

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

May 29, 2020

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

- 1. Meeting was called to order by Chair at 10:30 am.**
- 2. Board Meeting Minutes for March 12, 2020:** Approved by email vote on May 13, 2020. Barb Warner moved acceptance, Wayne Bulloch seconded and there were four email votes in favour.
- 3. Business Carried Forward from March 12, 2020 meeting:**
 - a. Painting and Silicon on doors:** These projects are on hold due to Covid 19 concerns. In the meantime, any owners wishing to do their own door may obtain supplies from the Board. Also, if owners are comfortable with someone working on their unit, they can email the Board and we will try and look after it.
 - b. Eavestroughs & Siding Separation:** Rhino exteriors will be visiting on June 3, 2020. Stay tuned.
 - c. Pressure Wash – Windows, Building and Fence:** Further checking will be done into options for getting this work done (eg. Would a steam truck using its own water be a better option than a pressure washing using our own water? Should we invest in a pressure washer rather than renting one?)
 - d. Concrete Cracking:** An inspection was carried out of concrete in front patios and driveways. Many cracks were identified, from hairline to areas where there is definite separation. The more severe problem **areas** will be looked after using self-leveling concrete sealer. Other cracks will continue to be monitored and will be treated if they become larger.
 - e. Renewing mulch on the North side:** Approximate quotes have been obtained from Farmboy and a firm called Topspray who blow the mulch using a hose. Now that a site visit is possible, firmer quotes will be obtained for a 3-inch layer of mulch on top of existing mulch. Farmboy will also be queried on how mulch will be transported to the various areas. Blowing the mulch may be messier? A recommendation was also made that an application of Roundup be made prior to mulching to help weed suppression.
 - f. Pumps:** The replacement pumps have been purchases and are being stored in the Mechanical Room.
- 4. March & April Financials:** No questions were raised on the March Financials. The April Financials were not quite ready due to a late invoice. As of the end of April we have a net income of \$1,142 in the Operating Fund so our Condo fees are covering our expenses. Both gas consumption for March/April and the Water Utility Bill for March & April were higher than the preceding months. This is probably due to our complex being at full capacity and the shelter in place guidelines which meant we were also using more heat and water in our own homes!
- 5. Irrigation System on rear of South Side:** A review of irrigation needs was done with Farmboy. It was determined that the weeper tubes which were originally installed for shrubs (removed during deck

construction) can be turned off. Heads which are ineffective can be capped off. Larger heads on outlets providing water to trees will give them more water and keep more moisture on some of the mulch, reducing risk of fire. Farmboy will do this at a cost of \$357.00. Wayne moved that we proceed, seconded by Robert and all were in favour.

6. Owners Inquiries:

- a. **Awnings:** An owner has inquired about the possibility of installing an awning on their rear patio. The Board is not in favour of attaching anything to the structure. Most of the units have a common deck space with a privacy wall. Any awning installation would impact the neighbour to some extent. It is also common to have high winds from the West putting the structure at risk. The construction of our units does not allow for a simple installation. The Bylaws allow for Patio umbrellas to provide shade when desired.
 - b. **Heat Tracer:** Further to an inquiry from an owner in the fall about installing a heat tracer, the Board resolved to see what problems, if any, developed with regards to ice buildup over the winter. The eavestroughs did not develop any problems during the winter. It was agreed that if ice does become a persistent problem, then a complex wide solution should be sought rather than owners installing and maintaining their own heat tracers. The Condominium Corporation is responsible for the maintenance and insurance of all outside fixtures and cannot undertake to monitor personal installations in the structure. The Condo Board has approved two different chains which can be installed in lieu of the downspout to facilitate snow melt if ice is a problem.
 - c. **Snow Removal:** An owner inquired whether snow could be pushed to the roadway to lessen damage of lawns. Farmboy employees will do this on occasion when they know the bobcat will be coming to push it off the street. However, they cannot always time their snow removal to occur before the bobcat and the bobcat does not come at all unless the snowfall is 2" or more. The Bylaws do not allow snow to be pushed into the street unless it is certain to be removed by the Bobcat. Any snow damage to the lawn will be remediated in the spring.
7. **Item Placement:** Before any items are placed on Common Property to beautify (or otherwise), an inquiry should be made with the Board. Also, the Bylaws prohibit any objects from being placed on the grass as it will impede lawn mowing. Bylaw #58 (a) and #62 (b) (xvii) (L)
 8. **Shrubs:** Some shrubs on the rear of the North side are interfering with irrigation and are difficult to maintain. Robert moved that they be removed, Barb seconded, and all were in favour.
 9. **Pet License:** A reminder will be sent out that a copy of the annual pet license needs to be given to the Board. Bylaw #62 (b) (iii) (F)
 10. **Sod near South side mechanical room:** Further to the installation of the steps to the South Side Mechanical Room, some remedial work needs to be done with the sod. Purchase of the sod and rental of a packer will cost approximately \$60. Robert moved that we proceed, Barb seconded, and all were in favour.
 11. **AGM:** According to the Bylaws we need to hold our AGM by mid July. It was reported that the Legion has reopened and can accommodate groups with appropriate physical distancing. No one on the Board had any objection to pursuing this option.

- 12. Update Bylaws to comply with new Alberta Condominium Act:** We have until December 31, 2020 to bring Bylaws in harmony with the Act using a simplified process. Janice asked for approval to contact McCleod Law for a quote to do this on our behalf. Robert moved that Janice proceed with a request for quote, Barb seconded, and all were in favour.
- 13. Investments:** Janice reported that the interest rate on our Reserve Funds has dropped from 1.7% to .25% with the current financial downturn. The Board looked at 3 investing scenarios to provide a better investment return on the current balance of \$39,000 in the Reserve Fund. It was proposed that we invest \$25,000 in an 18-month rewritable GIC at 1.45%, \$10,000 in a 12-month redeemable GIC and leave the current balance of \$4,000 in our High Yield Savings at .25%. Robert moved that we accept this proposal, Paul seconded the motion, and all were in favour.
- 14. Meeting Adjourned:** Robert moved that the meeting adjourn. All were in favour and Meeting was adjourned at 12:20 pm