

*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

BUILDING MANAGER:
Dan Bregolis
(250) 258 9251

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

PRESENT:

Mike Kuziw
Cindy Weiss (via teleconference)
Wayne Salisbury (via teleconference)
Ralph Fege (via teleconference)
Leslie Fee (via teleconference)

REGRETS:

Brian Pedersen
Marc Whittemore

Susie Czinger, Associa British Columbia

(1) CALL TO ORDER

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

(2) ADOPTION OF THE AGENDA

As there were no additions to the agenda, it was then moved/seconded to adopt the agenda as presented. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting of December 7, 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 annual Generator test was performed as well as various 5 year performance testing on fire pump equipment/ backflows. Sprinkler heads were replaced in the indoor pool area.
- The 4th and final hot water tank was replaced on January 3, 2017.
- Ongoing problem with Elevator 1 not working/ door opening and closing randomly. ThyssenKrupp has conducted various repairs and will continue to monitor.
- The annual Fire Department inspection took place on January, 11, 2017. Noted on the report was emergency lighting in stairwells that was due to battery failure which Steve replaced. As well as Garbage chute doors not latching. The 7 replacement doors have been ordered and vendor has confirmed payment received. Doors will be installed as soon as they are delivered.
- The "01" and "07" kitchen drain lines were augured in January.
- Kimco and Knight Plumbing had submitted quotes on the repair to the leaking couplers on the 20th floor that was previously discussed at the December 7, 2016 meeting. Council requested a third quote be obtained and deferred this item to the March 1, 2017 meeting.

- 4 windows were reported cracked so far this winter from thermal cracking. 2 have been repaired. Rutland Glass stated that this year has been exceptionally bad for this type of breaking.
- New storage locker ready for rental. Residents on waitlist will be contacted by the Community Manager. Locker rental will be \$50.00 per month.

BIKE INVENTORY CONTINUES. RESIDENTS ARE REQUESTED TO SEE THE BUILDING MANAGER AND OBTAIN A CURRENT 2017 STICKER FOR THEIR BIKE.

UNCLAIMED BIKES WILL NOW 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 to be provided to Council for their approval.

4.2 BYLAW AND RULE CONTRAVENTION REPORT

On January 2, 2017 – SL 17 sent in a complaint regarding cigarette butts on her deck which is damaging their patio furniture. Notices were issued to surrounding units above reminding of the no smoking bylaw. Residents are reminded that Sunset is a no smoking building and there should not be any smoking in the building, on limited common property or common property as \$200 fines will be implemented for each contravention.

On January 7, 2017 – the occupant of SL 53 arrived home at approximately 3:00am and did not have a fob to enter the building. The resident proceeded to buzz many units for access. It was determined which unit the Resident was from when they contacted the building manager the next day to purchase a fob. A \$200 fine has been levied for nuisance.

On January 19, 2017 SL 13 contacted security to report excessive noise from SL 16. Security arrived at 11:45pm and requested the party be shut down but the occupants continued to party. Police were called and party continued until they arrived 30 minutes later. The occupants of the unit also had open alcohol in the common hallways. \$400 in fines has been levied against SL 16 and the Community Manager was directed to have the Owner of the unit attend a hearing with Council at the March 1, 2017 Council Meeting. Council will be seeking immediate eviction of the occupants.

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.

(5) CORRESPONDENCE

- At the Council Meeting in December 2017 a unit modification form was received from SL 109 to replace the flooring within their unit with tile. At the time of application the underlay was not considered adequate and Community Manager was directed to write to the Owners. Council received further correspondence from the Owner providing specifications for proper underlay required for the tile to achieve 70STC or greater noise barrier and approval was granted by email. It was moved and seconded to ratify the email vote and the Community Manager confirmed written approval was provided. **CARRIED**
- Correspondence was received from SL 77 regarding the new parking rule. Council would like to thank the Owner for their comments which will be considered when reviewing the rule further.
- Correspondence was received from SL 95 with regard to a question for the Strata Privacy Officers. The Privacy Officers will respond directly to the Owner.

(6) FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

After a review of the statements for November and December 2016 and report from the Treasurer, it was moved and seconded to approve the financial statement for the periods ending November 30, 2016 and December 31, 2016 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (DECEMBER 2016)

Contingency Reserve Funds Including GIC: \$772,949.67
Geothermal Reserve (in the bank) \$114,940.54
Geothermal Loan Outstanding \$2,109,967.44
Current portion of Loan Payable \$35,118.49
Equity in Geothermal \$430,889.84

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of February 8, 2017 there was a balance owing of \$38,028.75. 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 1, 2017 AND IS DUE AND PAYABLE TO AVOID FURTHER PENALTIES.

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 LETTER FROM PRIVACY COMMISSIONAIRE

Nothing further to update at this time.

7.2 CONVERSION OF GAMES ROOM TO GUEST SUITE

The Strata Council reviewed documentation from the Committee to convert the games room into a guest suite. After review of the documentation and discussions it was moved and seconded to send all documents to Strata Lawyer, Silvano Todesco and have a ¾ vote resolution written as well as the appropriate bylaw amendment which can be presented to the Ownership at the next Annual General Meeting in August 2017. **CARRIED**

(8) NEW BUSINESS

8.1 NEW PARKING RULE

The Strata Council voted via email and posted a new parking rule that caused confusion for the Ownership. It was moved and seconded to send the new rule to the Strata Lawyer, Silvano Todesco to re-write the rule as soon as possible for posting and it will then be brought forward as a Bylaw amendment at the next Annual General Meeting. In the interim, the Parking Rule will stand as currently written. **CARRIED**

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:08 p.m.

(10) NEXT MEETING DATE

The next council meeting will be March 1, 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