

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

**DATE: October 22, 2020**

**PLACE: Glenwood Memorial Gardens, 52356 Rge Rd 232, Sherwood Park, Alberta**

**1.1** The Chairperson, Ron Davies (11), called the meeting to order at 7:01 PM.

**1.2** **CALLING OF THE ROLL AND CERTIFYING OF PROXIES**

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

**Bylaw 7.6 states:** Save as in these Bylaws otherwise provided, no business shall be transacted at any general meeting unless a quorum of persons entitled to vote is present at the time when the meeting proceeds to do business and one quarter of the persons entitled to vote present in person or by proxy shall constitute a quorum.

**One quarter of the persons entitled to vote for this meeting is 19.**

**Bylaw 7.7 states:** If within one-half hour from the time appointed for a general meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same place and time and if at the adjourned meeting a quorum is not present within one-half hour from the time appointed for the meeting, the persons entitled to vote who are present shall constitute a quorum.

**In Person: 25          By Proxy: 17          Total: 42 - quorum has been met**

**1.3** **PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE**

**MOTION:** Brian Brown (29) / Nancy Donley (21) to waive the reading of the Notice.  
**CARRIED**

**1.4** **READING AND DISPOSAL OF ANY UNAPPROVED MINUTES**

**MOTION:** Peter Schmid (9) / Pauline MacDonald (40) to waive reading of the Minutes.  
**CARRIED**

**MOTION:** Nancy Donley (21) / Marlene Friebichler (17) to approve the minutes of October 24, 2019 as presented.  
**CARRIED**

**1.5** **REPORTS OF OFFICERS**

Presidents Report – Ron Davies (11)

Welcome to the Annual General Meeting for the Estates Village Condominium Corp. I am currently the President of the Corporation and I would like to introduce the rest of the board members who are here tonight: Brenda Smith, Roger Overland, John Green, Ann Hender, Glen McMillan.

We currently have 6 members but after tonight we will have one less as I am retiring. We can have 7 board members so later this evening we will be looking for volunteers to become members of the board.

The board appreciates the input from our Property Manager, Melissa Southorn from FOCHAUS Management.

As the board did last year we continue to ask owners to deal with the property manager who has a phone number she can be reached at during working hours for non-emergency issues. If there is an emergency issue FOCHAUS has an emergency number. Please remember the board does not involve itself with problems 'inside' a unit so you need to take care of these issues yourself.

I will thank my wife Melody at this time for all the work she did on the flowers at the entrance.

We have four new owners this year Tom and Carole Ebertz, Mavis Kreamer, Kyle Chase and Brian and Glenda Burrill.

**MOTION:** Garry Meyer (46) / Roger Overland (33) to approve the President's Report as presented. **CARRIED**

#### Maintenance Report

At this time I would like to thank those who helped around the complex this year. Arnold Lukawesky who again looked after the emergency sump pump calls and frozen pipes as well. This year we found that the cladding we have on the beams of the decks was reacting with the treated wood. After removing it on one of the decks we found it was also holding water. So a number of owners helped to remove the cladding and painted the posts and beams. We only did the high decks but are still looking into doing the lower ones. A big thank you to all those who helped.

Last year in my report I mentioned adding rocks in the window wells and said it would be done in the spring. Well it got done finally this fall.

Two big work projects that were done this year were the eaves troughs which went well and we only had two reports of drips after and they got those repaired. Then in September we got the bushes trimmed.

**MOTION:** Ron MacDonald (40) / Garry Meyer (46) to approve the Maintenance Report as presented. **CARRIED**

## **1.6 COMMITTEES**

Bylaw Committee information provided by Roger Overland.

An Information Meeting was held with the Owners, Hugh Willis, Helena Smith and the Board of Directors to discuss the draft sent to the owners. The next draft should be ready by the end of October.

There was a question regarding sending out the “Policy Manual” with the Bylaws so that Owner’s could reference both documents before approving the Bylaws.

**MOTION:** Garry Meyer (46) / Ron MacDonald (40) to hold off on the Bylaw vote until the Policy Manual is complete and both documents can go out together. **CARRIED**

## **1.7 FINANCIAL REPORT**

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

There was a question from Ron MacDonald (40) regarding investment insurance coverage for the Corporation’s GICs. Melissa will gather more information and report to the Board for their review.

**MOTION:** Garry Meyer (46) / Ron MacDonald (40) to accept the May 31, 2020 year- end Audited Financial Statement as presented. **CARRIED**

## **1.8 APPOINTMENT OF AUDITORS**

**MOTION:** Ron MacDonald (40) / Brian Brown (29) to appoint Jestin Gibson LLP for the Corporation Auditor for the year ending May 31, 2021. **CARRIED**

## **1.9 ELECTION OF MEMBERS OF THE BOARD**

<b><u>Let Stand:</u></b>	<b><u>Volunteered</u></b>
Glen McMillan	Dorothy Botterill
Brenda Smith	
Ann Hender	
John Green	
Roger Overland	

### **RESULTS by acclamation:**

Ann Hender (38)	Dorothy Botterill (12)
Brenda Smith (2)	John Green (24)
Roger Overland (33)	Glen McMillan (30)

## **1.10 UNFINISHED BUSINESS**

None

## **1.11 NEW BUSINESS**

- a) Standard Insurable Unit Description: A draft was sent to the Owners with a cover letter explaining the requirement for the SIUD. This document will be filed with Land Titles for use in the event of damage to one or multiple units. The standard finishes would be installed by the Corporation’s insurance and any betterments or improvements requested by the Owner would be covered under their personal

homeowner's insurance coverage. One small change: Change the year built from 1995 to 1994.

**MOTION:** Roger Overland (33) / Garry Meyer (46) to accept the SIUD with one small change. To be filed with Land Titles. **CARRIED**

- b) Insurance: Peter Schmid (9) wondered if the Corporation's insurance (HUB) is aware that construction began in 1994. Melissa to follow-up. The Corporation's insurance deductible increased from \$10,000 to \$25,000. Owners need to confirm with their personal homeowner's policy that they have deductible coverage up to \$25,000 in case damage occurs in their unit. Melissa to enquire if a letter was sent to owners. If not, Melissa will prepare a letter for distribution.
- c) Trees: Marlene Friebichler (17) enquired if the Board is planning to plant trees along Wye Road following the increased noise due to the widening of the road. The Board would have to consider the budget before planting trees. Owners are encouraged to write letters/contact the Councilor and voice their concerns about the increased noise. The County has installed noise meters and advised that there is not enough of an increase to warrant any remedy.

#### 4. ADJOURNMENT

**There being no further business, the meeting was adjourned at 8:07 PM.**