

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

**STRATA COUNCIL
2015 / 2016**

PRESIDENT
Brian Pedersen

VICE-PRESIDENT
Mike Kuziw

SECRETARY/TREASURER
Alex McClelland

AT LARGE
*Cindy Weiss
Brenda Dwyer
Ron Moser
Marc Whittemore*

STRATA MANAGER:
Susie Czinger

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

**ASSOCIA
SERVICE CENTRE
604-591-6060
abc.service@associa.ca**

**MAILING ADDRESS:
ASSOCIA B.C.
13468 77TH AVENUE
SURREY, B.C. V3W 6Y3**

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

PRESENT:

Brian Pedersen
Mike Kuziw (teleconference)
Alex McClelland
Cindy Weiss
Brenda Dwyer
Ron Moser

REGRETS:

Marc Whittemore

Susie Czinger, 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.

GUEST BUSINESS

Owners of Strata Lot 118 requested a hearing with Council to discuss an incident which took place on Friday December 11, 2015.

(2) ADOPTION OF THE AGENDA

After three additions were made to the agenda, it was then moved and seconded to adopt the agenda as amended. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting of December 2, 2015 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- Indoor pool pump was removed and taken to EMPS to have the bearings replaced. The pool was back in operation later that day.
- Monthly generator test was conducted.
- Weekly fire pump tests were performed as required.
- During the alarm test Elevator 1 returned to the 2nd floor and the door remained closed during the alarm. Both elevators should always return to the main floor with the doors remaining open during a fire alarm. Thyssen Krupp attended for the December 30, 2015 test and corrected the problem.
- Second level garage door has now had the other spring replaced.
- The two additional roof lights have now been installed and the Tennis court lights have been converted to LED.

- There were several hot water complaints over December primarily of the “06” units. We are currently waiting to hear back from the engineer in regards to these.
- Everclear has completed the cleaning of the townhome windows and repair a bird hole.
- The finals stairwell locker has been vacated and dismantled in accordance with the fire regulations.
- Three units complained on December 31st of a clicking/banging sound. The caused was traced to a broken actuator on a heat pump within a unit. Thank you to those units who reported the issue.

IMPORTANT NOTICE REGARDING VISITOR PARKING

Strata Council has implemented Acme towing to monitor the visitor parking at different intervals at no cost to the Strata. Acme will tow any vehicle that does not display a proper visitor parking pass on the dash of their vehicle.

There will be no exceptions and the Strata Corporation is not responsible for any vehicle towed.

4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On December 11, 2015 at approximately 11:13 a resident from the 2nd floor contacted Security to complain of occupants from a 4th floor unit being intoxicated and using the pool.
- On December 11, 2015 at approximately 11:06 a resident from the 17th floor contacted Security with a similar complaint. Security arrived on site at 11:20pm and reported there was an argument underway between individuals in the lobby which was allegedly due to the incident of after-hours in the pool as well as being intoxicated and causing disruption to the building. Security escorted all respective parties to their units. The Strata Council has levied 2 fines to the unit on the 4th floor for nuisance and after hour’s use of pool. The Strata Council would like to caution residents of becoming involved with security issues which is potentially putting them in harm’s way. If you feel security is not responding it is best to call the police.
- On December 11th at 11:47pm a resident from the 10th floor contacted security to complain of noise from a unit on the 9th floor. Upon arrival security reported “no noise”.
- On December 16th at approximately 1:00pm the Building Manager received a call from a unit on the 2nd floor complaining of stomping and being loud from a unit above on the 3rd floor. It was determined that a small child had being visiting and being excited. Residents are reminded that daily living noises will occur and try to be mindful of your neighbours.

RESIDENTS ARE REMINDED THAT WHEN CONTACTING SECURITY YOUR NAME AND UNIT NUMBER MUST BE PROVIDED 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.

IT IS IMPORTANT TO MAKE YOURSELF AVAILABLE FOR SECURITY TO CORROBERATE THE NOISE COMPLAINT IF NECESSARY.

**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 their 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.

(5) CORRESPONDENCE

- Correspondence was received from a Resident on the 3rd floor with complaining of a unit below banging on the ceiling in the middle of the afternoon. All residents are reminded that daily living noises will occur but to be mindful of your neighbours
- Correspondence was received from a Resident on the 10th floor regarding the use of visitor parking and no passes displayed. As noted under the Building Manager's report in item 4 above, Acme Towing has been implemented to patrol the visitor parking periodically at no charge to the Strata Corporation.
- Correspondence was received from a Resident on the 10th floor regarding elevator #1 malfunction. All issues have been rectified as noted under the Building Manager's report in item 4.

IMPORTANT REMINDER - CORRESPONDENCE

Strata Council will not be responding to anonymous correspondence. It is difficult for Council to address concerns without the appropriate unit number, date, time and pertinent information. All correspondence must be submitted to Associa via email susie.czinger@associa.ca and not directly to the building manager or individual on the Strata Council in order for all of Council to review and have as a matter of record. Council receives their agenda package 5 business days prior to a meeting. To allow Council to review the package, any items/correspondence received after agenda is distributed, will be brought forward for the next council meeting.

Owners are reminded that an application for unit modifications must be submitted for Council approval prior to any work commencing. Please obtain modification form from the Strata Manager susie.czinger@associa.ca.

(6) FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

After a review of the statements for November 30, 2015 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending November 30, 2015 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (NOVEMBER 2015)

Contingency Reserve Funds Including GIC: \$641,174.62 (\$210,000.00 removed for driveway and \$70,860.80 loan for Insurance)

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$101,717.91

Geothermal Loan Outstanding \$2,192,884.17

Current portion of Loan Payable \$46,249.46

Equity in Geothermal \$444,174.46

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of December 2, 2015 there was a balance owing of **\$9,281.48**. 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

IMPORTANT REMINDER

BYLAW 7 Residential Renters (5) User Fee (a) every owner who uses their strata lot as a rental property at any time during a calendar year shall pay a User Fee of \$300.00 per annum.

THIS HAS BEEN APPLIED TO ALL STRATA LOTS RENTED AS OF JANUARY 8, 2015 AND IS DUE AND PAYABLE TO AVOID FURTHER PENALTIES.

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 RE-SURFACE OF DRIVEWAY

Work has now been deferred to March 2016 weather dependent.

7.2 FRAUDULANT NOISE COMPLAINT

Further discussions and action was deferred to the next Council Meeting.

7.3 LETTER FROM PRIVACY COMMISSIONAIRE

A response was prepared and sent to the Privacy Commissionaire and he has acknowledged receipt. Council is currently awaiting a response.

7.4 ROOFTOP LIGHTING

Additional rooftop lighting has now been completed.

7.5 (10) YEAR STRUCTURAL WARRANTY REVIEW

Warranty review has been completed and received and posted to MyAssocia.

7.6 (3) YEAR DEPRECIATION REPORT UPDATE

The Strata Council has received the draft depreciation report update but have not had time to review. This item has been deferred to the next Council Meeting.

7.7 PROPANE SENSOR QUOTE

This item is still under review and further discussions deferred to the next Council Meeting.

(8) NEW BUSINESS

8.1 VISITOR PARKING AND TOWING

After review of costs to contract a Towing Company to initiate set schedules of patrols, the Strata Council approved ACME towing to implement of the visitor parking at various intervals. This contract comes at no cost to the Strata Corporation and there will be no set schedule. Acme Towing will remove any vehicle that does not display a valid parking pass on the dash board of their vehicle. Residents are reminded that the Strata Corporation is not responsible for any costs or damages associated with the towing of vehicles.

8.2 TROY FIRE AND SAFETY QUOTE - 5 YEAR TESTING

The Strata Council reviewed a quote from Troy Fire and Safety to conduct the fire pump full performance test, replace 31 gauges older than 5 year, 5 year internal pip obstruction inspection, install throttle valve after flow meter and other miscellaneous valves and signage. The quote for parts and labour is \$7,250.00 plus tax. As this is mandatory and a repair and maintenance item, it was moved and seconded to approve the quote and schedule as soon as possible. **CARRIED**

8.3 NO SMOKING BYLAW

The Strata Council has received various complaints from Residents regarding cigarette and marijuana smoking which is a hazard to other residents' health as well as a fire risk to the building. The Strata council will be obtaining more information with the intent of proposing a non-smoking bylaw at the next Annual General Meeting.

8.4 ON SITE SECURITY

The Strata Council has received complaints for lack of response and professionalism of the current security company. The Strata Manager was directed to obtain quotes with the understanding that a guard would be implemented on site every Friday night all year round as well as long weekends. This will increase the cost to security line item which would be reviewed at the budget preparations. Further discussions have been deferred to the next Council Meeting.

8.4 NO ALCOHOL IN COMMON AREAS BYLAW

The Strata Council has received various complaints from Residents regarding excessive use of alcohol and will be reviewing further information to present a bylaw for no alcohol in common areas at the next Annual General Meeting.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:10 p.m.

(10) NEXT MEETING DATE

The next council meeting will be in the Sunset meeting room at 4:00pm on February 3, 2016.

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

NEXT ANNUAL GENERAL MEETING IS TENTATIVELY SCHEDULED FOR JULY 27, 2016