



The Peaks Board of Directors Minutes
Wednesday July 09, 2025 7:00 pm
Location: Virtual - Google Meet Conference Call
FINAL

A. Meeting Convened: 7:04 pm

Members in attendance: Sean Harris, Dennis Gibeau, Heather Screaton. Darwin Baker, Allan Pearson

B. Approval of Agenda

MOTION:

Moved by: - Darwin Seconded by: Sean

Amendments/Changes:

For: 5 Abstain: - Against: -

Results: Carried

C. Board Discussion:

Director Code of Ethics:

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

Please Sign and Save FY26 Declarations in the following folder

[<Board/FY26/Code of Ethics>](#)

D. Approval of Previous Board of Directors Minutes:

MOTION: Approve the Board Meeting Minutes of June 11 2025 as presented.

Moved by: Darwin Seconded by: Dennis

For: 4 Abstain: 1 Against: -

Results: Carried

E. Leaks into the parkades into the storage areas in Willow:

CVE reviewed the report with the scope of work for the landscaping and the slope of the concrete, plans, requirements and developed a Design Memorandum. Meeting with the Maintenance Committee, CVE and Board was held Friday June 13th where next steps were discussed. All groups present during the meeting were on board with the path forward. CVE is also being retained for 1 year to study the crack identified in the willow before making recommendation for how to repair it. A meeting with Vision and the Maintenance Committee was held June 30,2025 to discuss what needed to be added to the revised quote. We are now waiting for the results of that meeting.

F. Birch Elevator Part Replacement

After MANY delays in shipping the required parts were installed and the elevator was brought back online.

G. Insurance Declarations

All but 25 owners have provided their Declaration of Insurance forms. There has been positive feedback from the owners regarding this initiative.

H. Technical Safety BC update

An FSR has been selected for the complex. He will now be retained and paid yearly to maintain an operator permit for all 3 buildings.

I. Timesheets

Nicole will create a required timesheet for the hourly contractor.

J. PTAC Replacement and Proposed Mini Split Solution

A solution for converting the PTAC to a Mini Split was presented to the board however there were concerns regarding the aesthetics of the installation and the modification to the envelope of the building. If an owner would like to create a detailed presentation they may bring it forward at an AGM by following the correct procedure to do so.

K. News Letter -

Monthly newsletter was drafted and sent out to the ownership. This month's newsletter should include the following topics:

- Transfer Station now open, please use it.
- Reminder for the procedure for unit alterations and the appropriate bylaws regarding them.
- Reminder to drive around the complex safely and be aware of those around you.

L - Explore BC Hydro Multi-unit residential building offers

Discussion, Board will explore options for Peaks -

<https://www.bchydro.com/powersmart/business/programs/multi-unit-residential-buildings.html>

M - Tree Removal

7 Trees have been identified this year for removal around the property for safety and maintenance reasons. Trees removed will be replaced across the complex.

Motion to Adjourn: 8:20 pm

Moved by: Sean Seconded by: Dennis

For: 5 Abstain: - Against: -

Results: Carried

Next Meeting: at 7:00 pm MST Aug 13, 2025