



Agenda The Peaks Board of Directors Meeting

December 10, 2019

Location: Virtual - Google Meet Conference Call

Meeting Agenda

A. Meeting Convened - 6:06pm

Members in attendance:

Carla Simoes	Yes	Darwin Baker	Yes
David Bailey	Yes	Linda Nickerson	Yes
Patrick Fitzgerald	Yes		
Wayne Loustel	Yes		

B. Approval of Agenda

MOTION: Approve the Agenda as presented.

Moved by: Darwin Seconded by: Linda

Amendments/Changes: Nil

For: 6

Abstain: 0

Against: 0

Results: Carried

C. Board Discussion: Director Code of Ethics: Lead Carla

All Board members to provide signed [Code of Ethics forms](#) and disclose any potential conflict of interest(s) regarding current agenda.

D. Approval of Previous Board of Directors Meeting

MOTION: Approve the Board Meeting Minutes of November 20, 2019 as presented.

Moved by: Carla Seconded by: Linda

Amendments/Changes: Nil

For: 5

Abstain: 1

Against: 0

Results: Carried

E. Updates

- Caretaker/Manager & Maintenance Committee Update - Michael and Patrick Lead (Michael joined at 6:30pm)
 - Action Items from previous Board Meeting:
 1. High Volume Fan not working in Willow Building - Now Fixed

2. Maintenance Committee - Deck Inspection - Notice sent for inspections to be completed between Nov 26 - Dec 16. Michael provided the progress of the inspections to date on the buildings.
3. Willow Main Door - Plate to be inserted (update required) - Parts are on order and will change the one in Poplar as it is not the proper plate. Birch no issue.

- Eavestrough project - Willow and Birch are completed. Poplar still needs to be completed.
- Annual Fire Inspection - Michael to connect with Gary
- Poplar Ventilation Fan - Michael believes the unit is working properly - however is going to connect with ShiftAir to have it inspected.
- Main Boiler and Outdoor Hot tub Floor Heating system - have been fixed and are now running properly, however the impeller needs to be replaced and is on order
- Hot Tub Anti Slip tape installed
- Willow Building security Light outside - has been fixed
- Drain lines - will be checked and cleaned every month in all buildings - Dec 30th next cleaning
- Outdoor hot tub - sensor for ice melter is on order
- Willow emergency light on main floor - parts are on order.
- Willow parkade heaters - switch ordered.
- Women shower fixed

Michael left meeting at 7:07 pm

- Board updates
 - Action Items from previous Board Meeting:
 1. Surface Parking - signs
Action: Darwin to connect with the Village of Radium to determine if there is any additional requirements for the signs around towing.
 2. Insurance Renewal - Linda confirmed the appraisal and insurance is on building replacement and equipment excluding land.
 3. Infraction Bylaw Notices for Balconies Patios.
Action: Work with Michael to send out the remaining notices in the New Year.

F. New Business

- **Michael WCB**

Action: Darwin to connect with Michael to discuss

- **Insurance Renewal (approved via email)**

MOTION: Approve the renewal of the insurance with Lloyd's of London for the amount of \$141,079 (30% increase year over year)

Moved by: Carla Seconded by: Patrick

Amendments/Changes: Nil

For: 6 Abstain: 0 Against: 0

Results: Carried

Action: Obtain final insurance package along with a copy of the certificate of insurance and post it on the website.

- **Letter sent by SL136 on Dec 9, 2019 regarding November 26 response letter.**

Action: Linda to connect with CHOA to determine how much information we can post around issues and decisions. Amendments will be made at the next board meeting if required based on CHOA's response.

- **Real Christmas Trees and lights** - There is currently no bylaw around Christmas Trees and lights - something to consider for the future.

- **Dart Board - Protect wall behind the dart board.**

Action: Patrick to connect with Don on Maintenance Committee and Michael around finding a solution.

- **Previous AGM - To extend the operating hours from 10:00 pm to 1:00 am of the Owners Lounge so that owners have a place to go to visit that does not disturb. Look into the possibility of booking the Owners' Lounge for events by owners.**

MOTION: Extend Operating hours from 10:00 pm to 1:00 am of the Owners Lounge so that owners have a place to go to visit that does not disturb.

Moved by: Patrick Seconded by: Dave

Amendments/Changes: Nil

For: 0 Abstain: 0 Against: 6

Results: Defeated

MOTION: Allowing owners to book the Owners' Lounge for events.

Moved by:Linda Seconded by:Wayne
Amendments/Changes: Nil
For: 0 Abstain: 0 Against: 6
Results: Defeated

■ **Bylaw for decks and balconies - AGM item**

Action: Draft bylaw or rule to present at AGM

■ **Next AGM - Set Date**

- BC Strata rules - An AGM must be held every year; no later than two months after the strata corporation's fiscal year end. The Peaks Fiscal year end is January 31st, therefore for the Strata to be in accordance to these rules, the strata must therefore hold the AGM between Feb 1 - March 31st.

Action: AGM will be held on March 28, 2020 - Send out notice to owners.

G. Financials - Lead Linda

- Discussed Contingency Fund

H. Next Meeting: Tuesday Jan 14, 2019 at 6:00pm

I. Motion to adjourn: 8:48pm