

ESTATES VILLAGE

Condominium Plan No. 942 3847

Place: Zoom online meeting

Date: August 25, 2022

1. ESTABLISHMENT OF QUORUM:

PRESENT: Brenda Smith Unit 2
Dorothy Botterill Unit 12
John Green Unit 24
Glen McMillan Unit 30
Roger Overland Unit 33
Ann Hender Unit 38

Melissa Southorn Roots to Peak Management Ltd.

2. CALL TO ORDER:

The Chairperson, Melissa Southorn, called the Meeting to order at 9:36am.

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: Roger Overland / Ann Hender to approve the Agenda as presented.
CARRIED

5. APPROVAL OF MINUTES OF THE MEETING:

MOTION: John Green / Glen McMillan to approve the minutes of July 28, 2022 as presented.
CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

- a. **Grounds Maintenance:** Green Oasis attended Aug. 17.
- b. **Roof inspection:** House to Highrise reports ceiling stain at legal 41 is cosmetic – they will return to paint over that one and a second one they noticed.
- c. **Parging/Stucco:** Moreno Stucco completed repairs.
- d. **Deck skirt:** Glen working on repairs.
- e. **Asphalt/Concrete:** Melissa to arrange a meeting with Roger and Roman from Proconsul Construction to discuss asphalt and concrete work.
- f. **Windows:**
 - i. **Legal 6:** Crystal Glass to replace bedroom sealed unit.
 - ii. **Legal 12:** Crystal Glass to replace living room and bedroom sealed units and repair dining room track.
 - iii. **Legal 13:** Crystal Glass provided quotes for two windows.

MOTION: Roger Overland / Dorothy Botterill approve two quotes from Crystal Glass to replace a sealed unit in the bedroom and living room for a total of \$2,312.96. **CARRIED**

- iv. **Legal 27:** Crystal Glass quote to service patio door rollers and rescreen patio door for \$315.88 approved via email by Melissa.
- v. **Legal 48:** Crystal Glass to replace the cam lock on the kitchen window and reset sash of bedroom window.
- g. **Trees:** Canopy Tree Care to schedule tree removal at 23 now and pruning in the fall.
- h. **Legal 6:** DNR Properties approved via email to reinstall studs, insulation and vapour barrier. Work scheduled for Sept. 1.
- i. **Deck landscape edging:** Infrared Building Services approved for two units.
- j. **Deck & garage door jambs:** Infrared Building Services approved to paint.
- k. **Audit:** Jestin Gibson working on draft. AGM Oct. 27 at Glenwood.
- l. **Legal 51:** Leaking window to be caulked. Could be a stucco issue. Infrared to investigate. House to Highrise to quote on replacing damaged exhaust vents.
- m. **Garage doors:** Jackson & James to attend to four units.

7. FINANCIALS/INVESTMENTS/ARREARS/CAVEATS:

Total Current Operating (pg1)	\$55,964.88
Total Current Reserve (pg1)	\$578,468.11
Total Expenses (inc stmt)	\$38,079.50
Customer Aged Summary:	\$1,260.00

MOTION: Glen McMillan / Brenda Smith to approve the July 2022 financial statements as presented for informational purposes only. **CARRIED**

8. CORRESPONDENCE:

Sent:

None

Received:

Legal 8: Ants under front steps – owner arranged pest control

Legal 13: Window concerns

9. NEW BUSINESS:

- a. **Solariums:** Dorothy to speak with owner who would like permission to install a solarium on their deck. More information is required. Roger attended the showroom and gathered installation and material information. The Board would need to decide on an Indemnity for the owner to sign so that maintenance responsibility does not become a Corporation concern.

10. NEWSLETTER ITEMS:

11. NEXT MEETING: Thursday, September 22, 2022 at 9:30am at #38.

12. ADJOURNED AT 11:13A.M.