

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

November 7, 2025

Attendees: Barb Warner (Chair)
Paul Blomfield
Wayne Bulloch
Janice Carlson
Jessie Mackenzie

Meeting was called to order by Chair at 1:30 PM

1. **Approval of Minutes:** Paul Blomfield moved that the Minutes of the Board Meeting on September 8, 2025 be approved. Jessie Mackenzie seconded the motion. Motion passed unanimously.
2. **Snow Removal/Landscaping Contracts:** Quotes were received from both Farmboy Landscaping & Maintenance and Okotoks Lawn & Garden. Both quotes were competitive, but it was decided to renew the 2-year contract with Farmboy for the period November 1, 2025 – October 31, 2027. Wayne Bulloch moved that we proceed with the contract with Farmboy, Janice Carlson seconded the motion. Motion passed unanimously.
3. **Financial Report:** Janice Carlson reported that, due to a GIC which matured in October, we currently have \$35,428 in the RF Savings at .05% interest. After reviewing current investments, it was proposed that \$15,428 be invested in a 13-month non-redeemable GIC at 2.75%, \$10,000 be invested in a 1 year redeemable GIC at 2.05%, and a balance of \$10,000 be retained in the RF Savings. Jessie Mackenzie moved that the proposed investments be accepted, Wayne Bulloch seconded the motion. Motion passed unanimously.
4. **Budget 2026:** The Projected 2025 Expenses worksheet and Draft 2026 Budget were reviewed. It was noted that water consumption and subsequent water cost increased in 2025 and the budget for water expense needed to be increased in 2026. It was agreed that a reminder letter should be sent to owners in spring 2026 to highlight water use restrictions in the Bylaws. A tentative budget was agreed on pending receipt of BFL's quote for insurance and final confirmation of tree care provisions in the Farmboy Maintenance contract.
5. **Other Business:** Janice Carlson raised a concern about whether we need to look at digital payments. With the Canada Post uncertainty, payment of some vendors has been difficult. We currently do not have the option to transfer payment electronically in our online banking because there is no way to ensure dual signing authority. The consensus was that we can continue payment by cheque with two authorizing signatures at this time.

Meeting Adjourned: With no further business, Jessie Mackenzie moved that the meeting be adjourned. Wayne Bulloch seconded the motion. Motion carried unanimously and meeting adjourned at 2:10 PM.