



The Peaks Board of Directors Meeting Minutes
Thursday July 23, 2020
Location: Virtual - Google Meet Conference Call

A. Meeting Convened: 6:09 pm

Members in attendance:

David Bailey	Wayne Loustel (joined at 7:05)
Darwin Baker	Kelly McGovern
Linda Nickerson	Patrick Fitzgerald (Left at 8:15)

Absent:

Joanne Bucklee

B. Approval of Agenda:

MOTION: Approve agenda as presented

Moved by: Kelly Seconded by: Linda

For: 5 Abstain:0 Against:0

Results: Carried

C. Board Discussion:

Director Code of Ethics: Lead Dave

All Board members to disclose any potential conflict of interest(s) regarding the current agenda.

D. Approval of Previous Board of Directors Meeting: Lead Dave

MOTION: Approve the Board Meeting Minutes of June 9, 2020 as presented.

Moved by: Patrick Seconded by: Linda

For: 5 Against: 0

Results: Carried

E. Updates on Action Items from June 9, 2020 Meeting

1. Changing the Bank Signatories: Lead Dave

Update: Completed.

2. Reviewing the authorization for The Peaks P.O. Box: Lead Dave

Update: Completed.

3. Registration of bylaws approved at the AGM Meeting April 22, 2020:

Lead: Dave

Update: Completed, posted to Peaks website.

4. Carpet Cleaner Purchase: Lead Dave

Update: Quotes have been received, to be reviewed and purchased.

5. Types Bylaw

Update: As per CHOA in a types bylaw, the strata lots are still all required to contribute to all common expenses other than a specific expense that a strata lot type has no use of (ie. propane).

MOTION: To move ahead with a types bylaw for propane and special general meeting in the fall of 2020.

Moved by: Linda

Seconded by: Kelly

For: 5 Abstain: 0 Against: 0

Results: Carried

6. Amenities Building Opening - Hot Tubs / Pool

Update: Opened July 13, 2020 using Interior Health guidelines, closed on July 22, 2020 due to Covid-19 rule violations.

7:00-7:38pm Michael joins the meeting.

Action: The pool will reopen on Saturday, July 25 with strict monitoring of pool deck numbers. The hot tub will remain closed indefinitely due to distancing issues. The board will monitor numbers and any more infractions, the pool will be closed for the season.

7. Security in Buildings: Lead Kelly

Update: presentation of report from security committee.

Action: Kelly and Michael to work with the panel company to get started on standardizing the front door buzzer system as well as learning the process to change codes.

Kelly to finish Privacy Policy to submit to the board for review.

8. Peaks Caretaker/Manager Assistant Caretaker Roles Update

Update: Dave and Darwin met with Michael and reviewed how last year went.

Action: Newsletter item on owner responsibility for unit repairs. Reminder to owners to email the strata rather than contacting Michael directly.

F. New Business

1. Landscaping Committee: Lead Kelly

Update: Committee has a number of projects for summer. Some larger projects will be presented to the owners at the AGM.

2. Lot 137 Second Dog

The Board and future boards reserves the right to revoke this exemption at any time.

Motion: To approve having 2 dogs temporarily, with the following conditions:

- The dogs are both small to medium size no larger than 30 lbs
- This is an occasional situation 4 times a year and you will notify the strata when you are coming down and for how long with the two dogs

And that:

- All bylaws and rules regarding pets are followed (e.g. cleaning up after them, using the designated dog area, having them on a leash at all times, not having them tied up to strata or limited common property or left alone on your balcony, etc.)
- There are no confirmed noise/damage/nuisance complaints.
- You will never have more than 2 dogs at your unit at any one given moment

Moved by: Wayne Seconded by: Linda
For: 4 Abstain: 1 Against: 0
Results: Carried

3. Lot 127 - Notice of Bylaw Infraction Section 3.2 & 3.7

Letter received from owner regarding brackets attached to Strata common property.

ACTION: The board will respond to her email with the agreed upon response.

4. Water Damage Lot 64

Water has seeped into the unit from the outside patio, due to slope issues

MOTION: To accept the Expenditures as required for restoration work as directed by the Maintenance Committee. Current expenditure estimate is \$2,000.

Moved by: Dave Seconded by: Wayne

For: 5 Abstain: 0 Against: 0

Results: Carried

5. Overview of Strata Email Communications

Review of incoming emails

G. Peaks Newsletter Articles

1. Message on fireworks from the Village
2. Pool status
3. Unit repairs
4. Bylaw highlight- dogs
5. Landscaping committee update

H. Next meeting: TBD, late August

I. Motion to Adjourn: 9:05 pm