

## **Condominium Corporation #1010603**

Annual General Meeting  
September 27, 2011

### **Opening:**

The Annual General Meeting of the Condominium Corporation #1010603 (Frontier Business Centre) was called to order at 2pm on September 27, 2011 in Bay #7, by John Walsh – President.

### **Present:**

Unit #1 – Blair Rusnack (Vice-President)  
Unit #3 – Julian Couture  
Unit #6 – Angel Espana  
Unit #7 – John Walsh (President)  
Unit #9 – Cam Paulson (Treasurer)  
Unit #10 – Matthew Puzey  
Unit #11 – Hans Eskesen (General Board Member)  
Unit #12 – Sandy Horning  
Unit #13 – Jim Rose  
Unit #14 – Jim Rose  
Simply Biz – Amy Burchill

### **A. Old Business**

- a. Roof Top Maintenance:
  - a. An email was sent out by John Walsh outlining the new requirements for gaining access to the roof by owners for their contractors.
  - b. The exterior ladder previously discussed will not be going ahead as it is not needed.
  - c. Roof Top Service – it is possible for every bay to use contractors that have already been approved for access. Bay #9 has a list of contractors that have been approved.
- b. Signage
  - a. The carousal that was proposed for the NW corner of the property will not be purchased as the cost is higher than was expected.
- c. C-Can for unit #15
  - a. Proposal was never sent to John, and is not currently an issue.
- d. Dummy Cameras
  - a. Cam Paulson from unit #9 has dummy cameras for the property.
  - b. Cameras to be installed by John Walsh and Cam Paulson.

### **B. Approval of Minutes**

- a. March 7, 2011 General Board Meeting
  - i. Nominated by Amy Burchill
  - ii. Motioned by Blair Rusnack
  - iii. Second by John Walsh

- iv. Approved
- b. April 12, 2011 Informal General Meeting
  - i. Matthew Puzey asked that the minutes reflect the Car Show that was requested to be held on August 21, 2011
  - ii. Nominated by Amy Burchill
  - iii. Motioned by Cam Paulson
  - iv. Second by Julian Couture
  - v. Approved

**C. New Business**

- a. Resignation of current Board
  - a. Nominated by Amy Burchill
  - b. Motioned by John Walsh
  - c. Second by Blair Rusnack
  - d. Approved
- b. Election of New Board Members
  - a. President – John Walsh will temporarily fill in as president
    - i. Nominated by Blair Rusnack
    - ii. Motioned by Cam Paulson
    - iii. Second by Jim Rose
    - iv. Approved
  - b. Vice-President – Hans Eskesen
    - i. Nominated by Blair Rusnack
    - ii. Motioned by John Walsh
    - iii. Second by Sandy Horning
    - iv. Approved
  - c. Treasurer – Cam Paulson
    - i. Nominated by John Walsh
    - ii. Motioned by Jim Rose
    - iii. Second by Blair Rusnack
    - iv. Approved
  - d. Secretary – Matthew Puzey
    - i. Nominated by Blair Rusnack
    - ii. Motioned by Cam Paulson
    - iii. Second by John Walsh
    - iv. Approved
  - e. General Board Members
    - i. Jim Rose
      - a. Motioned by John Walsh
      - b. Second by Angel Espana
      - c. Approved
    - ii. Blair Rusnack
      - a. Motioned by Sandy Horning
      - b. Second by Jim Rose
      - c. Approved

c. Items Discussed:

- a. Proposal to find a Management Company to help assist the board with basic management of condo business as all board members are busy with their own businesses. Simply Biz to get quotes from a few different management companies.
- b. Matthew Puzey from bay #10 proposed that the condo start using crushed gravel in the back lot instead of crushed concrete.  
Unanimously agreed, Crushed gravel to be used in the spring of 2012.
- c. Sandy Horning from bay #12 mentioned that they are getting metal filings in their water. Mat-son to look into water pump and system to insure proper working order.
- d. General maintenance to be looked after and repairs to be coordinated by Cam Paulson in bay #9
- e. Reserve Fund Study and Audit to be scheduled by Simply Biz. Board would like to start saving 10% of condo fees monthly starting October 1, 2011. Savings to be put into a high interest savings account. \$10,000 to be deposited into savings for previous year.
- f. Lock Box combination to be changed once a year at the AGM. New combination to be set by Matthew Puzey and an email to be sent to all owners two weeks in advance of new combination taking effect.
- g. Contact names to be changed with Security Company to Jim Rose and Hans Eskesen. Ken Ricketson and Blair Rusnack to be removed.
- h. Blair Rusnack to call and have the irrigation pump maintained.
- i. All owners are responsible to ensure that the breaker for the outside lights remains on at all times.
- j. Speeding in the parking lot. All owners unanimously agreed that they would like to be notified if any one of their employees are seen speeding or driving recklessly in the condo parking lot.

**D. Agenda for Next Meeting**

- a. Sink hole and paving of lot.
  - i. Cam to call Enmax and see about transformer and how it effects the sink hole.
- b. Gravel – a load of crushed gravel no more crushed concrete.

**Adjournment:**

Meeting was adjourned at 4 pm. Motioned by Hans Eskesen and Second by Angel Espana.

Minutes submitted by: Amy Burchill

Approved on: June 1, 2012