

ESTATES VILLAGE
Condominium Plan No. 942 3847

Place: LEGAL Unit 44
Date: September 28, 2023

NOTE TO READER: Minutes will now reflect a Unit's legal address instead of redacting the municipal address.

1. QUORUM

Tom Ebertz	Unit 8
Dorothy Botterill	Unit 11
Peter Gilbody	Unit 52
Roger Overland	Unit 44
Joy Wallace	Skyline

2. CALL TO ORDER

The Chairperson, Roger Overland, called the Meeting to order at 9:35am.

3. GUEST AND DELEGATIONS

Melody Davies - Unit 19

4. APPROVAL/AMENDMENTS OF AGENDA:

MOTION: Roger Overland and Peter Gilbody approve the Agenda with additions.

CARRIED

5. APPROVAL/AMENDMENTS OF MEETING MINUTES :

Peter Gilbody and Dorothy Botterill moved to approve August 24, 2023

CARRIED

6. FINANCIALS :

a) Peter Gilbody and Dorothy Botterill moved to approve August, 2023

Statement

CARRIED

b) Arrears - None

c) Peter Gilbody advised the Board he has been investigating the opportunities in changing bank services from CWB to Servus Credit Union. Some advantages are profit sharing, 100% protection on GIC without a ceiling - guaranteed by the Alberta Gov't. We could set up our GIC's to have some mature every year arranging them over a three year period which would be advantageous with regards to earned percentage and cash availability for emergencies. There is one issue that needs to be resolved - Servus is in negotiations to merge with another Credit Union based in Calgary and this may change their "business" operations - Peter will keep us updated on the situation.

August 2023 Financial Statement

Operating	\$32,459.80
Reserve	\$691,350.67
Expense	\$11,172.79

7. RATIFICATION OF APPROVED MOTIONS VIA EMAIL

a) Alberta Reno and Restoration - painting - 2 garage doors U's 6 & 22; 6 garage door frames U's 39,40,41,47,48&56; and 1 front door U48- \$1,789.00

b) Garage Door Repair - Unit 52 - @ \$900.00

Initials _____
Initials _____

c) Brojam Est. #234792 - repair 2 bathroom fans to roof piping in the attic

Unit 15 - \$1,463.00

Roger Overland and Dorothy Botterill moved to approve

CARRIED

8. OLD BUSINESS

a. Window Repairs

April Glass successfully completed repairs on Units 6, 7, 8, 11, & 25.

b. Proconsul

Joy Wallace confirmed she issued a cheque to Proconsul for the concrete work completed in July. Roger Overland advised we shouldn't wait this long to pay our contractors for their work. Dorothy Botterill agreed but indicated the work Proconsul did on some of the stairs was shoddy and we were waiting for Roman from Proconsul to check before paying but he did not come back to site. Joy Wallace will add the two units in question (8 & 11) to the 2024 concrete repair list.

c. Hydraulic Oil Spill - Interpretation of Soil Report

Peter Gilbody spoke with the engineer that completed the tests on the spill site and shared the following with the Board - 1. The levels of carcinogenic found are minimal, if the levels were destructive or harmful the company would have been bound by law to mark the area and notify the authorities. 2. Their suggestion was we could dig the area down 4" (that's the depth he took the samples), add soil and seed and the area would return to grass, or we could leave it and the grass would grow back the same. 3. Also it should be noted that the Lab DV used was industrial versus agriculture and that DV is the owner of the report. The Engineer was comfortable discussing the results with Peter because of his background in these matters. Peter emphasized in no way is the issue closed and asked Joy Wallace to please advise Delta Valley the situation is still under investigation and in no way is closed. The Board all agreed to leave the area as is for now and review again in the Spring.

d. Maintenance Spreadsheet

Dorothy, Roger and Joy reviewed various items as follows:

Unit 38 - Roger gave the Board members a brief review of the situation regarding the crack on the basement floor, we've received a quote from Lety in the amount of \$3,045.00 that should resolve the problem.

Roger Overland and Dorothy Botterill move to approve.

CARRIED

Unit 51 - This unit has "soggy" areas around one of their windows, April Glass advised it was not the window and Dorothy has asked Joy to check with their general contractor to see if they've reached out to the owner to inspect and advise.

Unit 52 - Retaining wall along the West side of the Unit. Alberta Reno & Restoration will quote on a fix and a replacement but work can't begin till the Spring. Roger advised there is a similar situation on the east side of Unit 15 we will need to review and make recommendations.

Unit 10 - Received a request for repair on a basement window - moisture between panes. Joy moved quickly and has April Glass on it, we should receive a quote soon.

Street light between Units 7 and 8 not working . Fortis were on site Sept 26th, spent a couple of hours on site but the light is still not working. Joy will follow up.

e. 2022 Audit - Jestin Gibson

Roger has been working with Jestin Gibson (Janet), he’s arranged for Janet to have access to our website but unfortunately she’s only able to access the “owners” portion, Edna our web master will grant Janet access to the Board online portion so she’ll have the information she requires. Joy and Alec have also been working with Janet to provide her with the information she requires to complete her audit before our deadline. There is an issue with regards to T5’s related to GIC’s, seems the Board does not have all the T5’s for our 2022-23 fiscal year. Our investment group LDG say they have some on file but not all, they suggest we contact Roots to Peak, but they’re not answering our requests. Going forward Peter Gilbody and Joy Wallace will work together to make sure the Board received the necessary information needed to fulfill our obligations for future audits. Roger suggests perhaps we should process our GIC’s through the B2B group as per suggestion by Scott Kwasnecha, FSG, as the B2B group would issue regular statements and ensure we receive our T5’s, B2B would cost \$150.00 per year.

f. Annual General Meeting

Thursday October 26, 2023 - 6:45pm Registration

g. Snow Removal

Joy Wallace provided the group with three quotes - Park Landscaping, Bulldogg Lawn & Snow and Salisbury Landscaping. The group reviewed the quotes and decided to go with Park Landscaping with a couple of requirements documented within the contract per Roger Overland- snow to be piled side to side not on roadway and no “sub-contractors”.

Tom Ebertz and Peter Gilbody moved to approve

CARRIED

9. NEW BUSINESS

a. Contractor Service/Owner/Board Protocol

Joy Wallace shared a document generated as part of Section 28 of the Condominium Act, it’s a Code of Ethics and Board members are asked to review and sign off. Joy will email a copy to David Holehouse for his review.

b. CCI Membership Renewal

Due to schedule constraints the current Board advised they just don’t have time to take on another commitment and asked that Joy not renew our membership at this time.

c. April Glass Quotes

For #7 new seal unit, 11 patio screen door & 23 3 seal units.

Peter Gilbody and Tom Ebertz moved to approve

CARRIED

10. CORRESPONDENCE

11. NEWSLETTER ITEMS

12. NEXT MEETING

October 26, 2023, 9:30am, Unit 44, Estates Village, Sherwood Park

13. ADJOURNMENT 11:35 am

14. TABLED/PENDING ITEMS