

SUNVALE PLACE VILLAS  
CONDO CORPORATION #1513108  
PO Box 45042 HIGHWOOD PO  
HIGH RIVER, AB T1V 1R7  
svpcondoboard@gmail.com

**Minutes of Board Meeting July 20, 2020**

**Attendees:** Barb Warner (Chair), Paul Blomfield, Wayne Bulloch, Janice Carlson & Bonnie Grant

Meeting was called to order by Chair at 12:00 pm.

1. Election of Officers – Newly elected Board held the election of officers:
  - a. President – Barb Warner
  - b. Vice President – Wayne Bulloch
  - c. Treasure – Janice Carlson
  - d. Secretary – Bonnie Grant
  - e. At Large – Paul Blomfield

Moved by Wayne to accept Board positions and stated, seconded by Paul

\* Assign specific duties to individuals – deferred to next meeting

2. **Minutes of Board Meeting – May 29<sup>th</sup>, 2020** - Minutes reviewed, no Errors/Omissions/Deletions. Wayne moved that Minutes of the previous meeting be approved with no changes. Seconded by Janice. Motion carried.
3. **Dryer vent cleaning and repair** – Upon investigation of two units recently it has been determined that it is imperative we have all dryer vents cleaned and repaired if needed. Janice requested a quote from Dryer Vent Wizard - \$75.00 + GST to inspect and repair all required venting in the wall and attic and \$59.99 +GST to clean vents from rooftop. While this work is being performed the technician has suggested that we convert our inside vent (from dryer to wall) to Dryer Flex Rigid venting, this at a cost of \$79.00 + GST, this cost will be the owner's responsibility if they choose to install. Paul moved to accept quote as give and to send a letter to owners regarding the installation of the Dryer Flex Rigid venting, , giving them the opportunity to pay to have it install in their home, Wayne seconded. Motion carried
4. **General Labour work** – It has been determined going forward all laborious work being performed on site will be done by a hired handy man/contractor, we're not getting younger so we have to get use to paying for the service. Upcoming jobs:
  - a. Paint and silicon rear door edges
  - b. Repair leaking eavestrough
  - c. Repair broken up driveway concrete
  - d. Repair siding and rockface separation
  - e. Clean 12 rear windows (not reachable by owner)

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5. **Electronic Votes to be read into minutes:**
  - a. Purchase of pressure washer and hoses – 1 electronic 3 verbal in favor – 1 abstained
    - i. Rear windows
    - ii. Future siding cleaning
  - b. Owner Bylaw infraction – return to previous state
  
6. **Personal Use of Common Property** – Letter to be sent informing owner that the space on the side of deck is to be returned its original condition, by the owner upon change of ownership. Any changes made that were “grandfathered”, by the builder prior to formation of the Board, were “grandfathered” to the owner not the unit. This will be attached to the Estoppel at the time of sale. Barb made a motion to send the letter to the owners informing them of our decision, seconded by Bonnie. Motion carried
  
7. **Mulch Quote** - We received two quotes to have the mulch replaced in the complex.
  - \* As per Reserve Fund, mulch is to be replaced year 2020
    - a. Top Spray – spray mulch North and South side \$4914.53
    - b. Farmboy – North side \$3047.63
    - c. Bark Mulch – North side \$2984.10 – self spread
  - \* Contract awarded to Farmboy, they are providing an additional inch of mulch
  - \* To mulch the south side at this time would require some extra work, work that will help to alleviate the washing away of the mulch to the rock during heavy rain, this couldn't be completed in time for us to have the mulch laid before the cold weather. We are hoping to mulch the south side in 2021. Moved by Paul seconded by Janice
  
8. **Financials** – Janice reviewed the Operating and Reserve Fund Accounts and reminded us we need to develop a Reserve Fund Plan to enable us to set our budgets and condo fees in accordance to the plan
  
9. **Bylaw Updates** – we have until the end of the year to update our present Bylaws to coincide with the Alberta Condominium Act. Discussion deferred to a future date. Janice spoke with McLeod Law, their cost to assist would be \$2200.00.
  
10. **Town of High River Irrigation** – We are presently paying \$143.00 bi-monthly per complex (\$286.00 bi-monthly) for irrigation meters for the water used to sprinkle our property. Barb will contact the town with regards to having the meters removed. With the removal of the meter our water cost should go down substantially next summer.

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11. **Snow Depositing** – We are looking at moving our snow deposit area to the east side of the garbage enclosure, it will save on the grass on the west side. In doing this, we will be removing all the bushes that have been planted by owners in that area. This area doesn't have grass and the gravel left behind won't have to be removed. Barb will speak with Farmboy to see if there would be any concerns moving the placement area.
12. Signing Authority – Due to time constraints with was deferred to our next meeting
13. Next meeting TBA

**Meeting adjourned 1:48pm**