

*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

BUILDING MANAGER:
*Dan Bregolis
(250) 258 9251*

**BAYWEST CLIENT
SERVICE CENTRE**
604-591-6060
service@baywest.ca

MAILING ADDRESS:
BAYWEST MANAGEMENT
13468 77TH AVENUE
SURREY, B.C. V3W 6Y3

STRATA WEBSITE
www.kas2849.mybaywest

PRESENT:

Brian Pedersen
Alex McClelland
Cindy Weiss
Brenda Dwyer (via teleconference 4pm-5pm)
Ron Moser
Marc Whittemore
Hazel Christy

REGRETS:

Susie Czinger, Baywest Management Corporation
Dan Bregolis, Building Manager

(1) CALL TO ORDER

The meeting was called to order at 3:55 p.m. and a quorum was established.

(2) ADOPTION OF THE AGENDA

After two additions were 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 May 6, 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.
- Repairs were made to the P2 garage door in response to being stuck open on May 16th. While on site the contractor noted some maintenance issues and returned on May 19th to complete.
- The main drain line for the "07" units was water jetted as there was a complaint again from a unit of kitchen sink backing up. The water jetting will be added to the annual maintenance protocols.
- Two people were stuck in the elevator for approximately 40 minutes on June 2nd as an item that was in one of their bags got stuck in the door as it closed causing the elevator to stop as it began ascending and shut down.
- Eight windows were replaced and eight bird holes filled

while window cleaners were on site.

- Council reviewed the quote to install a camera and fob access for the garbage room. It was then moved and seconded to proceed with the installation of approximately \$1000.00.

CARRIED

4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On May 16th a unit on the 3rd floor filed a complaint of dirty water coming from the 10th floor balcony. The balcony was being cleaned by a cleaning service for the owner a fine of \$200 was implemented and collected.
- Security was on-site Friday, Saturday and Sunday of the long weekend. No noise complaints other than security being asked by a resident to speak with a group being loud in the lobby. While doing rounds Security spoke with a unit on the 11th floor and advised they were too loud on their deck at 1:00am and asked them to go inside.
- A violation notice has been issued to a unit on the 20th floor that is storing items outside their unit. A fine will be implemented within 48 hours if not removed.

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 IF NECESSARY.

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 filing formal complaint regarding the water run off from the 10th floor balcony. As noted above a fine of \$200 was implemented and collected.
- Identical correspondence was received from two Owners asking if there are any council committees to report or inform on various items. The answer from Council is no and the various items have been recorded in the Council meeting minutes over the course of the entire year and recommend Owners review the minutes. Another question in the correspondence was how often the pool and hot tub are tested and cleaned. The answer from Council is the building manager tests pools and hot tubs a minimum of twice daily and readings recorded in the log book in accordance with Interior Health regulations. Hot tub and pool drained, cleaned and refilled as necessary. Building manager has confirmed all regulations are being followed. Another question presented in the correspondence was items listed from minutes of 2011 to 2015. These items are continually brought forward in the Strata Council meeting minutes. It is recommended that council meeting minutes be reviewed as

these items are discussed monthly and any updated recorded. Another question posed was regarding the sale of the geothermal to Fortis. This is an abandoned issue.

- Correspondence was received from an Owner regarding minutes from October 8, 2014. The Strata Manager was directed to respond to the Owner.
- Correspondence was received from an Owner providing a quote for another security company. The Strata Council would like to thank the Owner for the quote and has taken this under advisement.
- Correspondence was received from an Owner regarding chaos at the outdoor pool over the May long weekend. Council reviewed the list of items of concern. There is no full time security guard or life guard on duty at the pools and it is therefore recommended that if Owners feel there is too much noise or disturbing behavior at the pool to please call Security and they will dispatch a mobile unit to attend.
- Correspondence was received from an owner requesting the rental user fee be increased from \$300.00 to \$600.00. The Strata Council thanks the owner for the correspondence however the Strata Council does not feel an increase in this bylaw is justified.
- Correspondence was received from an Owner requesting an updated list of the Owners mailing addresses as he has had returned mail. The Strata Manager will provide the list with a notation the owner must adhere to Personal Information Privacy Act.
- Correspondence was received from an Owner again requesting copies of legal opinions with regarding to the Geothermal. All correspondence was previously provided to this Owner. As recorded in the minutes of December 3, 2014 Council considers this matter closed and will no longer respond.
- Correspondence was received from an Owner regarding other Owners being interested in running for Council and to have individuals include their bios in the AGM notice. This is not part of the AGM Notice procedures. The current Strata Council welcomes any Owner to volunteer or be nominated for the 2015-2016 Council at the AGM. During the election process individuals will be asked to provide a brief bio.
- Correspondence was received from an owner advising of individuals smoking at the front entrance to the building. Owners are asked to please advise your tenants, guests and contractors to adhere to the provincial smoking bylaws and remain at least 3 meters from any entry/exit door or windows.

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 April 2015 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending April 30, 2015 as prepared.

CARRIED

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (April 2015)

Contingency Reserve Funds Including GIC: \$850,590.74

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 93,861.66

Geothermal Loan Outstanding \$2,271,248.59

Current portion of Loan Payable \$12,635.91

Equity in Geothermal \$511,228.09

6.3 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of June 3, 2015 there was \$7,137.56. 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 were 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 – A resolution will be brought forward at the AGM
- Pergola at Pool – Council will not be providing a resolution at the AGM
- Creation of Resident Lounge – Council will not be providing a resolution at the AGM
- Bicycle Racks have been mounted in the building and this project is underway as the cost was very minimal to the Strata. Racks were approximately \$15.00 each.

The resurfacing of the driveway is a large cost and a resolution will be presented to the Owners for approval. The Pergola and Resident Lounge will not be brought forward as projects at this time and information/discussion surrounding these items will be provided in the Council Report at the AGM.

7.2 PICKLE BALL LINES

Pickle ball lines have now been completed. Council would like thank Owner Robin Jarman for volunteering his time and efforts to make this happen.

7.3 TELUS FIBRE OPTIC

Fibre optic will be pulled into the building beginning June 9, 2015. Owner's wishing to have installation to their units can sign up on the Telus sheet posted on the bulletin board at the mailboxes

or make contact with Telus directly. In-suite service will not be coordinated by the Strata Corporation.

7.4 WINDOW WASHING

Window washing is now complete and as noted above in building manager report, eight woodpecker holes were filled and eight windows replaced during this time.

7.5 FRAUDULENT NOISE COMPLAINTS

The Strata Council is very concerned regarding a recent fraudulent noise complaint whereby an Owner provided the Security Company with false name and unit number and disturbed other residents in the building. The Strata Council will be taking further action to address this issue.

7.5 LANDSCAPING/LAVA ROCK

It was brought to Council's attention that more lava rock may be needed as landscape fabric is still exposed. Council will review if further rock is required.

(8) NEW BUSINESS

8.1 INSURANCE RENEWAL – June 30, 2015

Council reviewed the Insurance renewal proposal from BFL Canada. Due to the water claim this year the annual premium will be increasing from 79,416.00 to 88,576.00. The All Property limit and the Equipment Breakdown limit will increase from \$61,500,000 to \$62,054,000 to coincide with Appraisal documents. **The Sewer Backup and Water Damage deductibles will increase from \$10,000 to \$15,000 upon renewal due to the severity of losses.** Owners are advised to contact their private insurers and increase their water deductible amounts. It was then moved and seconded to accept the new proposal from BFL and bind the policy effective June 30, 2015. **CARRIED**

A copy of the finalized insurance documents will be included with AGM notice package.

8.2 PROPOSED 2015-2016 OPERATING BUDGET

The Strata Council reviewed the proposed operating budget as presented by Baywest. As no changes were made it was moved and seconded to present the proposed budget at the Annual General Meeting to be held July 22, 2015 at Sunset Waterfront Resort. **CARRIED**

8.3 LETTER FROM PRIVACY COMMISSIONAIRE

In 2014 an Owner filed a complaint against the Strata Corporation with the Privacy Commissionaire in relation to the security cameras. A letter was issued to the Strata Council with questions posed and those questions were answered. One year later on June 1, 2015 another letter was received from the Privacy Commissionaire with an additional 20 questions. Due to time constraints this correspondence has been tabled for the new Council at their first meeting to be held after the Annual General Meeting.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:35 p.m.

(10) NEXT MEETING DATE

The next council meeting will be determined after the Annual General Meeting.

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

NEXT ANNUAL GENERAL MEETING IS JULY 22, 2015