

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

BOARD MEETING MINUTES

PLACE: Amenities Room 136 A

DATE: Thursday, September 11, 2014

TIME: 6:30 p.m.

- 1) **QUORUM:**
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|-------------------------|--------------------|
| X President/Treasurer - | David Diebel |
| X Vice President - | Nader Tavassoli |
| X Secretary - | Judy Tokuda |
| X Privacy Officer - | Adrian Pooley |
| X Member- at-Large - | Vilia Tosio |
| Member-at-Large - | Scott Chisholm awr |
- X Helena R. Smith, ACC, FCCI for Mayfield Management Group Ltd.
X Edith O’Flaherty for Mayfield Management Group Ltd.
- 2) **MEETING CALLED TO ORDER BY CHAIR** Helena Smith at 6:35 p.m.
- 3) **GUESTS AND DELEGATIONS.** None.
- 4) **MOTION: TO APPROVE AGENDA:**
Vilia Tosio/David Diebel **CARRIED.**
- 5) **MOTION: TO APPROVE/AMEND MINUTES** OF PREVIOUS MEETING – AUGUST 7/14
Nadar Tavassoli/Vilia Tosio **CARRIED.**
- 6) **OLD BUSINESS ARISING FROM LAST MINUTES:**
- a) Site Manager’s Report – Reviewed and discussed.
 - b) Exterior Panel Sealing – Wade Engineering is reviewing documentation provided by the Board and MMG before conducting a site inspection.
 - c) Heating Line Inspections – Inspecting the 90 degree joints and zone valves in Building C has been completed. Building D is underway with B & A to follow up.
 - d) Wash Bay Update – Once the outside work is finished, the wash bay will be started. It is scheduled for the last week of September.
 - e) Parkade Inspections – The Stantec report is expected September 19, 2014.
 - f) Roof Inspections – MMG will contact Wade Engineering for a date for the RAMP progress.

- g) Membrane Repairs – The parkade membrane repairs are scheduled to be completed after the next sweep and scrub in November.
- h) Dog Run – All quotes have not been received. Maintenance is also looking at other options.
- i) Front Sign Lights/Parkade Light – These two electrical problems are still being investigated.
- j) Curb Replacements – The replacement of damaged curbing is scheduled for September 15.
- k) Key Program – Dial Locksmiths have completed the re-keying of all units. The office in building A is having security cameras installed in it and a dead bolt on the door. There are still approximately 30 units that have not picked up their keys.
- l) Sprinkler Deficiencies – Levitt Safety is addressing the sprinkler deficiencies in the parkade. The repairs include moving some sprinkler lines and they are waiting for permits.
- m) Mudjacking – Fort McMurray Mudjacking has completed the first 9 units that require their patios to be mudjacked. The next set of units to be completed is approved.
MOTION: To approve Fort McMurray mudjacking to complete mudjacking to the next set of units to a maximum of \$6,300.
 Adrian Pooley/Vilia Tosio **CARRIED.**
- n) Suite Restoration – The damages to the two units in A building caused by a leaking hot water line have been repaired.
- o) Policy Gates/Railings/AGM – This item will be tabled until the AGM.

7) FINANCIALS/INVESTMENTS/ARREARS

As of August 31, 2014, the Operating account was \$198,134.05, the Reserve Fund account was \$1,429,148.60, A/R was \$32,842.01 & A/P was \$1,129.09.

MOTION: TO APPROVE FINANCIALS AS PRESENTED: August 2014
 Nader Tavassoli/Judy Tokuda

CARRIED.

A number of units are 90 days in arrears and will be sent to collections.

MOTION: The Board resolves that each unit listed below shall have a caveat filed for unpaid condominium fees and that interest should be charged on unpaid fees at the rate of 18% per annum. Legal proceedings to enforce the caveat including foreclosure and selling of these units is authorized. The units are legal units 62, 561, & 695.

Vilia Tosio/David Diebel

CARRIED.

- 8) CORRESPONDENCE: SENT – Budget, various emails
 RECEIVED – various emails

9) NEW BUSINESS:

- a) Policy – Abusive Behaviour – MMG to draft a policy concerning the intolerance of abusive behaviour towards staff by residents.
- b) Snow Contract – Three quotes were received. Leon’s Heavy Equipment was approved.
MOTION: To approve the Leon’s Heavy Equipment quote for snow removal for the 2014-15 winter season for a cost of \$7,700 per month + GST.
- c) Audit – Cass & Fraser will be auditing the financials for the past fiscal year, October 1, 2013 to September 30, 2014.
MOTION: To approve Cass & Fraser as the auditor for the 2013/14 fiscal year.
Vilia Tosio/David Diebel **CARRIED.**
- d) Other –
 - 1. Residents’ Survey – An online survey was made available to all residents and Owners. There have been excellent responses to this survey. The Board is compiling the results.
 - 2. Christmas Gatherings – The Board agreed to have an adults wine and cheese and a children’s Christmas party. Dates will be set at the next meeting.
 - 3. Summer BBQ – The summer BBQ held in the courtyard was enjoyed by all.

10) NEXT MEETING DATE: THURSDAY, OCTOBER 2, 2014 @ 6:30 P.M.

11) **MOTION:** TO ADJOURN: VILIA TOSIO **CARRIED.**

MEETING ADJOURNED BY CHAIR AT 7:42 p.m.