

**Minutes
Condominium Corporation No. 022-2718
Phillips Lofts
2008/09 Annual General Meeting
May 5, 2010**

Place: Grant MacEwan Community College (GMCC) Room 7-142

Board Members in Attendance: Kent Akgungor
Chelle Busch
Barry Kaiser (Chairperson)
Joel Turcotte (absent)
Shauna Warwick

1. Election of chairman of the meeting

Motion: Wendy Royer/Maxine Klak motion that Barry Kaiser Chair the meeting - **CARRIED**

Meeting called to order at 19:03 by Barry, Chairperson

2. Establishment of quorum and verification of proxies

Corina MacKinnon, Fochaus Management, announced that roll call and certification of proxies were done at the door to establish quorum.

Bylaw 21 states that the Persons entitled to vote are present in person or by proxy representing no less than one-quarter of all persons (42) entitled constitutes a quorum at any general meeting.

In Person: 14 By Proxy: 7 Total: 21

3. Proof of notice of meeting or waiver or notice

Motion: Chelle Busch/Shaina Warwick motion to waive the reading of notice – **CARRIED**

Barry amended agenda to include the following items:

- Old business:
- Storage Cages
 - Bylaws
 - Smoke-free building

- New business:
- Intercom
 - Reserve fund study
 - Capital improvements
 - Pet situation

Motion: Robert Royer/Matt Todoruk motion to approve agenda – **CARRIED**

4. Reading and disposal of any unapproved minutes

Motion: Maxine/Sharron Gherasim motion to waive the reading of minutes - **CARRIED**

Motion: Robert/Ryan Mayer accept minutes of February 4, 2009 as presented – **CARRIED**

5. Reports of officers

Reports were included in package.

Barry opened the floor to any questions on the President's Report, but there were no questions.

Barry added that this year a lot of the work has been focused on maintenance and bylaws. The Board is having major work done to the building this summer. The north wall and roof over unit 502 require repair. Wade Engineering will be coordinating the above work. Estimates for the work run around \$80,000. This work should have been done when the building was converted. Because the building is a heritage resource, the Corporation will qualify for a grant from the city – up to 30% of coverage with a \$50,000 maximum.

Barry spoke to the reserve and improvements funds. The Board decided a number of years ago to set the improvements fund aside for necessary improvements. The main elevator is last of the large improvement projects.

There were no questions on the Treasurer's report submitted by Shauna.

6. Reports of Committees

There are no committees; however, the Board wishes to recognize Marcel Petrin, Brad Busch, and Sharron Gherasim for their volunteer assistance to the Board over the last year. Marcel with respect to his ongoing advice on mechanical issues, Brad for helping with visitor parking monitoring, and Sharron with the gardening and landscaping on the roof-top patio. Barry also recognized the rest of the Board for the time they dedicated to help running the Corporation.

7. Election of directors if necessary

Letting Name Stand

Barry Kaiser
Shauna Warwick

Results by Acclamation

Kent Akgungor
Chelle Busch
Barry Kaiser
Ryan Mayer
Shauna Warwick

Stepping Down

Joel Turcotte

8. Appointment of Auditors

Motion: Ryan/Maxine motion to leave the appointment of the auditor to the discretion of the newly elected Board of Directors – **CARRIED**

9. Ratification of Past acts of the Board

Motion: Wendy/Charles Truscott motion to ratify the past acts of the board members and officers - **CARRIED**

10. Old Business

Storage Cages – The Board is proceeding with three test cages to see how leasing them works out. If it's favourable, the Board will move forward with others. The next step will be to seek storage solutions for those that park in the parkade.

Bylaws – The current bylaws were given to us by the developer. They aren't robust enough and don't adhere well to the Condo Act (2000). The Board has had three revisions of the proposed bylaws completed with the Board and the Corporation's lawyer.

Sharron brought up questions around making Phillips Lofts a non-smoking building. The non-smoking option was discussed among the attendees and was favoured by many in attendance. Elizabeth Berg suggested the new version of the bylaws already includes a section about owners not allowing smoke to escape their unit. The Board will review Section 66.

The decision would be to tackle the non-smoking issue separate to the passing of the proposed bylaws.

Maxine raised the issue of exclusive use of common property (Section 70). She feels that there should be some strong wording behind protecting existing users.

Charles would like to change the stipulation behind the rental of units. He would like to change the timeframe from three months to two months. His concern revolves around “executive” rentals. Concerns were brought up that whereas the building is attractive to such rentals, to promote community, allowing the door to open too many for move-in/outs (damage to common property, etc).

Charles would like to look at a modification for the personal injury area (Section 77). He is concerned about the openness of the wording.

Doug Schemer asked for clarification on the storage cages surrounding what’s currently out there and what the storage would be used for.

On Section 8 i) (gaining emergency access to a suite) Elizabeth questioned as to whether or not there are other options rather than justifying the breaking-in of a door. Perhaps a key at a neighbour’s with the Board being notified.

Matt brought up the parking wording – he was wondering if his work van would be one of the ones focused on violations.

11. New Business

Intercoms – Shauna spoke to this issue. The current unit started malfunctioning last October. The Board investigated options for replacements and decided to pursue the upgraded unit that could be updated by computer and flash drive. The trouble with this is that the new unit is a ¼ “ taller than the current unit. Prices to get someone qualified to cut the brick took a very long time. The Board has finally found a unit and a brick-cutter to do the work, and it should be completed by the end of June.

Reserve Fund Study – The Board had a Reserve Fund Study done last summer. It was submitted last fall. The Board had some assumptions updated, with the last update coming back on May 5th. With an updated Study, condo contributions will have to increase (they haven’t been increased in two years). Barry cautioned that this is just a study and estimates will change. The Board reviews all of the scheduled maintenance as it comes up and will budget accordingly. Shauna added that because we had both the capital reserve and the improvement reserve, we can use the improvement reserve towards that budget. Bob brought up that Marcel voiced concern over the hot water heaters. Barry responded that this is in the reserve fund to be approached as they fail. Bob also asked about the patio doors. Barry also responded to this by pointing out that an engineering study was completed on it along with the Study. There is no easy fix to the back doors. Barry will forward the Study to Bob.

12. General Discussion

Gated parking – Matt brought up the issue around the front gate getting stuck. Matt approached a gentleman from Phoenix Fence who stated the gate can get stuck because of extra snow build-up. Putting a plexiglass liner (waist high) around the front and side edges of the fence would mitigate the build-up of that snow.

Fan-coil units – The potential for failure is a concern. The Board has started stocking four valves on site. If there is a leak, it’s nearly impossible to reach the shut off valves. Matt suggested moving them to a more reachable area. Barry discussed the possibility of looking at a special assessment to cover a one-time cost (approximately \$1,000/suite) to fix some of the mechanical issues in each suite. Barry mentioned that he is trying to get comparisons from similar condos as to how our condo contributions compare.

Parking Fob – Barry introduced the new fobs for the parking lot. The cost is \$50/unit and replaces only the parking lot opener.

Cleaning Notice - Elizabeth mentioned she didn’t identify a separate notice for the parking lot cleaning. Others brought up that it was on the first notice with the Parkade. It was unfortunately missed, but the Board will create notices that highlight separate parts of notices.

Balconies - Wendy has pointed out that even though the balconies have been painted in the last year, the paint is worn down from the water running back on the balconies. She has concerns that this may lead to

unsafe balconies. Barry informed that we are having a firm come out to look at the possibility of eavestrough for the balconies

Smoking on Rooftop – Carolyn O'Hara voiced concerns over smoking. She would like to see extinguisher near roof in case people smoke up there. Shauna also suggested signage. The Board will look into this.

13. Adjournment

No further business – meeting adjourned at 20:49