

**MINUTES OF THE MEETING OF THE STRATA COMMITTEE  
OF THE OWNERS CORPORATION  
STRATA PLAN 22906  
THE WATERTOWER**

**Tuesday 6 October 2020**  
**Virtual (Zoom) Meeting**

***The meeting opened at 7.01 pm***

**Present:**

*Committee:* Marie O'Brien (MO), Fenn Gordon (FG), Max Middleton (MM), Margaret Brodie (MB), TT Davidson (TT),

**Chair:** MO

**Quorum:** Yes

**1. Apologies:** Jessica Carolin (JC), Aaran Creece (AC)

**2. Meetings/ Minutes**

- 2.1. Minutes of previous meetings:
- 28 July 2020 confirmed and accepted
  - 9 September 2020 confirmed and accepted

**3. Review Actions from previous meeting(s) requiring further discussion and/or carried forward**

- 3.1. Status – carried forward/in progress
- U306 ceiling repair
  - U305 ceiling/SE cnr wall + kitchen repairs (Tenants have requested owners to delay work until next year)
  - U406 inside lounge window – to be reassessed

**4. Financial Matters**

- 4.1. Profit & Loss statement @Sept 2020: reviewed – no action
- 4.2. Levy Arrears (with more than 2 quarters in arrears) – noted 2 owners with 3 qrts arrears -  
*Action:* MM/MB to monitor repayments agreed and/or reminders

**5. Updates on Projects**

- 5.1. Garden & related activities
- No activity
- 5.2. Window Defect/ Warranty Issue RBS  
Confirmed settlement remediation terms agreed (out of court)
- Refer Minutes of specific meeting held 9 September 2020
  - RBSA work scheduled to commence November 2020
- Next steps:*
- Awaiting RBSA's advice of start date
  - OC to engage engineer (BCRC) for QA
  - Advise residents of timeline
- 5.3. Lift Modernisation / Upgrade  
*Status:* Completed 23 September 2020
- 5.4. Upgrade remote roller doors security  
*Status:*
- New system operational 2 October 2020
  - Replacement remote devices in progress
  - Old system to be decommissioned 9 October 2020
- 5.5. VHA /OPTUS 5G upgrade  
*Status:*
- Approved as provisioned in Agreement subject to the hatch access arrangement being redesigned/rebuilt to meet work safety concerns as well as providing a lasting, practical and robust roof access solution for the Owner Corporation
  - Awaiting VHA's contractor to contact OC to undertake hatch rebuild
- 5.6. COVID-19 – Pool recreation (fenced) area  
*Proposed subject to regulatory changes:*
- Limit to 20 persons at any one time and consideration of other users
  - Provide cleaning disinfectant for users of chairs/tables/bbq, etc.
  - Placards to include above information / email residents as required

***Prepared by Secretary October 2020***

5.7. Transport NSW – proposed station accessibility upgrade.

*Status:* Awaiting NSW Planning response

5.8. Atrium work

*Status:*

- MM to commence seeking quotes/proposals
- As required, engage BCRC engineer (Marton) to supervise/provide QA

## **6. Building Management & Maintenance**

- None

## **7. Strata Administration & Compliance**

7.1. Fire Safety Measures and Upgrades

*Status:* All outstanding certifiers defects (from August 2019 report) and other in July 2020 completed.

7.2. Annual Fire Safety Statement 2020

*Status:* AFSS issued to Council

7.3. Wave1 proposal for radio equipment on roof

*Confirmed:* Proposal declined by OC

7.4. Electra Lift Maintenance Contract

*Agreed:* Contract and Annual fee of \$5,000

7.5. Lighting upgrade and other measures - outcome

*Noted* significant electricity and greenhouse gas emission reductions

## **8. Other incidents/activities/complaints, etc.**

8.1. 16/7/20: U316 complaint against U313 concerning breach of by-law and other matters

*Noted:*

- 1/9/20: advice issued to U313
- 4/9/20: Committee members (2) met and discussed with transgressor
- Committee member advised U316 complainant (closed)

8.2. 24/8/20: U304 letter of complaint concerning neighbour U305 slamming adjacent front door

*Noted:*

- MM spoke to U305 about the letter
- MM received text response from U305

*Agreed/Action:*

- Committee (MB + one other) to discuss with each party and arrange for mediation

8.3. Other animal bylaw breaches

- Observed: another unit owner (U6) walking dogs in common space

*Noted:* MM reminded U6 owners re bylaw (closed)

- Observed: another owner (U317) walking cat in common space

- MO/MM spoke with U317 owner re bylaw

- Owner U317 submitted letter from doctor in support

*Agreed/Action*

- U317 pet not registered companion and therefore letter not binding
- MO/MM to arrange to meet owner U317

## **9. Inward correspondence received (not previously covered or in pipeline) requiring review/decisions/noting**

9.1. Unit 4 – renovation request

*Agreed/Action*

- Some concerns re noise and bedroom location
- MM to arrange meeting on site with owner and members of the Committee to run through proposal and clarify / discuss concerns, etc.

## **10. Other matters (if raised/received/noted at meeting)**

10.1. Mirvac's proposed advertising/lighting sign (cnr Cornwallis and Marian Streets)

*Noted:* Led by MB, members of the Community met and agreed with Mirvac for a significantly lower and less obtrusive design (closed)

10.2. Xmas Party 2020

*Considered/discussed:* whether or not this could proceed due to social distancing rules

*Agreed/Action:* To hold off decision until about 11 November

## **11. Other New Business**

None

## **12. Next meetings:**

- TBA

*The meeting closed at 8.40pm*

### **Carried forward (remains on agenda)**

- 12.1. Pool Slab condition /ACOR Engineers recommendations  
*Status:* To be re-addressed at the time when the garden/pool amenities area is redesigned and upgraded.
- 12.2. Redwatch and Central to Eveleigh corridor project
  - Monitor for community notifications and invites.
- 12.3. Canopy on external front entry  
*Status:* New supplier (Sunshade OZ) has measured (quote not received)  
*Resolved:* To hold off and consider at later date.
- 12.4. Roof repairs identified in roof survey report  
*Resolved:* Partly completed; additional funding in forward years estimates to be attended to as and when required.
- 12.5. BasefX quote \$23,800 for Walkway over south ridge and box gutter (south west roof area) and along western roof valley – approx. 50 metres)  
*Resolved:* As not included in budget, to hold off and consider in another future financial period.
- 12.6. Air- conditioners Assessment
  - Other air-conditioners – assessment and cost estimates to comply with building code received for external units.  
*Status:* Outstanding Units: 3, 4, 109 (partly completed (drainage), 114, 301, 405, 601, 602  
*Action:* MM to follow up with owners/contractor (as and if required)
- 12.7. Plumbing/leakage items on watch for further occurrences:
  - Office Unit 8 / Unit 107 – Plumbers DR King have investigated and found issues with shower in Unit 107. Tenant will advise owner.
  - Unit 306 – water leaking down SE corner of wall/cornice from balcony/join in Unit 403. DR King have made initial investigation but source not entirely clear. MM has made an inspection and taken photos of a couple of areas where there is evidence of dampness
  - Unit 314 – evidence of dampness in western side above window. Remedial Building have sighted.
  - Level 1 water ingress to ground level Unit 5 below. This is related to the balcony runoff.
  - U201 bathroom into U101
- 12.8. Signs on each floor opposite lift to indicate apartment numbers direction to follow
  - *MM to arrange:* after upgrade/painting of common areas
- 12.9. Sydney City Council requested to write up a case study for Watertower once the lighting upgrade with LED's has completed – held over.
- 12.10. Painting of internal corridors and apartment doors for levels 1, 2 and 3 carried forward to review in 2020/21 and beyond budgets.
- 12.11. Lobby double doors to garden rubbing/scraping (MR). Issue is whole steel framed glass wall is warped. MM did have locksmith attend, but they were unable to offer a solution.