

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

**STRATA COUNCIL
2018-2019**

PRESIDENT
Brian Pedersen

VICE-PRESIDENT
Marc Whittemore

TREASURER
Cindy Weiss

AT LARGE
*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
<https://www.townsq.io/>



PRESENT:

Brian Pedersen
Marc Whittemore
Cindy Weiss (via teleconference)
Wayne Salisbury

REGRETS:

Leslie Fee

Susie Czinger, Associa British Columbia
Dan Bregolis, Building Manager

(1) CALL TO ORDER

The meeting was called to order at 4:01 p.m. and a quorum was established.

(2) ADOPTION OF THE AGENDA

After two additions to the agenda, it was moved and seconded to approve the agenda as amended. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

A correction was required to section 5 Correspondence. Noise complaint were received regarding SL 70 not 90 as noted in the minutes. It was moved and seconded to adopt the Minutes noting the correction for the Council Meeting held February 6, 2019 as distributed. **CARRIED**

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- Received complaints regarding noise from the fitness room in the evenings. A notice will be posted for users to handle weights with care while in the gym and refrain from dropping weights as it does disturb the surrounding units.
- **The page AMP continues to be a challenge. Troy Fire and Safety provided a quote in the amount of \$3,167.00 which includes 1-year warranty. It was moved and seconded to have the page AMP brought in as soon as possible and installed.**

CARRIED

- Thyssen Krupp was called three times in February regarding the elevator door opening and closing. Unfortunately, there was no determining the cause. Building Manager will continue to monitor.
- Circuit board in steam room has been replaced and the steam generator is currently working well.

- Fire pump and generator tests have been performed.
- Monthly Fire Alarm test is scheduled for mid-March
- Water leak in 2nd level hallway ceiling next to indoor pool was cause of a failed tub overflow gasket in SL 30. The gasket has now been replaced.
- **Window cleaning has been scheduled to start on April 16th.**
- **Parkade cleaning will take place on May 1st and 2nd commencing with P2. Vehicles will need to be removed from the building from 8:00am until 4:00pm unless otherwise advised by 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 Associa Homeowner Access and please email susie.czinger@associa.ca to be provided to Council for their approval.

(5) CORRESPONDENCE

SL 103 – Submitted a request for unit modification which was approved with a \$200 move in/out fee assessed. The Community Manager was directed to provide formal written authorization to the Owner as soon as possible.

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 January 2019 and report from the Treasurer. It was moved and seconded to approve the financial statements for the periods ending January 31, 2019 as prepared.

CARRIED

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (JANUARY 2019)

Contingency Reserve Funds Including GIC: \$934,995.13
Geothermal Reserve (in the bank) \$134,580.06
Geothermal Loan Outstanding \$1,933,109.75
Equity in Geothermal \$402,453.41

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of February 6, 2019 there was a balance owing of **\$36,690.82**. The breakdown is as follows:

Outstanding Strata Fee Amounts:	\$ 10,552.26
Annual Rental User Fee:	\$ 7,800.00

Reminder notices are issued monthly which also costs the Strata Corporation to issue. Two units are now in jeopardy of liens being placed.

New Collection Fee effective April 1, 2019.

Effective April 1, 2019 if an account is over due by 30 days for Strata Fees and/or Levies a process for collection fee of \$10.00 per month will be applied to your Strata Lot. This fee will not be paid by the Strata Corporation but you as the Owner in accordance with the amendment to the Agency Agreement. Please see attached FAQ sheet attached to these minutes.

Owners who would like to review their account and set up pre-authorized payment are requested to contact Associa 250-448-0044 or via email kelownaoffice@associa.ca.

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.

UNPAID AMOUNTS ARE SUBJECT TO BYLAW CONTRAVENTION FINES IN THE AMOUNT OF \$200.00 BEING LEVIED.

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 Community 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.

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 GUEST SUITE PROPOSAL – POSTPONED TO AGM

Council reviewed further information and the proposal from the Guest Suite Committee.

Unfortunately, the Strata Council still has further questions that require answers and costs to be disclosed and therefore this will now be postponed to the Annual General Meeting in July for Ownership vote.

7.2 VARIABLE FREQUENCY DRIVES

Item as reported under the Building Manager report, Kimco submitted a quote in the amount of \$10,503.00 to supply and install ABB variable Frequency Drive for pumps 7 & 8. The Building Manager is seeking other quotes for replacement. This item deferred to the next meeting.

(8) NEW BUSINESS

8.1 INSURANCE CLAIM – COMMON – SPRINKLER LINE BURST

On February 8, 2019 at approximately 5:00pm the strata were alerted of water from a common fire sprinkler line which burst between the walls on the third level. The leak affected 6 units and a Strata Insurance claim was filed. The work is in progress and the Strata Council would like to thank the owners for their patience. If restoration and/or the strata adjuster are not responding it is recommended you email Susie Czinger at Associa to assist with getting the appropriate communications regarding your strata and claim status.

The Strata Deductible is \$15,000.00 and it was moved and seconded to pay the deductible from the Contingency Reserve Fund as an emergency expenditure. **CARRIED**

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:45 p.m.

(10) NEXT MEETING DATE

The next Strata Council Meeting is scheduled for April 3, 2019 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 10, 2019