



**Sonoma Pines Homeowners Management Ltd.
Board Meeting Minutes
May 2, 2019**

NAMES	PORTFOLIO	REPORT TO COUNCIL FOR:	PHONE	EMAIL ADDRESSES
Bryon Dickie	Chairman	▪ WFN, Coldwell Banker, Pihl Law	250-864-1040	bryondickie@shaw.ca
David Reid	Vice Chairman	▪ Maintenance	250-826-3751	davidr.strata@gmail.com
Brenda Evans	Secretary	▪ Communications & Landscaping	403-803-4334	bevanssonomapines@gmail.com
Bob Scruton	Director	▪ Safety & Security	250-707-4677	b_scruton@telus.net
Michael Trenn	Director	▪ Irrigation	250-768-7207	matrenn1@gmail.com
Tom McEwen	Director	▪ Clubhouse/ Social Committee	250-768-3439	tommc.strat@gmail.com
Terry Cross	Treasurer	▪ Finance	250-768-3172	terrycross.sp@gmail.com

NAME	PORTFOLIO	PHONE	EMERGENCY	EMAIL
Mike Makin	Strata Manager	250-860-1411	250-860-1411	mmakin@kelownarealestate.com
Katelyn Peters	Unlicensed Assistant	778-754-7929	250-860-1411	smassistant@kelownarealestate.com

Past minutes of meetings may be found on the Sonoma Pines Website at www.sonomapines.info

Location: Clubhouse, 3999 Sonoma Pines Drive, Westbank, B.C.

Call to Order

The meeting was called to order by Bryon Dickie at 9:00 a.m.

Attendance

On behalf of Sonoma Pines Homeowners Association:

Present: Bryon Dickie, David Reid, Terry Cross, Tom McEwen, Michael Trenn

Absent: Brenda Evans, Bob Scruton

1) **Approve the Agenda:** The following items were added to the agenda and there were no in camera discussions:

Under Old Business:

- Depreciation Report

Under New Business:

- Meeting with WFN/Open House
- Rezoning Application Letter

MOTION: The agenda to be approved as amended.

Seconded and CARRIED with all in favor.

2) **Previous Minutes:**

MOTION: The minutes for the Board Meeting of April 12, 2019 be approved.

Seconded and CARRIED with all in favor.

3) **Correspondence:** There was no outstanding correspondence at the time of the meeting other than what is discussed in other parts of this agenda.

4) **Committee Reports:**

- a) **Clubhouse Committee:** report attached
- b) **Communication Committee:** No report was provided for this meeting
- c) **Finance Committee:** No report was provided for this meeting.

MOTION: Be it resolved that the Board approves the year end March 2019 financial statements.

Seconded and CARRIED with all in favor.

- d) **Landscape Committee:** nothing to report
- e) **Irrigation Committee:** report attached. As the irrigation has now been turned on for the season, a number of problems have surfaced. The Board would like to thank the members of the Irrigation Committee for their support in helping out in the community with some leaking and other issues in evening and weekend hours during this busy time.
- f) **Maintenance Committee:** report attached
- g) **Safety & Security Committee:** report attached
- h) **Social Committee:** nothing to report. The Board would like to thank the Social Committee for offering to replace the carpet and tile in the Clubhouse.
- i) **Welcome Committee:** report attached

5) **Community Services Coordinator Report:** The CSC gave a short report to the Board on some of the issues that he has been dealing with during the past month including:

- 1) Asahi Contracting Ltd. is working on fixing the broken irrigation lines.
- 2) Introductory CPR/AED course

6) **Alteration Agreements**

MOTION: The Board approves the following new alteration applications.

Seconded and CARRIED with all in favor.

- a) **2150 Talavera Place**- installation of paving stones
- b) **2185 Alvarado Trail**- Installation of an awning and privacy screen
- c) **3839 Sonoma Pines Drive**- installation of a privacy screen
- d) **2094 Candalera Place**- installation of hot tub
- e) **2085 Candalera Place**- installing a fireplace in their living room
- f) **3705 Sonoma Pines Drive**- installation of solar tube

7) Alteration Agreements – Deferred

MOTION: The Board approves the following alteration applications which were previously deferred.

Seconded and CARRIED with all in favor.

- a) **2380 Mesa Vista Court**- installation of hot tub
- b) **2235 Terrero Place**- landscaping alteration + installation of paving stones
- c) **2187 Alvarado Trail**- installation of cedar arbor

8) Old Business:

- a) **Single Family Home Inspection:** For purposes of clarity, the reason the Board asks homeowners to submit an alteration application when painting their homes is so that the Board can ensure that community standards are maintained.
- b) **Depreciation Report:** The Board President is in the process of obtaining an updated depreciation report as the last one was completed three years ago.

9) New Business:

- a) **Insurance Committee:** The Board is working on establishing an Insurance Committee for next year's renewal. If there are any volunteers for the committee who have insurance experience please contact the property manager.
- b) **Annual General Meeting May 15, 2019:** Just a reminder to all homeowners that the Annual General Meeting will be May 15th at the Westbank Lions Community Centre. At the meeting the Board will be looking for any volunteers who may be interested in joining the Sonoma Pines Board.
- c) **Real Estate Inspection Discussion:** Periodically the Community Services Coordinator receives inspection reports from new owners arranged by realtors during the purchase/sale of a house. The realtors will sometimes advise the new owners that Sonoma Pines will correct any deficiencies described in the report. This is not true and please do not send these reports to the Community Services Coordinator. It is acceptable to bring to the Board's attention specific items from the report that the owner may feel are the responsibility of Sonoma Pines. If the Board agrees, work will be scheduled when time and funds are available.
- d) **Meeting with WFN/Open House:** Dave Reid, Bryon Dickie, Kelvin Bishop and Rob Taylor attended a meeting with WFN to discuss traffic, access and legal concerns regarding the proposed new development on lot 348-3.
- e) **Lot 348-3 Rezoning Application Letter:** The Board reviewed a draft letter to go to homeowners highlighting issues and concerns and encourages all homeowners to use the draft letter as a template in communicating their thoughts and objections to WFN.

10) In Camera: There was no in camera discussion for this meeting.

11) Termination

The meeting was terminated at 10:16am

12) Next Board Meeting

Board meetings are generally held on the first Thursday of every month; at 9:00am. Owners are welcome to attend these meetings as observers. Homeowners wishing to address the board should submit a request to Coldwell Banker 2 weeks in advance of the meeting in order to be added to the agenda.

The next Board meeting will be **June 6th, 2019**.



Sonoma Pines Homeowners Management Ltd.

**Clubhouse Management Committee Meeting
Minutes**

When: Tuesday April 16, 2019

Where: Clubhouse Boardroom

Time: 7 Pm

Present: Tom McEwen, Lorna Wright, Jean Scheidl, Marshall Wolski, Jerry Tonn, Ivars Dravinskis, Charlie Milazzo, Gerry Tonn, Allan Brown

Regrets: Gary Sears, Abbas Dharamsi

1. Update on Clubhouse settling issue

Tom Updated the Committee on progress being made with Rykon. Currently drilled soil samples have been taken for analysis. Cameras have being inserted into perimeter foundation drain tiles to check for blockage or damage. Currently waiting for a report from engineer to determine next steps.

2. Procurement of Carpet Cleaner/storage

It was discussed and agreed to defer the purchase of a carpet cleaner seeing Jean and Lorna are seeking quotes for laminated flooring in the games room and ballroom this may include the dance floor which is showing wear and tear and may be financially prudent to replace the flooring with laminated rather than refinishing it.

3. Purchase and installation of First Aid Kit in Lower foyer.

Tom to speak to Blake (CSC) to purchase and install First Aid Kit in the foyer of the gym near the AED.

4. AED training for Community Homeowners.

Discussion was held on training Homeowners in the use of AEDS located in the upstairs and lower level. Al Brown provided background information from the last go around which had low attendance from the community.

Bob Scruton has reached out to a certified trainer who will put on the course for fee. Social Committee was asked to fund the fee however, kindly declined at this time. More information needed before Lorna can take the request to Social Committee for consideration

Director Bob Scruton to provide information on future dates for the course.

5. Net Proceeds from Social Committee Events

Tom asked Social Committee Chairperson on what plans the SC has to expense accumulated funds. No plans in place until Clubhouse repairs are completed.

6. Mishap in Gym and Ballroom.

Tom discussed the incident in the Ballroom and Gym with Management Committee Members. It is the responsibility of all homeowners using the gym or Clubhouse in general to report any safety issues to the Chairperson or Community Services Coordinator immediately.

7. Carpet tile replacement

See #2 above.

8. Clubhouse inventory

Lorna and the Social committee will conduct the yearly inventory and report back to Management Committee next meeting.

9. Addition to the agenda/gym equipment

Ivars reported some of the upholstery on the equipment needs refurbishing. Tom will speak to Blake to source vendor.

Ivars suggested we sell some of the medicine balls and other surplus gym equipment at the upcoming garage sale. Supported by Al Brown. Ivars asked if he could dispose of old gym waivers, committee agreed seeing theres no value in retaining them.

10. Installation of Motion Sensors

Motion sensors are now installed in the upper and lower washrooms that may require adjustment seeing there over sensitive. Tom to talk to Blake about adjustment of sensitivity and duration of time on and time off.

Next meeting when scheduled.

Tom McEwen
Chairperson/Director
Sonoma Pines Community
Clubhouse Management Committee

Irrigation & Water Conservation Committee

MONTHLY MEETING MINUTES

APRIL 29th, 2019 AT 3999 SONOMA PINES DRIVE

Present: Gary Sears, Brent Voss, Blake Elsasser, chair Mike Trenn

Guests:

1. Call to Order: 11:10am
2. Adoption of April 12th 2019 minutes MSC
 - a. Note: the draft minutes will be sent to committee members via email for review and then will be adopted prior to next meeting.-Committee members to forward amendments and/or approval via email.
3. Financial Report – by Mike Trenn
 - a. 2018 Budget
 - i. 2018 budget purchases:
 1. 25 rain sensors 25 have been purchased and 10 have been installed.
 2. Control clocks – clock 4 has been switched out.
 3. Reconnaissance of battery clock wiring. Blake to continue to coordinate with Doug of Evergreen for field investigation of battery clock locations. Replacement to efficient heads and non-draining heads – to come as time permits.
 4. Our 2018 is basically expended as the 2018 budget included some start up repairs by Asahi (2019 budget has not been approved as yet)
 - b. Budget 2019/2020
 - i. \$35,000 is going to the AGM for approval (\$10k for common and \$25k for multifamily)
 - ii. Capital expenditures aka Water management improvements. \$7,540 is going to the AGM for approval.
 - iii. No money has been spent in the 2019-2020 budget as yet.
4. Old/Unfinished Business
 - a. 2019 Evergreen Contract (Capitol program)
 - i. Doug to carry on with reconnaissance of the battery clock removal work.
 - ii. Meeting with Doug (our capitol contractor) and Asahi to be set up to review watering objectives and schedules after the spring start up trouble shooting has abated.

- b. Asahi correspondence/barriers to conservation – sent to the Board? The Board has not provided direction on this as yet.
 - c. Water conservation objectives. We will work with the landscaping contractor to try to achieve some measure of compliance while understanding there are barriers to the system as installed.
 - d. Standardized list of materials – sprayers, nozzles, rotors, drip heads, solenoid valves, flow control valves, back flow preventors, pressure reducing valves. Battery clocks and main control clocks. Evergreen to be given a spreadsheet. Blake should also try to have inventory on some of the items in our possession. Work in progress.
 - e. Landscape committee interaction – next meeting will be in May. Blake will attend the meeting.
 - f. Metering plan (main lines) Gary will send Maps to Blake, Mike and Brent for printing and deciding where would be good places for meters in the future.
 - g. WFN exemption for system operations. Send update to the Board.
 - h. Non functioning meters – report received from WFN. We will forward a list of unreporting water meters to the Board with a recommendation that the residents be contacted and information requested from them about the water meter.
5. New Business
- a. Correspondence – none
 - b. Recent Invoice from Asahi. The parts and labour charges are outside the contract as there were significant repairs needed. This work will be charged to our 2019-2020 budgeted irrigation repair and maintenance item.
6. Adjournment at 12:25 pm
7. Next Meeting – TBA



Sonoma Pines Home Owners Management Ltd.

Maintenance Meeting April 29th, 2019 Minutes

Date and Time: April 29th 2019 – 8.00am

In Attendance: David Reid, Bob Nichol, Terry Cross, Blake Elsasser, Vern Valan, Vern Sarver, Ken Smith

Absent: Goze Vlasblom,

Old Business Review

Review last year's processes and progress, and remaining issues.

-It was recommended that Community Projects in excess of a certain dollar amount have a dedicated professional overseeing the RFP Process and Implementation.

Preferred Contractors list

-List is still being developed, Blake finalizing a few categories and required Contractor Credentials.

Stucco Cleaning / Repairs

- Contractor will be selected shortly for this work; a list will need to be developed to include all homes that need Cleaning and or Repairs.

New Business:

The following items need to be Tendered and or scheduled for this season.

- Fence Repairs, replacements and painting
- House Painting
- Wood Trim Staining
- Gutter Cleaning
- PRV Testing, Back flow valve annual testing
- Hydrant Flushing
- Road surface repairs
- Eaves Troughs Repairs
- Yellow Line and Curbs



2.

- Roof Inspections

- Sanitary Sewer Flushing

- All of the above items are either in the process of being tendered or will be shortly. Blake and Dave working through the process and list of contractors. Vern is proceeding on Fence Maintenance and Repairs as required. Vern's time needs to be coded towards the appropriate codes, so monies spent can be accurately tracked.

Discussion Items / New Business

- CSC Report

Blake has purchased a set of Ridged Power tools that will be on hand in the office for repairs that can be complete by himself and or Vern in lue od hiring contractors for these ongoing small items.

The repairs to eaves throughs and downspouts is complete.

- Club House Update

Rycon will be surveying the Clubhouse again this week and will compare to past reports. If settling has ceased, they are committed to start repairs on areas of the clubhouse that have sustained damage due to settling.

- Effervescence Discussion

- Coldwell Banker to send Correspondence to Rycon to remind them again that there is an issue with Effervescence in certain areas of the neighborhood that need to be addressed.

Upper RV Lot

- It was identified that the South Fence in the Upper RV lot is actually 12 feet short of the existing Sonoma Pines Property Line. It will be investigated to establish if this addition space could be utilized for additional RV Storage (Income) or possible Maintenance Shed location.

2019 / 2020 Maintenance Schedule

- A New Maintenance Schedule will be created and review for completeness at the next Maintenance Committee Meeting

Next Meeting

The next meeting will be held in the boardroom on May 27th , 2019 @ 9.00am.



SONOMA PINES

Safety & Security Committee Minutes for April 15, 2019

Location: Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive
Date/Time: April 15 at 09:30
Present: Darrell Bellamy, Larry Presta, Charlie Milazzo, Blake Elsasser, Robert Scruton and Mike Wilding (guest).
Regrets: Rob Taylor and Paul Kaiser
Prepared By: RE Scruton, CTR, Chair

Brought to Order by Chair at 09:30

Chair welcomed Committee members along with guest Mike Wilding and Blake (CSC).

Old Business

- 1 Chair introduced Mike Wilding who had requested an opportunity to consider smart cell phones to activate lower gates, be it by owners or guests (one time access). Mike provided more detail on the system, costs and needs. Charlie advised many of the concerns (power in the gate kiosk, internet and space) should be manageable. Discussion on system security, costs as system leased, company willing to demo at some point, etc. Additional information attached to these Minutes. Chair advised funds will be tight this year though should an opportunity arise where this endeavor can be tied into a future project we will consider recommending it to the Board.
2. **Budget discussion** for 2019/20 with S&S line being discussed. Budget of **\$2,200** for Key FOBS (\$1000) and Upper RV Lot (\$1200 for Upper RV lot security (under maintenance) though no additional funds due to insurance increase.
 - No additional Speed Signs being considered and earlier recommendation of not to replace existing Stop Signs.
 - though Board deemed illuminated speed signs may not to be of value Charlie to see if he can obtain a used illuminated speed sign on a temporary or loaner basis.
3. Two traffic accidents one with SP damage being followed up by CB Manager.
4. 2019 Meeting Dates: June 17, August 19, October 21 at 09:30 with Dec. 16 TBD

Business Arising Out of the Minutes

1. Discussion on speeders and how to best remedy with a number of ideas: including installation of traffic calmers, illuminated speed sign, purchase and use of a radar gun and educational session, etc. Chair to check with West Kelowna to see if they have used traffic calmers that we can borrow. Chair had spoken with a representative of Trans Canada Traffic who supply rubber traffic calmers and received an estimate of @\$4500.00 for one that is moveable. Also to check on cost for permanent asphalt calmers.

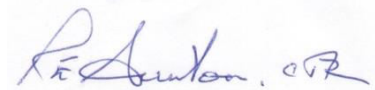
New Business

1. Chair advised those present of an incident this past Saturday on Mesa Vista. A supposedly intoxicated male mooned someone when they turned on their outside lights. They immediately called the RCMP who responded and took the culprit into custody. The owner has been in contact with their Block Watch representative and neighbours who have advised to call if needed. Roy Morgan our Crime Prevention Coordinator of the RDCO has also been contacted.
2. Chair advised those present about a proposed No Smoking Bylaw which may come to the AGM in May. This would be for common areas and needs community input.
3. Chair suggested the lower pedestrian gate have its' code changed with the community advised. Paul Kaiser has been doing this and will be asked to look into it upon his return from vacation.
4. Charlie asked about towing and suggested only guests or others, not owners, can be towed. Discussion.
5. Larry asked about golf carts; their use within the community and insurance concerns. Discussion with e-mail attached from strata insurer. Chair strongly recommended those who drive their golf carts within the community ensure they have insurance and liability coverage.
6. Mike Wilding asked about storage insurance on RV's or other vehicles (RV lot or driveway)? By-laws require \$2 million liability coverage while on the property. Charlie suggested a copy of the coverage be kept on file at the office so any complaint can be checked if an owner is away.
7. Discussion on strangers in our community and the ability to question them. If in doubt or they're acting oddly contact the RCMP (emergency or non-emergency).

Next Meeting June 17, 2019 at 09:30 in the Boardroom.

Adjournment – Chair called for meeting to be adjourned.

Recorded by



RE Scruton, CTR

E-mails between Mike Wilding and Steve regarding Tap2Open.

Hi Steve, thanks for the brochures, I was able to share them with the committee. You and I talked 2 numbers - there are just less than 500 homes on site, but we expected that 100 owners would join the system.

I am able to confirm that power, space in the existing gate mechanism and internet can be provided.

Can you explain how repairs would be done. As you "own" the controller, I presume you would ship us a new one and we would ship you the broken one back.

Any technical specs you could send me would be gratefully received.

Could you tell me your surname please
Thanks
Mike

From: "Steve T." <steve@tap2open.info>
Sent: Monday, April 15, 2019 8:29:17 AM
Subject: Re: Enquiry Sonoma Pines, Canada

To: thewildings@telus.net

Hi Mike,

I've attached info for you to bring along with some points based on our conversation:

- One of a kind solution specifically designed for gated community entry
- Increase convenience by allowing residents and their invited guests to entry community using their smartphone
- Can work in conjunction with existing method of entry (like resident clicker system)
- Our smart keypad gives residents ability to create temporary, unique PIN codes for guests without a smartphone

As I was writing notes I was in the middle of a trip so if you could quickly remind me of the total amount of homes so I can send you the quote.

Also, if you'd like I'll be available in the event that the board has questions.

Video of Tap2Open in action:
https://youtu.be/Rt_KIDpb0B4

Recomm. in long.

Tap2Open

Information gathered in a phone call 9th April 2019 to "Steve T" at Tap2Open Sales location in Florida. Detailed technical specs and users manuals requested, delivery awaited.

The software and hardware are leased from the company, they are asking about \$1.10 to \$2.25 (USD) a month, a connection.

The exact cost is volume discountable, so the more subscribers the lower the cost per connection, the lower cost is based on 500 users having the system, the higher price is based on 100 users

Installation costs are in the \$200 to \$400 range, but, the system would need internet access which may be the issue and power

Internet access could be provided via a dedicated line or WIFI from a near house – this will need careful consideration

The system is "easy to install" – I have asked for specs - and can run in conjunction with our current clicker system

Residents can click a button on their phone when approaching the gate to open either gate

Guests receive a one time pass with an in and out button for their phone, also logged

They recommend a "Community Manager" to oversee the process and monitor the extensive security logs that are available, plus delete old phones/ introduce new ones.

The System can be managed from anywhere with an internet connection

Security appears, at first glance, to be OK, with logs of openings

They would be happy to show a demo at a later date, I have told them this will be a longish process

QUESTIONS

Support during introduction and training

If we ran internet to the gate, maybe we should install video?

Maintenance -

----- Forwarded message -----

From: "Leanne Stier" <lstier@bflcanada.ca> Date: Aug 5, 2016 2:22 PM
Subject: RE: article for new paper To: "Charlie Milazzo (Sonoma Pines)" <charliem.strata@gmail.com> Cc: "darbel1@telus.net" <darbel1@telus.net>, "Tom McEwen" <tommc.strata@gmail.com> "Kevin Jersey" <kevin.jersey@associatedpm.ca>

Hi Charlie,

Thanks for your email. Tom called me regarding this issue as well, and I apologize for my delayed response. I am on vacation this week, and I couldn't access some older emails from home. I have attached here an excerpt from the ICBC manual with respect to the requirement to license and insure golf carts. With regard to the question of private vs. highways, Sonoma Pines Homeowners Management Ltd. owns the roadways. They form part of your replacement cost appraisal, and we insure them. A highway is owned by a government body and maintained by them. Sonoma Pines Homeowners Management Ltd. has to inspect and maintain those roadways owned by Sonoma Pines Homeowners Management Ltd. You could choose not to allow public traffic onto your roadways. Below is ICBC's definition of a highway.

Highway Includes:

- (a) every highway within the meaning of the Transportation Act,
- (b) every road, street, lane or right-of-way designed or intended for or used by the general public for the passage of vehicles, and
- (c) every private place of passageway to which the public, for the purpose of the parking or servicing of vehicles, has access or is invited, but
- (d) does not include an industrial road.

Un-travelled portion of a highway The un-travelled portion of a highway is any area adjacent to the roadway/shoulder that is included in the legal definition of a highway (for example, the ditch, grassy boulevard, and the sidewalk).

Caution: There may be restrictions on the use of any motor vehicle on a sidewalk. The operator of the motor vehicle is advised to contact their local municipality.

Outside of a municipality, a highway can include the ditch and adjacent area provided for future roadway expansion, typically up to a fence line. The regional office of the Ministry of Transportation can advise on the legal highway boundary.

Travelled portion of a highway The travelled portion of a highway means the area of a highway that has a prepared surface for vehicle operation (the roadway), including the shoulder.

We spoke to ICBC in very specific terms with regard to the use of golf carts on Sonoma Pines property including sending photos and maps. We advised that the community is gated but that the gates are open during the day, and the ICBC representative was very specific that the golf carts do not need to be (and in fact cannot be licensed and insured through ICBC). If the golf carts leave the community and cross another roadway, then they would need to be licensed and insured through ICBC. As I mentioned to Tom previously on the phone, each owner of each golf cart should be checking with their personal lines insurance agent to make sure that liability insurance from their condominium unit owner's policy or Homeowner's policy is

extended to the golf cart. If it is not, they should be able to pay a small additional annual premium to ensure that they have liability insurance on their golf carts. Each owner should have liability insurance on the golf carts. They just won't be successful in obtaining it from ICBC.

A golf cart is a motor vehicle designed to carry golfers and their equipment. Golf carts may also be

- used or adapted for a work utility purpose, or
- designed or modified for food and beverage service.

When is a golf cart exempt from registration, licensing and ICBC insurance?

The table below outlines specific circumstances where a golf cart is:

- permitted to operate on a highway, and
- exempt from registration, licensing and ICBC insurance.

If the golf cart is ...	And operation on the highway is ...	Then the vehicle ...
used for golfing, and owned or leased by a golf course owner or operator	limited to the following: crossing a highway between two parts of the same golf course in the golf course driveway or parking lot	must not be registered, licensed or insured by ICBC, and must have third-party liability insurance that is not available from ICBC, and may require a police-issued operation permit.
designed or modified for food and beverage service, and owned or leased by a golf course owner or operator	limited to the following: crossing a highway between two parts of the same golf course in the golf course driveway or parking lot	
used or adapted for a work utility purpose (regardless of ownership)	See when is a utility vehicle exempt from registration, licensing and ICBC insurance?	

Registration, licensing and ICBC insurance requirements for golf carts

Golf carts must be registered, licensed and insured by ICBC

- if operated on or across a highway,

unless used exclusively as outlined in [when is a golf cart exempt from registration, licensing and ICBC insurance?](#)

When is a utility vehicle exempt from registration, licensing and ICBC insurance?

The table below outlines specific circumstances where a utility vehicle is

- permitted to operate on a highway, and
- exempt from registration, licensing and ICBC insurance.

If any utility vehicle type is ...	And operation on the highway is ...	Then the vehicle ...
used exclusively for	limited to the following:	must not be registered,

<p>industrial maintenance, or landscaping purposes</p>	<p>crossing a highway that intersects a worksite</p> <p>the travelled part of a highway that is within a worksite which is controlled so that it is inaccessible to the public</p> <p>the travelled part of a highway that is adjacent to a worksite when loading or unloading the vehicle from another vehicle</p> <p>the untraveled part of a highway at a worksite</p> <p>a parking lot or driveway and used by or on behalf of the property owner or operator</p>	<p>licensed or insured by ICBC must have third-party liability insurance that is not available from ICBC (see note for details), and may require a police-issued operation permit.</p> <p>This exemption also applies to industrial vehicles eligible for an “X” plate. See <u>Industrial vehicle (SCV)</u>.</p>
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Note: Utility vehicles & industrial vehicles used exclusively for industrial, maintenance or landscaping purposes operating under the exemption must have third-party liability insurance in the amount of:

\$200,000 for vehicles under 5001 kg GVW,

\$1,000,000 for vehicles greater than 5000 kg GVW, or

\$2,000,000 for vehicles greater than 5000 kg GVW that are transporting dangerous goods.

Coverage is NOT available from ICBC.

Thanks,
Leanne

Leanne Stier, CAIB, CRM | Vice President, Client Executive

Real Estate Division

BFL CANADA Insurance Services Inc.

Direct – [778-313-0106](tel:778-313-0106)

Cell – [250-575-2327](tel:250-575-2327)



Sonoma Pines Homeowners Management Ltd.

Welcome Committee Meeting Minutes

Location: Clubhouse

Date & Time: April 23, 2019 - 3:00pm

Attendance

Present: Kim Reid, Kathy Hovorka, Lucy Lee

Absent: Shari Bouzane, Linda Morris, Cheryl Johnson

Minutes Prepared By: Kim Reid

- 1) New Homeowners have moved into the community but the Welcome Committee has not been notified of their names and contact information.

Kim has contacted Katelyn regarding this and apparently Katelyn is not receiving "Form B's" from Coldwell Banker office.

Action: Co-Chair Dave Reid will contact Mike Makin regarding this oversight.

- 2) Lots of Homes for sale in the community

Welcome committee to do an inventory to determine if any more supplies are needed for the welcome packages.

Contact sheets and Block Watch contacts will need to be updated after the AGM so the packages are up to date.

Action – Kim and Kathy will do this Friday April 25/19

- 3) AGM – May 15/19 – Volunteers needed

Kim and Kathy can help out. Will touch base with the rest of the committee to see if they are available.

- 4) Budget

Welcome committee budget is now \$3500.00 per year. Will attempt to work within the new budget.

- 5) Volunteer Appreciation Event

We are hoping to hold the event on Friday September 6/19 from 3 to 7pm. This is a happy hour night.

Action - Kim will contact Lorna Wright to see if the Welcome Committee can take over the night and host the appreciation instead. This would take advantage of the outside area if the weather is good.

Next orientation session date to be determined when we receive more new homeowner information from Katelyn.