

Minutes of the Annual General Meeting of  
Condominium Corporation No. 9810287

November 5, 2012

CALL TO ORDER

Mr. Jim Lyall of Unit #83 called the meeting to order at 7:03 P.M.

CALLING OF ROLL AND CERTIFYING PROXIES

The secretary reported to the Chairman that a quorum of persons entitled to vote at the meeting appeared to be present by virtue that:

14 Units were represented by the personal appearance thereof

7 Units were represented by proxy

A total of 21 Units were represented. Quorum is 16 Units.

NOTICE OF MEETING

The Chairman read the following Notice of the Annual Meeting which he advised had been mailed to each Unit Owner on the 29th day of August, 2012, in compliance with the requirement of and the time specified in the By-Laws of the Corporation:

TAKE NOTICE THAT THE ANNUAL GENERAL MEETING OF CONDOMINIUM CORPORATION NO. 9810287 WILL BE HELD AT ALBERTA TREASURY BRANCH AT WALDON SHOPPING MALL ON MONDAY, NOVEMBER 4, 2012 AT 7:00 PM.

The Chairman referred to the Agenda following the Notice and indicated the meeting would be conducted in accordance with the Agenda.

READING AND DISPOSAL OF MINUTES OF LAST AGM

The minutes of the last AGM were read by Sharon Johnson, secretary of the Board of Directors. It was moved by Diane Haggerty, Unit # 98, seconded by Norma Schultz, Unit #43, that the minutes of the last Annual General Meeting be adopted as read.

### REPORT OF OFFICERS AND COMMITTEES

Bill Gibson, Unit #95, member of the Board of Directors in charge of maintenance, reported that the water system, turned on in May, was turned off in September. The water flow had been increased during the year, in response to requests from unit owners. He will be monitoring the increased cost of water used; the utility costs are not available as yet from Condominium First. The landscapers had broken a water line into one of the units; that was the only incident this year. After the blowout of the system, the meter was removed, and is stored in Bill's unit. The back flow valve was not taken out; the technician felt that was not required, and it was turned for the winter. There are 5 backflow prevention valves in the complex – in the fourplex structures, and at the water control location. These were inspected this year; this must be done every five years. The valve for the sprinkler system is checked every year.

Shirley McCulloch, Unit # 23, treasurer of the Board of Directors, confirmed that a copy of the financial statements had been sent to all residents by mail. Current Assets of the corporation for 2012 equal \$377,163.00. Accounts Receivable of \$8,140.00 represents condo fees and fines owing from one of the units. That amount would be realized at time of sale of the unit or an undertaking of foreclosure. A \$10,000 transfer from the reserve fund to the operating expenses represents monies used to maintain the many trees in our complex. Other reserve fund expenses included the painting of the fence and garage doors. Irrigation expenditure is an annual cost for maintaining our water service so is not drawn from the reserve fund. Maintenance expense continues to be a large part of the annual budget. It was noted at the AGM in 2011 that utility expenses were being investigated. The situation was resolved and our association was credited back for the amount of the overpayments. Petty Cash currently has a balance of \$141.11. After the summer barbeque, the balance in the social fund is \$66.91. The flower fund, supported by the refund of bottles donated by residents, stands at \$561.13.

Sharon Johnson, Unit # 31, secretary of the Board of Directors, reminded those present about the website for the Chaparral Pointe Adult Village, which contains bylaws, minutes, newsletter, complex plans, and other resources that are beneficial to the complex residents.

Jim Lyall, Unit # 83, chairman of the Board of Directors, reported that the Board has authorized a new Reserve Fund Study. This is partly to re-establish the amounts designated for replacement items; the study has not reflected the insurance replacement of the roofs done in January and February, 2011, garage replacement seems to be overstated, and driveways need to be replaced before estimated. The Board also feels that costs for items like tree replacement and tree trimming should be paid from the reserve fund. The Board has appointed Clear Path Engineering to do the new study. Rudy Wouts of Clear Path Engineering had met with the Board to discuss aims and changes the Board would be looking at. The firm will do engineering assessment of conditions; this was felt to be necessary and beneficial. The Board is considering replacing (in sections over a period of time) the wooden fence with a vinyl one. The perimeter fence along the street, on the east side of the complex, should be the first side replaced, followed over several years by the other sides, which would require negotiating with neighbors or with the Province of Alberta along the transportation/utility corridor.

Carol Lloyd, the complex manager with Condominium First, clarified any concerns about funds within the reserve. She stated that the funds designated for roof replacement could be somewhat redistributed towards more immediate needs.

#### APPOINTMENT OF AUDITORS

Upon motion duly made by John MacPherson, Unit # 112, and seconded by Gerry Reid, Unit # 35, it was unanimously resolved that the appointment of Auditors be left to the discretion of the incoming Board of Directors.

#### ELECTION OF BOARD OF DIRECTORS

The current Board members resigned, in compliance with the By-laws.

The following Unit owners allowed their names to stand for serving on the Board of Directors:

Jim Lyall, Unit # 83

Sharon Johnson, Unit # 31

Shirley McCulloch, Unit # 23

Connie Touw, Unit # 22

Bill Gibson, Unit # 95

Upon motion duly made by Rae Livingston, Unit # 108, and seconded by Marg Castle, Unit # 11, it was unanimously resolved that nominations cease.

Declared as the incoming Board of Directors were the following Unit Owners:

Jim Lyall, Unit # 83

Sharon Johnson, Unit # 31

Shirley McCulloch, Unit # 23

Connie Touw, Unit # 22

Bill Gibson, Unit # 95

#### UNFINISHED BUSINESS

The new reserve fund study was discussed. One of the residents requested that the study proposal letter (from Clear Path Engineering) be put on the complex website.

A resident questioned why a vent cover had not been replaced, after Board members, while doing a seasonal walk-around the complex, had advised that it would be replaced. The manager from Condominium First requested that a communication be sent; it had probably just been missed by the maintenance company.

#### NEW BUSINESS/QUESTION PERIOD

A resident expressed disappointment with the landscapers; it was felt that they did the fall clean-up too soon, as the leaves have not finished dropping. The manager from Condominium First advised that they were not finished the fall clean-up duties, and would be back to finish at a time to clean up the rest of the leaves. The landscaper will be reminded of this in any event.

#### ADJOURNMENT

Upon motion duly made by Chester Keys, Unit # 7, and seconded by Marg Castle, Unit # 11, it was unanimously resolved that the meeting be adjourned.

The meeting was adjourned at 7:57 P.M.

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Chairman

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Secretary

