

ESTATES VILLAGE

Condominium Plan No. 942 3847

Place: Zoom online meeting

Date: July 28, 2022

1. ESTABLISHMENT OF QUORUM:

PRESENT: Brenda Smith Unit 2
Dorothy Botterill Unit 12
John Green Unit 24 – absent with apology
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 9:33am.

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 / Glen McMillan to approve the Agenda as amended.

CARRIED

Amendments: Add 7(a) GIC 9417; Correspondence received from legal 49 re. garage door gasket; 9(c) Solariums; (d) Garage doors.

5. APPROVAL OF MINUTES OF THE MEETING:

MOTION: Ann Hender / Brenda Smith to approve the minutes of June 23, 2022 as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES:

- a. Grounds Maintenance:** Delta Valley has not repaired damaged bricks at corner of garage and front steps at 22. Roger reports that there are other repairs required in that area and they should be added to the stucco/parging/brick repairs by Moreno Stucco. Green Oasis to schedule late summer application.
- b. Roof inspection:** V&S Roofing sent invoice including break out of skylight repairs. Wade Engineering provided final report and has no further concerns. Melissa to notify owners of skylight repair costs and reimbursement to the Corporation. Legal 41 reports ceiling stain in dining room – House to Highrise to investigate.

- c. **Fence repairs:** House to Highrise completed fence repairs. Treated wood to be painted in spring.
- d. **Parging/Stucco:** Moreno Stucco to schedule. Add repairs at 22.
- e. **Deck skirt:** Glen working on repairs.
- f. **Concrete:** Curbing Edge taking too long. Melissa to find another contractor to complete as concrete repairs. JoJacks Mudjacking to meet with Roger.
- g. **Asphalt repairs:** Melissa to arrange a meeting with Roger and Roman from Proconsul Construction (he may be able to complete concrete repairs, as well).
- h. **Windows:** Crystal Glass credit applications approved. Deposits no longer required.
 - 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 27:** Crystal Glass to investigate patio door concerns.
 - iv. **Legal 48:** Crystal Glass to replace the cam lock on the kitchen window and reset sash of bedroom window.
- i. **Trees:** Canopy Tree Care quote approved via email. Awaiting date to remove spruce at 23.
- j. **Signs:** Lil Johns Sign Shop completed painting and repairs.
- k. **Legal 6:** Lety Construction complete installation of interior weeping system. Stud/Insulation/Vapour barrier install quotes received from House to Highrise and DNR Properties Ltd.
MOTION: Roger Overland / Ann Hender to approve the DNR Properties quote for \$3,090.00. **CARRIED**
- l. **Deck landscape edging:** Infrared Building Solutions met with Roger and discussed replacing rotten boards at the south side along one unit close to the road as the rotten boards look unsightly. The Board would also like to use one other unit as a prototype. Roger to clarify some items on the quote.
- m. **Catch basins:** Glen and Arnold checked catch basins and there are no concerns at this time. Flushing not required.
- n. **Deck door jambs:** Infrared Building Solutions quote to be clarified.

7. FINANCIALS/INVESTMENTS/ARREARS/CAVEATS:

Total Current Operating (pg1)	\$37,864.17
Total Current Reserve (pg1)	\$605,111.96
Total Expenses (inc stmt)	\$9,747.48
Customer Aged Summary:	\$0.00

- a. **GIC 9417:** Matures August 12. Brenda to withdraw from CWB Trust and purchase 2 \$50,000 GICs with LDG Wealth at best rate.

MOTION: Brenda Smith / Ann Hender to approve the purchase of two GICs with LGK Wealth Management. **CARRIED**

MOTION: Brenda Smith / Dorothy Botterill to approve the June 2022 financial statements as presented for informational purposes only. **CARRIED**

8. CORRESPONDENCE:

Sent:

None

Received:

Legal 49: Garaged door gasket is separating

9. NEW BUSINESS:

- a. Audit:** Archives to be sent to Jestin Gibson. AGM set for October 27 at Glenwood Memorial Gardens.
- b. Legal 51:** Owner reported the master bedroom window leaking during heavy rain. House to Highrise investigated and will apply more caulking as this area was caulked in 2018 but it might be a window issue. Melissa to have Crystal Glass investigate.
- c. Solariums:** An owner would like to install a 3-season solarium on their deck. Melissa to investigate if this could affect the Corporation's insurance at all. The Board would like the owner to arrange a meeting with them and the salesperson to explain the installation of a solarium. The Board would then work with the owner to create an Indemnity Form that keeps all maintenance responsibility with the current and future owners of the unit.
- d. Garage doors:** Melissa to have Jackson & James attend to 22, 24, 28 & 40 regarding garage door repairs.

10. NEWSLETTER ITEMS:

11. NEXT MEETING: Thursday, August 25, 2022 at 9:30am at #33.

12. ADJOURNED AT 11:20A.M.