

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Meeting in General - Minutes

October 10, 2019

Present: Armstrong, Rob & Peggy Brecka, Bev
 Blomfield, Paul Bulloch, Wayne & Lynn
 Carlson, Bill & Janice Grant, Bonnie
 Peyerl, Fritz Warner, Bob & Barb
 Wells, Mike & Bonnie

1. Meeting was called to order at 2:00 pm by the Chair, Barb Warner.

2. Introductions:

Two new owners were welcomed to the Sunvale Place Community. Art & Eunice Wutzke have purchased Unit #13 and Bruce & Bonita Grant are the new owners of Unit #21.

3. Business Arising from the last meeting:

a. Lock Box with key for the Emergency Exit – Barb Warner and Wayne Bulloch visited the Fire Station and were told that this is not required. High River Fire Department has found that relying on lock box access has been problematic and recommended we not install.

A question was raised later in the meeting about access through the Emergency Exit gates. One lock was moved to the outside to provide access from both sides. However, to relock the gate, you must currently, unlock both sides and then relock both of them one at a time. Research is being done into a better locking system.

b. Gravel for Southside – Gravel to cover exposed filter cloth on the South facing side of the Southside villas has been promised for Tuesday, October 15, 2019 by the Developer.

c. Leaking eavestroughs – The original installers, Rhino Exteriors have been contacted regarding this. We were hoping to have an answer before the meeting but will give an update via email.

d. Unsodded area on North side – The gully on the Northside between the drains was seeded not sodded per Town of High River. This area has more gravel for drainage purposes. Grass grew in quite nicely this year. The area can be reseeded in the spring if needed. Fritz volunteered grass seed that he has on hand.

e. Irrigation system – Farmboy will be looking at our system in the spring. We are not required to irrigate outside the fence so sprinkler heads can be relocated where needed on the interior. The size of hose for drip watering on the south side may need to be increased. Adjustments will be made in the spring.

- f. **Weeding** – A reminder was provided that individual owners are responsible for ensuring that our front flower bed and tree is weeded. The Condo Corp is responsible for maintaining the rest of the beds (eg the islands and along the fence on the north side). Mulch will probably be due for replacement next year. Farmboy has been asked to provide a quote for replacing the mulch in the rear of the Northside with washed rock to provide a more permanent covering.
- g. **Roof for Garbage Enclosure** – There are pros and cons to adding a roof to the Enclosure. Farmboy has been requested to clear the snow from the top of the bin. It is now part of the contract so they will be reminded as needed. The situation will be monitored.
- h. **Door Issues** – One door has been replaced and a second one has been scheduled for November 4th, 2019, weather permitting. We were unable to use the replaced door as a temporary one as the window/screen is being removed and added to a new door in order to keep costs down. Paint and supplies have been purchased to paint the door edges of all rear doors. We had hoped to complete the work this summer but weather and time did not permit. The problem doors will be done first. Anyone who wishes to do their own can contact Barb Warner for the paint. However, the weather does not look promising for this to happen before spring.
- i. **Dryer vents** – Mike reported that he contacted 3 companies to attempt to have his dryer vent cleaned (Main Line and Fresh Air Furnace were two of them). None of the companies would tackle the job because they use rotary heads and/or brushes that might damage the aluminium. This is an ongoing concern. Owners/tenants are encouraged to clean the lint filters before each load and follow-up on any deterioration of performance.
- j. **Storm sewer** – The storm sewers handled our two heavy rainfalls with no issues this summer. An inspection will be put on the spring “to do” list.

4. Financial Report: Janice Carlson provided an update on the Finances.

- a. **Operating Fund** – We ended December 31, 2018 with a deficit (-\$4,000 approx) but as of September 30th, 2019, we will have approximately \$9,000 in our operating fund once all invoices for September are paid. We were able to deposit \$6,400 of the funds into a High Yield Savings account for 120 days. These funds can be accessed if needed.

So far this year, we are on target on or below budget in most categories. Our gas expense is over budget but our electricity budget is under budget and they are balancing each other out. One mystery is our Town of High River water consumption. For the period May – August, we have consumed one third of the water consumed for the same time frame in 2018. This resulted in a drop of \$3,000 for the cost of water from 2018 to 2019 for those four months. Certainly, owners are to be commended for any efforts at water conservation they have been making! Irrigation was also monitored more closely this past summer which has no doubt helped as well. We will wait to get a full year under our belt for proper comparison.

- b. **Reserve Fund** – With the termination of our Prairie Management contract, we received \$7,500 from the GIC plus \$148.00 in interest. With the Special Levy on July 1st, we currently have \$20,893 in our Reserve Fund. Some owners paid the full levy in July, so there is \$6,825 remaining to be paid on December 1st. This will bring our Reserve Fund to \$27,725 (plus some monthly interest) for the end of 2019.

The Reserve Fund study shows our 2019 year end target as \$37,487 so we are still behind but heading in the right direction. A contribution of \$22,000 should be the target for 2020 and will be incorporated into the Budget so that another Levy will not be necessary.

A reminder about the 2nd half of the levy of \$455 due on December 1st will be sent out in November but owners are welcome to give Janice a postdated cheque at any time. A question was raised about payment by e-transfer. Our Servus bank account does not have electronic banking access which would incur a higher monthly fee.

5. Recognition: The Board would like to take this opportunity to thank several folks for the onsite jobs they have been doing:

Fritz – Has been spraying weeds site wide, repaired holes on fence and notified the Board of some risers and handrails being given away for free. Unfortunately, the risers were too rusted to use but the handrail has been installed on the new Mechanical Room steps.

Mike – Keeps a fair section of the Northside weed free. Also took photos and checked the health of our trees with a horticulturist at Spruce It Up. Found out that some trees were stressed due to lack of water and others appear to have some pest issues. It is recommended that we have an arborist check them in the spring to assess the need for spraying and to provide information on ongoing care.

Angele – Also weeded a large section of the Northside and helped out some neighbours with weeding.

Robert B & Wayne – Dealt with our rodent problem with Warfarin, traps and repaired holes caused by gophers digging. The gophers seem to have departed. Whether it was the Warfarin, flooding out in heavy rain, or the general inhospitality of Sunvale Place, we do not know! But we don't miss them.

Bob W & Wayne – Worked many hours to build and install stairs to the Southside Mechanical Room. Additional risers were also added to the Northside Mechanical Room. They have provided some small deck repairs and installed remaining arbour sections on the decks of rental units. They now match most units on site. One rental unit is left to be installed.

There are probably other residents doing extra small jobs to keep our community looking good and we thank you all!!!

6. Reminders (some from the Board, some from Owners):

- All requests, concerns or suggestions must be in writing and forwarded to the Board at svpcondoboard@gmail.com or hand written and delivered to a Board member as per Bylaw 3. (I), page 7. The Chair reminded everyone that the Board is also composed of some senior (or almost senior) members and chatting about something on the street may not register!
- **Storage on Deck** - As we move some items to our rear patio/decks for the winter, please keep in mind Bylaw 62 (xxxv), pages 47-48 as to what can and cannot be placed on the deck. Please also

remember that your rear door and deck is an emergency exit so a passageway should be free and clear.

- **Snow Removal** - Bylaw 62 (xxiv) page 47 states that the Condo Corporation will remove snow from the front driveway and patio for all units as well as the roadway. Each owner/tenant is therefore responsible for snow removal on their rear deck and patio. Therefore, please ensure your rear door can be opened easily and clear snow so that you have egress in case of fire.
 - Seasonal decorations are provided for in Bylaw 62 (xxxiii) on page 49. To clarify further, a Rule was adopted which states that “Christmas Decorations may not be installed earlier than November 1st and must be removed no later than February 28th. Residents are requested not to turn the Christmas lights on before November 11th (Remembrance Day) in respect of our Veterans and Troops. Other seasonal decorations (Easter, Halloween, Thanksgiving and holidays celebrated by any other Ethnic or Religious belief) may be displayed for 1 week (7 days) either before and/or during celebrations”.
 - **Leaving Unit Vacant** – As some Owners head to warmer climates for a couple of weeks or several months, please remember that Bylaw 62 (xxviii) on page 49 states that “no Owner may leave a unit vacant or unattended to in excess of seven (7) days without inspection by the Owner or his or her agent.” It was commented on that many insurance companies require more frequent checks, even every 3 or 4 days. One Owner said a log of the inspections was required by the insurance company before they would process the claim. Please protect yourself and the Condo Corporation by taking appropriate measures before an absence.
 - **Front entrance/walkway** - Please comply with our Rule which states in part “ No objects should obstruct the sidewalk between the driveway and the front door.” The reasons are for your personal safety, to improve access in the event of an emergency and to reduce the possibility of liability in the event of someone else tripping or falling.
 - **Energy/Heat Recovery Units** – Each owner is responsible for annual maintenance of the Energy Recovery Unit. If an owner is having difficulty looking after this, please contact the Board for suggestions. With our Units airtight for the winter, putting the ERV on the intermittent setting allows for fresh air into the Unit and reduces moisture buildup inside your home.
 - **Fence on Southside from Rowan House to West end of property** – Google Earth provides a satellite view of the property before any construction was started. This fence was already in existence at that time and therefore belongs to the adjoining apartment building. If you notice any problems/damage, these will be brought to the attention of our neighbours!
 - **Owner Information Form** – Prairie Management was unable to provide personal data for owners and tenants due to privacy issues. Therefore, owners are requested to complete an Owner Information Form and return it to the Board, either by email or hand delivered. The form is available on the website at www.sunvaleplacevillas.org in the “Forms” category or you can request one from the Board at svpcondoboard@gmail.com.
7. **Meeting Adjourned:** Mike Wells moved that the meeting be adjourned. Fritz Peyerl seconded the motion and all were in favour. Meeting adjourned at 3:30 PM.