

MEETING NAME: MAY 30 th , 2012 Meeting	The PEAKS Board of Directors Meeting (Regular) Eagle Ridge Condominium # 0728880
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Meeting Date: May 30th, 2012	Location: Eagle Ridge Bldg 136A, Amenity Room A	
Chaired By: Craig Squires		Recorded By: Deanna Hebert
Attachments:		
Present: Board Members	Administration & Guests	Absent
Craig Squires (Interim President)	Amanda Loveless (Building Superintendent)	Frank Lewis
Dave Diebel (V.P. and Treasurer)	Sandra Pearce (Condominium First)	
Deanna Hebert (Recording Secretary)	Karen Kean (Condominium First trainee)	
Jay Schmitz	Jason Ranni (Senior Board Advisor)	
Chuck Smith		

No.	DESCRIPTION	ACTION BY	DUE
1.	Call to Order: At 6:40 pm. by Craig S.	Chair	
2.	Adoption of the Agenda: It was moved and seconded that the agenda for the Condominium Corporation 0728880 meeting of May 30, 2012, was accepted as presented. CARRIED	Chair	
3.	Presentations: Owner in unit 305D requests Board permission to hang planters from her Balcony railings. Board will consider hanging to interior of railings only.	Deanna	June
4.0	<p>Building Superintendents' Report (Amanda L.)</p> <p>4.1 Fire Dept. called on May 26th to Bldg. D due to smoke smell: no damages.</p> <p>4.2 Approval required to pay Cummins for Inspections. Not an Option: these inspections are required by the Fire Dept.</p> <p>MOTION: "It was moved and seconded that Condominium Corporation No. 0728880 enter into a 1 year contract with Cummins Western Canada with a Generator Service Agreement that includes monthly, semi-annual and annual services, for an amount not to exceed \$ \$13,000 (inclusive of GST); and further, that the invoices for one semi-annual and one monthly Inspection service already performed by Cummins in the total amount not to exceed \$3, 200.00 be paid. CARRIED</p> <p>4.3 Pet Program with cat and dog DNA registration will be considered.</p> <p>4.4 Rentals: some owners are not advising their renters of The Peaks Bylaws; Bylaw infractions and damages may result. The Board is considering implementing a requirement that Owner landlords pay a damage deposit to The Peaks.</p> <p>4.5 Former grounds maintenance contractor did not take our contract this year as they are busy with a municipal contract. New quotes a.s.a.p.</p> <p>4.6 Sprinkler system has approx. \$5000.00 damages from various inspections or repair contractors used. Sprinkler must not be used until repaired or will flood our property.</p> <p>4.7 Build a clause into future contracts for damages compensation whenever possible.</p> <p>4.8 Balcony heater to be removed.</p> <p>MOTION: "It was moved and seconded that residents of Condominium Corporation No. 0728880 remove gas or propane heaters from their balcony privacy areas unless they have prior written consent from the Board due to possible Bylaw infractions: Bylaw 61.b.vii, viii, ix, x, and xi. And also see Alberta Fire Safety Codes regulations: 2.4.4.6 Gas containers." CARRIED</p> <p>4.9 HVAC invoice for work on suite in Bldg. D appears out of balance for work</p>	<p>Amanda</p> <p>BOD</p> <p>Sandra</p> <p>Sandra</p> <p>Sandra, Amanda</p> <p>BOD</p> <p>Sandra, Jay, Frank, Craig</p>	<p>June</p> <p>June</p> <p>immediately</p> <p>immediately</p> <p>immediately</p> <p>June</p>

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	requested. Maintenance committee to set up meeting with HVAC to discuss. Vendors must get Amanda's signatures for work approval.		
5.	<u>Adoption of the Previous Minutes:</u> It was moved and seconded that the Condominium Corporation No. 0728880 Minutes of regular meetings of the Board for March 28, and May 2 nd , 2012 Minutes be approved. CARRIED.	BOD	
6.	<u>Recording of Electronic Motions:</u> 6.1 <u>MOTION:</u> " It was moved and seconded that Corporation No. 0728880 will pay Johnny McDonald \$120.00 per month through payroll for gas reimbursement, retroactive to his start date of employment." CARRIED	BOD	immediately
7.	<u>Treasurer's Report:</u> (Dave D.) 7.1 Office supplies cost high due to Budget mailed out to owners. 7.2 Garda Security: Sandra to check that we weren't double billed. 7.3 Change in Condo fees added approx. \$25,000 last month to budget. Most of the money was used in operating costs as The Peaks had 5 year mark maintenance costs. 7.4 Third party engineering firm is finishing up deficiencies report: when completed will meet with Centron. 7.5 Insurance money due for unit 215 and 315 repairs. Have Roger and accountant look at spreadsheet.	Sandra Jason, Dave, Leon, Jay Sandra	immediately June Immediately
8.	<u>Property Manager – Condominium First Report:</u> 8.1 Arrears of residents: Right to pay monthly is a privilege only. i) A caveat to pay monthly condo fees in advance for repeat offenders or automatic debit will be looked at. 8.2 Vacation pay accrual for staff: Response to why it could not be done to Board's Request was to say Condominium First will only do one way for all contracts and they choose to disburse vacation pay with each pay cheque now. 8.3 HVAC appointment to be set for Friday, June 8 th . 8.4 Fire Dept. will inspect in every unit annually from now on.	Sandra Sandra, Jay, Frank, Craig Sandra	June June 8 TBA
8	<u>Unfinished Business:</u> There was no unfinished business.		
9	<u>New Business:</u> HVAC quote for disconnect: \$917.00 for parkade P2 fan to be moved to more accessible location from inside a compound.	Sandra	June
10	<u>Committee Reports:</u> 10.1 Bylaw: Board will vote by electronic motion pertaining to unit 305D's request for allowing hanging planters on the interior of balconies upon further review. 10.2 Personnel: i) Meeting with Johnny and Amanda to work on job description. ii) Policies for staff will be reviewed.	Deanna Chuck, Amanda	June June
11	<u>Announcements:</u> 11.1 Jay Schmitz to join the Deficiency Committee. 11.2 Board Orientation to be Saturday June 2 nd in the Office, Bldg. A.	Jay BOD	Immediately June 2
12	<u>Adjournment:</u> The meeting was adjourned at 9:30 pm by Craig Squires. Next meeting: Wednesday, June 27 th at 6:30 pm, Amenity Room A.	Craig	

Original Signed By

Original Signed By

Craig Squires (Interim President)

Deanna Hebert (Recording Secretary)

Date of Approval _____