

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

June 27, 2019

Attendees: Barb Warner (Chair), Paul Blomfield, Wayne Bulloch, Janice Carlson

Absent: Robert Bernard

- 1. Meeting was called to order by Chair at 3:30 pm.**
- 2. Minutes of Meeting on May 22, 2019:** A signed copy of the Minutes was required to open the new bank account at Servus so these Minutes have already been approved.
- 3. Business Arising from the Previous Minutes:**
 - a. Exterior Doors - Deterioration**

The door for Unit 10 has been replaced but still needs to have the edges painted. Arrangements will be made to have the edging of this door painted as well as the edges of other doors in the complex. Wayne will investigate to see if the painting can be done in situ or if doors will have to be removed. Finances will be examined in August to see if there are sufficient funds to replace one of the doors in Unit 14 which is deemed unrepairable. All other doors that have been deemed unrepairable will be replaced as funds come available.
 - b. Dryer Vents**

There does not seem to be any current problems with the “check vent” light illuminating in any of the units. A Trail Appliance technician was called out to one unit and demonstrated how to adjust a setting which will make the sensor less sensitive.
 - c. Making the underside of the decks less accessible to rodents**

The measures taken so far seem to have minimized the issue with mice and voles. Further action on the decks will be taken when financially viable.
 - d. Edging**

The edging has been completed and looks much better than the first attempt. It also has eliminated a place for rodents to hide.
- 4. April & May Financials:** There are some questions as to details of GM Mechanical and Farmboy invoices. Since we will need to meet with Andrew in July to discuss details of transition, the invoices will be looked at then. The only other comment was that the reversal of bank charges of \$100 in April was posted as interest which was incorrect.

5. On Site Issues:

a. Gophers

Some gophers appear to have moved in without permission. Barb did some research on how to eliminate them and provided the documentation. Wayne has dealt with a couple of them using water down the burrows. They seem to have moved off. The Board will consider using the “gas” method if they return.

b. Weeding

A Roundup solution has been sprayed on weeds in tree wells. Some Killex will also be applied to weeds growing in lawns. We would like to thank Fritz for volunteering to take on these jobs. Suckers have grown up around some of the deciduous tree bases. Any volunteers are welcome to snip them back and/or remove weeds in the landscaped areas!

c. Irrigation Pipe Exposed

Irrigation pipe is exposed on the south side. Wayne and Barb will investigate on the next “watering” day to ensure that water is not being wasted.

d. Breach of Bylaws

Some units are not following the Bylaws with respect to their decks. Owners need to understand that, although they have exclusive use of some common property (eg. attached decks and front patios), Bylaws and Rules govern how that common property can be used. There are also Bylaws with respect to window signage and breaches are being followed up on. Board Members will try personal contact with the Owners before taking official steps. All Owners will be encouraged to read the Bylaws, talk to a Board Member and/or write a letter asking permission of the Board before making ANY changes/additions to existing structures.

6. Contracts: Some existing contracts are between Prairie Management and the Contractor on behalf of our Condominium. Follow up will be done to determine if these contracts will terminate when Prairie Management ceases to be the Property Manager. Other contracts will need to know the change of address and banking information. Wayne and Barb will follow up on the GM Mechanical and Farmboy contracts and possibly obtain a quote from other contractors. Janice will contact our insurers to see if the change to self management affects our current policy.

7. Status of Levy payments/Banking Update: The new account has been set up with Servus Credit Union in High River. For now, there is “View Access” only for online banking. Barb & Janice have received training and access in the CAFT system in order to receive condo fee payments electronically. It is anticipated that all the Levy payments will have been received by July 1st. Owners are thanked for their excellent cooperation in getting their cheques to Janice and in signing the new PAD for monthly condo fees.

8. Starting Auto Payments for bills: It was agreed that we should wait until Prairie Management has finalized the termination of our account in trust with them and turned over the funds in the operating account before setting up our own preauthorized payments for monthly bills from various contractors.

9. **Tenants:** The Board will now require name(s), address, email and phone numbers for all tenants. Paul will follow up and provide the information to the President of the Board.
10. **South Side Mechanical Room:** A carpenter will be required to address the safety concern on the stairs to the Mechanical Room on the South Side. An additional riser plus a double handrail. Barb & Wayne will be following up.
11. **Other Business:** Now that we will self manage, all contact will be done directly with the Board. Barb will send out contact names, phone numbers and emails for Board Members.
12. **Meeting Adjourned:** Meeting adjourned at 5:10. Moved by Janice Carlson, seconded by Wayne Bulloch. Motion carried unanimously