

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

**STRATA COUNCIL  
2016 / 2017**

**PRESIDENT**

*Brian Pedersen*

**VICE-PRESIDENT**

*Mike Kuziw*

**TREASURER**

*Cindy Weiss*

**AT LARGE**

*Marc Whittemore*

*Wayne Salisbury*

*Leslie Fee*

*Ralph Fege*

**COMMUNITY MANAGER:**

*Susie Czinger*

**BUILDING MANAGER:**

*Dan Bregolis*

*(250) 258 9251*

**ASSOCIA**

**SERVICE CENTRE**

**1-604-591-6060**

**1-877-591-6060**

[abc.service@associa.ca](mailto: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

Marc Whittemore

Cindy Weiss

Wayne Salisbury

Ralph Fege (via teleconference)

Leslie Fee (via teleconference)

**REGRETS:**

Susie Czinger, Associa British Columbia

Dan Bregolis, Building Manager

**(1) CALL TO ORDER**

The meeting was called to order at 5:00 p.m. and a quorum was established.

**Council Positions:**

As this was the first meeting after the Annual General Meeting prior to conducting meeting positions were voted and confirmed as follows:

President – Brian Pedersen

Vice President – Mike Kuziw

Treasurer - Cindy Weiss

Members at Large: Marc Whittemore, Wayne Salisbury, Leslie Fee and Ralph Fege

**(2) ADOPTION OF THE AGENDA**

After no 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 June 1, 2016 as distributed. **CARRIED**

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

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

- The required monthly Fire Alarm Test, Generator Tests and Fire Pump Tests were performed.
- 3rd level lights- about 2 months ago I noticed a bollard light out on the pool deck. I could not get it to work so I called Quantus suspecting the ballast. They replaced the ballast but I noticed a few days later that the light was still out and noticed a second light out near the courtyard entrance as

well. Neil from Quantus returned while I was away and when I returned I noticed 3 additional lights out, totaling 5. Neil has returned numerous times, Anthony and Tyler from Quantus

have also had a look. They suspect a broken wire somewhere and assume that it could be where we had a parkade ceiling crack repaired by BC concrete around the end of May above stall 121 which is below the outdoor pool approximately 30' from the light. The repair involved a combination of drilling and injecting into the slab where there is no conduit or rebar and routing about .5" and sealing where there is conduit/rebar. The area was scanned by Jason from Precision Scan prior to the work. I have followed up with BC concrete and Precision scan and both say it's possible an error was made but wouldn't know until further investigation. Neil has suggested a simple fix by supplying a new power source the bollard which can all be done in the pool mechanical room. The only downside is the 5 lights would be on a different photo cell than all the other lights so they would not turn on/ off at the same time as all the other lights. There would also be potentially a broken wire somewhere in the slab as well. It was moved and seconded to go ahead with temporary for now and continue investigation.

- There was an issue with the old recirculating line that caused 1704 complain of luke warm water on August 2. It was likely a result of the power outage. The line was bled and is circulating again. No other hot water complaints.
- Next window clean will be conducted in October and two failed sealed window units to be repaired in unit 2002 during that time.

#### **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**

- Security issued warnings regarding glass at the pool and chased a few pool gate jumpers out during closed hours.
- Maintenance and security will need to be notified when bylaws for no smoking and no alcohol have been registered for enforcement.

**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](mailto:susie.czinger@associa.ca).

**(5) CORRESPONDENCE**

- Unit modification request was received from a unit on the 8<sup>th</sup> floor to change out toilets. Modification was approved with conditions.

**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](mailto: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](mailto:susie.czinger@associa.ca).

**(6) FINANCIAL REPORT**

**6.1 FINANCIAL STATEMENTS**

After a review of the statements for May, June FYE and July 2016 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the periods ending May 31, 2016, FYE June 30, 2016 and July 31, 2016 as prepared.

**CARRIED**

**6.2 RESERVE & GEOTHERMAL LOAN TRACKER (MAY 2016)**

Contingency Reserve Funds Including GIC: \$681,938.42

Geothermal Reserve (in the bank) \$110,350.30

Geothermal Loan Outstanding \$2,109,967.44

Current portion of Loan Payable \$76,184.42

Equity in Geothermal \$497,156.23

**Geothermal Loan Detail:**

Loan Payable as of Dec 2012 \$ 2,450,000.00

Total Principle paid as of July 2016 \$ 263,848.18

Total Interest paid as of July 2016 \$ 470,394.45

Total Loan Payable as of July 31, 2016 \$ 2,186,151.82

**6.3 ACCOUNTS RECEIVABLE REPORT**

The Strata Manager reviewed the accounts receivable and advised that as of August 10, 2016 there was a balance owing of **\$11,561.44**. 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)

## **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 LETTER FROM PRIVACY COMMISSIONAIRE**

This item was deferred to a town hall meeting from the AGM due to late hour. Owner voiced many concerns with the recommendations outlined by privacy commissioner and feel their safety is now at risk. Currently Council is following recommendations and discussed additional signage and bylaw amendment. It was then moved and seconded to obtain further legal advice in regards to having a bylaw amendment and reinstatement of cameras.

**CARRIED**

Community Manager was directed to send some additional documentation to Silvano Todesco at Doak Sherriff's office and obtain legal opinion.

#### **7.2 CONVERSION OF GAMES ROOM TO GUEST SUITE**

This item was deferred to a town hall meeting from the AGM due to late hour. Council will await the required information from the committee as outlined in the legal opinion obtained by Silvano Todesco at Doak Sherriff's.

### **(8) NEW BUSINESS**

#### **8.1 ELEVATOR PANELS**

Thyssen Krupp has advised the Strata Council that they are the only ones authorized to change/upgrade the panels in the elevators. They provided a quote in the amount of \$20,420.00 plus tax. As this is a large capital expenditure the Council will bring this forward at a general meeting in the future for Owners to approve.

#### **8.2 ENGINEER REPORT FOR DECK OF SL 91**

Unit owner reported to Council they were concerned with the appearance of the deck and felt it may be a potential structural problem. Craig Hostland P.Eng., RHI of InspectIT conducted a site investigation on June 13, 2016 and advised it was poor installation techniques but that the deck did not pose any structural issue.

### 8.3 UPRIGHT BIKE – FITNESS ROOM

The current bike in the fitness room is wearing and soon to be out of order. Council reviewed pricing from Flamin Fitness to replace. It was then moved and seconded to purchase a new one from Flamin Fitness for the amount of \$1350.00 plus tax. **CARRIED**

### 8.4 WINTER RESIDENT ORIENTATION

Strata Council Member; Mike Kuziw is recruiting 2 -3 volunteers to conduct orientation meetings for the winter resident rentals. Notification was posted on MyAssocia and anyone wishing to volunteer is requested to contact Mike directly at 778-754-7865 or email [mike@chercom.net](mailto:mike@chercom.net).

### 8.5 SHADE FOR OUTDOOR POOL

Strata Council reviewed some alternate options for sails over the outdoor pool areas to provide shade. This item will be brought forward at a town hall meeting for discussion with owners.

### 8.6 FUTURE COUNCIL MEETINGS

Council reviewed the schedule for the year with the Community Manager. The following dates were set but subject to change.

September 7	October 5	November 2	December 7
January 11	February 8	March 1	April 5
May 3	June 7	AGM August 2, 2017	

Meetings will commence at 5:00pm for no more than 2 hours and the next meeting will always be confirmed noted at the end of each meeting minutes.

### 8.7 VOLUNTEER NEEDED FOR 2017 GROWING SEASON

Sheila McClelland has retired volunteer for keeping the planters looking beautiful.

Anyone wishing to volunteer for 2017 is asked to email the Community Manager at [susie.czinger@associa.ca](mailto:susie.czinger@associa.ca).

### 8.8 TOWN HALL MEETINGS

Council is committed to conducting 2 town hall meetings and is anticipating the first one will be scheduled sometime in November or December. Further discussions deferred to the next Council Meeting.

### 8.9 BUILDING MANAGERS/MAINTENANCE

Council reviewed performance of new hire Wade Duncan as per discussions with Dan. It has been determined that Wade is unable to perform the duties as per his contract. As Wade is still in the probationary period, interviews are being conducted and a replacement anticipated shortly.

### (9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:00 p.m.

### (10) NEXT MEETING DATE

The next council meeting will be September 7, 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 AUGUST 2, 2017**