

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

March 16, 2023

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

Meeting was called to order by Chair at 1:05 pm.

1. **Board Meeting Minutes for November 24, 2022:** The Chair asked if anyone had concerns with the Minutes and if not, for a motion to approve. There were no concerns with the Minutes as drafted. Wayne Bulloch moved that Minutes be approved. Motion was seconded by Robert Bernard. Motion carried.
2. **Email Votes Read into Minutes:**
 - a) On January 18, 2023 the Board took an email vote to approve a new investment of \$30,000 in a 15 month non-redeemable GIC at 4.8% interest. The investment of \$30,000 came from two redeemable GICs which were terminated early and \$15,000 from Reserve Fund Savings. Robert Bernard moved approval of the investment, seconded by Wayne Bulloch. Motion carried unanimously.
 - b) On January 25, 2023, the Board took an email vote to approve a request from Rowan House to place a Muster point sign on the outside of the fence. Robert Bernard moved that the request be approved, Janice Carlson seconded the motion and motion carried.
3. **Request by Unit Owner to change outside door entry to a lever style:** The President reported that the Owner had been thanked for checking with the Board. Since another Unit had previously been approved to make such a change, they were given a green light to make the change.
4. **Reserve Fund Report for 2022 with Projection for 2023:** A draft Reserve Fund Report had been prepared by the Treasurer. Wayne Bulloch moved that the Report be accepted, Robert Bernard seconded the motion and the motion carried. The Reserve Fund Report must be sent out with the AGM Notice of Meeting.
5. **Financial Update:** The Treasurer reported that we have now reached the milestone of \$100,000 in the Reserve Fund! As far as the Operating Fund is concerned, we had a deficit of \$447 in Revenue vs Expenses at the end of February. This is normal at this time of year with higher natural gas heating costs and snow removal extras.

She also reported that the accounting files were sent to the Auditor at the end of February and Financial Statements for 2022 are expected by the end of March.

6. **Snow Storage:** With the heavy snowfall this winter, the snow storage area became full and it was necessary to have it trucked out. The cost was \$550. As far as the Board is aware, this is only the second time that this has been necessary since the complex was occupied. The possibility of dumping snow further back into the swale was discussed. The swale is designed to handle the melting snow but it would require removal of three trees for the loader to gain access and might cause excessive damage to the grass. This possibility could be looked at again in the future if the need to truck snow away becomes more frequent and expensive.
7. **Bylaw Infraction:** A Unit Owner was approached informally regarding a Bylaw Infraction but has not complied. After the issue was discussed, Robert Bernard moved that a Notice of Bylaw Infraction be sent, Wayne Bulloch seconded the motion. Motion carried unanimously. A letter will be drafted and sent to the Directors for approval before being mailed out.
8. **Provincial Election Signage:** With the upcoming provincial election, the issue of where signs can be placed was discussed. The Bylaws prohibit any signs on common property including common property to which an owner has exclusive use as well as windows and doors. However, the Alberta Election Act overrules the Bylaws in this instance and allows condo owners to place election signs on their “premises” which would include windows and doors. This will be explained at the AGM and a letter will be sent out so that all residents are aware of their rights under the Election Act.
9. **AGM 2023:** The date of April 27, 2023 was tentatively set for the AGM and it was determined that the Super 8 Hotel would be the best location if available. Robert will follow up and the Notice of Meeting package will be sent out as soon as the financial statements are received from the Auditors.

10. Other Business

- a. **Municipal sidewalk North of the fence:** Town of High River Bylaws make us responsible for clearing the municipal sidewalk from snow and ice. Snow removal is part of our contract with Farmboy. There is poor drainage on the northeast corner, and it becomes very icy in the freeze/thaw cycles. Farmboy was requested to clear a path to the drain last week which improved things slightly. Robert will take pictures and talk to Town of High River about the issue.
- b. **Water dripping into microwave:** An owner reported that water had dripped into the microwave from the vent. Another owner had a similar issue in the past and a suggestion was made to run the over the range hood fan when cooking. This reduces condensation and ice in the vent which subsequently melts and drips back when temperatures warm up. Robert will follow up with the owner.
- c. **Rear Door accumulating moisture between the panes:** An owner reported that their rear door has moisture accumulating between the panes, perhaps due to a broken seal. This will be put on the list of maintenance issues needing to be addressed in the spring.
- d. **Possible leak in bathroom:** A unit owner reported a possible water leak in the ceiling of the primary bathroom. GM Mechanical inspected the attic and could not find any potential sources. Research will be done to find a plumber who is willing to investigate behind the drywall.
- e. **Original Delta Faucets:** While shopping for a cartridge to repair the Delta faucets in their kitchen and bathroom, a unit owner discovered that Delta provides a lifetime warranty and will mail replacement cartridges for free. If all goes well and the cartridges solve the problem, the phone number, etc. will be shared with all residents.
- f. **Updating Bylaws:** Last year, Board member Sharon Bobier, did a great deal of identifying which Bylaws needed to be updated to conform to the Alberta Condominium Act, modified for plainer language, or even deleted because they were no longer relevant. Due to more pressing issues,

no further work has been done. Wayne Bulloch drew the Board's attention to Bylaw 64 which clearly states that changes due to new legislation supersede the Bylaws. Although this means we need to check the Act carefully to ensure we are following new regulations, there isn't an urgent need to revise our Bylaws until we are completely ready.

Meeting adjourned at 2:05 PM