

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

**Thursday 2 November 2023**

[Virtual \(Zoom\) Meeting](#)

***The meeting opened at 7.03 pm***

**In attendance:**

*Committee:* Marie O'Brien (MO), Max Middleton (MM), Aaran Creece (AC), Lina Jakob (LJ), Thu Tuyen To (TT), Emma Tinkler (ET).

**Chair:** MO

**Quorum:** Yes

**1. Apologies:** n/a

**2. Meetings/ Minutes**

- 2.1. Minutes of previous meetings:
  - 27 June 2023 March 2023 confirmed and accepted

**3. Review Actions from previous meeting(s) requiring further discussion and/or carried forward (if not included separately)**

- 3.1. EMV charging – moved to project (refer 5.8 below)
- 3.2. Pool light - replaced
- 3.3. Intercom issue U109 – new independent cabling installed – awaiting final connection.
- 3.4. Weathershields for 3<sup>rd</sup> floor apartment doors (c/f – MM)

**4. Financial Matters**

- 4.1. Profit & Loss October 2023 reviewed
- 4.2. Levy Arrears – none

**5. Updates on Projects**

- 5.1. Garden & related activities (MB) –
  - Accepted quote \$1950 - Palm trees to be pruned of dead and overgrown fronds and fruit (planned 18 November 2023)
- 5.2. Vodafone mobile /antennae tower
  - Note:* Ongoing access requests for configuration updates, defect investigations and emergency after hours requests.
- 5.3. Redfern Station Upgrade
  - Ongoing dialogue with Novorail / Transport for NSW regarding:
    - PA system and announcements (especially 'no smoking')
    - Train horns between 3.50am and 5am every day (not project related)
    - Residents were invited to community opening 27 October 2023.
- 5.4. Atrium Works
  - Downpipes replacement (eastern internal atrium) completed
  - Additional painting (eastern side) and other repairs (e.g. steel railing) completed
- 5.5. Walkway drainage grates and plumbing – west and east completed except (one for NE level 4 yet to be completed - MM to follow up with SSRB)
- 5.6. Roofing replacement/repair
  - South-east roof – initial fix/replacement
    - Status:* Completed
  - Under pool solar panels (eastern side)
    - Status:* CAS to proceed based on quote – yet to be started
  - Box gutter (west roof) – partly renewed – remainder to be assessed
  - Box gutter replacement – east completed
- 5.7. Exterior painting facades x4 and window/skylight cleaning
  - CAS refreshed quote accepted \$120K – Works Program commenced 16 October 2023
- 5.8. Energy (gas/electricity/grid/emv) consultancy
  - *Status:* MM preliminary review of possible consultants – roll over/take up in 2024 due to resource constraint
  - EMV consultancy grant – MM to prepare application for City of Sydney (subject to eligibility)

***Prepared by Secretary November 2023***

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

- 6.1. Rain impacted leaking issues:
  - U306 ceiling repairs - completed
  - Significant \$\$ cost to balcony repair U403 - completed
- 6.2. Rain water leaking from balconies to apartments below:
  - U305 on watch – no further report.
- 6.3. Storm Tues 21 Feb 2023 – water penetration from U403 balcony to U306 living room
  - U306 damage to internal rugs, etc. and significant ceiling areas  
*Status:* Rug replaced and ceiling repaired
  - U404 significant impact to residents due to heavy leakage and damage and mould  
*Status:* rent compensation agreed (2weeks), carpet cleaned/dried (x2) , mould eliminated
  - Insurance claim  
*Status:* Insurance claim finalised
- 6.4. Bikes – disused and abandoned  
*Status:* Bikes donated  
*Agreed:* Close bike room – MM to facilitate with relevant residents
- 6.5. Lift noises issues - resolved

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

- 7.1. Ground Floor Parcel Box
  - Ongoing reports
- 7.2. Defib / ACD training  
*Agreed:* LJ / ET to lead program and timing– MM to provide corro/contact, etc.
- 7.3. Annual Strata Insurance 2023-24  
*Status:* Insurance placed via AON broker
- 7.4. Height Safety Certificate (due June 2023)  
*Status:* completed
- 7.5. Asbestos assessment of Rosehill Street Fire Door  
*Status:* negative test – no action required
- 7.6. Annual Fire Safety Statement – completed and lodged

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

- 8.1. Rosehill fire door internally vandalised / smashed  
*Status:* Replaced by Wormald (also see 7.5 above)

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

- 9.1. 7/8/2023: U210 renovation proposal notification.  
*Confirmed/Agreed:* MM to advise owner agreed under policies and bylaws.
- 9.2. 22/7/2023: U201 renovation proposal notification  
*Confirmed/Agreed:* MM to advise owner agreed under policies and bylaws.

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

none

## **11. Other / New Business:**

- 11.1. First Aid kit – agreed – MM to purchase from Bunnings and install near ACD (off lobby)
- 11.2. End of Year Event – agreed:
  - Sunday 10<sup>th</sup> December – MM to issue residents with early notification
  - Xmas lighting / effects – AC to investigate / source options
- 11.3. Potential 40<sup>th</sup> year anniversary (October 2024)
  - *Agreed:* Discuss again early 2024 and form sub-committee if proceeding
  - Follow up: MM to check Lord Mayors availability.
- 11.4. Private renovations: contractors / times on site, etc. - policies to be updated and published
  - Refer MO suggestion (in building times; working times; noise restrictions; parking, etc)
  - MM/MO to draft ; MM to publish on website
- 11.5. Working from home (WFH) when contractors on site
  - *Agreed:* to communicate / publish a reminder that this is residential and there will be disruptions from time to time - general comms to include with other matters and reminders, etc. MM to draft and issue.
- 11.6. Sick leave: Tom away with his wife Slavka standing in. Discussion re compensation. MB recommended a one-off bonus for 2023 due to added chores with much building and construction work throughout most of year (both Strata and private) significantly impacting on the cleaning functions and facilitation support, etc.
  - *Agreed:* MB/MB to concur amount and make payment.

11.7. Other leave

- Note: MM and MO both away for 8 days (22 November to 30 November)

**12. Next meeting TBA**

***The meeting closed at 8.45pm***