

**CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas Meeting  
in General – October 19, 2018**

**Attendees:**

Robert Bernard & Angele Buteau	Meryl & Darlene Koenig
Paul Blomfield	Carol Maxwell
Bev Brecka	Fritz & Mary Peyerl
Wayne & Lynne Bulloch	Bob & Barb Warner
Bill & Janice Carlson	Mike & Bonnie Wells

**Board Members:**

Robert Bernard  
Paul Blomfield  
Wayne Bulloch  
Janice Carlson  
Barb Warner

**Meeting was called to order by Chair at 2:00 pm.**

- 1. New Board Members:** Wayne Bulloch and Janice Carlson were introduced and welcomed as the two new members on the Board.

- 2. Opening Remarks: *Robert Bernard***

The Board has been working hard to negotiate new contracts that are economically feasible. Although all Board Members are having a share according to their availability, a large share of the work has fallen on the Chair, Barb Warner, and she was thanked for her hard work.

Owners were also reminded that no decisions are made by any one person on the Board. The Board votes on every decision. On behalf of the Board, the Board Chair then informs the Owners of the decision made. Therefore, if an owner is unhappy with a decision by the Board, the Chair should not be viewed negatively and held responsible for the results of the vote. (Having the Chair inform the owners of the decision rather than the Property Manager, saves a significant amount of money).

- 3. Financial Report: *Janice Carlson and Barb Warner***

An update was given on the current contractual obligations we have. Farmboys contract was renewed with an increase of approximately \$50 per month. It was verified with the Town that we must maintain the sidewalk on the North and West sides and keep them free of snow, so we were unable to reduce our contractual obligation. The contract with Prairie Management was renewed at the same rate. GM Mechanical has taken over the contract held by A & S. There is currently no contract in place for garbage removal with Contain Away. Landfill costs are expected to rise later this fall. We are waiting for quotes for insurance which up for renewal on November 1, 2018.

The Budget for 2019 has not been finalized. Water/sewer costs were higher than projected last year but we are hoping that the installation of a 2<sup>nd</sup> meter for landscaping needs at a lower rate will help to lower the cost. Gas and electricity were also much higher than projected due to an exceptionally long and cold winter as well as the addition of a carbon tax.

Due to higher than projected costs and the fact that a Reserve Fund Contribution was not in the Budget, no contribution to the Reserve Fund in 2018 will be possible. It was briefly explained that the purpose of a Reserve Fund is to save money for the costs of major repair and replacement of common property, e.g. Painting of the exterior of buildings, stucco work, roof replacement, boiler and hot water heater replacement, etc. The Board is under obligation to ensure that a reasonable amount, according to the Reserve Fund Plan, is contributed each year. A Reserve Fund alleviates the need for Special Assessment Levies every time a major expense occurs. It also adds value to a property for sale if the prospective buyer is reassured that money is being accumulated for major repairs.

According to the Plan adopted by the Board, \$7500 was contributed in 2017 (by the Builder) and \$12,375 should have been contributed in 2018. In 2019, the scheduled contribution is \$17,200. In other words, there should be \$37,500 in the Reserve Fund by the end of 2019. That figure is not reasonably attainable by the end of 2019 but there needs to be immediate efforts made to determine how best to achieve proper contributions to the Reserve Fund.

The Board is meeting on Monday, October 22, 2018 to discuss ways and means to accumulate the funds for the Reserve and to determine if an increase to fees for operating costs is necessary before the finalized budget for 2019 and the 2019 AGM.

Owners need to be aware that more money is needed!

**4. Winter Weather Concerns: *Wayne***

A monthly contract with Farmboy is in place for regular snow removal. However, every time there is a callout (e.g. For gravel, sand, etc.) there is an extra charge. Last winter, it appears that there were duplicate callouts as more than one owner contacted Farmboy and/or Andrew. This winter, Farmboy has been instructed to only respond to a callout by a member of the Board. Please contact a Board Member if you are concerned about icy conditions, snow removal problems, etc. and they will contact Farmboy on behalf of the complex.

**5. Unit Noise: *Wayne***

Some owners experienced noise to varying degrees once the heating started up again this fall. In some cases, it is a very minor "ticking" sound and is normal with any heating system as it expands and contracts, e.g. Baseboard heaters. Other owners still have some loud banging noise. A & S has been out to several units and is still working on one of them. The noise has been mitigated in most cases. Owners need to contact A & S personally if they are experiencing a problem as they no longer have any contractual agreement with the Builder and will not respond to 3<sup>rd</sup> party requests.

**6. Insulation: Paul**

When the original “noise issue” occurred, a section of the ceiling in the attic was removed to facilitate access. It has now been replaced and someone should be coming during the latter part of next week to top up the insulation. The areas which still need insulation should be very visible. The unit owner that still has A & S coming to do work was reminded that since A & S will be cutting open the ceiling again, they will be responsible for closing it up as well.

- 7. Signage: Barb** Three signs have been purchased. One will indicate that speed limit of 20 KMH. The second will be a No Exit sign to hopefully prevent unnecessary traffic up the cul-de-sac. The third will say “Please Do Not Block Emergency Exit” to be mounted on the outside of the East Gate. The City of High River was not willing to install a “No Parking” sign on the street at that location but said we could put a sign on the Gate. We can also paint the curb Yellow in front of the Exit. Any volunteers can contact Barb Warner ☺.

Street Parking is also an issue. According to the Plan, there are only 3 street parking sites available and all three are on the South side. One Bylaws seems to state that there is no Street Parking at all and another Bylaw appears to allow parking in front one’s unit. Vehicles parked on the street can make it difficult for potential emergency vehicles and for the garbage truck to maneuver. Vehicles parked opposite each other on the street make it very difficult for other traffic to get by. The Board is struggling with how to best resolve these safety and access concerns and will continue to try and find a reasonable/fair solution.

- 8. Exterior Doors:** After a report of a deteriorating back door, two Board Members checked each unit’s rear door. A number of the doors showed cracking, swelling to greater or lesser degrees. Efforts are being made to have a technician come from Plygem to examine them and determine whether repair/replacement can be done under warranty. Some front doors may also be affected.

An owner expressed concern about exterior hinges on rear doors that might provide easy access to thieves. Research was done, and the hinges are secure. The pin is non-removable. Two owners tested them out and this was found to be true! We can be reassured that there is no security concern with this hinge.

- 9. Event Notices:** Some members would like to share information about events taking place in town at various venues. If you would like to be on a mailing list for notification of such events, please contact Barb Warner and give her permission to use your email for these notices.

**10. Questions & Answers:**

**Who pays the Condo fees for tenants?**

The owner of the Condo pays the Condo fees directly (presumably from the rent collected).

**Would the owners like to have a Christmas gathering this year?**

Consensus was Yes. A room might need to be rented depending on how many wish to attend. Angele Buteau will start looking into this.

**The lack of arbors on rental units means the portion of the eavestrough on the ground is being damaged. There is also a higher occurrence of ice due to the water emptying from the trough directly onto the driveway. Why should the other owners have to pay for repairs and sanding? And run the risk of liability claims if injury occurs?**

This issue will be taken up with the developers by Paul Blomfield.

**Snow removal requests from several owners:**

Snow should not be pushed from complex across the street over to the East side.

Bobcat use on the driveway has chipped and damaged the concrete. Snow on the driveway should be shoveled or snow blown.

Finer gravel/sand should be used rather than "pea rock".

Farmboy will be contacted with these issues.

**Snow removal from roofs**

Depending on the winter, snow may need to be removed more frequently from the roofs. If the same issues occur as in the winter of 2017-2018, we may need to look at installing heat tape. This will be reviewed in the spring.

**Can individuals in the complex be used/hired to perform minor repairs or installations?**

This seems to be a grey area with various opinions on the extent to which the Association would be liable for any injuries. The Board will research waivers that could be signed by both parties to protect both individuals and the Condo Association from liability.

**How frequently do the dryer vents in the roof need to be inspected/cleaned?**

The Board will put this for discussion on a future Agenda.

**Have any unit owners experienced gnats in microwave?**

One Unit Owner had a two-week period this summer of finding gnats in microwave, presumably entering through the fan conduit. Two neighbors had similar but more minor experience with gnats. A note will be made to check filters/screens next year?

**The drain cover clanks loudly when driven over.**

An effort will be made to determine if any adjustment can be made. Owners and Tenants are reminded to try and avoid the drain cover when driving down the street to prevent creating unnecessary noise for residents of Units nearby.

**Meeting adjourned at 3:25 PM**