

*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*

COMMUNITY MANAGER:
Susie Czinger
A Licensed Strata Manager
susie.czinger@associa.ca

BUILDING MANAGER:
Dan Bregolis
(250) 258 9251

ASSOCIASERVICE CENTRE
1-877-591-6060
250-860-5445
abc.service@associa.ca

MAILING ADDRESS:
ASSOCIA B.C.
215-1511 SUTHERLAND
AVE. KELOWNA BC

REGISTER FOR TOWNSQ
[hhttps://www.townsq.io/](https://www.townsq.io/)

PRESENT:

Brian Pedersen
Mike Kuziw
Wayne Salisbury

REGRETS:

Marc Whittemore
Leslie Fee
Cindy Weiss

Susie Czinger, 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 approve the agenda as presented. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting held April 4, 2018 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- The combustion blower motor in the roof make up air system is being replaced due to noisy bearings. This is being done under warranty by Kimco on Friday as the motor was replaced in June of 2017.
- The page amp was reinstalled yesterday. The is a "tone amp trouble" on the panel today that will need to be looked into.
- Monthly Fire alarm and fire pump tests performed. Annual generator test done.
- On-Site security guard will be posted for May long weekend and fulltime on-site guard for summer will commence June 22, 2018.
- Window cleaning is completed. They also cleaned dryer vents, augered 2 plugged roof drains and filled bird holes. Although the woodpeckers were back pecking as soon as they left. We also replaced 11 cracked windows. There are 4 remaining. 3 can be done without the window cleaners, one will require them. The glass is on order but is delayed due to a problem with the tempering machine at the glass plant.

- In-suite Fire Inspections will be scheduled sometime in the near future.
- **Parkade Cleaning has been scheduled for May 8th and May 9th. On May 8th the upper floor will be done and all vehicles must be out of the building and on May 9th the lower floor will be done and all vehicles must be out of the building. The Building Manager and Community Manager will issue notices to all Residents but in the meantime please schedule to have your vehicle out of the parkade by 9:00am on the day your level will be done.**
- Gutter Pro has been approved to install an eave above the lobby entrance and will attend as time allows.
- The outdoor pool and deck area has taken up most of time the last few weeks. The pool bottom had more flaking than usual. The pool has been painted and the stairs repaired and grouted. I think at some point in the next year or two major repairs should be made. The deck also has more cracks and a lot of spider cracking that again will need to have some form of major repair soon. I have pressure washed extensively to remove old flaking sealer and applied xylene to renew finish and remove greying/ chalking. If you apply sealer too frequently you get a buildup which causes problems. I sealed last two years so may not seal this year.
- I spoke with Ok Diversified Concrete specialists regarding 3rd level. He said when you have concrete sitting on a membrane like ours there will be problems. As the concrete may be always be sitting in moisture if it does not drain properly. The moisture can wick to the surface and with repeated freeze/ thaw like we experienced this year causes surface damage. He says because of this sealing the surface may not prevent damage. He says epoxy coatings will fail also for that reason as well as they are not UV protected. He says the membrane itself has a life of 20-25 years at which point the concrete would need to be removed and a new membrane installed. He suggested paving stones. I am trying to get another quote to replace concrete on lagoon walkway. The fellow I was trying to get a quote from is not showing up.
- The Backflow repair will again be rescheduled as parts have not yet arrived.
- Building manager advised that he will be purchasing the snow blower shortly.
- New artificial trees have been purchased and will be installed when they arrive.

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 Associa Homeowner Access and please email susie.czinger@associa.ca to be provided to Council for their approval.

(5) CORRESPONDENCE

On April 19, 2018 the Building Manager provided a warning to a dog owner in SL 25 that allowed their dog to urinate on the paving stones in front of the main entrance. Any future incidents will result in fines being levied without warning.

On April 25, 2018 at 1:32am security was called to attend SL 13 in response to a noise complaint. Upon arrival security reported loud conversation and laughing/music. The owners were notified by the Building Manager of the complaint. As this was a second offence a fine in the amount of \$200.00 has been levied against the strata lot.

Correspondence was received from SL 78 regarding various items as follows and responses are provided herewith.

Correspondence was received from SL 8 very concerned that an accusation of a boat slip being a condition of their sale. They requested that Council address the owner accordingly as at no time did they have a slip as part of the purchase of their unit but rented one from an owner for the season. The following season they were successful in the boat slip lottery and won their slip fair and square. Very offended that they are reading to the contrary in the minutes. **The Strata Council would like to remind Owners when sending in correspondence it is important that all concerns are factual and not fictitious. In future if Council feels that correspondence demeans or defames any individuals it will not be in the minutes or responded to.**

Correspondence was received from SL 44 requesting the forum feature be made available on the new Strata Website. **The Strata Council would like to advise Owners this feature has never been activated on any of the previous websites as it requires administrative duties by Strata Council members and they do not wish to be subject to accusations of privacy and/or misconduct.**

Correspondence was received from SL 78 requesting the forum feature be made available on the new Strata Website. **The Strata Council would like to advise Owners this feature has never been activated on any of the previous websites as it requires administrative duties by Strata Council members and they do not wish to be subject to accusations of privacy and/or misconduct.**

Correspondence was received from SL 78 requesting the finalized documents for the geothermal loan renewal. **The final documents have not been received from the bank at this time. The Strata Council will provide information in the minutes to all owners when received.**

Correspondence was received from SL 78 requesting the guest suite for 3rd level be re-visited. **As the facilities that would be used for the guest suite are not private and subject to liability, the Strata Council does not feel this is in the best interest of the Owners and will not pursue.**

Correspondence was received from SL 77 outlining concerns of trip hazards along the walkway in front of the Lagoons, enhancing tower hallways and resurface of walkway in front of the building. **As this is not Sunset property the Community Manager was directed to inform the Lagoons Strata that they are responsible for the trip hazards and the liability it poses. The enhancement of the tower is not in the operating budget and Council will review the re-surface of the walkway.**

Unit modification request was received from SL 3 to renovate their kitchen and do touch ups in their bathroom. **The Strata Council approved the modification and assessed a \$100 move in/out fee. The Community Manager will provide the formal written authorization to the owner.**

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.

IF SECURITY IS 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 250-860-5445 or scan and email susie.czinger@associa.ca.

(6) FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

After a review of the statements for March 2018 and report from the President. It was moved and seconded to approve the financial statements for the period of March 31, 2018 as prepared.

CARRIED

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (MARCH 2018)

Contingency Reserve Funds Including GIC: \$862,026.31

Geothermal Reserve (in the bank) \$119,820.84

Geothermal Loan Outstanding \$2,023,226.43

Current portion of Loan Payable \$22,835.61

Equity in Geothermal \$427,291.47

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of March 7, 2018 there was a balance owing of **\$5466.03**.

PLEASE NOTE THE STRATA CORPORATION BYLAW OF \$300 ANNUAL RENTAL USER FEE IS DUE AND PAYABLE AS OF JANUARY 1ST. PLEASE MAKE YOUR PAYMENT ONLINE OR VIA CHEQUE MADE PAYABLE TO KAS2849 – SUNSET WATERFRONT RESORT.

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 fines applied to their account as well as sent to legal for further collection action. 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. If 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

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 LETTER FROM PRIVACY COMMISSIONER

There has been no update since the Strata Corporation's submittal.

7.2 CRT DISPUTE

There has been no update and Council will advise Owners if anything is received.

7.3 PARKADE CLEANING

As noted under building manager's report the parkade cleaning has been scheduled for May 8 & 9, 2018 8am – 4pm.

7.4 LAGOON WATERWAYS BUDGET MEETING

After the approval of the Lagoon Waterways budget which was distributed at the meeting held on March 27, 2018, there was a call to the participating Strata Corporations to vote via email to approve the 2018/2019 budget. The expenses for the Lagoon waters has increased. For Sunset Waterfront the budget from last year of 23,987 has increased to 25,709. It was then moved and seconded to increase the boat slip charges for 2019 to 2150.00 to cover the increase. **CARRIED**

Alert Boaters: the season fee for 2019 for your slip will be \$2150.00

(8) NEW BUSINESS

8.1 INSURANCE APPRAISAL

Insurance appraisal year 2 update has been received and sent to BFL. Property value increased from 65,100,000 to 69,983,000. The Strata Council will ensure that insurance coverage is bound at this value.

8.2 ANNUAL GENERAL MEETING – JULY 11, 2018

Council will be reviewing resolutions and draft budget at the next Council meeting.

8.3 BOAT SLIP LOTTERY

The Strata council held the boat slip lottery at the end of their meeting. There was one slip that became available and 8 eligible entrants. Congratulations to SL 66 you won slip 29 this year. Enjoy the season.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:46pm

(10) NEXT MEETING DATE

The next Strata Council Meeting will be June 6, 2018 in the Sunset Meeting Room.

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