

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

**STRATA COUNCIL
2017/2018**

PRESIDENT

Brian Pedersen

VICE-PRESIDENT

Mike Kuziw

TREASURER

Cindy Weiss

AT LARGE

Marc Whittemore

Wayne Salisbury

Leslie Fee

Ralph Fege

COMMUNITY MANAGER:

Susie Czinger

A Licensed Strata Manager

susie.czinger@associa.ca

BUILDING MANAGER:

Dan Bregolis

(250) 258 9251

ASSOCIA

SERVICE CENTRE

1-877-591-6060

250-860-5445

abc.service@associa.ca

MAILING ADDRESS:

ASSOCIA B.C.

215-1511 SUTHERLAND

AVE. KELOWNA BC

STRATA WEBSITE

<https://kas2849.myassocia.ca>

PRESENT:

Brian Pedersen

Mike Kuziw (via teleconference)

Cindy Weiss

Wayne Salisbury

Leslie Fee (via teleconference)

Ralph Fege (via teleconference)

REGRETS:

Marc Whittemore

Susie Czinger, Associa British Columbia

Rachel Parker, Associa British Columbia

Dan Bregolis, Building Manager

(1) CALL TO ORDER

The meeting was called to order at 4:00 p.m. and a quorum was established.

(2) ADOPTION OF THE AGENDA

After one addition to the agenda it was moved/seconded to adopt the amended agenda. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting of September 6, 2017 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- Kimco replaced a leaking sensor in the booster pump.
- The monthly Fire Test/Generator test, weekly Fire Pump tests were performed.
- The Annual Fire Inspection is scheduled for October 10, 2017. Notices have been sent out advising Owners that in-suite access will be required.
- Fall window cleaning is scheduled to commence October 10, 2017.
- Due to backflow testing, there will be a water disruption on October 11, 2017 at 11:00 a.m.
- The outdoor pool will be closed October 10, 2017.
- Repairs were made to the column by the tennis court and caulking was done where the column and decks attach. Drains in the expansion joints were cleaned, stucco was patched and columns 3-7 were painted.
- Woodpecker hole on the 21st floor was repaired and the exhaust hut was painted.
- Repair work above stall 162 and 165 will be performed Tuesday October 10, 2017 by BC Concrete.
- New storage locker is ready for rental. The Community Manager to contact the next Owner on the waitlist.

Don't forget to tag your bike. If you do not have a tag, please see the Building Manager.

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.

(5) CORRESPONDENCE

SL72 submitted a unit modification request to replace the flooring, door/frames, paint update lighting, install cabinets in two closets as well as replace baseboards. Modification was approved by Council with a \$200 renovation charge.

SL78 submitted correspondence requesting if Council would be considering dryer vent clean. Quotes will be obtained and reviewed for spring 2018.

SL78 submitted correspondence requesting the Building Manager's duties and hours. Council wishes to inform Owners that a Building Manager is on site 7 days a week from 7:00 a.m. – 3:00 p.m. The Building Manager performs daily building maintenance duties.

SL78 submitted correspondence advising that someone had gain access to Sunset and then to Discovery Bay using the same fob. Strata Council would like to advise Owners that the systems for Sunset and Discovery Bay are very different and the same fob could never be programmed for both buildings. The person the Owner is referring to are the people who gather the bottles for the Loaves and Fishes Charity as the garbage contractor does not take them. This same Owner requested information regarding the procedure and security of the fob system. The building manager confirmed that, before the purchase of additional fobs an owner must review all fobs currently held with building manager and fobs that have been inactive for at least 6 months are deactivated and removed from the system. Building Manager confirmed that fobs are only provided to Owners unless written confirmation is received to provide to tenant.

SL126 submitted correspondence regarding a towing incident. The Strata Council has taken these concerns into consideration. **Owners are reminded that your parking pass must be displayed on the dash of your vehicle at all times when a guest is parked in the visitor parking stalls as stated in the rules and parking signs.**

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 their 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.

(6) FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

After a review of the statements for August 2017 and report from the President and Treasurer, it was moved and seconded to approve the financial statements for the period of August 30, 2017 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (SEPTEMBER 2017)

Contingency Reserve Funds Including GIC: \$810,445.09
Geothermal Reserve (in the bank) \$121,090.57
Geothermal Loan Outstanding \$2,022,233.92
Current portion of Loan Payable \$66,262.37
Equity in Geothermal \$384,440.45

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of October 4, 2017 there was a balance owing of \$14,592.99. 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 BYLAW 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.

Bylaw contraventions are subject to fines up to the amount of \$200.00

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 LETTER FROM PRIVACY COMMISSIONER

Strata Corporation is providing further information as requested by Privacy Commissioner and awaiting inquiry date.

7.2 CRT DISPUTE

Strata Council is awaiting contact from a case manager. No further update at this time.

7.3 NEW FLOOR IN GYM

The new gym flooring is in the process of being installed.

(8) NEW BUSINESS

8.1 YEARLY FINANCIAL REVIEW FOR BANK LOAN

The Strata Corporation must have a financial review of the books done at the end of each fiscal year. As this is the last year for the contracted price with RHN the Community Manager has requested a new quote for another 5 year term. Further discussion deferred until quote received.

8.2 GEOTHERMAL LOAN RENEWAL

The Strata Corporation is currently awaiting renewal terms from Versa Bank. Further discussions deferred to next Council Meeting.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:30 p.m.

(10) NEXT MEETING DATE

The next Council Meeting will be November 8, 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 SCHEDULED FOR JULY 11, 2018