

*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

BUILDING MANAGER:

Dan Bregolis

(250) 258 9251

ASSOCIA

SERVICE CENTRE

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ASSOCIA B.C.

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SURREY, B.C. V3W 6Y3

PRESENT:

Brian Pedersen

Mike Kuziw

Cindy Weiss

Marc Whittlemore

Wayne Salisbury

Ralph Fege – via teleconference

REGRETS:

Leslie Fee

Marc Whittlemore

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.

(2) ADOPTION OF THE AGENDA

After 5 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 March 1, 2017 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- The monthly Fire Test/ Generator Test, weekly Fire Pump Tests Performed.
- Monthly Fire testing is done last Wednesday of every month at 10:30am. Request to purchase professional sign to be mounted in lobby. It was moved and seconded to purchase professional signage. **CARRIED**
- All garbage chute doors now currently close as per Fire Inspectors requirement. Of the 19 chutes, 7 have been replaced, 10 have new pistons. The other 2 are closing but to ensure they last the year the pistons should be replaced. Cost around \$100. It was moved and seconded to proceed with repair to final two. **CARRIED**
- 20th Floor Leak- Bradley Fire Protection assessed the repair. He can test the groove on the piping. He will replace the piping if needed. He was confident he can have the repair completed same day regardless if all the approx. 20' of piping needs replacing. His worst case estimate was \$2000. Plus around \$500 to insulate. They specialize in repair type work and are very familiar with the Victaulic fittings. They are sprinkler fitters

but it's all the same piping. 100-200sqft of ceiling will need to be removed. Steve and I can do that. Ideally a week in advance so they can have a better look to ensure they have necessary parts as they are not typically a stocked item. We will need Kimco attend for the

shut down and start up. It was moved and seconded to proceed with Bradley Fire.

CARRIED

- The "01" and "07" kitchen drain lines augured. A "01" unit had a garburator voluntarily removed at their expense at our request. It came with the unit, they did not install.

GARBURATOR'S ARE PROHIBITED

City of Kelowna Plumbing code BL10631 (3.8) states;

No person shall affix or install a household garbage grinder, garbage disposal unit or garburator of any nature or kind to any plumbing system so that the waste there from is discharged into the sanitary sewer system.

- Roof anchor inspection completed.
- Spring window clean scheduled for mid to last week of April.
- The ongoing mess left by what we assume are Falcon droppings; all the "05" decks below where it is perching are a mess as well as the 45' window wall. Cal from Everclear says they can pressure wash the decks and the wall approx. \$500. Now the snow is gone a few of the "05" units have enquired about clean up. The shock wire was not effective. We put up shiny ribbon on the deck railing of 1903 last Thursday which seems to have worked. It was moved and seconded to proceed with the power wash of that section. **CARRIED**
- **Due to Supplier cost increase the Garage Remotes are now \$60.**
- Gym equipment repairs required; Life Fitness treads \$2400, Octane \$500, Apollo universal gym cables \$900. Gym is functioning but the coating on the wire has cracked off in spots. It was moved and seconded to proceed with all repairs. **CARRIED**
- Driveway Repair has been completed. He will leave a bag of sand and will be back next week to check on.
- Parkade cleaning – It was moved and seconded to have Aqua Hot Wash to conduct the top floor of the parkade sweep and Dan and Steve will complete the first floor.
- Carpet cleaning will commence after parkade is fully cleaned.
- Landscaping equipment required and costs; Weed eater \$459 + tax, Blower is \$299 +tax, Mower \$799 +tax. The old mower will be moved to the first level to do the front the other mower doesn't need to be brought down the elevator. It was moved and seconded to purchase equipment on Saturday, April 8th to take part in the 20% off sale at Savoy Equipment. **CARRIED**
- Elevator One - Mid April ThyssenKrupp replaced the Power supply and CPU cards for the elevator. It continued to break down. In speaking with the lead repair guy he mentioned that they no longer manufacture the CPU cards we need. They use refurbished cards. He was going to enquire about upgrading costs. He said upgrading doesn't fall under maintenance so there would be a cost to us. On Friday the 24th they spoke with an engineer to troubleshoot. Addressed a voltage issue and a factory pinched wire. No problems since.
- Steve has a 20% discount at Byland's for May 1st and will be filling the planters with 6 perennials per planter \$250, soil 7 bags \$110, compost 7 bags \$110, replacing artificial shrubs with evergreens \$300 plus 3 large bags of peat moss \$40. It was moved and seconded to approve the expenditure on the condition the fake trees are replaced with the same size live ones. **CARRIED**
- Question regarding fridge line hookup. Appliance delivery will no longer hook up fridge line. Can owner install? No must be hooked up by a professional plumber due to previous leaks causing insurance claims.
- New lobby and elevator mats are required. Previous cost was \$800.00. It was moved and seconded to purchase the new mats.

- Tennis court has been pressure washed and net put back up. At the end of April the lights will be turned on for evenings and will turn off at 11:00pm.
- Lynx fencing will be providing a cost to fix bottom fencing that is curling up.

BIKE INVENTORY HAS BEEN UNDERWAY AND AFTER MAY 1, 2017 ALL UNCLAIMED BIKES WILL BE DONATED TO CHARITY.

AFTER MAY 1ST THE BUILDING MANAGERS WILL CONDUCT A REVIEW TO SEE IF ADDITIONAL RACKS CAN BE PLACED.

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 in order to have approved by your Strata Council.

4.2 BYLAW AND RULE CONTRAVENTION REPORT

On March 2, 2017 at 11:18pm security was called to attend SL 11 due to excessive noise. Upon arrival Security reported very noisy talking and a warning was issued. A second call was reported at 11:41am and occupants complied on second visit. Council voted unanimously to impose a fine in the amount of \$200 has been levied.

On March 10, 2017 at approximate 10:35pm security was called to attend SL 71 due to loud noise. Upon arrival security reported it took a few minutes for occupants to answer the door as they could not hear knocking. Warning issued and request was made to have guests leave. Occupants complied. Council President was excused from discussions and remaining Council voted unanimously to issue a formal warning.

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.

(5) CORRESPONDENCE

- Correspondence was received from SL 24 requesting to locate the fitness room to the main floor due to noise disturbance. The Strata Council considered the correspondence and will be obtaining a quote from Dannburg flooring to install quality rubber flooring. Building Manager confirmed additional insulation was put into the ceiling several years ago and will review if further insulation can be installed. Further discussions were deferred to the next meeting once quote has been received from Dannburg.
- Unit modification request was received from SL 18 to close in an empty space behind the upstairs loft bathroom and create storage. This would require an additional sprinkler line. After careful consideration the modification was approved with the condition that Troy Fire & Safety conduct the sprinkler work at Owner expense and supervised by Dan.
- Correspondence was received from SL 50 regarding a garburator installed in another unit and the possibility that there could be more in the building which is causing neighbouring drains to back up. Council would like to thank the owner for bringing this forward and one SL Owner has already removed their garburator that was installed by a previous owner. **City Bylaw has been noted above under Building Manager report.**
- Correspondence was received from SL 78 with various questions Re: March 1st Council Meeting:
- Quotes for an Engineer Review – where is the water coming from? **Not ground water was a drainage issue.**
- Based on the review is Romanesque satisfied with the report and will they honour any further repairs under the warranty based on the recommendation? **Final repairs were done at 50% of cost and warranty only for several more months.**
- Parking Tickets during driveway repairs. Can we be reimbursed? **No.**
- What is the cost to our Strata Corp for the current Lagoon reconstruction in front of The Dolphins Statue? There is no cost to the Strata Corporation. **The lagoon is maintained by the Delta Grand and the Boat Slips pay toward Lagoon repairs and there is contingency set aside for this project through Lagoon Waterways Budget.**
- Are there any future Lagoon Repairs planned and budgeted for? **No**
- Who maintains the cleaning of the Lagoon? Maybe we could suggest the removal of debris throughout the Lagoon System with the water level so low. **As noted above and suggestions were made from Sunset Council regarding debris removal throughout.**
- Re: Bylaw Convention Report dated February 8th with L16 (Unit 217 Shauna Rowell) did she attend to the meeting and what was the outcome? **This is a private matter between the Owner and the Strata Corporation.**
- Correspondence was received from SL 95 concerning the Falcon and later withdrawn at the disappearance of the Falcon.
- Correspondence was received from SL 128 regarding the illumination of the Sunset Waterfront entrance signage. Council will direct the building managers to source options.
- Correspondence was received from SL 77 regarding the fencing around the tennis courts as it requires repair. Building Managers will be directed to obtain quote for repair.

A reminder to Owners that all correspondence must be submitted to 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 February 2017 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the periods ending February 28, 2017 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (FEBRUARY 2017)

Contingency Reserve Funds Including GIC: \$787,855.82

Geothermal Reserve (in the bank) \$115,702.77

Geothermal Loan Outstanding \$2,109,967.44

Current portion of Loan Payable \$28,160.74

Equity in Geothermal \$437,847.59

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 \$22,169.11 with four units owing over \$1000.00. Legal action will now be commencing against those units.

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, 2016 AND IS DUE AND PAYABLE TO AVOID FURTHER PENALTIES.

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 LETTER FROM PRIVACY COMMISSIONAIRE

No further update at this time.

7.2 DRIVEWAY REPAIRS

After review of water causing tiles to lift it was determined to be a drainage issue and a drain application was required under the pavers and reset. Work has been completed at 50% reduced cost of \$28,350.00 including taxes. The invoice will be paid from the Contingency Reserve fund as an emergency expense.

7.3 PARKING RULE (temporarily withdrawn)

Parking Rule was temporarily withdrawn and Council will rely on parking Bylaw 12 (1-12) should any contraventions arise.

(8) NEW BUSINESS

8.1 SECURITY - COMMISSIONAIRES

Strata Council will be finalizing the static (stationary) guard for the summer months commencing June and currently reviewing hours for on-site security. The Community Manager has re-confirmed that mobile security and pool closing security contracts are in place and operational. Council was pleased with the detail of reporting from Commissionaires.

8.2 ELEVATOR – Safety Order No: SO-ED 2014-02

The Strata Corporation received notice from Thyssen Krupp of a safety order from the BC Safety Authority that required all owners of elevators equipment with emergency operations to comply with section 2.27.8 of the Code. Strata Council voted via email to approve the quote of \$3400.00 plus tax for Thyssen Krupp to bring the elevators into compliance. It was moved and seconded to ratify the email vote. **CARRIED**

8.3 KIMCO 3 YEAR SERVICE AGREEMENT

After Building Manager Dan scrutinized and negotiated a contract, the Strata Council reviewed the renewal proposal from Kimco Controls Ltd. It was moved and seconded to accept the 3 year agreement at a cost of \$2565.00 plus tax per year for 3 years for servicing of the mechanical systems. **CARRIED**

8.4 INSURANCE CLAIM (NEW)

On March 29, 2017 the Strata Council voted via email to direct Associa to file an Insurance claim on behalf of KAS2849 – Sunset Waterfront. A unit on the first floor had an ongoing leak from the water line in their fridge which has caused extensive damage to their cabinets, drywall and flooring. The Owner of the unit called in Okanagan Restoration and due to the Strata requiring a claim to be filed the Strata Council has requested a secondary quote.

Owners must be aware that there have now been two large claims this year and the premiums will likely increase.

8.5 TOWN HALL MEETING

The Strata Council has tentatively set a date for a town hall meeting for June 8, 2017. Further discussions has been deferred to the next meeting.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:55 p.m.

(10) NEXT MEETING DATE

The next council meeting will be Wednesday, May 3, 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