

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

July 29, 2019

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

- 1. Meeting was called to order by Chair at 3:30 pm.**
- 2. Review of Minutes of Meeting on June 27, 2019:** There were no concerns raised and Wayne Bulloch moved that the Minutes be accepted. Robert Bernard seconded the motion. Motion passed.
- 3. Review of June Financials:** There were no concerns raised about invoices paid during the month. Robert Bernard moved that the Financials be accepted. Janice Carlson seconded the motion. Motion passed.
- 4. Site Issues:**
 - a. Gophers**

It is still unclear if the gophers have moved out but there are fewer signs of activity. We will continue to monitor the situation.
 - b. Muster Point**

Is there a need for a Muster Point to be established and what responsibilities would that entail? Concern was expressed for those with medical issues and units which have a sole occupant What type of emergencies would give rise to the need for a Muster Point? The Board was asked to give more thought to this issue.
 - c. Tree Stress**

The leaves of some trees are noticeably dry and curled up. One owner used great initiative and took pictures to show to a specialist at Spruce It Up. They were told that the trees are not in danger but are showing signs of stress due to dry conditions. Board Members with hoses will try hand watering the trees in stress that they can reach for 15 minutes, twice a week, to see if there is any improvement. Concern was expressed that the 15-minute time frame not be exceeded as water/sewer costs are very high.
 - d. Gravel**

A reminder was given that the Developer had promised rock to help cover the landscape fabric on the south side. Paul will follow up.
 - e. Bylaws**

Following the site inspection, letters were sent out to address a few Bylaw Infractions that were observed. For the most part, the issues have been addressed and the cooperation of the owners involved is much appreciated by the Board. A suggestion was put forward that, to improve Bylaw awareness and understanding, one or two

Bylaws be reviewed each month. It was agreed that a sample version be prepared and submitted to the Board for Approval.

5. **Contracts:** Contracts that were in place between Prairie Management and two contractors (FarmBoy and GM Mechanical) have now been changed to a direct contract with our Condominium. Banking information for preauthorized payment for invoices has been changed for Epcor, Director Energy and BFL Insurance. Payment information for the Town of High River will be completed in August. It was agreed that preauthorized payment be setup for CONTRACT amounts for FarmBoy and GM Mechanical. Any invoices for charges above the contract will be paid by cheque. We do not have a contract in place for ContainAway but they have a standard weekly rate for garbage removal so we are comfortable setting up preauthorized payment for them as well.
6. **Doors with deterioration:** A replacement door was installed for Unit 10 but a gap was left at the top of the door. Plygem returned to put in better weather stripping. The replacement door for Unit 14 is scheduled to be next. We are continuing to look for a painter to paint/protect the edges of the doors.
7. **Board Approval of Electrical Work:** Further to Bylaw 62 (xxi) Units #8, #13, and #18 requested Board Approval of Electrical work to be done in their garages. Approval was given by email vote. The Board will be provided with a copy of the Inspection upon completion of the work.

Unit #6 has made a request for approval of electrical work in their garage. (As part owner, Janice Carlson recused herself from the discussion and vote.) Two electrical outlets will be added and two light fixtures relocated. The work will be done by a Master Electrician with the appropriate permit from Town of High River. Robert Bernard moved that the request be approved, Barbara Warner seconded the motion. Motion passed.

Unit #19 reported that the electrical work done in their Unit (prior to clear understanding of this Bylaw) has been checked by a Master Electrician. Changes were made to meet code and the work has been approved by the City Inspector.

8. **Bylaw Infraction:** An Owner who received a Bylaw Infraction letter replied asking if the Board would be open to arbitration and advised that they would be out of town and unable to comply with the Bylaw before departure. The Bylaws are clear and the Owner has never received written Board Approval for their action so arbitration does not appear to be appropriate in this matter. However, further advice will be sought. A vote was taken on whether to extend the deadline for compliance. Robert Bernard moved that the deadline be extended until August 15th, 2019. Wayne Bulloch seconded the motion. Motion passed.
9. **Meeting Adjourned:** Janice Carlson moved that the meeting be adjourned. Barbara Warner seconded the motion. Motion passed. **Meeting Adjourned at 5:15 pm.**