

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Meeting in General - Minutes

April 15, 2019

Present: Armstrong, Rob & Peggy Blomfield, Paul
 Bulloch, Wayne & Lynn Buteau, Angèle
 Carlson, Bill & Janice Day, Janette
 Warner, Bob & Barb Wells, Mike & Bonnie

1. Meeting was called to order at 3:10 pm.
2. Questions raised by Owner who could not attend:
 - a. **Street lighting remaining on several hours after sunrise – Can the sensor be adjusted or moved?** Research is currently being done to determine why this is happening and how much it is costing us. A report will be made to owners once more information is obtained.
 - b. **What consumes so much electricity?** – Pumps for hot water and radiant floor heating run continuously. There are electrical baseboard heaters in both Mechanical Rooms – they have now been turned down and will only be turned on if cold temperatures next winter make it necessary. Last year we had to repay the Developer for November and December 2017 utilities as it took several months for Epcor to open a new account for us.
 - c. **Our winter was milder this year, why were we way above budget on snow removal and landscaping?** – The current bookkeeping method posts bills in the month they are paid and not for the billing period. Therefore, December 2017 snow removal costs are included in the 2018 financials. Snow removal costs at May 31, 2018 were \$12,000 due to severe winter in 2017-2018. Callouts to Farmboy Landscaping were coming from different sources and resulted in duplication of work. New edging work was posted to the Landscaping budget.
 - d. **Management Company fees are high. Our Condo Board have done a great job getting things up and running, why can't we go self management and keep our condo fees down?** See Number 9.
3. **Door Issues:** Many units have damaged edges on exterior doors. Many attempts have been made to have work done under warranty without success. The work to repair these doors will be done this summer. One door is so badly damaged that it will have to be replaced completely. The old door will be used as a temporary door and rotated from unit to unit as doors are removed for repair and painting.

4. **Edging:** We are not completely satisfied with how the edging was installed. In some areas the blocks were placed one on top of the other instead of being staggered (like brickwork). There is also a gap between the edging and wall which encourages mice to travel in the channel. Some of the roadway gravel was swept up and stored at the end of the winter to be used in the releveling of the edging. A suggestion was made that Farmboy should be contacted to see if they will come back to fix some of the problem areas. The Board will follow up on that suggestion before arranging for someone else to do the work.
5. **Unwelcome guests from the field:** Mice and voles have invaded the north end of the complex. Warfarin has been placed in the electrical boxes where they have been present. Emitters have been placed in outlets on the north side to deter their presence. There is a problem with the plastic outlet box covers closing on top of the emitter – perhaps inhibiting the effect? There is also a need to better close up some decks to keep them from penetrating underneath. The Board will continue to monitor this situation.
6. **Sprinklers:** With May start-up please let the Board know if there are any problems that need adjusting so they can be addressed. The wind will often be a factor but if water is going on the decks on a calm day or if you notice areas that are not being covered, please let Barb Warner know. A walk around will be scheduled after start-up to identify problems. To lower costs, we will begin with sprinkling twice per week and will increase it to three times per week only if needed (Town of High River water restrictions permitting).
7. **Signage/Parking:** This was covered during the AGM. Unfortunately, summer parking on the roadway can not be permitted as fire department has informed us our roadway is considered a fire access road and must be kept clear.
8. **Reserve Fund:** Due to uncertainty that still exists with the budget, the Board decided not to increase the fees more than what is required to meet anticipated operating costs. Condo fees never go down once they have gone up! Inflated fees keep units from selling. But evidence of a Reserve Fund which is not being contributed to in a reasonable manner will also deter buyers.

As no funds were budgeted in 2018 for the Reserve Fund, we have fallen behind in the contribution schedule. When the budget was sent out, owners were told to expect a Reserve Fund Levy in 2019. To meet our Reserve Fund contribution for 2019 and partially catch up for 2018, a Levy of \$910 per unit will be required. The plan is to ask for \$455 on July 1st and \$455 on December 1st, 2019. This will allow us to put \$20,000 in the Reserve Fund for 2019. This will give us a closing balance in the Reserve Fund for 2019 of approximately \$27,500. The study recommends \$37,487 at the end of 2019 so we will have a shortfall in our overall plan.

A notice will be sent out in May indicating how those funds can be remitted. Any owner who will have difficulty meeting those payment dates should approach the Board to arrange an alternate payment plan.

9. **Self Management:** The Board outlined the many concerns (and frustrations) they have encountered when trying to manage through the current Property Manager. Self Management has been discussed thoroughly by the Board and the owners were asked for their viewpoints as the Board would like to move forward with a consensus from the owners.

One of the main concerns put forward was continuity if the current Board is no longer serving. The Board will definitely plan for this by putting in place bookkeeping, maintenance, web site and other services that can be hired out on a contract basis if required.

Another concern expressed was the amount of extra work for the Board. The Board acknowledged there will be extra work to begin with, however once all responsibilities are transferred over it is our expectation that the work load will be quite manageable. Perhaps an honorarium could be discussed at some future meeting.

A show of hands was requested to see how many were in favour of self management. All were in favour of moving forward with that decision. Owners who were not at the meeting will be contacted by one of the Board members to determine if they are willing to also support that decision.

10. Other Business:

- a. Step up to Mechanical Room** – There is a safety issue with entry/egress to the Mechanical Rooms especially on the South side. This will be put on the Board's next agenda for action.
- b. South side – Filter cloth exposed** – There is not enough rock to adequately cover the filter cloth in some sections. A picture will be taken and sent to Developer to request remedial action.
- c. Roof for Garbage Enclosure** – The winter snow load sometimes makes it difficult to raise the lid for the garbage bin and a roof was suggested. There is some concern that a roof would impede the garbage truck from easily accessing the bin. This is probably not a project that can be researched and undertaken this year. When the snow removal contract is renewed, removal of snow on the garbage lid and in front of the door will be included and a review will be done after the winter of 2019-2020.
- d. Lock Box** – Last year it was determined that a lock box at the back gate containing a key would allow emergency personnel to open the gate if needed. This matter is still outstanding and the Board will follow up on adding this feature.

11. Meeting Adjourned: Peggy Armstrong moved that the meeting be adjourned. Mike Wells seconded the motion and all were in favour. Meeting adjourned at 4:30 PM.