

THE PEAKS CONDOMINIUM CORPORATION
No. 072 8880

BOARD MEETING MINUTES

August 17 2016

PLACE: Amenities Room 136A

DATE: August 1, 2016

TIME: 6:30 pm

1) QUORUM:	President	Rob Eastwood ✓
	Vice President	Kelly Berry ✓
	Treasurer	Brandon Parsons x
	Secretary	David Bussey ✓
	Member at Large	Frank Lewis ✓
	Member at Large	Prakash Madireddy x
	Member at Large	Brian McKinley x
	Building Manager	Amanda Loveless ✓

2) MEETING CALLED TO ORDER by CHAIR, Rob Eastwood at 7:00 pm

3) GUESTS AND DELEGATES: BIOSWEEP representatives gave unsolicited proposal on additional treatment of condo suites using their photocatalytic oxidation process.

4) **MOTION:** To approve **AGENDA:**

Kelly Berry / Frank Lewis

CARRIED

5) **MOTION:** To APPROVE **MINUTES** of previous meeting – June 29, 2016

Rob Eastwood / Frank Lewis

CARRIED

6) OLD BUSINESS ARISING FROM LAST MINUTES:

a) New Albany Door in NE location Installed. Door was damaged by oversized vehicle above the restricted entry height.

MOTION: To replace plastic arms with metal rods at garage entrances to mark the maximum height restriction for vehicle entry.

Frank Lewis / Kelly Berry

CARRIED

b) Parkade Cleaning – Cleaning was August 9th & 10th. Next parkade cleaning is in October.

c) Fire Inspections Complete – 80% of deficient smoke detectors in suites have been replaced. **Remaining 20% need to be replaced by yearend. Written notices will be sent to delinquent owners.**

d) Hallway Carpets – Carpets were cleaned since the fire but this did not include stain removal. **This will be handled by staff during the slower winter months**

e) LED Lighting - **85% complete** and being handled as bulbs need replacement

f) Solar Energy Project – Enmax ready to roll with Solar Project. **Al King suggests waiting until the Parapets are done as repairs require full access to those roof areas.**

MOTION: To sign on with Enmax to begin Solar project in Sept or October, 2017

Rob Eastwood / Kelly Berry

CARRIED

g) Concrete Pad Replacement – **Replacement of Building B entrance pad and 104C & 105C patio pads have been completed – excellent job.**

7) FINANCIALS/INVESTMENTS/ARREARS

As of July 15, 2016, the Operating Account was \$ 192,923.37; the Reserve Fund was \$1,960,357.36, A/R was \$ 212,194.38 and A/P was \$ 429,765.52

MOTION: TO APPROVE FINANCIALS AS PRESENTED: August 17, 2016

David Bussey / Frank Lewis

CARRIED

8) CORRESPONDENCE:

Sent: Approved Vendor List for upgrades and improvements to suites was sent to all Owners and the list was posted on Building Bulletin Boards. **If Owners choose to employ alternative vendors, they do so at their own risk as the Corporation assumes no associated costs or liabilities.**

Received: Request was received for clarification on eligibility for Insurance Payout to Condo Owners who have sold their units since returning to the Peaks following the mandatory evacuation. **The ruling is that the Insurance Payout will be offered to all titled Condo Owners at the time that the claim was opened on May 3rd.**

9) NEW BUSINESS:

a) As requested by the Board, Wade Engineering Ltd. submitted a service proposal to prepare specifications to remove and replace all existing exterior windows.

MOTION: To approve Wade Engineering to proceed in confirming the scope of work to prepare tenders for the Windows Replacement

Kelly Berry / Frank Lewis

CARRIED

b) Alberta Sweeprite submitted an estimate for Parkade maintenance for 2017. **The agreed schedule will include two Power Scrubs in January and April along with four parade sweeps in Feb, July, Oct and Dec. The cost for parkade cleaning in 2017 is \$23,960.**

They also offer cleaning of ceiling pipes but HP water washing would not work for us. **Amanda will look into vacuum cleaning or possible purchase/rent of commercial equipment for cleaning of overhead parkade pipes.**

c) Reviewed draft of Insurance “Full and Final Release” form prepared by our lawyer. **This form is to be signed by Condo Owners selecting the Unit Payout option versus the Biosweep cleaning of their suites.**

d) Window Cleaning – Approved by Insurance as part of Post Fire Clean Up. Window cleaning will commence in on August 24th with email notification to be sent to all condo Owners.

e) Roof leak at 614C, 614D & 615A – Al King of Wade Engineering conducted inspection of the roof on August 9th. **Two holes were found in the membrane and it was also discovered that the parapet walls were not installed as per design. The result is that condensation inside the parapet has been leaking into suite C614.**

MOTION: To APPROVE up to \$40,000 for the immediate repairs of parapet and membrane to fix leak in unit C614

f) Repair of All Parapets – **Wade Engineering to present proposal for repair to ALL building parapets over 3 year period**

g) Security System Upgrade – Quote in the amount of \$723,000.00 submitted by Fort Mac Security Solutions proposes to include fob and cameras to encompass all access doors, service rooms, parkades and exterior parking lot. **Contractor working on mapping of system. The Board wants to motion this project for approval ASAP; Amanda to check with vendor for service agreement and availability.**

h) Elevator Pits, Building C – Water Infiltration – **Completed with \$77,595.00 paid out of the Reserve Fund and \$169,726.50 paid out of Operating. No further water issues in pit.**

Building A also has defective elevator pit. **Vendor to prepare a scope of work and estimate for repairs to be conducted in 2017.**

i) Reserve Fund Study – **In Progress, completion expected November 2016.**

j) 360 Property Management Software – **Next step is to update Owner Portals & activate Website tie in.** Updating historical data for all suites is turning out to be very time consuming task.

MOTION: To not update Owner profiles with past data and records; data base to start at current date moving forward.

Rob Eastwood / Frank Lewis

CARRIED

k) Phase 2 of the Caulking & Sealant Project. **Completed for 2016. \$51,946.06 taken from Reserve Fund. Project is ahead of schedule and under budget.**

l) Obtain pricing to install a camera inside the ceiling and drywall of C614 and A615 to monitor the spring thaw to gain more insight into the leaking. – **Awaiting information from Fort Mac Security Solutions.**

m) Flooding in Building A, B, D – Floods continue due to damaged supply lines and repairs by inexperienced vendors. **Preferred vendor list attached for owners and Bylaws referenced in an email sent to owners on August 4, 2016.**

n) Sprinkler System/Irrigation System – No Update. **Some money has been budgeted in 2017 with Options to be considered before Spring.**

o) Window Project – Windows with recurring leaks will be removed & reinstalled at a cost of \$28,000.00 – **Quote submitted by T&B Glass. Awaiting information from Wade Engineering.**

p) Suite supply lines to be overhauled in the upcoming year as they are nearing their 10 year life span. New lines to be upgraded and will be warrantied for 25 years. **Awaiting quote from True North & AAA Xtreme Painting. Will also seek Quotation to tie in the AC drain lines that dump on the parkade floor, into a proper overhead manifold with direct discharge to drains.**

q) Centron – Elevator Pit, Parapet Walls & Windows – **Centron's legal obligation for costs associated with major construction defects to be considered**

r) Received complaint that the enclosed trailer parked in front of Building B is creating a safety hazard for the resident in adjacent parking space. The trailer blocks the vision to enter and exit the adjacent parking spot. **The Board will inspect the site and consider options.**

s) Building A tenant spilled can of paint from patio which damaged grass and some paint on building. Tenant has agreed to \$500 fine for cleanup and repairs.

10) NEXT MEETING DATE: September 15, 2016

11) **MOTION:** TO ADJOURN meeting at 9:10 pm
David Bussey / Frank Lewis

CARRIED