

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

**STRATA COUNCIL
2015 / 2016**

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

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

STRATA WEBSITE
www.kas2849.mybaywest

PRESENT:

Brian Pedersen
Mike Kuziw (by teleconference)
Alex McClelland
Brenda Dwyer
Marc Whittemore

REGRETS:

Cindy Weiss
Ron Moser

Susie Czinger, Baywest Management Corporation
Dan Bregolisse, Building Manager

GUEST OBSERVERS: Strata Lots 78 & 130

(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 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 August 5, 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.
- A unit on the 3rd floor complained of leak and ceiling damage. Building manager called a plumber to source leak who found the tub had overflowed in the unit above. The plumber re-silicone the tub drain seal and put a new gasket in the tub overflow. No further water damage reported. The cost of the plumber will be charged back to the unit.
- Met with the engineer to discuss a bill for investigating the hot water issue since last year. After negotiations I was able to have the invoice reduced from 15,000.00 to \$9000.00 plus tax. After review of the spreadsheet for hours of work conducted, the Strata Council moved and seconded to accept an invoice for \$9000.00 plus tax and

pay from the contingency reserve fund as an emergency expense. **CARRIED**

ANNUAL IN-SUITE FIRE INSPECTION WILL TAKE PLACE ON OCTOBER 13, 2015. PLEASE CONTACT THE BUILDING MANAGER TO CONFIRM ACCESS WILL BE GRANTED TO YOUR SUITE.

- A new exhaust fan was installed in the 6th floor electrical closet.
- Fall window washing will take place in October.
- One of the gym benches was removed as it was worn beyond repair. The Strata Council moved and seconded to spend an amount of up to \$500.00 to purchase a new one and instructed the building manager to make the purchase. **CARRIED**
- Lost and Found box has now been replaced with a wicker like trunk which looks more appealing.
- An owner inquired about the sloping of his deck and water pooling. As the deck was previously tiled it is the owner's responsibility to repair and maintain and may need to be re-tiled and address the sloping at the time of re-tile.
- Several years ago at the order of Interior Health the pool was switched to salt water. Unfortunately this system has never really run as hoped and is more maintenance than a chlorine pool. The salt water has also continually corroded the underwater lights and we are unable to keep them illuminated. After further discussion and review of issues the Strata Council moved and seconded to return the pool back to its original chlorine operations and alleviate additional costs for running a salt water pool. **CARRIED**

4.2 BYLAW AND RULE CONTRAVENTION REPORT

- On August 9th at 1:15am security observed a male and female climbing over the outdoor pool gate. Security reported the male was intoxicated. The occupants were confirmed to be from a unit on the 11th floor and a fine in the amount of \$100.00 was levied.
- On August 13th at 1:45am Security found 3 people in the outdoor hot tub. The occupants were confirmed to be from a unit on the 5th floor and a fine in the amount of \$100.00 was levied.
- On August 25th a complaint was received by the building manager from the 13th floor that a drone had hit their glass deck railing and crashed to the 3rd floor. It was determined the drone was being operated by an occupant of the 12th floor and a fine in the amount of \$200 was levied.

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 a townhouse Owner advising of cracking on their patio. The building manager will be directed to review the area as spider cracks are normal and sloping is considered a design flaw and not a deficiency.
- Unit modification was submitted from a unit on the 6th floor to upgrade their flooring. The modification was approved with a \$100.00 move in/out fee assessed and the Strata Manager was directed to put the authorization in writing.
- An addendum to a Unit modification was submitted from a unit on the 5th floor to replace the countertops in their kitchen and install a new sink. The addendum was approved without additional move in/out fees being assessed and the Strata Manager was directed to put the authorization in writing.
- Correspondence was received from an Owner with suggestions of administering storage lockers. Council will continue to minute and notify owners as lockers become available.
- Correspondence was received from an Owner with suggestions of no alcohol in public areas and quiet time and outdoor pool closure at 10:00pm. Council has taken the suggestions under advisement.
- Correspondence was received from an Owner with suggestions regarding security, fob usage and fines. Council has taken the suggestions under advisement.

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. Council receives their agenda package 5 business days prior to a meeting. To allow Council to review the package, any items/correspondence received after agenda is distributed, will be brought forward for the next council meeting.

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 July 2015 and report from the President and Treasurer, it was moved and seconded to approve the financial statement for the period ending July 31, 2015 as prepared. **CARRIED**

6.2 RESERVE & GEOTHERMAL LOAN TRACKER (AUGUST 2015)

Contingency Reserve Funds Including GIC: \$681,093.91 (\$210,000.00 removed for driveway)

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 98,365.20

Geothermal Loan Outstanding \$2,192,884.17

Current portion of Loan Payable \$65,609.03

Equity in Geothermal \$424,814.89

6.4 ACCOUNTS RECEIVABLE REPORT

The Strata Manager reviewed the accounts receivable and advised that as of September 2, 2015 there was a balance owing of \$9,337.26. 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 RE-SURFACE OF DRIVEWAY

The Strata Council is currently awaiting the contract and deposit invoice. It is anticipated the work will commence in October and a start date has not yet been established.

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 directed the Strata Manager to re-send the letter by registered mail while they consider 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.

7.4 ROOFTOP LIGHTING

The upgrade to LED fixtures is currently in progress.

(8) NEW BUSINESS

No new business was tabled for discussion.

(9) TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:55 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