

*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:**

*Susie Czinger*

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*E-Mail: [sczinger@baywest.ca](mailto:sczinger@baywest.ca)*

**ACCOUNTANT:**

*Luke Wu*

*Phone: (604) 595-1152*

*E-Mail: [lwu@baywest.ca](mailto:lwu@baywest.ca)*

**BAYWEST MANAGEMENT  
100 – 1100 LAWRENCE AVE.,  
KELOWNA, B.C. V1Y 6M4**

*24 Hour Line: (604) 448 – 0044*

*Toll Free: 1 (888) 648 - 0044*

**STRATA WEBSITE**

[www.kas2849.mybaywest](http://www.kas2849.mybaywest)

**PRESENT:**

Brian Pedersen

Hazel Christy

Alex McClelland

**REGRETS:**

Cindy Weiss

Brenda Dwyer

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 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 January 8, 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.
- The 17 units that were noted with defective smoke detectors by Troy Fire have been replaced and tested and fire department notified.
- On January 18<sup>th</sup> the building again experienced a problem with the garage door remotes. We are continuing to work with AVS and Keyscan to resolve this issue. The next step will be in replacing the power supplies.
- A unit on the 15<sup>th</sup> floor has continued to experience and intermittent problem whereby they are not getting hot water in the morning. Many hours have been spent investigating all aspects of what could be the issue and thank the surrounding owners for allowing access to their units on short notice. A new cartridge was installed in the shower and unfortunately this has not rectified the issue. Kimco and Can-uk have both been on site providing their expertise and still no resolution. We will be calling in an engineer to assist with scoping the issue and will advise the occupant and council accordingly.
- One window was replaced on the 19<sup>th</sup> floor as the seal was broken and 2 more are yet to be done. A total of 4 windows have been replaced since November. Four more need to be replaced and Council will review the costs to see if a claim can be done through insurance to recapture some of the costs.

- Shaw WiFi has been installed for the common areas and the lobby at no charge to the Strata Corporation.

- We are still reviewing the possibility of putting a falcon nesting box on the roof to assist with pigeon control.

#### **4.2 BYLAW AND RULE CONTRAVENTION REPORT**

- On January 24, 2014 at 9:45pm Security was called to attend a unit due to a loud stereo. SOS arrived and reported they could hear thumping outside of the door. SOS spoke with the resident of the offending unit who promised to turn it down. As this was not the first time this unit had been warned the Strata Council voted to implement a fine in the amount of \$200.00. The Strata Manager was directed to write to the Owner of the unit.
- On January 24, 2014 at 11:35pm Security was called to attend a unit due to loud party and music. Occupants agreed to keep the noise down. The Strata Manager was directed to write to the Owner of the unit and implement the security call out charge of \$36.75.
- On January 27, 2014 a complaint was filed with the building manager that two male residents entered the pool area without showering. Unfortunately as the security camera is motion activated it was difficult to determine who the residents were. Council also discussed how enforcement could be enhanced in the future and it was concluded that the cost and resources required to monitor the requirement to shower on a full time basis was cost prohibitive.

**RESIDENTS ARE REMINDED THAT WHEN CONTACTING SECURITY YOUR NAME AND UNIT NUMBER MUST BE PROVIDED OR THE COMPLAINT MAY NOT BE RESPONDED TO.**

#### **(5) CORRESPONDENCE**

Correspondence was received from an Owner regarding vehicle damage done as bikes are brought in and out of the bike room. Unfortunately, the Strata Corporation is not responsible for damage to vehicles in the underground parkade. The Strata Council is reviewing an alternative parking stall for the Owner and the Strata Manager was directed to contact all individuals concerned.

Correspondence was received from an Owner regarding the forum feature for MyBaywest and the request to post an ad to rent their parking stall. Unfortunately there are not enough resources to manage the forum and therefore Council voted to not have this feature active for Sunset Waterfront Resort. Anyone wishing to post an Ad for parking stall rentals or other items is welcome to post on the bulletin board at the mailboxes.

Correspondence was received from an Owner regarding two male residents who attended the indoor pool without showering and made them feel uncomfortable. Residents are reminded to shower before using the pool or hot tub and failure to do so may result in fines. Council will review increased signage in the appropriate areas.

Correspondence was received from an Owner regarding privacy and Owner consent for video surveillance in the building and the personal information they collect. Council will continue its research in regards to this matter. Council would like to assure Owners that any recordings from the video surveillance cameras are only viewed by the appropriate personnel and remain in the data base under password protection.

Correspondence was received from an Owner regarding the Strata Corporation Form K which has been posted on MyBaywest having errors. The form was enhanced by the Strata Corporation from the original Form K which can be found in the Strata Property Act. The Strata Corporation added items to the body of the Form K and as well added a Rules page to become the back of the Form K. Council would like to thank the Owner for bringing the errors to their attention and have directed the Strata Manager to make the corrections to their form.

Correspondence was received from an Owner regarding the record keeping in the minutes. Council is satisfied the minutes are a reflection of the Council Meetings and all business recorded appropriately.

**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.**

**Reminder: 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**

The January 2014 financial statements were not yet available and will be reviewed at the next Council Meeting.

**6.2 RESERVE & GEOTHERMAL LOAN TRACKER (December)**

Contingency Reserve Funds Including GIC: \$688,781.01

Geothermal Reserve Funds & Loan

Geothermal Reserve (in the bank) \$ 77,013.64

Geothermal Loan Outstanding \$2,345,310.63

Current portion of Loan Payable \$29,645.99

Equity in Geothermal \$536,618.99

**6.3 ACCOUNTS RECEIVABLE REPORT**

The Strata Manager reviewed the accounts receivable and advised there is currently \$21,488.42 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.

Two arrears collection letters were issued and if these owners have not brought their accounts current by March 1, 2014 they will be sent legal for further action. All other owners with amounts owing have been sent reminder notices to pay.

**ANNUAL RENTAL PREVMIIUM OF \$300.00 HAS BEEN APPLIED TO STRATA LOTS BEING RENTED. THIS IS DUE AND PAYABLE AS PER BYLAW 7.5. IF YOU WOULD LIKE FOR BAYWEST TO REMOVE THE AMOUNT FROM ACCOUNT ON FILE PLEASE EMAIL [SCZINGER@BAYWEST.CA](mailto:SCZINGER@BAYWEST.CA) WITH AUTHORIZATION INCLUDING YOUR UNIT NUMBER.**

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 CARPET CLEANER**

After review and discussions it was moved and seconded to purchase the carpet cleaner from Red Carpet for the amount of approximately \$4700.00 including tax and supplies.

**7.2 BLINDS and TINTING FOR 2<sup>ND</sup> FLOOR MEETING ROOM**

The tint and blinds has been completed for the meeting room and Council is satisfied with the results.

**7.3 KELOWNA DISTRICT ENERGY SYSTEMS**

Fortis and their Engineers are currently reviewing the geothermal system and energy costs and will be attending the next Council Meeting to provide their presentation to Council.

**(8) NEW BUSINESS**

No new business was tabled.

**(9) TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 5:05 p.m.

**(10) NEXT MEETING DATE**

The next council meeting will be held Wednesday, March 5, 2014 at 4:00 p.m.

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

**ANNUAL GENERAL MEETING JULY 23, 2014**