

SUNVALE PLACE VILLA

MEETING IN GENERAL - MEETING MINUTES

AUGUST 17, 2018 – 6:00pm

<p><u>Attendees:</u> Rob and Peggy Armstrong – Unit 1 Wayne and Lynn Bulloch – Unit 2 Meryl and Darlene Koenig – Unit 4 Janice & Bill Carlson - Unit 6 Robert Bernard and Angèle Buteau – Unit 8 Don and Jan Day – Unit 10 Jim and Gillian Howarth – Unit 12 Beverly Brecka – Unit 14 Mike and Bonnie Wells – Unit 18 Bob and Carol Maxwell – Unit 20 Rick Janz – Unit 21 Bob and Barb Warner– Unit 19 Mervyn and Deanna Taillefer – Unit 15</p>	<p><u>Absentees:</u> Fritz and Mary Peyerl – Unit 23 Robert and Judy Lees – Unit 16 Paul Blomfield – Condo Board Member representing the “Builder:”</p>
<p>Meeting Minutes taken by Angèle Buteau</p>	

I. Call to Order:

Barb thanked the owners for joining the meeting and explained the agenda of tonight.

II. Introduction of Condo Board:

Barb informed the owners that Rick Janz has resigned as president of the Condo Board, that she is now the President and Robert Bernard is stepping in as the Vice President as Paul Bloomfield is sitting on the Condo Board as representing the “Builder”

Robert thanked everyone past Board Members for their involvement and commitment to the Board. He also explained his decision to join the Board as there is only three active members and if the numbers decrease, the Government will step in, take over the Board and apply the By Laws. It will cost the owners a lot of money.

III. Introduction of the new Condo Owners:

Janice and Bill Carlson, Unit 6 and Mervyn and Deanna Taillefer, Unit 15

IV. Introduction of each owner and the Condo Number you live in:

Each owner introduced themselves.

V. Discussion on By Laws:

a) *What is involved in changing By Laws – Legal/Financial*

Robert gave information regarding the purpose of By Laws, the legality, the process and cost of changing them. 75% of the owners must agree. Our Condo Association will bear the legal fees including Court costs. Something to think about.

a) *Duties of Owners #3*

1. (a) (iii) Observing By Laws

Robert gave information regarding the responsibility of the Condo Board to apply By Laws. The Condo Board Members are legally responsible to apply the By Laws and can be sued if not conforming.

2. (e) No repairs, additions or alterations to exterior

Barb explained that the owners can do whatever repairs, additions or changes to the **inside** of the unit except for the **plumbing, mechanical and electrical (board approval required for these)**.

The exterior is **“common property”** and cannot be altered: holes in the siding (i.e. nails, screws, etc.), attached material to the walls, deck, concrete, etc.

Robert explained the difference between “Rules” vs “By Laws”. The Condo Board has the authority of making rules, but cannot change the By Laws.

For example, a rule was approved regarding the front screen door, the back screen door and the front arbor.

The deck however is a **“common property”** and it’s for the exclusive use of the owners of the unit.

3. (l) Question, complaints or request in writing

Barb explained that in the past, questions, complaints, etc. were sent to Andrew Fulcher, at Prairie Management and Realty Inc. As per today, all questions, complaints, etc. **must** be addressed to the three Condo Board Members – Barb Warner, Robert Bernard and Paul Bloomfield. It is important that all requests are sent to the three members – not one, not two but the three. Their e-mail addresses are on the second page of the agenda.

The Condo Board will direct Andrew with our requests.

b) *Composition of the Board #7 (a)*

Barb reminded everyone that at the Annual General Meeting in February, the assembly voted for 5 members to be on the Board. Presently, there is only 3. It is important that more owners join the Board for better input, discussions and solutions

c) *Violation of By Laws #43:*

a) If in violation

Barb explained “If in violation” by reading the By Laws

c) Breach of By Laws

Robert gave information regarding penalties and/or legal actions when there is a “Breach of By Laws”.

Discussion regarding the damages on the siding. Barb distributed some information regarding the suggested material that could be used to fix the damages. More research will be done regarding price, quantities, etc. and will be shared with the owners. Cost will be covered by the Condo Association.

d) Use and Occupancy Restrictions #62:

1. (b) (vi) Shall Not – Changes and Alterations without written permission
Barb read the By Laws regarding any changes and alterations. It is important to send a written request to the Condo Board (the three members) prior making any changes and alterations on your own.
2. (b) (vii) Shall Not – Hang any rugs, clothing, blankets, etc.
Barb read the By Laws regarding hanging any rugs, clothing, blankets, etc. outside
3. (xvii) (G) 10km per hour in complex
Barb informed the owners that signs will be posted outside the entry fence indicating the allowed speed as well as a “No Exit” sign to eliminate people driving in.
Cars parked in the street in front the emergency exit – Barb will check with the town for some signage.
Keys will be made and given to the owners for the emergency exit.
Key for the 911 Box – Barb will check with Andrew as he has the key.
4. (xxi) (C) (7) Hours of renovations from 8:00am – 6:00PM M-F
Be respectful to your neighbours
5. (xxv) (B) Storage of furniture on deck, no higher than 3ft.
This is for winter storage. Discussion regarding height – Robert suggested to bring a rule into this item as 3ft is not reasonable.
6. (xxxiii) Christmas Decorations installed no earlier than Nov.1st, removed no later than Feb. 28th.
Barb asked owners not to turn the Christmas lights on before Nov.11th (Remembrance Day) in respect of our Veterans and Troops.
Rule: Other seasonal decorations (Easter, Halloween, Thanksgiving and holidays celebrated by any other Ethnic or Religious belief) shall decorate for 1 week (7 days) before and/or during celebrations
7. (xxxiv) Rule: With written permission a flag can be installed, flagpole no longer than 3ft, to be attached to arbor. (Approved by Condo Board). It was decided that the size will be specify at a later date.

Darlene asked if she can put a Bird Bath in the back of her unit (between the trees in the mulch section). Barb invited her to send a written request to the Condo Board Members.

Questions/Answers Period

Mike: Concerns about some old items directed to the builders that have not been taking care of. Robert asked him to send the list to the Condo Board.

Peggy: Weeding of the flower beds. Barb informed her that Farm Boy will be doing the weeding of the common areas as often as needed.

Regarding the watering, an e-mail will be sent to Andrew who will contact Farm Boy. Barb already talked to Farm Boys on this matter.

The sprinklers work 4 times a weeks and last longer on the North Side.

There are some areas where the grass is dying. Additional extended sprinklers will be added this year. Will be re-evaluated next year.

Barb thanked Mike for all his work in locating all the sprinklers in the common area.

The trees outside the fence are the responsibilities of the builders. The town has a “hold back” on the builders and no money will be released until all the issues (i.e. bad tree and grass care) are taking care of. At the moment, the water comes out of our meter. This situation needs to be addressed quickly for the use of the water to come off our meter.

Wayne: Sprinkler really close to his unit. Robert suggested that it might need to be moved.

Mike: Will locate the sprinklers based on the new layout. Barb thanked him for this.

Janice: Does the Town of High River have restriction on the use of the water. As per Barb, not at this point. If it becomes an issue, Farm Boy will adjust.

Lynn: Asked about “grandfathering” the decisions done prior to the creation of the Condo Board. Robert invited the owners to send a written requests to the Condo Board for any future concerns.

She also asked about the cost of their deck as no frosted glass partition will be installed to end units. Robert ensured her that a reduce cost will be applied due to a reduce amount of material used.

Peggy: “Breach of By Laws” – can the Condo Board change some of the By Laws to a Rule. As Robert mentioned at the beginning of the meeting, there is a considerable cost and length of time associated to make any By Law change.

Bob M: “For Sale Sign”. Barb informed that “For Sale Sign” must be posted outside of the fence.

Everyone seems satisfied with the deck on the North Side. A “Walk Around” will be done and all discrepancies will be fixed before releasing any payment to Jim.

Grass damages – Farm Boys will repair the grass and the Condo Association will have to assume the cost.

Mike: Still waiting for the plans (blue prints) of our site requested a while back. Barb will ask Paul and/or Andrew to release them as soon as possible.

Rob: Thanked the Condo Board members for an excellent meeting.

Barb: Informed the owners about the two rain chains styles approved by the Board in replacement of the downspouts. She invited them to let her know of their choices so she can order them.

Robert: Informed the owners that a meeting will be held next month to discuss the increase of the Condo fees. Our reserve funds are low and he would rather see a small increase right now instead of a big one next year. He will request from Andrew the financial statements of the past six months to see how much money went out in comparison of how much came in. As owners, we have the right to see where our money goes.

End of questions/answers

Barb and Robert thanked everyone for their participation and involvement.

Meeting adjourned at 8:00pm