

*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:**  
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**BAYWEST FORMS DEPT:**  
*1-877-595-8380*

**BAYWEST MANAGEMENT**  
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**STRATA WEBSITE**  
[www.kas2849.mybaywest](http://www.kas2849.mybaywest)

**PRESENT:**

Brian Pedersen  
Hazel Christy  
Alex McClelland  
Cindy Weiss  
Brenda Dwyer

**REGRETS:**

Marc Whittemore  
Ron Moser

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 May 7, 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.
  - Peart Engineering has reviewed the issued of floors 8 – 15 experiencing issues with getting hot water. The recommendation of the Engineer is to replace the recirculation pump. The cost of a new pump is approximately \$836.70 plus tax and labour. It was then moved and seconded to have the new pump installed as soon as possible. **CARRIED**
  - The fan coils for the roof make up air unit and air conditioner have been cleaned.
  - The fan in the 18<sup>th</sup> floor electrical closet has been replaced.
  - A sensor that affected the indoor pool heating and humidity has been replaced.
  - Planter out front at unit 103 has been repaired and new barberry plants have been planted in the 4 planters.
  - Four stumps have been removed on the 3rd level and waiting for cooler temperatures to plant trees.
- Parapet on the 19<sup>th</sup> floor has been cleaned of pigeon droppings and the netting has been repaired.
  - A window was replaced for a unit where the seal had broken.
  - A non-occupied unit had a glass from the deck rail shatter onto the driveway and the cause of

the break is unknown. The glass has been replaced.

- Dennis Ingram “the Falconer” enquired as to whether Sunset and Discovery Bay would be interested in contributing financially to a falcon box on the Lagoon Roof to assist with the pigeon control. The cost would be approximately \$200 per building. Council the moved and seconded to accept the proposal. **CARRIED**

#### 4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On July 27<sup>th</sup> at 3:20am a male occupant from a unit was found urinating on the building by the mail box and then at 4:50am another mail occupant from the same unit was found coming out of the elevator smoking. The Strata Manager was directed to write to the unit advising of a \$200.00 fine for each incident totaling \$400.00 levied against the Strata Lot.

**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

Correspondence was received from an Owner regarding a parking issue during their visit to Kelowna. All residents must ensure they are parking in the correct stalls and if a non-resident owner is unsure of their parking stall they are to contact the building manager or Baywest for verification. Vehicles that do not park in their assigned stalls may be towed at Owners' expense.

Correspondence was received from an Owner from Discovery Bay concerning the laneway parking and the problems it is causing.

### **IMPORTANT NOTICE – FIRE LANE NO PARKING – VEHICLES WILL BE TOWED**

**PARKING IN THE FIRE LANE IS NOT ALLOWED. MARIO'S WILL BE PATROLLING THE LANEWAY AND VEHICLES WILL BE TOWED AT OWNER'S EXPENSE. SIGNAGE IS POSTED IN THE LANEWAY AND THERE WILL BE NO EXCEPTIONS.**

Two Owners submitted unit modification applications to upgrade carpets to hardwood flooring. Council previously voted by email and approved the modifications with the appropriate renovation charges assessed. It was then moved and seconded to ratify the email votes. **CARRIED**

#### **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](mailto: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](mailto:sczinger@baywest.ca).

## **(6) FINANCIAL REPORT**

### **6.1 FINANCIAL STATEMENTS**

At the time of the meeting the financial statements for May 2014 had not been prepared by Baywest and not available for approval.

### **6.2 RESERVE & GEOTHERMAL LOAN TRACKER (June)**

Contingency Reserve Funds Including GIC: \$731,992.01

#### Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 82,612.29

Geothermal Loan Outstanding \$2,271,248.59

Current portion of Loan Payable \$74,062.04

Equity in Geothermal \$566,264.98

### **6.3 ACCOUNTS RECEIVABLE REPORT**

The Strata Manager reviewed the accounts receivable and advised there is currently \$8,706.01 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](mailto:sczinger@baywest.ca)

## **(7) BUSINESS ARISING FROM PREVIOUS MINUTES**

### **7.1 WINDOW CLEANING**

Next window cleaning will be scheduled before Thanksgiving holiday in October.

**(8) NEW BUSINESS**

**8.1 IN-SUITE HEAT PUMPS - KIMCO SERVICE CALLS**

Due to administrative and collection issues, effective immediately the Building Manager will no longer schedule service calls for Owners the Strata Corporation will no longer pay invoices and charge back to Owners.

**Should the heat pump or thermostat inside your unit require service Owners will now need to call Kimco service department directly at (250)491-2282. You will be required to provide a credit card hold in advance of the service technician being scheduled.**

**8.2 AGM ITEMS**

Items that were discussed at the AGM for Council to review were;

- Resurfacing of Driveway
- New Front Lobby Doors
- Pergola at Pool
- Creation of Resident Lounge

Council will be reviewing these items and obtaining quotes.

**(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 on Wednesday, September 3, 2014 at 4:00pm in the meeting room.

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

**NEXT ANNUAL GENERAL MEETING  
HAS BEEN TENTATIVELY SCHEDULED FOR  
JULY 22, 2015**