

ESTATES VILLAGE
Condominium Plan No. 942 3847
Minutes of Meeting

Place: Unit 33
Date: April 27, 2023

1. ESTABLISH QUORUM:

PRESENT: Roger Overland Unit 33
 Dorothy Botterill Unit 12
 Peter Gilbody Unit 46
 David Holehouse Unit 19
 Tom Ebertz Unit 6

Melissa Southorn Roots to Peak Management Ltd.

2. CALL TO ORDER:

Melissa Southorn called the Meeting to order at 9:34 am.

3. GUESTS & DELEGATIONS: None.

NOTE TO READER: The following minutes reflect a Unit's legal address.

4. APPROVAL OF AGENDA:

MOTION: David Holehouse / Peter Gilbody to approve the Agenda with additions under Business Arising and New Business.

CARRIED

5. APPROVAL OF MINUTES OF THE MEETING:

Amendments: None

MOTION: Dorothy Botterill / Roger Overland to approve the minutes of March 23, 2023 as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

- a) Solstice will do sweep/cleanup May 18, with lawn tidy prior to this date. Gutter cleaning is May 8, and road sweep is May 19.
- b) Windows:
 - a. Legal 13 window work pushed back to a later date, by the owner.
 - b. Legal 23 Kyle to investigate foggy front window.
 - c. Kitchen window at Legal 8 and window at Legal 6 need attention.
- c) Proconsul will come after SEI has done its work on shutoff valves. Date TBD.
- d) Insurance certificate complete.
- e) Budget delivered and complete
- f) Lety has completed water test on basement at Legal 24. Quotes of \$2052.75 for drywall repair and \$367.00 for water test received.

MOTION: Dorothy Botterill / Roger Overland to approve these payments.

CARRIED

Initials _____
Initials _____

- g) Roots to Peak Manager is connecting with Skyline Property Management to transfer Estates Village files, seal and other property. RTP will finish and submit April financials.
- h) Tree removals – stump grinding will be required.

7. MAINTENANCE:

- a) As Maintenance Chair, Dorothy Botterill has created a detailed spreadsheet showing requests for repairs and Board common-property projects, to facilitate tracking of action and completion. Costs will be recorded, and completed items will be moved to a separate sheet for future reference.

8. FINANCIALS/INVESTMENTS/ARREARS/CAVEATS:

Total Current Operating (pg1)	\$152,859.92
Total Current Reserve (pg1)	\$573,231.16
Total Expenses (inc stmt)	\$10,832.05
Customer Aged Summary:	\$0.00

- a. Year-end transfer to Reserve Fund: \$115,000.00. Complete by May 31.
- b. One owner plans to move and appears to be in arrears by two months.

MOTION: Roger Overland / Peter Gilbody to approve the March 2023 financial statements provided for informational purposes only. **CARRIED**

9. CORRESPONDENCE:

Sent:

None

Received:

None

10. NEW BUSINESS:

- a) Garage sale request: Board members voted to deny request.
- b) Hydraulic oil spill – Roger Overland will discuss remediation with Delta Valley manager.

11. NEXT MEETING: May 25, 2023

12. ADJOURNED AT 11.02 a.m.