

THE PEAKS CONDOMINIUM CORPORATION

NO. 072 8880

BOARD MEETING MINUTES

May 9, 2017

PLACE: Amenities Room 136A

DATE: May 9, 2017

TIME: 6:30 pm

1) QUORUM:	President	Vacant
	Vice President	Kelly Berry ✓
	Treasurer	Brandon Parsons ✓
	Secretary	David Bussey ✓
	Member at Large	Frank Lewis ✓
	Member at Large	Prakash Madireddy x
	Member at Large	Stephen Lemay ✓
	Building Manager	Amanda Loveless ✓

2) MEETING CALLED TO ORDER by CHAIR, Kelly Beery at 6:35pm

3) GUESTS AND DELEGATES: None

4) **MOTION:** To APPROVE **AGENDA:**

David Bussey / Brandon Parsons

CARRIED

5) **MOTION:** To APPROVE **MINUTES** of previous meeting – April 4, 2017

Kelly Berry / Frank Lewis

CARRIED

6) OLD BUSINESS ARISING FROM LAST MINUTES:

- a) Survey Monitoring & Forensic Investigation – Contractor completed assessment. **Formal report requested. Will continue to monitor**

- b) AC drain lines in parkade – Minutes received from C516 Owner who was a previous Board Member regarding Centron’s acknowledgement of Condensation lines draining onto floor in parkade and error made on their part – Discussed with Lawyer and he has advised we are outside of warranty period but suggests discussing with the developer to see if they’ll come to the table. **BOARD to invite Centron to friendly meeting. Also, raise agenda**

item for June meeting to discuss major construction deficiencies at PEAKS by Centron

- c) Triumph Caulking – Quote requested to paint the exterior wall panels for Building C and wash windows. **Quote received is \$75,000. Amanda to seek 2nd Quote from another Contractor**
- d) Parapet walls – Completed on Building C NE & SE corner, **Building B is next awaiting schedule by the Contractors; BOARD budgeting one building per year till all parapets repaired**
- e) Washbay pressure washer & vacuum set up and running. **Well received by Owners; will consider signage to cover property liability from misuse or injury**
- f) Parkade Cleaning – Dirt disposal has been approved by the RMWB and will continue as scheduled.
- g) Pipe Cleaning – TLC will drop a bin in June for locker contents & notices sent to residents.
- h) SW entrance – Aim to provide a schedule/ start date. **Cost of \$13,000 for asphalt repairs and levelling of low spots**

7) FINANCIALS/INVESTMENTS/ARREARS

	Last Month	This Month
Operating Account	\$166,995	\$109,965
Reserve Fund	\$1,966,222	\$1,866,222
Accounts Receivable	\$81,974	\$50,777
Accounts Payable	\$18,673	\$ 84,377

MOTION: TO APPROVE FINANCIALS as presented

David Bussey / Frank Lewis

CARRIED

8) CORRESPONDENCE: Sent: None

Received:

- a) Window Cleaning Quote received for \$27,828

MOTION: To offer \$25,000 for Fort McMurray Window Cleaners

Frank Lewis / Kelly Berry

CARRIED

- b) 117C request to remove caveat against 2 month arrears – **BOARD declined request to remove**
- c) Request for BOARD to consider installation of a Pet Wash station. **BOARD declined request to install Pet Wash station**
- d) Window Replacement – Received quotation from Durabuilt Windows for the 47 leaking windows to be replaced this year. Cost is \$62,000 for double-pane and \$76,000 for triple-pane windows. BOARD concluded that the extra \$300 per window is good investment to eliminate noise and increase resale value
MOTION: To replace windows yearly as needed with triple-pane glass
 Frank Lewis / Stephen Lemay **CARRIED**

9) NEW BUSINESS

- a) Elect Board President and any other positions that become vacant during election. First, reviewed summary of BOARD roles and responsibilities
 Position of **PRESIDENT - Brandon Parsons elected**
 Position of **TREASURER – No nominations; Brandon holds dual role of President / Treasurer until new Treasurer elected**
- b) Board Member Responsibilities – BOARD members may be asked to vacate your position if two consecutive meetings are missed as per the bylaws **Ref. Section. 20. g** *is absent from two (2) consecutive meetings of the Board without consent of the remaining members of the Board (whether obtained in advance or otherwise);*
Prakash Madireddy was unanimously voted off the BOARD for non-attendance of monthly meetings
- c) Solar System – Reluctantly paid 1st monthly payment under advice of lawyer not to contest ENMAX contract. Still awaiting Structural Assessment report from ENMAX.
MOTION: For lawyer to send letter to ENMAX requesting report
 Stephen Lemay / Brandon Parsons **CARRIED**
- d) Staff Contracts – Up for renewal this budget year – **Contracts to be reviewed at June Meeting.** Discussed additional part time cleaners for weekends; will hold off for now and consider Outsourcing rather than hiring own staff

- e) Amanda to send email notice to Owners regarding restructuring of Board and seeking nominations for vacant positions.
- f) Curb Repair – Completed by Concrete At It’s Best; good job
- g) Corner Guards – Installed outside elevator doors to protect walls
- h) Riser Repairs – Materials have been ordered and will advise of schedule once received. **Cost of repair is \$350,000 and will take several months to complete**
- i) Otis Elevator Proposal – **Request to reprogram elevators to improve efficiency of wait time;** eliminate need for one elevator to be available on Main Floor
- j) Special Assessment – Letter has been sent to Owners and added to Ledger – **First payment date May 15th and 2nd payment date is August 15th**
- k) Building B Hot Water tank needs to be replaced – Tank on Order. A lift will be required to transport the tank up and to bring the old one down as it is 900lbs. **Cost is \$10,000; future options to be considered**
- l) Building B – Entryway concrete slab has a slight hairline crack since last year’s replacement. **Amanda top check out patching crack with butylene for cheaper and more durable fix.**
- m) Asphalt Repairs – Needed throughout the property – **Quote requested from Aim Contracting.**

10) NEXT MEETING DATE: June 13, 2017

11) **MOTION:** TO ADJOURN at 8:15 pm
 Kelly Berry / Brandon Parsons

CARRIED

12) TABLED ITEMS

- a) Lawn Sprinkler System