

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

DATE: October 26, 2023
PLACE: Glenwood Memorial Gardens, 52356 Rge Rd 232, Sherwood Park, Alberta

1. The Chairperson, Roger Overland (33) called the meeting to order at 7:09 PM.

2. **CALLING OF THE ROLL AND CERTIFYING OF PROXIES**

Skyline Property Management Inc. 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: 4,902 Unit Factors
By Proxy: 3,149 Unit Factors
TOTAL: 8,051 Unit Factors

3. **PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE**

MOTION: Brian Brown (29) / Herta Willians (34) to waive the reading of the Notice. **CARRIED**

4. **READING AND DISPOSAL OF ANY UNAPPROVED MINUTES**

MOTION: Thomas Pandos (14) / Peter Gilbody (46) to approve the Minutes of the October 27, 2022 Minutes, amending Item 4 to read "Brian Burrill (26). **CARRIED**

5. **FINANCIAL REPORT**

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

MOTION: Carolle Ebertz (6) / Thomas Pandos (14) to accept the May 31, 2023 year- end Audited Financial Statement as presented. **CARRIED**

APPOINTMENT OF AUDITORS

MOTION: Barbara Schmid (9) / Ron MacDonald (40) to appoint Jestin Gibson LLP for the Corporation Auditor for the year ending May 31, 2024. **CARRIED**

6. REPORTS OF OFFICERS

AGM 2023 President's Report

Welcome to the Estates Village Condominium Corporation AGM. My name is Roger Overland, Board President. Other Board members here tonight are Dorothy Botterill VP and Maintenance Coordinator, Peter Gilbody, Treasurer, David Holehouse Secretary and Web Master along with Tom Ebertz.

Also with us tonight are Joy Wallace our Condominium Manager from Skyline Property Mgmt. and Janis Maxfield our auditor representing Justin Gibson LLP.

We appreciate owner participation and again this year thank you Anna Pandos and helpers who maintained our front entrance flower beds so well. Arnold continues to maintain our sump pump farm. He also volunteered to water the entrance flowerbeds throughout our hot summer. Thank you, Marlene and helpers, for organizing our annual BBQ. Bill Myck Thanks for keeping our mailbox runway clear through the winter.

We welcomed two new owners this year, Bonnie Pasnak and just recently Heidi Erisma. 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

This was a year full of change for us. New board members Peter Gilbody, David Holehouse and Tom Ebertz jumped right into action learning the board processes and taking on responsibilities.

We also switched Condo Management companies from Roots to Peak over to Skyline Property Management Inc. Melissa Southorn had been with us for about 10 years and the switch happened in the May to June period just in time for budgeting and year end May 31.

We are still working out the differences between old and new accounting systems. Dorothy continues to work with Joy to develop a common maintenance tracking system.

Our company handling our GIC purchases dropped that part of their business and recommended another local company which we are using. This has been complicated by a change in Board Treasurers and Condo Management companies.

Board Maintenance Activities

Besides owner maintenance requests, we concentrated on common area problems at ground level. Our largest single expenditure was concrete and asphalt replacement and repairs. We filled asphalt cracks and applied patches to crumbling road areas.

We had SEI replace 2 water shut off valves, one at the entrance to the west cul de sac which was sinking and one on a front lawn which was protruding about 10 inches causing a lawnmower hazard.

4 crumbling and sinking patches of concrete front entrance sidewalks were replaced. Several patches were applied to houses with large gaps between their steps and sidewalks.

Our 6 catch basins were pumped clean perhaps for the first time.

We relandscaped the areas where, the previous year, we had removed 2 larger trees. At the same time, we patched a few bare areas owners brought to our attention. We planted 2 new trees by the west fence.

Our tree care this year included black knot removal in the spring and shrub trimming this fall. We tabled a proposal to prune our green ash trees at the front entrance and down the south side of our property. Canopy Tree Care owner cautioned us about letting our larger trees go without major pruning. This is expensive and we have many trees in our green areas. This is part of the charm and beauty of our complex, but it comes with maintenance price. An example of this is unit 34's big front yard tree losing a major horizontal branch in a wet snowfall.

One of Delta Valley's snow clearing bobcats lost its hydraulic system on the lawn at the end of the west cul de sac during snow clearing activities. No one on the Board was notified and the snow covered the problem until spring melt showed the oil-soaked grass. We had DV hire a soil testing company to find out what was left in the ground. Nothing reportable was found and the grass seems to have recovered as well as any of the grass in our snow piles recovers.

We have replaced Delta Valley with a company called Park Landscaping for our snow removal this year. Skyline Mgmt. has had good experience with Park.

Window repairs were our largest number of owner maintenance requests. Predictably more problems were raised in the west, older section of our complex. The most common problem is moisture between glass panes. As much as possible we try to replace the glass rather than frames and glass. Our stucco finish is a challenge to some installers which adds another cost and time delay if we have to call in a stucco company to finish the installation. We've moved from Crystal Glass to April Glass with good results.

Our maintenance direction is to move from nonperforming contractors inherited during our last 10 years to contractors recommended by our new management company, Skyline.

Dorothy Botterill, Vice President and Maintenance Recorder addressed the Ownership and acknowledged the significant efforts of the Board (past and present) and President, Roger Overland.

7. OLD BUSINESS

The Chair advised that after researching options, it was decided that a garden shed was not needed at this time.

8. NEW BUSINESS

The Chair advised that the new Board will be tasked with exploring options for tree management and borders for the rock beds.

9. ELECTION OF MEMBERS OF THE BOARD

MOTION: Tom Ebertz (6) / Peter Gilbody (46) to open the floor for nominations.
CARRIED

<u>Let Stand:</u>	<u>Volunteered</u>	<u>Nominated</u>
David Holehouse	Carolle Ebertz	None
Dorothy Botterill	Brian Brown	
Peter Gilbody	Alain Brosseau	
	Marlene Freinbichler	

MOTION: Roger Overland (33) / Peter Gilbody (46) to close nominations.
CARRIED

RESULTS by acclamation:

Dorothy Botterill (12)	David Holehouse (19)
Brian Brown (29)	Peter Gilbody (46)
Carolle Ebertz (6)	Alain Brosseau (22)
Marlene Freinbichler (17)	

10. ADJOURNMENT

MOTION: Ron MacDonald (40) to adjourn the meeting.

The meeting was adjourned at 8:11pm.