

SIERRAS ON THE LAKE

CONDOMINIUM CORPORATION 022 6881

Board of Directors Meeting Minutes

November 5, 2024

Approved December 3, 2024

Present

Audrey Buchinski – President

Les Sayer – Vice-President

Elaine Zaplachinski – Treasurer

Gayle Nicholson – Secretary

Peter Lovett – Director

Emily Allan – Director

Vincent Harvey – Director

Nancy Vukas (KDM Management)

1. Call to order

Audrey called the meeting to order at 9:30 a.m.

2. Conflict of Interest Declaration

This item has been implemented by KDM for boards to use on their agendas. We are to note if a board member has family or a relationship to a contractor or has an issue with an owner. If that is the case, when the topic is discussed, the board member would be excluded from the discussion/deliberation.

3. Approval of agenda

Motion made by Gayle and seconded by Elaine to approve the agenda. All in favour.
Carried.

4. Approval of minutes

Motion made by Gayle and seconded by Emily to approve the Minutes of October 1, 2024.
All in favour. Carried.

5. Financial

a. Financial reports

The report for September 2024 was received as information.

b. Arrears

The total amount owing in arrears is \$0.00.

c. Cheques

Cheques have been signed and distributed except for cheque number 1586 which has been voided and will be reissued.

d. GIC

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We have a GIC for \$50,000.00 due November 16, 2024. Motion made by Elaine and seconded by Vince to reinvest funds. All in favour. Carried.

6. Unfinished business

a. Reid's Roofing

The letter of review, for a suitable weight for equipment to be put on the patio, has been received from Rus-Tec Engineering Company and has been forwarded to Reid's Roofing. We are waiting for quote for the replacement of the eave troughs.

b. Restrictive Covenant

A letter has been sent to Hugh Willis Law regarding our By Laws and the Restrictive Covenant. He will reply on November 14, 2024.

c. Hallway Carpets

Repairs of the carpet on the first floor were done on October 7, 2024. Item closed.

d. Party Room Policy

The Party Room Policy has been revised. Motion made by Vince and seconded by Emily to approve the revised policy. All in favour. Carried. Item closed.

7. New business

a. Resident Hit Parkade Door

The owner of Unit XXX hit the frame of the parkade door on October 10, 2024. The weather stripping had to be replaced. The cost of the weather stripping was \$66.15. Motion made by Les and seconded by Vince to bill back the cost to the unit owner. All in favour. Carried. Item closed.

b. Fire Inspector

On October 9, 2024, the Fire Inspector conducted a building inspection. The only issue identified was the lack of a Fire Safety Plan. Alltron Systems provided a quote of \$1,500.00 to develop and design a Fire Safety Plan for us. The Fire Code, which spans 45 pages, mandates that every building must have a Fire Safety Plan as outlined in section 2.8.2.1. Motion made by Emily and seconded by Peter to accept the quote from Alltron for \$1,500.00. All in favour. Carried.

c. Unit XXX – Issues and Concerns

In recent months, the unit owner has repeatedly contacted the board about issues in her unit that are not present. On October 23rd at 2:30 PM, the smoke detectors in her unit were sounding continuously, causing smoke to spill into the hallway. We are concerned for her safety as well as our own. After some discussion it was decided to have KDM write a letter to the owner. Item closed.

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d. Power Usage in Visitor Parking Stalls

A resident's guest, with an electric car, was plugged into an outlet in the visitor parking. After some discussion it was decided to shut off the plugins and only activate them at -20 degrees. Motion made by Peter and seconded by Vince to turn off power to the plugins and only have them activated at -20 degrees. All in favour. Carried. 4Way Electric will be contacted to advise us on the most economical way to control the electrical outlets in visitor parking.

e. Parkade Illegal Entry

On October 5 at 2:46 am an unknown individual entered the parkade as a resident was entering. After this incident the unknown person was observed, via video, causing minor vandalism and stealing a bicycle. Several concerns were raised by residents. The results of the boards discussion were:

- Bikes parked in the stalls should be secured with a lock.
- Some areas lack adequate camera surveillance and need improvement. Quotes were received to add one camera and rearrange 3 cameras. Motion made by Gayle and seconded by Peter to have Total Integration do camera improvements as per their quote of \$2,000.00. All in favour. Motion carried.
- Enquires were received about why card reads are not installed on both sides of the man doors. The fire Inspector was contacted and we were informed that we cannot lock exit doors in the parkade.

Another form of security would be a live monitoring feed, but this would only work where cameras were available. KDM to get information.

f. Notice and Directory

The notice and directory were approved and would be distributed that day. Item closed.

g. Board Yearly Dinner

At the AGM, a motion was proposed to treat board members to a dinner during the Christmas season. It was decided to go to Capital Pizza December 17, 2024. Item closed.

8. Correspondence

- a. A letter was received from Unit XXX requesting wiring upgrade for the storage unit. KDM to write a letter.
- b. A letter was received from Unit XXX offering to check all exit doors at 1:30 a.m. each day. KDM to send a thank you letter.

9. Social

Nothing at this time.

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10. Next meeting date

The next meeting will be held December 3, 2024 at 9:30 a.m.

11. Adjournment

Audrey adjourned the meeting at 10:30 a.m.