

THE PEAKS CONDOMINIUM CORPORATION
NO. 072 8880

BOARD MEETING MINUTES

Sept 15, 2016

PLACE: Amenities Room 136A

DATE: Sept 15, 2016

TIME: 6:30 pm

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

2) MEETING CALLED TO ORDER by CHAIR, Rob Eastwood at 6:37 pm

3) GUESTS AND DELEGATES: None

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

Rob Eastwood / Prakash Madireddy

CARRIED

5) **MOTION:** To APPROVE **MINUTES** of previous meeting – August 17, 2016

Brandon Parsons / David Bussey

CARRIED

6) OLD BUSINESS ARISING FROM LAST MINUTES:

a) Parkade Cleaning – Next scheduled cleaning is in October. **Approval granted to Amanda to purchase vacuum unit with attachments to clean parkade overhead pipes. Cost is \$1,500.**

b) Fire Inspections of suites complete – **Notices to go out to remaining owners who did not comply. Extension granted till February**

c) Hallway Carpets – In House Cleaning in progress but temporarily down to one janitor. **Actively seeking 2nd janitor.**

- d) Window Cleaning – **Completed and all agree that excellent job performed. Insurance covered \$26,000 of the \$35,000 total.**
- e) Solar Panel System – **Approved and planning to commence in one week.**
Tried to push project to 2017 but the incentives are only valid for work performed in 2016. **Enmax will complete work his year but postpone down payment to 2017.**
- f) Roof Leaks – Wade Engineering proposal to repair Parapet received. **Repairs will be made as required. Status of known leaks is:**
- **A615 complete with 9 holes repaired in membrane above**
 - **B412 complete with 4 holes repaired in membrane above**
 - **D614 – In Progress**
 - **C614 – Parapet condensation build up occurs in the spring thaw or during winter warm spells**

7) FINANCIALS/INVESTMENTS/ARREARS

As of August 15, 2016, the Operating Account was \$ 168,661.97, the Reserve Fund was \$ 1,831,220.85, A/R was \$ 336,339.60 and A/P was \$ 360,601.00

MOTION: TO APPROVE FINANCIALS AS PRESENTED: August 15, 2016

Brandon Parsons / Frank Lewis

CARRIED

8) CORRESPONDENCE: Sent: None

Received: (2) email messages

(i) D310. Letter to Board complaining of water damage, smell, possible mold from leak from above condo. Building Manager told Board of work history and actions taken to address issues. **Board Suggested that summary of repairs and inspections be sent to owner and to clarify Owner's expectations.**

(ii) B208: Complaint regarding trailer parking in the adjacent stall creating a blind spot and therefor a safety hazard. **Short term solution is to swap parking stalls with end Visitor parking stall. Board to consider bylaw revision to specify limitations or restrictions to titled parking stalls.**

9) NEW BUSINESS:

a) Letter to Centron – **Lawyer to prepare friendly letter from Peaks Condo Board to Centron to list and address outstanding construction defects**

- b) Security System Upgrade – **Contract & Insurance complete with a start date of September 26 and a 60 day completion date. The one item still to be finalized is parkade entry with one way traffic flow and scanned entry and egress.**
- c) Elevator Pits, Bldg A – Water Infiltration – Proposal for \$248,800.00 received from Renneberg Foundations to repair elevator pit. Contractor agrees that this does not impose an immediate risk. Board decision to monitor water infiltration and defer repairs to 2017/18 Budget.
- d) Reserve Fund Study – **In Progress, completion expected November 2016.**
- e) Phase 2 of the Caulking & Sealant Project to commence is in progress. **Completed for 2016. \$193,468.89 taken from Reserve Fund as slated.** Work to be completed in 2017.
- f) Plan to install a camera inside the ceiling and drywall of C614 to monitor the spring thaw to gain more insight into the leaking **cancelled. Repair of parapet eliminates source of leak.**
- g) Insurance Claim – Progress is very slow. **First release of \$500,000 to be received this month. Lawyer to prepare letter to Insurer to express Board frustration in delays for settlement and reimbursement**
- h) Sprinkler System/Irrigation System – No Update; move to tabled item to be addressed in the spring.
- i) Window Project – Report received from Wade Engineering to prepare Tender for window replacement. Windows with recurring leaks will be replaced immediately.
MOTION: TO APPROVE \$100,000 FOR REPAIR OF LEAKING WINDOWS
Frank Lewis / Dave Bussey **CARRIED**
- j) 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. Look into providing warning labels to be placed on panels in all suites.**
- k) Caveats Issued – For all suites with condo fee arrears past 30 days – **Complete**
- l) Survey Monitoring & Forensic Investigation – Differential movement of slab structure & parkade cracks - Report to be reviewed by Renneberg Foundations, proposed cost of \$22,800.00 to inspect and recommend corrective action.
MOTION: TO APPROVE \$22,800 FOR REPAIR PROPOSAL

Frank Lewis / Prakash Madireddy

CARRIED

10) NEXT MEETING DATE: October 7, 2016

11) **MOTION:** TO ADJOURN

Brandon Parsons / Dave Bussey

CARRIED