

**ESTATES VILLAGE
THE OWNERS: CONDOMINIUM PLAN NO. 942 3847**

**DATE: October 27, 2022 PLACE: Glenwood Memorial Gardens, 52356 Rge Rd
232, Sherwood Park, Alberta**

1. The Chairperson, Roger Overland (33) called the meeting to order at 7:06 PM.

2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES

Roots to Peak Management announced that the Roll Call and Certification of Proxies was done at the door to establish quorum.

Bylaw 23 (a) states: Except as otherwise provided in these Bylaws, and in particular Bylaw 24, no business shall occur at any meeting of the Corporation unless a quorum of persons entitled to vote is present at any time when the meeting proceeds to do business.

Bylaw 23 (b) states: A quorum at any meeting of the Corporation shall consist of persons entitled to vote present in person or by proxy representing no less than **thirteen (13) units**.

Bylaw 24 states: If at the time appointed for a meeting of the Corporation, a quorum is not present, the meeting shall stand adjourned for fifteen (15) minutes. If after the fifteen (15) minute adjournment a quorum is not present, the persons entitled to vote who are present in person or by proxy constitute a quorum.

In Person: 24 units By Proxy: 10 units Total: 34 units

3. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

MOTION: Brenda Smith (2) / Alain Brosseau (22) to waive the reading of the Notice.
CARRIED

4. READING AND DISPOSAL OF ANY UNAPPROVED MINUTES

MOTION: Ron Sullivan (10) / Peter Schmid (9) to waive reading of the Minutes.
CARRIED

MOTION: Pauline MacDonald (40) / Brian Burrill (26) to approve the minutes of November 25, 2021, as presented.
CARRIED

5. REPORTS OF OFFICERS

AGM 2022 President's Report

Welcome to the Estates Village Condominium Corporation AGM. My name is Roger

Overland, Board President. Other Board members here tonight are Ann Hender VP, Brenda Smith Treasurer and Webmaster, Dorothy Botterill Secretary, John Green, and Glen McMillan our Maintenance Manager.

Also with us tonight are Melissa Southorn our Condominium Manager and Janis Maxfield our auditor representing Justin Gibson LLP.

We appreciate owner participation and again this year thank you Melody Davies and helpers who maintained our front entrance flower beds so well. Melody is turning over her front entrance gardening duties to Anna Pandos in the spring. I'm sure Anna will appreciate any assistance. Arnold and Glen continue to maintain our sump pump farm. Thank you, Marlene and helpers, for reviving our annual BBQ. Kyle Chase thanks for the use of your garage for the BBQ.

We welcomed two new owners this year, Annette and Peter Gilbody in unit 46. We lost a good friend and neighbor, Elaine Dueck.

Again, this year we will change our agenda to allow our auditor Janis Maxwell to present her financial information as provided to you in our AGM invitation letter and then I will continue with a report on Board activities in the Administrative and Maintenance areas.

Board Administrative Activities

After last year's large insurance policy increase, we focussed on shopping for a zero or negative growth premium for this year's policy (2022-2023). We had the property appraised by a different company resulting in a lower appraised value. Then we approached 2 companies for quotations. One wouldn't quote because of the size of our complex which left the incumbent. The result was a slight premium reduction.

We simplified the Maintenance Request process by allowing use of a simple email rather than downloading and filling out forms from our website. The email must contain the same information as the forms ie name, unit number, telephone number, problem description and must be sent to our Condo Manager copying Glen McMillan.

Various board members and owners got involved in open house events hosted by the developer and County in their efforts to sell the destruction of the wetland areas across RR232 from Estates Village. Letters were written and John Green visited our counsellor.

Board Maintenance Activities

As requested at the last AGM, we worked on improving entry way appearance. The dead bush in the flowerbed behind our front sign was removed. Our two signs were painted, and Moreno Stucco painted some areas where the parging colors did not match.

We hired Wade Engineering to do a roof inspection and repair project because of shingles found on the ground after a couple of windstorms. No major problems were identified.

A section of our NW fence blew over. The fallen sections were patched or replaced along with a post. We will monitor fence repair costs. One 10-foot section of new fence (attached to old posts) cost \$1000.

Our lawn/rock bed wooden edging is old and falling apart. The vinyl deck boards used to hide the problem are warping and detaching. We've replaced unit 24 boards with new treated lumber anchored with rebar rods. This cost \$1200. We have over a kilometre of edging to replace so this project will have to be phased in.

Black knot was removed in the spring, shrubs were trimmed in the fall and a large evergreen between units 21 and 23 was removed.

One of our units had major weeping tile and flooding problems due to wet spring weather. Thanks to the good neighbors who manned the pumps and mops until this was fixed.

We did not get our road patched, and cracks filled. For the second year in a row, we did not get our concrete work done. We received a late quote for both asphalt and concrete work very late in October and it was felt that the frost season has started so work would have to be delayed again.

Questions/Comments: Remind grounds crews to be careful around wood borders, tree trunks, etc. Is it a good idea to investigate concrete borders around decks? Black knot pruned as much as possible each year, unfortunately, it's airborne and in the neighborhood.

The water shut off valve in the middle of the road between units 2 and 16 is an ongoing issue at least 7 years old. The road is sunk, and the valve protrudes above the asphalt exposing it to snow removal equipment blades. Before repaving, the source of the sink hole should be identified and fixed, the shut off valve should be refinished to the correct height and then asphalt applied.

We have other protruding shut off valves in our lawns creating possible problems for lawn mowers. The valves should be shortened, or the lawns raised to cover the valves.

6. COMMITTEES

No committees at this time.

7. FINANCIAL REPORT

The financial report was presented by Janis Maxfield of Jestin Gibson LLP.

MOTION: Ron MacDonald (40) / Brenda Smith (2) to accept the May 31, 2022 year-end Audited Financial Statement as presented. **CARRIED**

8. APPOINTMENT OF AUDITORS

MOTION: Barbara Schmid (9) / Brian Brown (29) to appoint Jestin Gibson LLP for the Corporation Auditor for the year ending May 31, 2022. **CARRIED**

9. ELECTION OF MEMBERS OF THE BOARD

Let Stand:

Roger Overland
Dorothy Botterill

Volunteered

Tom Ebertz
David Holehouse
Brian Brown
Peter Gilbody

Nominated

None

RESULTS by acclimation:

Dorothy Botterill (12)	David Holehouse (19)
Roger Overland (33)	Brian Brown (29)
Tom Ebertz (6)	Peter Gilbody (46)

10. UNFINISHED BUSINESS

- a. Concrete repairs.
- b. Asphalt repairs.
- c. Window repairs.
- d. Landscaping where tree between 21 and 23 was removed.

11. NEW BUSINESS

- a) Storage shed: One unit installed a solarium on their deck. The railing and privacy glass belong to the Corporation and should be kept for future use. Discussion was had around installing a storage shed for items that belong to the Corporation. The Board will discuss finding a location for a storage shed.

12. ADJOURNMENT

MOTION: Linda Michael (31) / Ron Davies (11) to adjourn the meeting.

CARRIED

The meeting was adjourned at 8:13pm.