

ESTATES VILLAGE
Condominium Plan No. 942 3847

Place: Zoom online
Date: March 23, 2023

1. ESTABLISHMENT OF 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:

The Chairperson, Melissa Southorn, called the Meeting to order at 9:32am.

3. GUESTS & DELEGATIONS: None.

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

4. APPROVAL OF AGENDA:

MOTION: Dorothy Botterill / Tom Ebertz to approve the Agenda as amended.

CARRIED

Amendments: Add Correspondence sent from Legal 31; 9(a) Eavestroughs; (b) Trees; (c) Spring walk around.

5. APPROVAL OF MINUTES OF THE MEETING:

MOTION: Tom Ebertz / Roger Overland to approve the minutes of February 23, 2023 as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

a. Grounds Maintenance: Solstice Landscaping contract signed. Expires October 31, 2023. Green Oasis to schedule two fertilizer applications (spring and summer).

b. Asphalt/Concrete: Proconsul Construction scheduled for early to mid-May to complete concrete work and asphalt repairs.

c. Windows:

i. Legal 13: Crystal Glass to replace bedroom & living room sealed units on April 12th.

d. CC valves: Strathcona Excavating approved to lower the CC valve in the grass between #7 and #9 and to repair CC valve in the road near #2. Awaiting schedule date. Schedule prior to asphalt repairs.

- e. **Insurance:** HUB approved via email. Awaiting docs for signatures and invoice. Certificate to be distributed to owners once received.
- f. **Budget:** To be hand delivered to owners (Two will be mailed to off-site owners).
- g. **Legal 52:** Garage floor cracked and rusty door jamb reported by owner. Both items to be added to spring general repairs list.
- h. **Legal 24:** LETY Construction to schedule water test. Melissa to request drywall replacement quotes.
- i. **Condo Manager:** Melissa to provide owner's list to Skyline prior to turnover. Boxes of files and other items belonging to the Corporation will be delivered prior to April 30th. Roots to Peak will complete April financials.

7. FINANCIALS/INVESTMENTS/ARREARS/CAVEATS:

Total Current Operating (pg1)	\$136,812.57
Total Current Reserve (pg1)	\$573,163.85
Total Expenses (inc stmt)	\$14,086.87
Customer Aged Summary:	\$0.00

- a. **Year-end transfer:** Complete by May 31st.
- b. **Legal 53:** Automatic withdrawal form sent to new owner.

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

8. CORRESPONDENCE:

Sent:

None

Received:

Legal 43: Replace exterior light – owner to install a new light

9. NEW BUSINESS:

- a. **Eavestroughs:** Quote received from Advanced Gutter Services to flush the eavestroughs. Dorothy has a list of repairs – Advanced Gutter to arrange a separate meeting to quote on repairs.
- b. **Trees:** Canopy Tree Care provided three quotes. Black knot removal, shaping of all shrubs, and pruning of large Green Ash trees. Melissa to gather quotes to compare pruning prices.

MOTION: Dorothy Botterill / Roger Overland to approve the Canopy Tree Care quote of \$3,412.50 to prune all shrubs. **CARRIED**

MOTION: Roger Overland / David Holehouse to approve the Canopy Tree Care quote of \$1,890.00 to remove all black knot. To be scheduled ASAP. **CARRIED**

- c. **Spring walk around:** Set date. Forward.

10. NEWSLETTER ITEMS:

11. NEXT MEETING: Thursday, April 27, 2023 at 9:30am Unit 33.

12. ADJOURNED AT 10:43.M.