administrator
 - the owner of Tyax was on site today doing a walkabout of the grounds. They will be working on all of the deficient areas that have been pointed out and will continue on with the weeding.

- ### c. Fire & Security

1. Fire Plan and Fire Marshals - Larry - No Report.
2. Block Watch - Caroline - No Report.
3. Security - Terry - No Report

- #### d. Maintenance

1. Council advised where they would like the realty signage placed at the front of Bldg A. *Corinne will have the sign moved.*
2. Council are considering installing speed bumps in specific areas as some residents drive at high speeds through the complex. *A quote will*

be obtained.

3. On Wednesday, June 6, 2012, the lobby tiles will be stripped, cleaned and three coats of sealer applied. They ask that residents try to avoid the lobbies during this time.
4. While the plumber was on site performing some work it was noticed that the hot water line on the south side of C was leaking. This will be repiped and shut off valves installed so that the water won't need to be shut down for the entire building in future.

e. Shared Facilities

1. Imperial Paddock Pool were on site today compiling a Pool Safety Plan which they have left with us. They have identified a few deficiencies that we may need to correct. *Council approved asking Imperial Paddock Pools to proceed to correct the deficiencies. .*
2. A contractor has provided new seating for one tier in the men's sauna. The second seat will also be replaced due to fungi growth and rusty screws that may cause health issues.
3. Fitness Town has provided photos of some of the free weight storage available. *Council approved ordering the 3-tiered rack.*
4. Gord held a shared facility meeting with our Shared Facility Partners. *Minutes attached.*
5. Lounge renovation - the tile floor in the bathroom and coat room was installed today along with one small area of backsplash in the kitchen and the back stairs to the lounge were repaired. New blinds have been ordered and may be ready for pickup on Friday, June 8th. A carpet tile has been chosen and will be ordered.
6. Fitness Town advise that a new part is needed for the NordicTrack E3800 (a new console overlay) but that it may be as expensive to repair this machine with a new part as it would be to purchase a new machine. *Council decided against a repair and will ask the owners to approve the purchase of a new treadmill in 2013.*
7. The contractor replaced several rotting boards on the pool fence and feels that we should clean it well and give it a coat of paint in the summer months to extend its life. *The Strata Council have asked for a quote to repaint the pool fence.*
8. Aviva will draft and provide new signage for the exercise room.

5. NEW BUSINESS

1. Aviva to advise results of the need to order the bylaw package from Clark Wilson. *Aviva was not able to find anything on line that would assist us. Further investigation is required.*
2. Nothing further re the rooftop deck joist repair at this time.

6. OLD BUSINESS

Remediation Project - Ocean West and Euroline Windows will be on site on Thursday, May 31st regarding a small issue regarding handles on the windows. Anyone who is not available for the time slot as posted will permanently forgo the repair.

7. CORRESPONDENCE

Outgoing

- a. Bylaw infractions have been sent to suites for:
 - two suites for improper storage of a bicycle
 - three suites for serious vehicle oil leaks in the parkades
 - one suite for allowing trades to park all day in the loading zone
 - one suite for not cleaning up drywall dust and debris in the hallways during renovations. Resident was charged \$100.00 for the cleanup.
 - one suite for not having valid insurance on their vehicle
 - one suite for leaving items in their parking stall
 - one suite for a noise complaint
- b. Email was sent to one suite unaware their tenant has been parking in other owner's spots in the underground parking and also in visitor parking. They have now been apprised of the facts and responded that they will again explain the rules to their tenant.
- c. An owner was provided two weeks to empty their locker (May 31st) due to non payment. If the locker is not emptied by that date, the contents will be removed and set aside so that the locker can be rented to others.

Incoming

- a. An email was received from an owner who just underwent surgery thanking us for the card and flowers they received.
- b. We have received a formal complaint about an owner smoking outside

in their private yard. *Although the Strata Council recognizes that this is an inconvenience, the council also recognizes that this owner has the right to smoke in their private outdoor space.*

8. FINANCIALS

- a. Accounts Receivable as of April 17, 2012 is \$19,906.00.
- b. Woodridge April 2012 financial statement was received. This statement showed a surplus of \$3,313.29 for December 31 year end to be refunded to the SF partners. However, Woodridge have issued cheques totalling \$2,575.69. Several emails have been sent to The Wynford Group but no response has been provided. An email has now been sent to the council president of Woodridge in an attempt to receive an explanation.
- c. Approval of Cypress April financials. *Approved, with corrections.*
- d. Cypress issued April 2012 financials to the SF Partners.

9. OTHER BUSINESS

10. EMAIL VOTES

1. Council approved open houses for several owners.
2. Council approved the April 2012 minutes.

11. MEETING ADJOURNED: 9:10 PM

12. NEXT MEETING: June 27, 2012

**CYPRESS POINT ABC
STRATA PLAN NW2050
SHARED FACILITY MEETING MINUTES
Wednesday, May 23, 2012**

1. PRESENT:

Gordon Farrell, <gordon.farrell@gmail.com> NW2050 Cypress ABC
Carole Borthwick, <caroleborthwick@hotmail.com> NW2050 - Cypress ABC
Lou Majta, <loumajta@hotmail.com> NW2090 - Cypress D
Carol Thompson, <cjthompson@telus.net> NW1868 - Ashford Place
Andy Kristiansen, <andysen@telus.net> NW 1942 - Woodridge

2. REGRETS:

Gail Brown, <gbiss@telus.net> NW2090 - Cypress D

3. CALL TO ORDER: 6:30 PM

4. AMENITIES:

a. Exercise room

- Well used by all strata corporations.
- Any suggestions for new rules?
- Any comments or suggestions re the equipment?
- Other.

Topic a. Meeting minutes: Brief discussion about improvements and good usage of the exercise room. Some Woodridge owners have noticed that one of the treadmills is not working. Explanation was provided regarding faulty circuit board in the equipment and that locating parts has been difficult. Woodridge provided information that someone had reported that Cypress exercise room elliptical machine was squeaking excessively.

b. Pool & outdoor hot tub

- New Health Board requirements for twice daily water testing, as well as the submission of emergency plan documentation.
- Looking for owners or residents from any Shared Facilities Strata who would

volunteer to monitor the pool for any rule violations.

- Other

Topic b. - Meeting minutes: Discussed new Health board requirements. Woodridge has also struggled with new emergency plan documentation. Not sure about providing the availability of a First Aid kit if no one is qualified to use it? Also, the first aid kit could be subject to theft. It was suggested to Woodridge to perhaps install a bullhorn that could be used to call out in an emergency. The thought was that this could lead to possible abuse and theft of the bullhorn. Also, it may not be a viable option to a lone person who is in trouble and is unable to access it. Discussed the minor repairs need to the some small pool deck concrete surface areas, but the pool itself is in good shape.

Discussed the needing volunteers for pool patrol. The temporary notices that Cypress Point posted for pool volunteers was noticed. All Shared Facility members' report that is difficult to get volunteers in general. It was suggested to promote this as something like "Block Watch", but instead call it "Pool Watch". Promote this to all owners and hopefully get the attention of frequent pool users. Suggestion to post a new pool sign in English and Chinese that provides a statement similar to the following:

Pool Watch: If you notice any violation of the pool rules, please call the Strata Office at 604-279-1554. Direct confrontation with the violator(s) is optional. Voice messages can be left any time OR provide an email message to: cypresspoint@telus.net

Please provide the following information in brief:

- Type of pool violation:
- Date and Time of the violation:
- Brief description of the violator(s):
- The violator's name or suite number (optional):
- Your name or suite number (optional):

c. Men's & Ladies Change Rooms

- Experiencing problems in the men's change room with residents stealing the liquid soap from the dispensers and toilet paper rolls from both the men's and ladies washrooms.

Topic c. - Meeting minutes: Ashford Place also reported that they have experienced toilet paper theft from a common washroom that can be accessed through their lobby area. Provided info that Cypress is doing repairs to the sauna bench seating due to wood deterioration.

d. Pavilion Lounge

- Replacement of the old worn carpeting with new carpet tile; replacement of the old draperies with blinds. Bathroom and closet area to be tiled and painted. Tentative timing is June 2012 for final renovations to begin.

Topic d. - Meeting minutes: Woodridge and Ashford are not sure if the majority of their owners are aware of the lounge since the upgrades or if they know how to rent and what it costs. Mentioned that the Cypress office can provide more info as needed so we can help promote this rental facility. Questions were asked about the rental income, and it was stated that this goes back into the Shared Facilities budget.

e. Woodridge Facilities

- Update from Woodridge Strata representative?

Topic e. - Meeting minutes: Woodridge exercise room was upgraded with new rubber flooring. A new treadmill and stationary bike has been added. Hot tubs were briefly down for mechanical repairs, but are up and fully operational. No other big projects planned for now.

f. Misc.

Topic f. - Meeting minutes: Briefly discussed the Cypress games room that is currently not in operation due to vandalism. Ashford Place and Woodridge understand this situation as they also have closed games rooms due to vandalism. Cypress Point council is continuing to discuss a strategy to address re-instatement of this room for future use.

5. MEETING ADJOURNED: 7:30 PM

