

**THE PEAKS
CONDOMINIUM CORPORATION NO. 072 8880**

**ANNUAL GENERAL MEETING
MINUTES - 2016**

DATE: Wednesday, March 30, 2016

TIME: 6:30 P.M

PLACE: Holy Trinity High School

1) Rob Eastwood, President – Chair of the AGM.

2) Call to Order by Chair – Rob Eastwood at 7:20 p.m.

3) Calling of Roll – Certifying Proxies.

MOTION: To waive reading of roll:

Kelly Berry #606C/Andrew Manning #607A

CARRIED.

Proxies certified by Condominium Corporation CC 072 8880

4) Proof of Notice of Meeting/Waiver of reading of notice/Quorum.

MOTION: To waive reading of notice: March 5, 2015

Frank Lewis #203D/Kelly Berry #606C

CARRIED.

a) Quorum Requirements – as per Bylaws 2,500 unit factors

b) Quorum – quorum was not attained so there was a 30 minute wait to begin the meeting as per the Bylaws.

c) Actual attendance – Unit factors

d) Attendance – See Schedule A

5) Approval of Minutes from last AGM –

MOTION: To approve as presented the minutes of last AGM: March 5, 2015

Frank Lewis #203D/Andrew Manning #607A

CARRIED.

6) Reports of Officers/Committees. President Rob Eastwood presented his report.

President's Report

This past year saw a lot of changes and improvements. Many projects completed and in progress with several more proposed adding to the cost savings, security and overall improvement. To name but a few issues addressed:

- Caulking & Sealant Project – Currently underway and being completed by Triumph Caulking. Last year saw the completion of the North side of Building D and the West, South and East sides of Building C. We are removing the existing caulking which is very brittle and has no elasticity to allow for movement, therefore in some areas the caulking is missing altogether. This project also includes replacing the backer rod for the panels. \$109,837.77 which was to be paid from

Reserve Fund was paid out of the Operating Account. No money was used out of Reserve to date for this project.

- The roof at Buildings A & C require repairs to correct the water infiltration into 614C and 615A. Wade Engineering & Genron will be both working to correct this issue.
- HVAC – The contract for our HVAC was renegotiated and we no longer pay overtime rates, truck charges or travel time. We have seen a significant decrease in this area.
- Building was re-keyed - policy in place; The Corporation paid \$35,000.00 to an Edmonton Vendor, Dial Locksmith to re-key the property despite having received a quote for \$18,000.00 from a local vendor, Charlie's Security. This was Board approved.
- Garage Doors – 2015 saw both the NE and SW garage doors being replaced with Commercial High Speed Doors. We were paying on average \$40,000.00 per year to maintain the previous doors valued at just over \$8,000.00. A quote was submitted by the Building Manager in 2013 to have these doors replaced with the current doors but it was declined by Mayfield Management and the Board.
- Solar Power Project – Enmax has submitted a proposal for Solar Power Panels. The Board is currently reviewing the Field Studies and Cost Analysis; a decision is expected shortly. Total cost of the project is \$931,622.00. Terms are \$93,000.00 down payment, \$6,200.00 in monthly payments, \$46,581.00 buyout in 15 years. (These numbers are approximate and the buy out will be invested from Reserve Fund and mature on the final payment date.) The 15 year term was chosen as Enmax will warranty everything for the term of the 15 year lease as opposed to 1 year if purchased. The panels themselves have a 25 year warranty and life expectancy of the system is 40 years.
- Security System Upgrade – Fort Mac Security Solutions has submitted a proposal to remove the current security system which is working intermittently when it is working. They are proposing to install a new state of the art Camera & Fob System. This proposal for the cameras will cover all lobbies, hallways, stairwells, Parkade Level 1 and Parkade Level 2 to be completely covered by the new system and the Exterior Parking Lot. The proposal for the Fob System will include all access doors from parkade to roof including service room doors. All floors will require a fob to access from the lobbies and stairwells. Emergency Exit Doors will be just that for emergency access ONLY. The cost of the system is \$732,000.00. Insurance will be purchased to protect the Corporation in the event the contract is not completed as agreed.

7) Financial Reports and Appointment of Auditors. President Rob Eastwood presented the audited financial statements.

MOTION: To approve the Audit as presented:

Kelly Berry #606C/Stuart Josslyn #606A

CARRIED.

MOTION: To approve the Board to appoint the auditor for the next fiscal year.

Frank Lewis #203D/Andrew Manning #607A

CARRIED.

8) Unfinished Business: Items from last years' new business.

- a) Roof Problems in C Building – The lack of proper insulation in the parapets has been identified as the cause of leaking into some units. Repairs will be completed to the identified sections, the NE corner of Building C and the NW corner of Building A.

- b) Garbage Room/Dumping Large Furniture – Cameras were installed in both garbage rooms which has controlled the large item dumping for the most part.
- c) Cardio Room – Has been added to Building D and to date one complaint received for audible music.

9) Old Business: Several issues were brought up the Owners in attendance:

- a) Budget – Some Owners felt the budget/Condominium fees were too high and that there should be a reduction in fees. Condo Fees were reduced by 15%
- b) Maintenance issues – 1. Garage door close/open time should be shortened to stop more than one vehicle at a time entering Parkade. Both Garage Doors were replaced in 2015 to eliminate the expense of \$30-60,000 a year in maintenance on the garage doors. No mtce costs to date.

2. Parkade temperature was set too high. Only 6 out of the 27 parkade heaters were turned on this year.

4. It was suggested that equipment for snow removal, Parkade cleaning and summer grounds maintenance be purchased or leased to lower the maintenance costs in these areas. A parkade cleaner has been purchased to maintain the thruways in between contracted cleanings to help keep dust levels under control. Landscaping equipment has been purchased for the upcoming season and will be completed by staff. Snow Removal - there was no change.
- c) Keys – It was suggested that as the person that lost the keys to the complex is an employee of MMG that the MMG insurance should have paid for the re-keying of the complex. There was also no master key policy in place by Mayfield Management at the time which was negligent on their part.
- d) Utilities – It was felt that the cost of utilities was too high. One recommendation for cutting costs was to have all lights be switched to LED bulbs. 90% of the property has been converted to LED. Natural Gas is now floating with a huge decrease in costs and we are currently under budget as with electrical costs as well.

10) New Business: Several Issues were brought up:

- a) Property Manager – Is she legally able to manage the property. The answer is yes, Amanda is registered with REIC as an Accredited Residential Manager and is now currently completing her Certified Property Manager designation with REIC. Several residents are confusing the Real Estate Council of Alberta with Real Estate Institute of Canada. They are affiliated but not one and the same. Amanda continues to be an employee of the Corporation.
- b) Solar Program – Has a cost analysis been done? How will they be installed? What is the cost? A cost analysis has been done and a scope of work submitted by Enmax. The cost is \$800,000.00 to do the rooves of all 4 buildings.
- c) Security System Upgrade – A small presentation was done on some of the increasing issues that we are dealing with such as theft from storage lockers, drug dealers living on site, drug activity on site. The new system would cover roof to parkade including service rooms and limited access to the exterior parking lot. It would also fob all access doors for tracking and keeping out unwanted guests.

d) 360 Property Management Software – A small presentation was done to show some of the benefits of the software which is an accounting based software but unlike other programs can be tweaked to exactly your needs. This will allow us to maintain efficient accounting records and also keeps track of equipment warranties, maintenance in suites and common areas etc. The program is currently in use and all information is being uploaded to bring us current.

11) Election of Board Members: An election was held after nominations. Mary McClelland and Andrew Manning were the scrutineers. The Owners elected are listed below in no particular order.

- (1) Robert Eastwood - President
- (2) Kelly Berry – Vice President
- (3) Frank Lewis – Member at Large
- (4) Brandon Parsons - Treasurer
- (5) Brian McKinley – Member at Large
- (6) Prakash Madireddy – Member at Large
- (7) David Bussey - Secretary

12) Adjournment: Meeting adjourned at 9:45 p.m.

MOTION: To adjourn meeting.

Rob Eastwood #119D/Amanda Loveless #104A

CARRIED.

SCHEDULE A

In Person:

| | |
|------------------|------|
| Nelson Meneses | 114A |
| Araminder Toor | 203A |
| Vels Subramaniam | 307A |
| Isaac Bussin | 311A |
| Leona Sceviour | 317A |
| Nader Tavassoli | 409A |
| Rebecca Rankin | 501A |
| Samir Quershi | 507A |
| Collin Morrison | 514A |
| Ashok Lakkad | 517A |
| Stuart Josslyn | 606A |
| Carter Clarkson | 611A |

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|------------------------|------|
| Denys Demers | 109B |
| Miranda Maguire | 111B |
| Bridget Ford | 208B |
| Joneve Van Sittert | 209B |
| Viren Mehta | 301B |
| Elizabeth Hilderbrandt | 304B |
| Sallie Gladue | 309B |
| James Randall | 311B |
| David Bussey | 313B |
| Jeff Malloy | 317B |
| Lindsay Weeks | 416B |

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| Ron Ross | 106C |
| Gerald Hebert | 305C |
| Brian & Mary McClelland | 403C |
| Subbi Anisetty | 407C |
| Dhrub Prasad | 416C |
| Joseph Schmitz | 417C |
| Tatjana Mijic | 418C |
| Jason McClelland | 501C |
| Mary McClelland | 508C |
| Biljana Mirkovic | 516C |
| Kevin Gill | 517C |
| Kelly Berry | 606C |
| Bryan McKinley & Lauren Wylie | 607C |

By Proxy:

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|----------------------------|------|
| Yusaf Haroon | 102A |
| Debashish Chatterjee | 103A |
| Condo Corporation 072 8880 | 104A |
| Guy Lefebvre | 109A |
| Michelle Dominey | 301A |
| Brian Martin | 302A |
| Diana Goymer | 306A |
| Brad Spiedel | 309A |
| Marilyn Woodske | 315A |
| Marco deWerk | 402A |
| James Munro | 405A |
| Arden Knaus | 413A |
| Wade Hoyles | 414A |
| Liffardo Urrea | 502A |
| John Devries | 503A |
| Michaela Lee | 512A |
| Real Doucet | 603A |
| Andrew Manning | 607A |

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| Greg Carroll | 110B |
| Crystal Brown | 116B |
| Michael Gaulton | 117B |
| Glenn Ducharme | 204B |
| Grant Dann | 210B |
| Adrian Farquharson | 214B |
| Steven Berland | 306B |
| Raymond MacDonald | 314B |
| Ron Fairbain | 401B |

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| Jorge Vera | 207C |
| M. Crawford | 211C |
| Dharmendra Tiwary | 213C |
| Mike Sukalo | 306C |
| Boris Jakul | 308C |
| Shikha Minhas | 406C |
| Terry Potter | 409C |
| Tatjana Mijic | 418C |
| Brent Harle | 502C |
| Morteza Kahmanian | 503C |
| Susan Giebel | 506C |
| Tammy Prudhomme | 512C |
| Scott Chisholm | 615C |

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| Philip Jurak | 614C | | |
| Brenda McKendry | 105D | | |
| Stu & Sue Marchand | 114D | | |
| Robert Eastwood | 119D | Steve Jones | 112D |
| Frank & Karen Lewis | 203D | Prakash Madireddy | 202D |
| Umesh & Neetika Batta | 204D | Richard Sullivan | 211D |
| Brandon Parsons & Emily Varga | 305D | Laura White | 212D |
| Donald Smith | 408D | Valda Parsons | 215D |
| TJ Tomkins & Melissa Lauzier | 410D | Catalina Moldonado | 217D |
| Venkataramadas Narayanaswamy | 414D | Crystal Hulme | 301D |
| Csaba Horvath & Papp Szilvia | 416D | Lori Parsons | 310D |
| Thomas Chisholm | 502D | Joel Balkam | 401D |
| Arshad Ali | 609D | Clifford Cyr | 412D |
| Amanda McCulloch | 610D | Csaba Horvath | 416D |
| Patrick Walsh | 618D | Sheldan Beebi | 418D |
| | | Murray Rogers | 512D |
| | | Ian Scully | 601D |
| | | Iride Gonzalez | 604D |
| | | Brent Spendiff | 608D |
| | | Ricardo & Luisa Plata | 614D |