



Minutes for The Peaks Board of Directors Meeting
March 3, 2019 1:00 PM
Location: Radium Plaza, Unit 8

a) Meeting Convened – 12:58 pm

Members in attendance

Joanne Buckley

Purnima Gosavi

Terry Larsen

Wayne Loustel (by phone)

Kelly McGovern (by phone)

François Robert

Carla Simoes

b) Approval of Agenda

Moved by: Terry

Seconded by: Purnima

MOTION: Approve the Agenda as presented.

For: 7

Against: 0 (Carried.)

c) Approval of February 23 BoD Minutes as presented.

Moved by: François

Seconded by: Carla

MOTION: Approve the BoD Minutes as amended.

For: 7

Against: 0 (Carried.)

d) New Business

a. **Board Discussion; Director Code of Ethics:** Lead François

Review by all Board members of potential conflict of interest regarding current agenda.

b. **Financial review and budget:** Lead Carla

- Update and budget preparation for Fiscal Year 2019-2020

MOTION: The proposed strata fee increase will be between 15 and 16% per unit effective May 1, 2019, if approved at the Annual General Meeting to cover operating costs and replenish the contingency reserve fund.

Moved by: Carla

Seconded by: François

For: 7

Against: 0 (Carried.)

c. **Rules:** Lead François

Proposed rule to be presented on March 30, 2019 at the AGM to protect the building envelope integrity:

MOTION: The following rule will be presented at the Annual General Meeting:

RULE: Making any alterations to the building envelope is prohibited unless contrary to other approved rules.

Moved by: Terry

Seconded by: Kelly

For: 6

Against: 1 (Carried.)

d. **Proposed review of bylaws and possible addition of a new bylaw:** Lead Terry

ACTION: The changed bylaws and new bylaws will be presented to the owners at the Annual General Meeting.

MOTION: To accept Bylaw 4 as revised:

An owner, tenant or occupant must not keep any pets on a strata lot other than one or more of the following: a reasonable number of fish or other small aquarium animals; a reasonable number of small caged mammals; up to 2 caged birds; one dog or one cat. With written approval of the Strata Council the numbers above may be increased. The Strata Council may at any time require the removal of any pet permitted by this By-Law or any additional written approval, if the pet is a nuisance or is causing an annoyance to others. Upon receipt of such notice, the pet shall be removed forthwith from the Strata Lot.

Moved by: Francois

Seconded by: Carla

For: 7

Against: 0 (Carried.)

MOTION: To accept Bylaw 6 as revised:

An owner, tenant or occupant must not use the surface parking lot for any purpose other than the parking of a motor vehicle which does not exceed the dimensions of a private automobile. Any vehicle in the surface lots to be parked (left) for more than 14 consecutive days must receive Strata Council approval.

Moved by: Terry

Seconded by: Kelly

For: 7

Against: 0 (Carried.)

MOTION: To accept Bylaw 10 as revised:

An owner, tenant or occupant must not keep, accumulate or permit to be kept or accumulated debris, scrap metal, car parts, refuse or waste material upon the Strata lot or surface parking lot.

Moved by: Francois

Seconded by: Joanne

For: 7

Against: 0

(Carried.)

MOTION: To accept Bylaw 14 as revised:

An owner, tenant or occupant must not use or play any instrument or device within a Strata Lot or upon common property which causes a disturbance or interferes with the comfort of other owners or occupiers.

Moved by: Joanne

Seconded by: Purnima

For: 7

Against: 0

(Carried.)

MOTION: To accept Bylaw 24 as revised:

Owners, tenants, or occupants must maintain a minimum temperature of 10°C / 50°F at all times. It remains solely the responsibility of the owner to maintain the heat to prevent freezing and/or bursting of water pipes and equipment. Damages and repairs related to frost and/or freezing will solely be the responsibility of the owner.

Moved by: Terry

Seconded by: Purnima

For: 7

Against: 0

(Carried.)

MOTION: To accept Bylaw 27 as revised:

Owners must not install or cause to be installed any hard flooring surfaces without written approval of the Board. Installation must be completed to meet or exceed the current Board approved Sound Transmission Class (STC), an Impact Insulation Classification (IIC) and Delta Impact Insulation Classification (Delta IIC) specifications.

Moved by: Carla

Seconded by: François

For: 7

Against: 0

(Carried.)

MOTION: To accept Bylaw 29 as revised:

An owner, tenant or occupant shall only use parking space/stall specifically assigned to the strata unit corresponding to that parking stall. Parking/items must fit into the marked area of the parking stall as to not impair access to adjacent stall or occupy any common area. The strata accepts no responsibility for any property kept in the underground parkade.

Moved by: Carla

Seconded by: Purnima

For: 7

Against: 0

(Carried.)

MOTION: To accept the new Bylaw 33:

No strata unit or common area shall be used to grow or cultivate cannabis or any other high humidity plants.

Moved by: Carla

Seconded by: Purnima

For: 7

Against: 0 (Carried.)

ACTION: Bring the need for a bylaw surrounding privacy policy and surveillance to the AGM. Highlight the owners' rights around non-smoking areas.

- e. **Review of critical activities regarding upcoming March 30 AGM:** Lead François

ACTION:

- Financial Statement and financial report (Carla)
Garry needed access to the financial statements for the Peaks. Carla provided him access and the board supported this action.

MOTION: The board authorizes the president and the treasurer to sign off on the statement of financial positions when available as part of the financial statement.

Moved by: Terry

Seconded by: Joanne

For: 7

Against: 0 (Carried.)

- 2019-2020 Budget (Carla & Joanne)
 - Bylaw revisions (Joanne & Terry)
Joanne will send in final version to Kelly for the minutes.
 - Report to ownership (François & Kelly)
 - The Peaks Management:
The General Manager has given his notice of resignation, effective March 31, 2019.
- ACTION:** The board will review with the General Manager what services he can provide in the transition period.
- Proposed implementation of Depreciation Report: Carla has outlined this in her budget presentation.

Break from 3:52-3:57pm

- f. **Indemnification Agreement for Lot 43: Lead François**

A board member left at this juncture due to a possible conflict of interest.

MOTION: The Board approves the Indemnification Agreement as modified for Lot 43.

Moved by: Terry

Seconded by: Wayne

For: 6

Against: 0 (Carried.)

ACTION: Two board members will hand deliver this agreement to Lot 43. If the owners are not home, the agreement will be put under the door.

g. **Indemnification Agreement for Lot 45: Lead François**

A board member was absent during this item due to a possible conflict of interest.

MOTION: The Board approves the Indemnification Agreement as modified for Lot 45.

Moved by: Terry

Seconded by: Purnima

For: 6

Against: 0 (Carried.)

ACTION: The Board will notify Lot 45 that this indemnification is identical in substance to the agreement presented to Lot 43 by this Board. To the best of the Board's knowledge no other indemnification agreements are on file.

Two board members will hand deliver this agreement to Lot 45. If the owners are not home, the agreement will be put under the door and the Strata will email the agreement to Lot 45 as well.

e) **Next Meeting:** Friday, March 29, 7:00pm
Amenities Building

f) **Motion to adjourn:** 4:43 pm