

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

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

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<https://kas2849.myassocia.ca>

**PRESENT:**

Brian Pedersen  
Mike Kuziw  
Cindy Weiss  
Marc Whittemore  
Wayne Salisbury  
Ralph Fege – via teleconference  
Leslie Fee – via teleconference

**REGRETS:**

Susie Czinger, Associa British Columbia  
Dan Bregolisse, Building Manager  
Steve Stagg, Building Maintenance

**(1) CALL TO ORDER**

The meeting was called to order at 4:55 p.m. and a quorum was established.

**(2) ADOPTION OF THE AGENDA**

After two additions were made to the agenda, it was then moved/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 November 2, 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.
- The impeller on the recirculating pump was changed as per the Engineer's request. He was onsite last week for an inspection but has not informed us of his findings.
- New springs and bearings were installed on the P1 garage door.
- There is a very small leak in the ceiling on the 20th floor hallway. The leak is from an on again off again drip from a few of the couplers on the 2 1/2" geo loop. Now that the temperature has dropped it is recommended the repair be postponed until spring as the heat pumps will not work while the work is being done and there is always the possibility that pipes may need to be replaced which could cause the loop to be down a day or two as the pipes would need to be grooved. Building maintenance will continue to monitor.
- There are currently 13 garbage chute doors not latching properly. This is an ongoing Maintenance issue that is often noted By the Fire Inspector when he does onsite

inspections as they are required by code to be self-latching. The door closes by the force of a piston that is installed on the right interior of the door. The cost for replacement is \$275 each plus tax and shipping. Currently 6doors latch, 10 need new piston or spring, 3 need screwing/ filing/ new piston/ spring. It was moved and seconded to replace the 6 worst ones and use parts to repair the others. **CARRIED**

- Repairs to driveway have continued and Romanesque advised they will continue to monitor and attend to repair the few pavers that have lifted again. This has all been done under warranty and no extra cost to the Strata Corporation and contractor requests meeting with Council in the spring to review.
- There is a section in the second level storage room that has always been an issue with accumulating junk. The cleaners use it to store carts and other items, which over time tend to obstruct the aisle for easy passage. Suggestion of either making an additional locker for rent that would be roughly 3' x 8'. Building manager was requested to further review and ascertain if a storage locker can be made in the area.
- The entry hose for the parkade door into visitor parking has now worn and residents have been unable to gain access. Council reviewed the cost for the replacement hose or a sensor. It was then moved and seconded to replace the hose with a sensor. **CARRIED**

**BIKE INVENTORY IS NOW UNDER WAY. RESIDENTS ARE REQUESTED TO SEE THE BUILDING MANAGER AND OBTAIN A CURRENT 2017 STICKER FOR THEIR BIKE.**

**UNCLAIMED BIKES AT JANUARY 31, 2017 WILL BE DONATED TO CHARITY**

### 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 have provided to Council for their approval.

#### 4.2 BYLAW AND RULE CONTRAVENTION REPORT

Council members Marc Whittemore and Brian Pedersen were excused from the meeting during discussions regarding bylaw contraventions due to conflict of interest.

On November 8, 2016 – SL 78 called security regarding a party underway in SL 71. Upon arrival at 11:22pm security reported no noise was found at SL 71. Security spoke to the occupants of the unit and reported that 3 females were watching Television.

On November 19, 2016- a noise complaint was called into Security against SL 13 or SL 11. Upon arrival at 12:16am security reported no noise was found.

**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).

**(5) CORRESPONDENCE**

- Correspondence was received from SL 11 disputing fines previously imposed for noise and smoking. Council will not be reversing the fines.
- Unit modification form was received from SL 116 to replace the flooring within their unit. Modification was approved and Community Manager was directed to write to the Owners.
- Two pieces of correspondence were received from SL 78 requesting Council to consider Missing Link as the security contractor. The Strata Council would like to advise that as discussed at the Special General Meeting and in previous minutes a commitment has been made to engage Commissionaires as the new Security Company for the Strata Corporation. New security calling information will be provided in due course. Council now considers this matter closed.
- Correspondence was received from SL 87 providing suggestions for further amendments to the current Security Bylaw passed at the Special General Meeting. Council would like to thank the Owner for their suggestions which have been taken under advisement for future amendment.
- Correspondence was received from SL 87 providing another suggestion for shade over the pool. The building manager will be directed to obtain a quote.

**(6) FINANCIAL REPORT**

**6.1 FINANCIAL STATEMENTS**

After a review of the statements for October 2016 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the periods ending October 31, 2016 as prepared. **CARRIED**

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

Contingency Reserve Funds Including GIC: \$726,507.95  
Geothermal Reserve (in the bank) \$112,645.08  
Geothermal Loan Outstanding \$2,109,967.44  
Current portion of Loan Payable \$55,796.38  
Equity in Geothermal \$410,211.95

**6.3 GIC MATURING JANUARY 7, 2017**

GIC in the amount of \$202,810.96 is coming due for renewal on or before January 7, 2017. It was moved and seconded to renew the GIC as 18Plus18 Step-up which is fully cashable earning an average interest rate of 1.65%. **CARRIED**

## 6.4 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of August 10, 2016 there was a balance owing of \$13,908.71. 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, 2016 AND IS DUE AND PAYABLE TO AVOID FURTHER PENALTIES.**

### (7) BUSINESS ARISING FROM PREVIOUS MINUTES

#### 7.1 LETTER FROM PRIVACY COMMISSIONAIRE

After the SGM held November 29, 2016 Strata Lawyer Silvano Todesco advised the Strata Council that the Privacy Commissionaire, Justin Hodges called him to inform the Strata Corporation that the complainant from SL 78 was still not satisfied.

Privacy Commissionaire outlined further concerns and suggestions for the Strata Corporation. The Strata Council has advised their Lawyer they will take the concerns and suggestions under advisement with a view to implementing them over time.

The Strata Council would like to advise all Owners that the security bylaw amendment was passed unanimously by the Owners present at the General Meeting on November 29, 2016.

To date the legal costs for addressing this complaint has been \$2,329.60.

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

Committee is currently undergoing extensive review and compiling all appropriate documentation and costs to be presented in a resolution to the Ownership at a General Meeting.

(8) **NEW BUSINESS**

No new business was addressed,

(9) **TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 6:04 p.m.

(10) **NEXT MEETING DATE**

The next council meeting will be January 11, 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 TENTATIVELY SCHEDULED FOR AUGUST 2, 2017**