

*Location:  
Held in the Meeting Room  
at 1128 Sunset Drive, Kelowna*

**STRATA COUNCIL  
2017/2018**

**PRESIDENT**  
*Brian Pedersen*

**VICE-PRESIDENT**  
*Mike Kuziw*

**TREASURER**  
*Cindy Weiss*

**AT LARGE**  
*Marc Whittemore  
Wayne Salisbury  
Leslie Fee  
Ralph Fege*

**COMMUNITY MANAGER:**  
*Susie Czinger*  
A Licensed Strata Manager  
[susie.czinger@associa.ca](mailto:susie.czinger@associa.ca)

**BUILDING MANAGER:**  
*Dan Bregolis*  
(250) 258 9251

**ASSOCIA  
SERVICE CENTRE**  
1-877-591-6060  
250-860-5445  
[abc.service@associa.ca](mailto:abc.service@associa.ca)

**MAILING ADDRESS:**  
**ASSOCIA B.C.**  
215-1511 SUTHERLAND  
AVE. KELOWNA BC

**STRATA WEBSITE**  
<https://kas2849.myassocia.ca>

**REGISTER FOR  
ASSOCIA HOMEOWNER  
ACCESS**

**PRESENT:**

Brian Pedersen  
Mike Kuziw  
Wayne Salisbury  
Leslie Fee (via teleconference)  
Ralph Fege (via teleconference)

**REGRETS:**

Marc Whittemore  
Cindy Weiss

Susie Czinger, Associa British Columbia  
Rachel Parker, Associa British Columbia  
Dan Bregolis, Building Manager

**(1) CALL TO ORDER**

The meeting was called to order at 4:00 p.m. and a quorum was established.

**(2) ADOPTION OF THE AGENDA**

It was moved/seconded to approve the agenda as presented.

**CARRIED**

**(3) ADOPTION OF PREVIOUS MINUTES**

It was moved and seconded to adopt the Minutes of the Council Meeting of October 4, 2017 as distributed.

**CARRIED**

**(4) BUILDING MANAGER'S REPORT**

**4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:**

- The CFL lightbulbs will be replaced to LED as they are only 14 cents more to replace and equal to \$4.20 savings per bulb per year.
- The Annual Fire test was performed and the Building Manager is awaiting the report. Additionally, the monthly generator test and weekly fire pump tests were performed.
- The backflow for a hydrant failed the inspection and the repair is scheduled for November 9, 2017.
- The outdoor pool has been winterized.
- Three planters on the street townhomes have been repaired.
- The leaking ceiling cracks over three stalls on the second level parkade have been repaired.
- Sealed unit in SL114 replaced. SL113 reported a broken window and 2 windows with small cracks in the corner. Owner will wait until spring for repairs. Glass is on order for SL18 as the Owner reported a failed seal in the small deck window.
- The Building Manager has received positive feedback from

residents regarding the janitorial company. Strata Council approved one visitor pass for the cleaner to use from 7:30 a.m. to 11:00 a.m.

- Gym flooring installation is complete.
- Irrigation lines have been blown out and the yard waste cleanup is completed for the season.
- Strata Council approved to have the lobby iron spindles painted a satin black. This will be done by the Building Manager
- Painting floors 1 through 3 and possibly the elevator walls and door trims will commence soon.
- Owners are requested to discuss items for addition or removal for bulletin board with the Building Manager.
- The interior health inspection for the pool was on November 6, 2017. Due to combined chlorine readings, the test failed. The building manager shocked the pool and drained the hot tub. A new test kit will be purchased.

## STRATA CORPORATION BYLAW 9.1

An Owner must obtain written approval of the Strata Corporation before making an alternation to a strata lot or common property or common asset.

Unit modification form may be found on MyAssocia and please email [susie.czinger@associa.ca](mailto:susie.czinger@associa.ca) to be provided to Council for their approval.

### (5) CORRESPONDENCE

Security was contacted regarding noticeable noise coming from SL13. Security spoke with SL13 who complied and no further complaints were received.

SL85 submitted a unit modification request to replace the patio tile, fireplace and to paint. The modification form was approved by Council with a \$200 renovation charge.

SL113 submitted a unit modification request for bathroom updates, closet door replacements and installation of solar shades. Council approved the modification request with a \$200 renovation charge.

**RESIDENTS ARE REMINDED THAT CALL OUTS FOR SECURITY IS AN ADDITIONAL COST TO THE STRATA CORPORATION.**

**WHEN CONTACTING SECURITY PLEASE PROVIDE YOUR TELEPHONE NUMBER, NAME AND UNIT NUMBER OR THE COMPLAINT MAY NOT BE RESPONDED TO.**

**SHOULD SECURITY BE CALLED AND NO NOISE IS FOUND THE COMPLAINANT RISKS BEING CHARGED THE CALL OUT FEE.**

## **RENTAL PROPERTY OWNERS - FORM K MUST BE SUBMITTED FOR YOUR RENTAL PROPERTY**

**In accordance with the Strata Property Act and Strata Corporation Bylaws a form K must be submitted for every rental in Sunset Waterfront. Those Owners who have not submitted Form K's for their rental properties will have a \$200.00 fine levied against there Strata Lot and the Strata Council will review posting fines every 7 days for non-compliance.**

**Owners and agents are to fax Form K's to Associa 250-448-0046 or scan and email [susie.czinger@associa.ca](mailto:susie.czinger@associa.ca).**

**(6) FINANCIAL REPORT**

**6.1 FINANCIAL STATEMENTS**

After a review of the statements for September 2017 and report from the President. It was moved and seconded to approve the financial statements for the period of September 30, 2017 as prepared.  
**CARRIED**

**6.2 RESERVE & GEOTHERMAL LOAN TRACKER (SEPTEMBER 2017)**

Contingency Reserve Funds Including GIC: \$810,445.09  
Geothermal Reserve (in the bank) \$121,090.57  
Geothermal Loan Outstanding \$2,022,233.92  
Current portion of Loan Payable \$66,262.37  
Equity in Geothermal \$384,440.45

**6.3 ACCOUNTS RECEIVABLE REPORT**

The Strata Manager reviewed the accounts receivable and advised that as of November 8, 2017 there was a balance owing of \$9,094.41. Due to new legislation the Strata Council will be aggressive with collections being sent legal and Owners risk forced sales on units. Unit Owners in 60 days arrears are in jeopardy of having their account sent to legal for collection.

Reminder notices and letters to Owners are additional costs to the Strata Corporation. Overdue accounts are subject to 10% late penalties as per the Strata Bylaws. The Strata Manager has been directed to send files to the Strata Lawyer when they are 60 days in arrears. In the event that Associa is directed to write a demand letter there will be a \$50.00 plus taxes charge applied to the Strata Lot.

Owners who would like to review their account and set up pre-authorized payment are requested to contact Susie Czinger at Associa 250-448-0044 or via email [susie.czinger@associa.ca](mailto:susie.czinger@associa.ca)

**(7) BUSINESS ARISING FROM PREVIOUS MINUTES**

**7.1 LETTER FROM PRIVACY COMMISSIONER**

No further updates at this time.

**7.2 CRT DISPUTE**

Conference call with Council representative case manager and claimant occurred November 7, 2017. Evidence to be submitted to Tribunal within the next 2 weeks.

**7.3 NEW FLOOR IN GYM**

The new gym flooring has been installed at a cost of \$5,068.88.

**7.4 YEARLY FINANCIAL REVIEW FOR BANK LOAN**

Yearly financial review has been completed by RHN and submitted to Versa Bank representative. Council is awaiting quote for further reviews.

**7.5 GEOTHERMAL LOAN RENEWAL**

Strata Council is awaiting the renewal terms from Versa Bank.

**(8) NEW BUSINESS**

**8.1 WALL REPAIR**

Green and Grey Landscaping completed the wall repair for \$2,083.00

**(9) TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 4:27 p.m.

**(10) NEXT MEETING DATE**

The next Council Meeting will be December 6, 2017

**Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.**

**NEXT ANNUAL GENERAL MEETING IS SCHEDULED FOR JULY 11, 2018**