

*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*

COMMUNITY MANAGER:
Susie Czinger

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

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SURREY, B.C. V3W 6Y3

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

PRESENT:

Brian Pedersen
Mike Kuziw
Alex McClelland
Cindy Weiss
Brenda Dwyer

REGRETS:

Ron Moser
Marc Whittemore

Susie Czinger, Associa British Columbia
Dan Bregolis, Building Manager

(1) CALL TO ORDER

The meeting was called to order at 4:03 p.m. and a quorum was established.

Ron Moser and Brenda Dwyer's have submitted their resignations from Council as they have sold their units. Strata Council would like to thank both Ron and Brenda for their contributions to Council over the years.

(2) ADOPTION OF THE AGENDA

After two 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 April 6, 2016 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- Still waiting for pump information from the Engineer to complete installation of new recirculating system. Currently the lines have been run and the manifold built and installed.
- The work approved by Strata for Troy Sprinklers has been 95% completed. The only remaining item is wiring of the new throttle valve after the fire pump flow meter. Technician stated the 5 year internal test looked good.
- The required monthly Fire Alarm Test, Generator Tests and Fire Pump Tests were performed.

The repair to the toilet leak in the Powder Room of a unit on the 19th floor was completed May 3rd. The plumber stated the leak was coming from a clamp located at floor level in the unit that connects the drain pipe to the toilet. The ceiling in the closet of unit on 18th floor below will require repair.

As the plumbing was as a result of a unit modification the

Owners affected will need to notify their insurance providers.

- Actuator replaced by Kimco that regulates The Hot Tub Temp.
- Stone on Columns completed.
- New fire lane bollards have now been installed.
- The window clean was completed with most of the woodpecker holes filled. The Large window in a unit on the 11th floor with the failed seal was also replaced. Unit on 20th floor has 2 windows still needing replacement.
- I have contacted ThyssenKrupp regarding the Elevator panels but have not received any information yet regarding options and price. I have been advised by Thyssen that the any alterations made to the car had to be done by them, have the appropriate fire rating and be approved by the Safety Authority. We are unable to contact a different vendor.
- As approved in discussions with Council my new hours on site will be Monday to Friday 6:30am to 2:30pm Monday to Friday and will be on call thereafter as well as attend for emergencies and continue to come in on Saturdays and Sundays to check the building and do pools. As agreed, I will also try to find someone to cover for me a minimum of one weekend a month during summer.

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 April 15th at 11:12pm security was called by a Resident on the 10th floor that a party was underway on the 11th floor. Security arrived at 11:29 and found 6 adult men watching golf. They agreed to keep volume and voices down. Security reported no noise heard as they approached unit. No action will be taken.
- On April 17th at 3:40am security was called by a Resident on the 19th floor that a party was underway on the 20th floor. Security arrived at 3:51am in response and reported loud music with approximately 15 people in unit. Tenant stated he would send guests home soon. These short term guests left that morning so only a warning with call out fee was charged.
- On April 17th at 11:07pm security was called by a Resident on the 10th floor advising a Resident on the 11th floor is loud and complains of urinating from balcony. Security reported no answer at unit, and all was quiet. No action will be taken.
- On April 22nd at 11:16pm security was called by a Resident on the 6th floor of a party underway on the 9th floor. Security arrived and found the Resident of a unit on the 10th floor outside the door and requested this individual discontinue following guard and video/audio recording interactions with residents as this is a breach of privacy. Security ordered all non-residents of the unit to leave. Security reported 15 people left unit. A \$200 fine was imposed on this unit and collected the following day.

- On April 22nd at 11:46pm security received a complaint from a unit on the 17th floor that a party was underway on the 18th floor. Security reported they had to knock 7 times. They ordered non-residents to leave and reported about 15 people left the unit. On April 25th at 11:45pm Security was called again for this same unit and arrived at 12:10 and reported loud party. Security had to knock for 20 minutes. Security gave them a noise warning and advised they would return with RCMP if any further complaints. On April 25th at 1:34am Security returns to this same unit (with RCMP) in response to complaint from the 17th floor. As neither of these occurrences are first offences a \$200 fine is being imposed for April 22nd and a \$200 fine is being imposed for April 25th with a request for eviction of the tenant.
- On April 27th the building manager received a call from a unit on the 19th floor complaining that a unit on the 20th floor had been vacuuming at midnight. The Resident from the 19th floor stated they went to the 20th floor and spoke with a housekeeper who stated they had an emergency clean. The rental agent was called and advised this is unacceptable and in future fines will be imposed.

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 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.

(5) CORRESPONDENCE

- Correspondence was received from a Resident on the 10th floor requesting legal opinions and legal invoices received during the dispute and negotiations with Gowling Lafleur Henderson LLP and Earth Energy Utility. The Strata Council has responded numerous times previously that there are no legal opinions or invoices for this as the dispute and negotiations was between those two parties and not Sunset Waterfront Resort. All correspondence on file was previously sent to this Owner and Council considers this matter closed.
- Correspondence was received from a Resident on the 10th floor reminding Council of the guidelines for conflicts of interest among Council members. Council is satisfied that no conflict exists.

- Correspondence was received from a Resident on the 10th floor implying there is ongoing communication breakdown regarding security reporting and council responses. Council has taken this under advisement.
- Correspondence was received from a Resident on the 10th floor requesting an up to date copy of the Owners list. The Community Manager was directed to send the list in accordance with the Strata Property Act.
- Correspondence was received from a unit on the 10th floor with further information regarding non-smoking bylaw. Council has taken this under advisement.
- Correspondence was received from a unit on the 19th floor regarding the repairs to pipe for their toilet seeking reimbursement. The original piping was modified by the previous owner and repairs are the responsibility of the homeowner. The unit affected below is advised to file an insurance claim and seek damages from unit above.
- Correspondence was received from 8 units requesting a town hall meeting. Council has taken this under advisement.
- Correspondence was received from a unit on the 17th floor with regards to the chronic problem unit on the 18th floor and the recent incidents as noted above under bylaw contraventions and. Council would like to thank the Residents for their detailed correspondence and will be making every effort to contact the unresponsive Owner to have this situation rectified.

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 March 31, 2016 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending March 31, 2016 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (MARCH 2016)

Contingency Reserve Funds Including GIC: \$702,907.46

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$106,201.83

Geothermal Loan Outstanding \$2,192,884.17

Current portion of Loan Payable \$20,007.88

Equity in Geothermal \$470,416.04

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of February 25, 2016 there was a balance owing of **\$14,984.72**. 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 on the driveway has been completed. Council would like to thank all Residents for their cooperation.

7.2 LETTER FROM PRIVACY COMMISSIONAIRE

The Strata Council received a letter from the privacy commissioner on May 4, 2016 in regards to video surveillance and Council has taken it under advisement.

7.3 POWER SWEEP AND PARKADE SCRUB

Parkade cleaning has been completed.

7.4 WINDOW CLEANING

Window cleaning has been completed along with some of the woodpecker holes. More woodpecker holes will need to be tended to.

(8) NEW BUSINESS

8.1 CULTURED STONE INSTALLATION ON PILLARS

Council reviewed quotes for the installation of stones on the lower part of the front exterior pillars and voted by email to approve the quote from Reuben Gregory in the amount of \$4600.00 plus tax. It was then moved and seconded to ratify the email vote. **CARRIED**

Installation has been completed and Council is satisfied with the work.

8.2 ANNUAL GENERAL MEETING - JULY 27, 2016

Council reviewed two budget options as presented by Associa. One budget shows a 4% increase in strata fees and the 2nd budget shows an 8% increase. Both will be presented to the Owners at the AGM. Council will also be putting forward a Bylaw amendment to have Sunset Waterfront a no smoking building.

8.3 VOLUNTEER NEEDED FOR 2017 GROWING SEASON

Sheila McClelland has advised Council that after this landscape season she will be retiring as volunteer for keeping the planters looking beautiful. Council would like to thank Sheila for her years of volunteer work with the Strata Corporation.

Anyone wishing to volunteer for 2017 is asked to email the Community Manager at susie.czinger@associa.ca.

8.4 TOWN HALL MEETING – WEDNESDAY, JUNE 15, 2016

The Strata Council is hereby calling a Town Hall Meeting for Wednesday, June 15, 2016 from 6:00pm to 7:00pm. Agenda is attached to these minutes and will be posted on MyAssocia and in the building at the mail room.

Owners are advised that this is simply an information/discussion event and that no decisions can be made at a town hall meeting that affect the ownership.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:33 p.m.

(10) NEXT MEETING DATE

The next council meeting will be in the Sunset meeting room at 4:00pm on Wednesday, June 1 2016.

<p>Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.</p>
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<p>NEXT ANNUAL GENERAL MEETING IS TENTATIVELY SCHEDULED FOR JULY 27, 2016</p>
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