

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

**STRATA COUNCIL
2013 / 2014**

PRESIDENT
Brian Pedersen

VICE-PRESIDENT
Hazel Christy

SECRETARY/TREASURER
Alex McClelland

AT LARGE
*Cindy Weiss
Brenda Dwyer
Ron Moser
Marc Whittemore*

STRATA MANAGER:
*Susie Czinger
Phone: (250) 448 – 0044
Toll Free: 1 (888) 648 - 0044
Fax: (250) 448 - 0046
Toll Free Fax: 1 (877) 448 - 0046
E-Mail: sczinger@baywest.ca*

ACCOUNTANT:
*Luke Wu
Phone: (604) 595-1152
E-Mail: lwu@baywest.ca*

BAYWEST MANAGEMENT
100 – 1100 LAWRENCE AVE.,
KELOWNA, B.C. V1Y 6M4
*24 Hour Line: (604) 448 – 0044
Toll Free: 1 (888) 648 - 0044*

STRATA WEBSITE
www.kas2849.mybaywest

PRESENT:

Brian Pedersen
Hazel Christy
Alex McClelland
Cindy Weiss

REGRETS:

Ron Moser
Marc Whittemore
Brenda Dwyer

Susie Czinger, Baywest Management Corporation
Dan Bregolis, Building Manager

(1) CALL TO ORDER

The meeting was called to order at 4:00 p.m. and a quorum was established.

(2) ADOPTION OF THE AGENDA

As there were no additions made to the agenda, it was then moved and seconded to adopt the agenda as presented.

CARRIED

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting of March 5, 2014 as distributed. The motion was

CARRIED

(4) BUILDING MANAGER'S REPORT

4.1 AMONG OTHER THINGS THE BUILDING MANAGER REPORTED:

- No issues with the monthly fire test and drills will continue periodically.
 - Some units on the 13th, 14th and 15th floors continue to complain about lack of hot water. A check valve was installed on the recirculating line and the pump was checked and still no improvement. Tomnor Mechanical will be attending again to look further into the problem suggesting that they may need to adjust balancing valves that would mean access to many units and many different attempts of adjusting valves. Investigations to resolve this are continuing.
 - The building loop leak that we have been monitoring has not resulted in any changes and we will determine the cost for fixing. In the meantime glycol is being captured and put back in.
 - Geothermal pump bearings will be replaced in the next month to reduce the noise level.
 - Fire speaker in a unit was replaced and a capacitor was placed on the speaker in another unit to reduce crackle.
- The Kelowna Fire Department will be conducting their annual inspection of the building on Friday, April 4, 2014. Due to previous inspections springs to the garbage chute door were added to meet the latching requirements.

- Larry from Kodiak Drywall reviewed the column by the tennis court and will be submitting a cost for scoping further. The Strata Manager was directed to contact Kodiak in writing advising there is a 10 year warranty on the work which must be honoured.
- Window cleaners will be completing the cleaning next week. They will then repair the woodpecker holes and assist in replacing 7 windows. As well they will be applying netting on the 16th floor parapet that continues to get filled with pigeon droppings.
- Maintenance on the fitness equipment was conducted March 13, 2014.
- The tower carpets have been cleaned.
- The lower parkade, driveway and tennis court have been power washed.
- Received and reviewed quotes for complete strip and re-tile of the outdoor hot tub.
- The pool deck has been sanded and will be power washing the remainder of the flaking sealant. I will then be applying xylene to re-bond the sealer to the deck and then apply a new layer of sealer.
- Will reviewing the installation of new trees for the plaza level with Soil to Sod.

4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On March 14, 2014 at 3:30am security was called to attend a unit due to excessive noise. Security arrived on site at 4:14am and spoke with the 3 occupants. As this was a second offence a \$200.00 fine was implemented.
- Security was on site for March 17th and there were no issues that evening.

RESIDENTS ARE REMINDED THAT WHEN CONTACTING SECURITY YOUR NAME AND UNIT NUMBER MUST BE PROVIDED OR THE COMPLAINT MAY NOT BE RESPONDED TO.

SHOULD SECURITY BE CALLED AND NOISE IS FOUND THE COMPLAINANT RISKS BEING CHARGED THE CALL OUT FEE.

IT IS IMPORTANT TO MAKE YOURSELF AVAILABLE FOR SECURITY TO CORROBORATE THE NOISE COMPLAINT.

(5) CORRESPONDENCE

An application for unit modification was received from an Owner wishing to upgrade their en-suite with new cabinet, sink, toilet, shower, floors and light fixtures as well as upgrade main bath by repairing tub tiles, shower door installation and bathroom fan replacement. Upon review of the application it was moved and seconded to approve the unit modification with condition and applying a \$200.00 renovation move in/out fee. The Strata Manager was directed to respond to the Owner directly regarding approval and conditions.

Correspondence was received from an Owner regarding the formation of a committee for the depreciation report as well as requesting if KAS2849 has an operations and maintenance support information package and would like a copy for review. The Strata Council tabled forming a committee at this time pending some new information that may need to be incorporated into the report and there is no operations and maintenance support information package available at this time.

Correspondence was received from an Owner requesting a copy of the Owners' list, Parking and Storage Lockers as well as the names of the Tenants in each rental unit. In accordance with section 36 of the Strata Property Act the Strata Manager was directed to provide the list containing "owners, with their strata lot addresses, mailing addresses if different, strata lot numbers as shown on the strata plan, parking stall numbers if any and unit entitlements, names of tenants." The Strata Council is hereby advising the Owner to review the Personal Information Protection Act and the Strata Property Act in reference for use of the Owners information list. Correspondence received as a result which is not on Baywest letterhead is deemed not approved by Council.

Correspondence was received from an Owner wanting a correction to the March Council Meeting Minutes. Council unanimously approved the minutes as distributed and did not feel any changes were necessary.

Correspondence was received from an Owner requesting a copy of the Owners' list. In accordance with section 36 of the Strata Property Act the Strata Manager was directed to provide the list containing "owners, with their strata lot addresses, mailing addresses if different, strata lot numbers as shown on the strata plan, parking stall numbers if any and unit entitlements, names of tenants." The Strata Council is hereby advising the Owner to review the Personal Information Protection Act and the Strata Property Act in reference for use of the Owners information list. Correspondence received as a result which is not on Baywest letterhead is deemed not approved by Council.

Correspondence was received from an Owner requesting reports from MyBaywest of statistics showing how many owners are accessing the website as well as the number of times any given page is visited. The Strata Manager was directed to provide two reports with 1 year of data as a courtesy this one time. Any future requests must be approved by Council as there will be minimum \$100 charge from Baywest to the Strata Corporation.

RULE REMINDER

All correspondence for Council to review must be received by Baywest 5 business days prior to a Council Meeting or it will be tabled to the next meeting.

It is difficult for Council to address concerns without the appropriate unit number, date and time. All correspondence must be submitted to Baywest via email sczinger@baywest.ca and not directly to the building manager or individual on the Strata Council in order for all of Council to review and have as a matter of record.

Owners are reminded that an application for unit modifications must be submitted for Council approval prior to any work commencing. Please obtain modification form from the Strata Manager sczinger@baywest.ca.

(6) FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

After a review of the statements and the report from the President and Treasurer, it was moved and seconded to approve the financial statements for February 28, 2014. The motion was **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (February)

Contingency Reserve Funds Including GIC: \$696,677.90

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 78,135.79

Geothermal Loan Outstanding \$2,369,083.00 (previously this amount was recorded incorrectly in minutes)

Current portion of Loan Payable \$23,772.46

Equity in Geothermal \$542,492.52

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised there is currently \$9,820.90 outstanding. 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 their account sent to legal for collection.

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 Strata Manager has been directed to send files to the Strata Lawyer when they are 60 days in arrears. In the event that Baywest is directed to write a demand letter there will be a \$50.00 plus HST charge applied to the Strata Lot.

Owners who would like to review their account and set up pre-authorized payment are requested to contact Susie Czinger at Baywest 250-448-0044 or via email sczinger@baywest.ca

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.3 KELOWNA DISTRICT ENERGY SYSTEMS

Council met with Fortis and they are still reviewing the geothermal systems. Further discussions were deferred to the next Council meeting when Fortis will be in attendance.

(8) NEW BUSINESS

8.1 WINDOW CLEANING

Window cleaning is underway and will be completed this week.

8.2 KIMCO CONTRACT - RENEWAL

Council reviewed the mechanical maintenance renewal for Kimco Controls at an increase of \$153.00 plus tax per year for a 3 year contract. It was then moved and seconded approve the 3 year contract Kimco Controls at a rate of \$1813.00 per year plus tax. **CARRIED**

8.3 TOWN HOME HALLWAYS

The Strata Council received suggestions from some town home owners to paint the hallways an off white colour to brighten them as the lighting is not the best and it seems rather dark. The council reviewed the suggestion and it was moved and seconded to direct the building manager to paint the hallways when he can accommodate it in his schedule. **CARRIED**

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:50 p.m.

(10) NEXT MEETING DATE

The next council meeting will be held Wednesday, May 7, 2014 at 4:00 p.m.

Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.

ANNUAL GENERAL MEETING JULY 23, 2014