

*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 Whittlemore*

*Wayne Salisbury*

*Leslie Fee*

*Ralph Fege*

**COMMUNITY MANAGER:**

*Susie Czinger*

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

**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**

**PRESENT:**

Brian Pedersen

Mike Kuziw

Cindy Weiss – via teleconference

Marc Whittlemore

Wayne Salisbury

Ralph Fege – via teleconference

Leslie Fee – via teleconference

Silvano Todesco – via teleconference

**REGRETS:**

Susie Czinger, Associa British Columbia

Dan Bregolis, Building Manager

Steve Stagg, Building Maintenance

**(1) CALL TO ORDER**

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

**GUEST BUSINESS - DRIVEWAY**

Cassidy of Romanesque attended the meeting to discuss the failure in the driveway stones.

**GUEST BUSINESS – OWNER HEARING**

Owner of SL 95 called a hearing with Strata Council to discuss the new parking rule implemented. Owner requested an apology from Strata Council and that the Rule be retracted. Council further discussed hearing and new rule under New Business 8.1.

**(2) ADOPTION OF THE AGENDA**

After four 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 February 8, 2017 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. Four batteries were replaced in stairwell emergency lighting. ThyssenKrupp attended the fire alarm test as the Fire Operation control did not function on elevator 1 last test. But it corrected itself.
- Repairs were made to the Steam Room Generator. Three elements were replaced that we had in spare parts. There was a delay in the repair as a new water level sensor had to be ordered. An extra water level sensor was ordered as well. The motorized drain valve needs to be replaced (\$600). It is responsible for draining the tank while during closed hours to prevent sediment build up. The tiles and grout in the steam room are showing their age. It was moved and seconded to replace the drain valve.

##### **CARRIED**

- A third Plumber was brought in to assess the repair required for the leaks in the 20th floor ceiling coming from the geothermal building loop. He was concerned that replacing just the couplings may not solve the problem or may solve it temporarily, with the problem returning if there is an issue with the pipe grooving. He felt it may be in our best interest to replace the piping as well but was not interested in doing the repair. As he is not equipped to do so. Council has requested to seek a third quote.
- There were more issues with Elevator 1 door opening and closing randomly. The problem was isolated to a cable connection that was re secured.
- The annual testing of Molybdate (corrosion inhibitor) in the boiler and Geo loops was done. Loops were good. Boiler was low but was corrected. The Glycol level in the Geo loop is 23%. The Building loop was a little low at 20%
- Seven Garbage Chute doors were replaced. The new doors are good quality and look great. Ten gas pistons are on order to complete repairs to the remaining doors to ensure that they latch as per the Fire Code Requirements. The pistons will be shipped March 6th. Repairs should take a day.
- There is what appears to be a falcon perching on the deck of a unit. It is creating a mess on lower decks and windows as well as the building main entrance by the newspaper boxes. We will be taking steps to install shock stripping.
- Snow Removal Company did not perform to our standards this year and were dumping snow into lagoon, blocking fire lane with snow, etc. As they are under contract for next year a meeting will take place prior to winter season to ensure better service instructions to the crew.
- Window in 1206 replaced. Another cracked window reported (1604) to be replaced.
- A couple of floors remaining to be painted in the tower.
- Parkade cleaning will commence soon.

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

**10 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 the Strata online portal and please email [susie.czinger@associa.ca](mailto:susie.czinger@associa.ca) in order to have approved by your Strata Council.

#### 4.2 BYLAW AND RULE CONTRAVENTION REPORT

A complaint was received regarding marijuana/cigarette smells emanating from SL 88. The Strata Council directed the Community Manager to issue a warning violation letter.

On February 28, 2017 at approximate 11:00am the Building Managers reported marijuana smell in the hallway by SL 11 and also found an ashtray and cigarette butts in the parking stall assigned to the unit. The Strata Council directed the Community Manager to issue a warning violation letter.

**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**

- A bylaw contravention for nuisance was issued in error to SL 53 and the occupant that disturbed residents by buzzing many units after 3am on January 7, 2017 was actually from SL 52. The Strata Council would like to extend their apologies to the Owner of SL 53 for the error. A letter has been issued to SL 52 and fine imposed of \$200.00.
- Correspondence was received from the Owner and tenants of SL 13 apologizing for the behavior that led to the contravention and fines imposed for noise and alcohol in common areas. Council has reviewed the letter and a response was issued to the Owner advising any further incidents with this unit the police will be called to enforce eviction.
- Correspondence was received from SL 44, 50, and 74 regarding the parking rule implemented. Council would like to thank the Owners for the input and suggestions which will be taken into consideration when re-drafting the rule.
- The Strata Corporation Lawyer Silvano Todesco forwarded correspondence to the Strata Council from SL 78 whereby the Owner was requesting the lawyer to intervene. The Strata Council engaged the lawyer on behalf of the Strata Corporation. Silvano has requested that Owners submit all correspondence to the Strata Council via Associa and advises that his time for receiving and responding will be noted on the next invoice.

**A reminder to Owners that all correspondence must be submitted to [Susie.czinger@associa.ca](mailto:Susie.czinger@associa.ca) and will be reviewed by Council at their next scheduled meeting.**

## **(6) FINANCIAL REPORT**

### **6.1 FINANCIAL STATEMENTS**

After a review of the statements for January 2017 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the periods ending January 31, 2017 as prepared.

**CARRIED**

### **6.2 RESERVE & GEOTHERMAL LOAN TRACKER (JANUARY 2017)**

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 March 1, 2017 there was a balance owing of \$36,412.55 with \$15,000.00 of this due as a result of a water insurance claim. 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**

A response has been submitted by Silvano Todesco from the Strata Council and nothing further to update at this time.

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

The Committee provided correspondence to Council on February 21, 2017 that they have lost interest and do not wish to move forward with their proposal. The Strata Council will not be pursuing this change.

**(8) NEW BUSINESS**

**8.1 PARKING RULE (temporarily withdrawn)**

Strata Council discussed the Parking Rule which had been posted to the Ownership and feedback received at the Owner hearing as noted above in Section (1). The Strata Council had some adverse reaction to the wording in the new parking rule. Upon further review Strata Council agrees that the wording is ambiguous and open to various interpretations.

In light of this the Strata Council is temporarily withdrawing the new rule as presented and intend to make the wording more precise and will rely on parking Bylaw 12 (1-12) should any contraventions arise.

**8.2 DRIVEWAY REPAIRS**

At commencement of the meeting, Cassidy from Romanesque the original driveway contractor attended to discuss the issues arising with the driveway. It is apparent there is water sitting under the driveway and the Strata Council will obtain quotes to have an Engineer review where the water is coming from. If it is ground water only then another application may be required under the existing tiles to prevent the lifting. Romanesque will be providing a quote to Council.

**(9) TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 7:04 p.m.

**(10) NEXT MEETING DATE**

The next council meeting will be Wednesday, April 5, 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**