

CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Minutes of Board Meeting

January 17, 2025

Attendees: Barb Warner (Chair)
Paul Blomfield
Wayne Bulloch
Janice Carlson
Jessie Mackenzie (absent)

Meeting was called to order by Chair at 2:05 pm.

1. Minutes of the October 22, 2024 Board Meeting were given signed approval on November 1, 2024 so that the Resolution for Signing Authority at Servus Credit Union could proceed.
2. **Email Votes Read into Minutes:**
 - a) On November 18 2024, the Board took an email vote to approve the purchase of insurance from BFL for the period November 30, 2024 to November 30, 2025 at a cost of \$19,792 plus financing charges. Moved by Paul Blomfield, seconded by Jessie Mackenzie, 5 votes in favour.
 - b) On November 22, 2024, the Board took an email vote to approve the 2025 Budget reflecting a \$10 increase in Condominium Contributions. Moved by Wayne Bulloch, seconded by Janice Carlson, 4 votes in favour, 1 absent.
3. **Reports:**
 - a) **Financial:** Janice Carlson reviewed the preliminary Actual to Budget report for 2024 year-end. Expenses for the 2024 financial audit as well as Natural Gas and Electricity costs for a portion of December are still undetermined. However, net income for 2024 is projected to be over \$5,000.

Janice also requested Board approval to place the \$150.03 monthly cost for waste removal on preauthorized payments. A motion to approve was moved by Wayne Bulloch, seconded by Paul Blomfield and Motion Carried (4 votes in favour).
 - b) **Maintenance:** Wayne Bulloch reported that there are no current maintenance issues. The biannual inspection in December found that a valve in the South Side Mechanical Room was overheating. The valve has since been replaced. There have also been two issues recently where GM Mechanical has not met expectations and Wayne will set up a meeting to discuss those incidents with Management.
 - c) **Landscaping/snow removal:** Barb Warner reported on behalf of Jessie Mackenzie that there have been no problems with the snow removal this season. We have a maximum of 40 removals from patios and driveways included in the contract price so there was some concern expressed that snow removal had been done when there was only the barest skiff of snow. It was agreed that we will try to address that concern when negotiating the new contract in the fall.

It has been noted that the rock area of the front entrance is becoming quite difficult to keep free from weeds during the summer months. Jessie has requested Board approval to plan on cleaning the area, replacing the landscaping fabric and then replacing the current rock. The Board approved this work and agreed that any supplies used would be reimbursed.

- d) **Handyman (on site work):** Barb Warner reported that two downspouts are leaking quite severely. The handyman was contacted and asked to inspect all downspouts and perform repairs as needed. The work will have to wait until another snow/thaw cycle so that problem areas can be identified and addressed.
- 4. **Update Rules:** At the Board Meeting on April 10, 2024, the Board passed a resolution which limited the size of wreaths attached to front doors to 24" in diameter. The Board agreed that the Rules should be updated to reflect this resolution and a copy will be provided to Owners.
- 5. **AGM Planning:** A tentative date for the 2025 AGM was set as April 24, 2025. Barb will check on venues. Once a location, date and time have been confirmed, the Notice of Annual Meeting will be sent out to Owners.
- 6. **Questions/Concerns:** A concern was raised about liability when owners/tenants perform work on the complex. The Board members deeply appreciate all of the volunteer work that is done to benefit our Community. At the same time, they are concerned with protecting the Community as a whole from liability issues. Therefore, a motion was put forward to implement a Liability Waiver to be signed by all volunteers (tenants or owners) who perform volunteer work with the approval and under the direction of the Condo Board. Barb Warner moved that the motion be adopted, Wayne Bulloch seconded the motion and Motion carried unanimously.

Meeting adjourned at 3:20 PM