



Aria Apartment Homeowners Corporation  
Board Meeting Minutes  
Held Via Zoom  
May 11, 2026 @ 4:00pm  
**<https://3ariacondos.site>**

**1. Call the meeting to Order**

The meeting was called to order at 4:05pm.

**2. In Attendance**

Karen Luniw, Susie Farmer, Sandi Atkinson, Susan Jones, and for Coldwell Banker Strata Manager- Judith Gregson.

Regrets: Trish Fenton, Joanne Kurtzke, Tennille Jackson.

**3. Approve the Agenda**

Motion made to approve the agenda as amended. Seconded and upon vote, **carried**.

**4. Approve the minutes to the B.O.D. meeting of April 16th, 2026**

Motion made to approve the BOD meeting minutes of April 16th, 2026. Seconded and upon vote, **carried**.

**5. Approve Financials up to Feb/March 2026**

Motion made to approve the financials to Feb/March. Seconded and upon vote, **carried**.

a) **Treasurer Comments (Trish Fenton):** None at the time of the meeting.

**6. Presidents Report (Karen Luniw):** No items at the time of the meeting

**7. Vice-President's Report (Joanne Kurtzke):** No update at the time of the meeting

**8. Secretary Report (Susie Farmer):** No Items at the time of the meeting

**9. Committee Discussions**

*If you are interested in volunteering in one or more of the following committees, please complete the form on the aria website <http://3ariacondos.site/>.*

**a) Landscaping**

Board Liaison: Sandy Atkinson and Susie Farmer

Members: Karen Luniw, Lila Constantin.

Discussion: Landscaping improvements are almost complete.

**b) Parks/Gazebo**

Board Liaison: Sandy Atkinson and Susie Farmer

Members:

Discussion: Discussions regarding Parks/gazebo are ongoing

**c) Social**

Board Liaison: Sandy Atkinson and Susie Farmer

Members:

Discussion: Date for another social event has yet to be determined.

**d) Bylaws and Rules**

Board Liaison: Susie Farmer and Susan Jones

Members:

Discussion: No report at the time of the meeting.



Aria Apartment Homeowners Corporation  
Board Meeting Minutes  
Held Via Zoom  
May 11, 2026 @ 4:00pm  
**<https://3ariacondos.site>**

e) **Fire Smart Safety**

Board Liaison: Joanne Kurtzke

Discussion: No report at the time of the meeting. Participation in the fire smart program is deferred to the incoming B.O.D. for 2026/27.

**10. Annual General Meeting Approved Projects**

a) **Exterior Painting**

The exterior painting project is progressing as planned.

b) **B1 & B2 Fire Panels**

The process for installing the new fire panels B1 & B2 is being finalized.

**11. Annual General Meeting Planning (Resolutions)**

- i. **Call for Nominations:** Owners who wish to stand for board membership are asked to please contact the strata manager.
- ii. **Date/Time**  
June 3rd, 2026, at 5:30 with sign in at 5:00pm.
- iii. **Location**  
West Kelowna Yacht Club
- iv. **Preliminary Budget**  
The preliminary budget has been reviewed by the B.O.D. for presentation to the owners at the AGM .
- v. **Depreciation Report**  
The proposal to update the Depreciation Report will be presented to the owners for approval at the AGM.
- vi. **Bylaw Updates**
- vii. Updates to the following bylaws for Aria have been reviewed by the B.O.D. for presentation to the owners at the AGM: smoking, visitor/extended parking, move in/out pertaining to elevator usage, vehicle/roads/parking, affixing items within common areas pertaining to holiday lighting, and Board Member's Code of Conduct.
- viii. **Elevator Hydraulic Oil**  
The funding to replace the hydraulic oil for all three of Aria's elevators will be presented to the owners for approval at the AGM.
- ix. **Elevator Doors**  
The funding and planned replacement process of all three elevator door operators as proposed by TKE will be presented to the owners for approval at the AGM.
- x. **Electrical Planning Report**  
A proposal for an electrical planning report mandated for completion by Dec 31 2028, will be presented to the owners for approval at the AGM.
- xi. **Additional Cameras to Cover Blind Spots**  
A proposal to install additional cameras will be presented to the owners for approval at the AGM.
- xii. **Carpet Cleaner**  
A proposal to purchase a commercial carpet cleaner will be presented to the owners for



Aria Apartment Homeowners Corporation  
Board Meeting Minutes  
Held Via Zoom  
May 11, 2026 @ 4:00pm  
**<https://3ariacondos.site>**

approval at the AGM.

**xiii. Big Equipment, lawnmower**

A proposal to sell the unused lawnmower will be presented to the owners for approval at the AGM.

**12. Old Business**

**a) Administration**

**i. NA**

**c) Maintenance**

**i. Carpet Repairs/Stains/Cleaning**

The carpet cleaning of all buildings has been completed with positive accolades from residents.

**ii. New HVAC Contract**

Motion made to engage RAMTECH as the HVAC Contractor for Aria. Seconded and upon vote, **carried**.

**iii. Glass Recycling**

Upon review it has been determined that the implementation of glass recycling program is not to be a viable option at this time.

**iv. Janitorial Contract**

The negotiations for a new Janitorial contractor have been deferred to the incoming B.O.D for 2026/27.

**13. New Business:** No new business at the time of the meeting

**a) Correspondence**

**b) Administration**

**c) Maintenance**

**d) Landscaping/Irrigation**

**14. In Camera:**

NOTE: New Complaints that are received are reviewed weekly in most cases.

- a)** Lot #89 Noise: Sound testing will be scheduled. Update, sound scheduling has been placed on hold until further notice.
- b)** Lot 14 balcony glass 2 pieces missing. Notification sent.
- c)** Lot 98 (parking stall 21-B2) oil leak/cardboard in parking stall. Notification sent.
- d)** Lot 49 (2 concerns) noise. Notification sent. CLOSED
- e)** Lot 39 propping door open. Notification sent. CLOSED

**Bylaw 5.(b)(i)** Following a letter of warning, and unless otherwise stated in the by-laws, the fine for violation of the by-laws or any rules and regulations established by the Directors or committee of the Homeowners' Corporation is \$100.00 per violation;

**(ii)** Unless otherwise stated in the by-laws or rules and regulations, outstanding fines for violations are payable for each month the fine is outstanding and will increase in proportion of the following schedule;

Month      Fine      Total Due



Aria Apartment Homeowners Corporation  
Board Meeting Minutes  
Held Via Zoom  
May 11, 2026 @ 4:00pm  
**<https://3ariacondos.site>**

1 <sup>st</sup>	\$100.00	\$100.00
2 <sup>nd</sup>	\$100.00	\$100.00
3 <sup>rd</sup>	\$100.00	\$100.00

**(iii)** Unless otherwise stated in the by-laws or rules and regulations. Fines for the 2<sup>nd</sup> and subsequent violations of the same by-law or rule by the same person are cumulative and as follows ( to maximum of \$2,000.00/month):

- 2<sup>nd</sup> violation \$250.00
- 3<sup>rd</sup> violation \$500.00
- 4<sup>th</sup> violation \$1,000.00
- 5<sup>th</sup> violation \$2,000.00

**15. Date of the Next Meeting:** AGM

The next Board Meeting will be scheduled following the AGM of June 3, 2026.

**16. Termination**

The meeting was terminated at 6:00pm.

**IN THE EVENT OF AN EMERGENCY:**

**First call the appropriate authority if needed (Police, Fire or Ambulance) and then call Coldwell Banker Horizon Realty at 250-860-1411. (24/7)**

- **Provide the following information:**
- **Your name**
- **Your phone number**
- **Your complex name**
- **Your address**
- **The name of the strata manager for your property**
- **Details of the emergency**

**A strata manager will call you back.**

***If your call is not deemed an emergency, your message will be returned on a regular business day.***

**ACCESS TO ARIA WEBSITE BY RESIDENTS:**

Residents are reminded of the website address for Aria which contains request forms, and building information it is not protected by password:

**Forms for:**

- i.** Move-in/out.
- ii.** Enter phone updates.
- iii.** Fob replacement/additions.
- iv.** Visitor parking pass replacement/5-day extended parking pass.
- v.** Appliance or furniture delivery.



Aria Apartment Homeowners Corporation  
Board Meeting Minutes  
Held Via Zoom  
May 11, 2026 @ 4:00pm  
**<https://3ariacondos.site>**

- vi. Unit alteration requests.
- vii. Concern Form.

**Information regarding:**

- viii. Building insurance policy
- ix. Building bylaws
- x. Building rules

**\*THE FOLLOWING COMPLAINTS ARE A REGULAR SUBMISSION TO THE B.O.D. OF DIRECTORS:**

- cupboard. doors and drawers being slammed,
- closet door/doors being slammed.
- heavy footsteps,
- stomping,
- loud music,
- loud TV.
- loud voices often described as yelling.
- items being dropped.

The reports of these types of noise complaints are usually happening throughout the day and often during quiet time and can best be described “**as everyday living noise.**” With this in mind all residents are requested to be aware of how sound travels, for Aria is between floors rather than from side to side. It is suggested that cupboard doors and drawers be gently closed rather than giving them a push to close and that the felt or silicone noise reducing “buttons” on the inside of the cupboard doors and drawers be replaced. Gently close doors, keep the level of music and the TV to an audible level, turning the volume up to compensate for any other noise in your unit increases the noise transfer to the unit below. Place area rugs in high traffic areas or under rolling chairs and wear soft soled shoes when at home. These suggestions are made with the hope that the noise transmission from one unit to another will lessen, along with the complaints. Community living requires community involvement.

**REMINDER OF QUIET TIME HOURS; Between 10 p.m., and 8 a.m., 7 days a week.**