

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

**STRATA COUNCIL
2014 / 2015**

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

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STRATA WEBSITE
www.kas2849.mybaywest

PRESENT:

Brian Pedersen
Hazel Christy
Alex McClelland
Cindy Weiss
Brenda Dwyer
Ron Moser

REGRETS:

Marc Whittemore

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

After one addition was made to the agenda, it was then moved and seconded to adopt the agenda as amended. **CARRIED**

(3) ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the Minutes of the Council Meeting of March 4, 2015 as distributed. **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.
- Monthly generator test was conducted.
- Weekly fire pump tests were performed as required.
- 63 out of 64 showers in the 40 units checked had the Delta shower cartridge changed. Only 1 shower had a Kohler that was not changed. Half of the cartridges were changed March 24th and the other half was done April 1st. In speaking with units that have complained in the past regarding long wait time/no hot water, all have reported improvement and noted an increase in hot water pressure. We have asked a particular unit on the 13th floor today if over the past week they had any problem getting hot water as far as excessive wait time. Owner advised this it is much better and another unit on the 8th floor reported it still takes a few minutes for hot water at times.
- Moving forward we will monitor and wait to see. In summation, thus far it appears that the recirc pump needed

replacing as it had insufficient pressure to recirculate properly and it was not brass and therefore not rated for domestic water supply. The water testing yielded no real information; the act of draining the system seemed to resolve a cold water pressure problem that likely was the result of sediment. The hot water complaints also seemed to have lessened after this

process. The replacing of the shower cartridges definitely appeared to make a difference.

- Roof anchor inspection was completed on March 12th and we were able to schedule the window cleaning to start on April 20, 2015.
- A minor leak was reported from a unit on the 8th floor due to an overflow of a toilet. Owners were notified and are responsible for any repairs.
- Kimco was called to check the lower level parkade sensors in response to complaints of vehicle exhaust and fans not engaging. Set points were checked and fans were operating properly.
- Elevator 1 was repaired on the morning of March 31st. Camera shows it stopped working approximately 9:00pm the night before. Cause of problem was not reported.
- Elevator 2 was noticed as stuck on the 15th floor Friday, April 3rd at approximately 11:00am. Thyssen Krupp was called and arrived at approximate 12noon but were unable to repair due to parts. An auxiliary capacitor for the relay board was ordered and arrived Tuesday morning and was installed at approximately 9:00am.
- A new cable for the leg press in fitness room needs replacing and the cost is \$300.00 it was moved and seconded to proceed with repairs. **CARRIED**
- Awaiting quote for stucco repairs at a unit on the 8th floor.
- 4' faux cedar shrubs similar to existing which require replacement are available at Canadian Tire for \$89.99 plus tax. It was moved and seconded to purchase the replacements. **CARRIED**
- The new pool ramp has been installed.
- A new RAD cover for the men's bathroom is being built to replace the rusted one and the cost is approximately \$200 which will be zinc coated to prevent rusting.
- Bike Mounting brackets for the parkades can be purchased for a cost of approximately \$15.00 and if spaced 3" apart could accommodate 60 bikes. Council discussed these could be mounted and used for rentals and guests. It was then moved and seconded to purchase 50 of the brackets and several Council members will review and confirm the areas for them to be mounted. **CARRIED**
- Woodpeckers have returned and holes will need to be repaired during window wash time.

4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On March 6th at 10:30pm a resident was advised by on-site security that no glass bottles/drinking allowed in the pool area. On March 7th at 10:00pm security reported they spoke with the same resident regarding no alcohol in the pool area. The resident's submitted an apology to the Strata Council.
- On March 17th at 9:35pm Security received a call regarding noise on the 18th floor. Security reported that volume was extreme and instructed occupants to turn it down and they complied.
- On March 20th at 9:57pm Security received a complaint regarding noise on the 18th floor. Security reported the volume was less than moderate and resident was very compliant.
- On March 20th at 10:00pm while on patrol security found a unit on the 2nd floor had their music too loud. Guard requested they turn down the music and they complied.
- On March 26th at 10:26pm Security was called due to noise on the 18th floor. Guard addressed two occupants of the unit and asked them to have their guests leave. Guests left and no further issues occurred. The Strata Manager was requested to write a formal warning notification to the unit.
- On March 29th at 9:29pm Security received a complaint regarding noise on the 3rd floor. Upon arrival the guard reported no response at the door and no noise. The occupant of the unit advised they were already asleep and had not been making any noise.

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 NO NOISE IS FOUND THE COMPLAINANT RISKS BEING CHARGED THE CALL OUT FEE.

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

RENTAL PROPERTY OWNERS FORM K

MUST BE SUBMITTED FOR YOUR RENTAL PROPERTY

In accordance with the Strata Property Act and Strata Corporation Bylaws a form K must be submitted for every rental in Sunset Waterfront. Those Owners who have not submitted Form K's for their rental properties will have a \$200.00 fine levied against there Strata Lot and the Strata Council will review posting fines every 7 days for non-compliance.

Owners and agents are to fax Form K's to Baywest 250-448-0046 or scan and email Sczinger@baywest.ca.

(5) CORRESPONDENCE

- Correspondence was received from an Owner requesting a unit modification and enclosing their alcove to create a closet. The renovation was approved with conditions and the Strata Manager was directed to put the approval in writing.
- Correspondence was received from an Owner regarding the insurance claim. Council is satisfied all matters have been addressed by Restoration and Claims Adjusters.
- Correspondence was received from an Owner regarding an incident where they were buzzed from the intercom after 3am in the morning. Unfortunately after review of surveillance footage, someone had let the offenders in as they were leaving and they went to the 14th floor. They were not recognized by the building manager and therefore he was unable to determine which unit the individuals were going to. In case of an emergency the intercom system functions for calling a suite after 11:00pm however, it does not allow a resident to buzz someone in. Anyone receiving guests after 11pm will need to meet them at the lobby doors.

IMPORTANT REMINDER - CORRESPONDENCE

Strata Council will not be responding to anonymous correspondence. It is difficult for Council to address concerns without the appropriate unit number, date, time and pertinent information. 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 for February 2015 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending February 28, 2015 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (March 2015)

Contingency Reserve Funds Including GIC: \$842,808.95

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 92,741.70

Geothermal Loan Outstanding \$2,271,248.59

Current portion of Loan Payable \$18,909.41

Equity in Geothermal \$504,954.59

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of April 8, 2015 there was \$7,935.02. 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 taxes 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

IMPORTANT REMINDER

BYLAW 7 Residential Renters (5) User Fee (a) every owner who uses their strata lot as a rental property at any time during a calendar year shall pay a User Fee of \$300.00 per annum.

THIS HAS BEEN APPLIED TO ALL STRATA LOTS RENTED AS OF JANUARY 8, 2015 AND IS DUE AND PAYABLE TO AVOID FURTHER PENALTIES.

(7) BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 FUTURE POTENTIAL PROJECTS

These items are deferred until quotes received and reviewed by Council and a determination of when to present to the Owners for consideration.

- Resurfacing of Driveway/3rd level
- Pergola at Pool – awaiting updated quote from Ray's on Deck
- Creation of Resident Lounge – Council will be reviewing several price options
- Bicycle Room Upgrades – as noted in building manager report above. Council approved racks to be mounted in parkade area.

7.2 PICKLE BALL LINES

An owner will be painting the pickle ball lines as weather permits.

7.3 TELUS FIBRE OPTIC

TELUS anticipates bringing the fibre optic service into the building for current and future residents. If there are enough installation requests for the fibre plug to make units fibre ready then TELUS will proceed with the overall installation. The Strata Council can only approve for the optic cable to be run to the main electrical rooms. A Flyer will be provided shortly for those owners who wish to have the fibre plug pulled to their suites and all efforts coordinated through TELUS and not the Strata Corporation.

Please note, that only if there is enough interest and TELUS finds it a viable exercise will the overall installation occur for the building.

Once received from TELUS the sign up flyer will be posted on Mybaywest and in the mail room of the building.

(8) NEW BUSINESS

8.1 LAGOON PARKING CAMERA

Prior to todays meeting Council voted via email to install the 2 cameras in the lagoon parking for a total cost of \$1,865.85. It was moved and seconded to ratify the email vote and have the cameras installed. CARRIED

8.2 WINDOW WASHING

As noted above in the building manager's report the window washing will commence April 20, 2015.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:06 p.m.

(10) NEXT MEETING DATE

The next council meeting will be held on Wednesday, May 6, 2015 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**