

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

June 25, 2021

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

- 1. Meeting was called to order by Chair at 10:00 am.**
- 2. Minutes of Board Meeting – February 16, 2021:** Motion to approve the Minutes of the February 16, 2021 Board Meeting with no errors, omissions or deletions. Moved - Wayne; Second – Barb; Motion carried with Janice abstaining.
- 3. Business Carried Forward from February 16, 2021 meeting:**
 - a. Snow Removal:** There is no additional cost when the Bobcat clears the driveways.
 - b. Replacement Igniter:** Has been purchased. Wayne is checking where GM has placed it for storage.
 - c. Quote for High Pressure wash of Building Exterior:** Foothills Cleaners has quoted 22 units @ \$80 per unit = \$1,948.80. Motion to accept quote. Moved by Paul; Second – Wayne; Motion carried.
 - d. South side mulch/retaining wall:** Try to get more quotes/ideas. To be discussed at AGM. Moved – Bonnie; Second - Wayne. Motion carried.
 - e. Contingency Fund:** Motion was made to set aside the equivalent of 3 months expenses, approximately \$15,000, as a nonformal Contingency Fund. Moved – Wayne; Second – Bonnie; Motion carried.
- 4. Concerns arising from June 16, 2021 walk around:**
 - a.** South Side rear – majority of irrigation hoses are exposed and require covering
 - b.** Unit 8 - rear downspout to be repaired (screw missing)
 - c.** Unit 6 – Soffit requires repair – not screwed into place.
 - d.** Opening between flashing and wall at numerous garage doors (leave for now)
 - e.** Weeding– volunteers are doing quite a bit, but some areas (especially South Side rear) require attention. Workers can be hired through FAIM (Foothills Advocacy in Motion) which supports adults with developmental disabilities at \$15/hr per person. Motion to proceed with this option. Moved – Wayne; Second – Bonnie; Motion carried.
- 5. Arborist:**
 - a. Somerset Tree Service – Art Cox:** Requested quote (removal and replacement of dead/dying poplars at entrance is a Reserve Fund expense).
 - b. Randle Handles Horticulture (used by Farmboy) –** left message

6. **Annual General Meeting** – Set for Thursday, September 16, 2021 at Heritage Inn. Zoom possible if requested.

7. **Owner Requests:**
 - a. Installation of Rear Awning – Owner requested approval to install a rear awning. Motion to refuse request. Moved – Barb; Seconded – Wayne; Motion carried.
 - b. Retaining wall – Owner requests approval to install retaining wall at the edge of the patio, in front of the fire wall to prevent erosion. Motion to approve. Moved – Wayne; Second – Bonnie. Motion carried with Janice abstaining.
 - c. Deadbolt modification – Owner requested permission to replace the deadbolt operation with a keypad. Motion to approve with condition that it will be owner’s responsibility to repair and/or replace with original if required in the future. Moved – Wayne; Second – Barb; Motion carried.
 - d. Install white rock in front flowerbed – Owner requested approval to replace mulch with white rock in front flowerbed. Motion to approve. Moved – Barb; Second – Janice; Motion carried.

8. **Storm/screen doors and altered downspouts installed after construction** - Motion to confirm that this is Owner’s and not Condo Corporation responsibility. Moved – Wayne; Second – Paul; Motion carried. How to implement this is still under discussion.

9. **Pet Licence Renewals** – owners to provide annually

10. **Financial Report** - Janice provided update on Financials to the end of May. No concerns expressed.

11. **Renewal of CCI Membership:** Canadian Condominium Institute provides access to resources and information for Condo Board and Owners. Motion made to renew annual membership. Moved – Paul; Second – Bonnie; Motion carried.

12. **Meeting locations going forward:** Co-op a possibility.

13. **Meeting adjourned at 12:15 pm**