

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

**STRATA COUNCIL  
2014 / 2015**

**PRESIDENT**  
*Brian Pedersen*

**VICE-PRESIDENT**  
*Mike Kuziw*

**SECRETARY/TREASURER**  
*Alex McClelland*

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

**STRATA MANAGER:**  
*Susie Czinger*

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

**BAYWEST CLIENT  
SERVICE CENTRE**  
**604-591-6060**  
[service@baywest.ca](mailto:service@baywest.ca)

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

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

**PRESENT:**

Brian Pedersen  
Mike Kuziw  
Alex McClelland  
Cindy Weiss  
Brenda Dwyer  
Ron Moser

**REGRETS:**

Marc Whittemore

Susie Czinger, Baywest Management Corporation  
Dan Bregolisse, 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 no additions were 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 June 3, 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.
- On July 22, 2015 the main power breaker to the building tripped resulting in a power outage for approximately 20 minutes. The source was a blown heat pump. Kimco had been doing maintenance earlier that day. It was determined that the compressor had failed due to improper wiring done by Kimco. Kimco replaced the compressor at no cost to the Strata Corporation.
- Indoor hot tub was closed August 3<sup>rd</sup> due to pump failure and the pump has been replaced.

**4.2 BYLAW AND RULE CONTRAVENTION REPORT**

- On July 26<sup>th</sup> at 7:16pm security received a complaint regarding smoking in the hot tub. Security reported that 6 people were present at the hot tub and no one was smoking upon arrival. Security provided warning to the hot tub bathers of no smoking.
- On July 26<sup>th</sup> at 10:23pm security received a complaint regarding noise from a unit on the 11<sup>th</sup> floor. Security reported loud music and voices and a warning was issued. This was a tenanted unit and that tenant vacated the unit on July 27<sup>th</sup>.

- On July 27<sup>th</sup> at 9:34pm security observed 2 men holding up a younger male exiting the elevators and placing the young male on the couch who appeared to be passed out. The men said that he wandered into their unit on the 5<sup>th</sup> floor. Security attempted to wake the individual who became agitated. Security then called police who arrived at 9:54pm and arrested the male without further incident.
- On July 29<sup>th</sup> at 4:22am security received a complaint regarding a unit on the 11<sup>th</sup> floor where occupants were on the balcony being loud. Security spoke with the registered tenant who agreed to have everyone leave the balcony. This was the same unit that a complaint was registered against on July 2th however it was a different tenant and no fine has been levied.
- On August 3<sup>rd</sup> at 1:16am security received a complaint regarding noise from a unit on the 1<sup>st</sup> floor. Security reported the noise was loud voices, issued a warning notice and the manager was notified. On August 5th, at 2:30am this same unit caused another disturbance and also received a warning regarding marijuana being smoked on the balcony. The Strata Manager was directed to write a letter and implement a \$200.00 fine.

**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](mailto:Sczinger@baywest.ca).**

## (5) **COUNCIL POSITIONS**

Council Members discussed positions for the 2015-2016 fiscal year. It was voted as follows:

Brian Pedersen – President

Mike Kuziw – Vice president

Alex McClelland – Secretary/Treasurer

All other members will remain At Large

## (6) **CORRESPONDENCE**

- Several pieces of correspondence were received from an Owner on various items. The Strata Council response to these items are as follows:
  - People using the amenities are not occupants of the building. The Strata Council advises Owners to contact Security if they feel there is a breach or there are issues at the pools and/or hot tubs.
  - Requesting signage for users of the pool and hot tubs to shower before entering. The Strata Council feels there are plenty of signs already.
  - Lost and found is an eyesore. The Strata Council will request the building manager to purchase a rubber maid storage box and label appropriately.
  - Request for number of units that are rented and amount of rental user fee collected. The Strata council refers owners to the operating budget provided in your AGM notice package as it outlines monies collected and anticipated budget amount for new fiscal year. This is not a requirement under the Strata Property to Act to provide to an Owner and the Strata Agent and no further information will be provided.
  - Inquiring as to whether the panel will be replaced in the elevator after damage done by resident. The Strata Council advises that parts are on order and once invoice received a chargeback will be implemented against the offending occupant.
  - Suggestion to change the social room into guest suites to generate revenue for the building. The Strata Council has taken this under advisement.
  - Incidents regarding food or beverages spilled or dumped in the elevators and lobbies. The Strata Council requests that when residents witness these types of incidents to please either contact Security or Dan immediately so that it can be investigated right away or at the very least email the Strata Manager at [sczinger@baywest.ca](mailto:sczinger@baywest.ca) with the date, time and occurrence so that she may forward to Building Manager for follow as well as council for action.
- Correspondence were received from an Owner very concerned of the woodpecker holes in the building and how they are being addressed. The Strata Council advises that in the spring and fall with the window cleaners are on site they repair the holes and will continue to do so.
- Correspondence was received from an Owner very concerned about items being thrown from the balconies as well as smoking on the balconies and requesting a non-smoking bylaw to be put on the agenda for the next AGM. The Strata Council will take the non-smoking issue under advisement and would like to again remind owners to file a complaint right away with date, time and type of occurrence in order for them to act.
- Correspondence was received from an owner concerned with security response time during the center of gravity. Unfortunately it was a very busy weekend and response times for security were slow and they were also suffering from a lack of staff. The Strata Council advises owners if it is a critical matter then the police can also be called or call the building manager to see if he is able to assist.
- Unit alteration request was received from an Owner on the 5<sup>th</sup> floor wishing to do put in new flooring, new kitchen cabinets, some built-in shelving etc. The request was approved with conditions and the charge of \$200.00 for the move in/out renovation cost. The Strata Manager was directed to respond directly to the Owner.
- Unit alteration request was received from an on Owner on the 20<sup>th</sup> floor to install an awning. The Strata Council approved the request with conditions and the Strata Manager was directed to respond directly to the Owner.

## 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](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

After a review of the statements for May 2015 and FYE June 2015 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending May 31, 2015 and FYE June 30, 2015 as prepared. **CARRIED**

#### 6.2 RESERVE & GEOTHERMAL LOAN TRACKER (JUNE FYE 2015)

Contingency Reserve Funds Including GIC: \$872,786.78

##### Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 96,106.49

Geothermal Loan Outstanding \$2,192,884.17

Current portion of Loan Payable \$78,364.42

Equity in Geothermal \$523,864.00

#### 6.3 GIC RENEWAL

On July 8, 2015 the Strata Council provided Baywest with the directive to renew the maturing GIC in the amount of \$200,000.00 to an 18 month cashable GIC which will mature on January 7, 2017.

#### 6.4 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of July 31, 2015 there was a balance owing of \$3,503.11. As of August 5, 2015 the balance owing is \$12,371.73. 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](mailto: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 RE-SURFACE OF DRIVEWAY**

The Resolution to resurface the driveway was approved by the Owners at the Annual General Meeting held July 22, 2015. The work is tentatively scheduled to commence in October and Owners will be advised in advance.

**7.2 FRAUDULANT NOISE COMPLAINT**

After the Council meeting held June 3, 2015 Council prepared a letter to an Owner who had filed a fraudulent noise complaint. There has been no response from the Owner and Council will follow up prior to considering further action.

**7.3 LETTER FROM PRIVACY COMMISSIONAIRE**

A response will be prepared as requested to the privacy commissioner. Council approved for Baywest to charge additional hours for compiling information for the Strata Corporation. Response will be reviewed by all Council prior to sending.

**(8) NEW BUSINESS**

**8.1 ROOFTOP LIGHTING**

Prior to today's meeting the Strata Council voted via email to upgrade the 16 lights on the rooftop to LED fixtures. It was then moved and seconded to ratify the email vote. **CARRIED**

**8.2 APPLIANCE HOSES**

During discussions at the Annual General Meeting many Owners voiced their concern regarding the previous leak which occurred from a dishwasher hose. It is recommended that all Owners replace their hoses for washing machines, dishwashers and fridges to the braided line type of hose and always ensure when replacing appliances you have a professional hook them up.

**(9) TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 5:25 p.m.

**(10) NEXT MEETING DATE**

The next council meeting will be in the meeting room at 4:00pm on October 7, 2015.

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

**NEXT ANNUAL GENERAL MEETING IS TENTATIVELY SCHEDULED FOR JULY 27, 2016**