

**CHAPARRAL ADULT VILLAGE CONDOMINIUM CORPORATION #
9810287
CHAPARRAL POINT CONDOMINIUMS
ANNUAL GENERAL MEETING MINUTES
FRIDAY, NOVEMBER 25, 2022**

CALL TO ORDER

Board Chairman, Sharon Johnson of Unit 31, called the meeting to order at 1:15 PM.

CALLING OF ROLL AND CERTIFYING PROXIES

The Manager, Katelyn Leslie, reported to the Chairman that a quorum of persons entitled to vote at the meeting appeared to be present by virtue that: 17 Units were represented by the personal appearance thereof
5 Units were represented by proxy
A total of 22 Units were represented. Quorum is 12 Units

NOTICE OF MEETING

The Chairman moved that the notice of Meeting reading be waived, as it had been sent to or delivered to each Unit Owner on the 25th of October, 2022 in compliance with the requirement of and the time specified in the Bylaws of the Corporation. The motion was seconded by John Bray, Unit 10, and was passed.

The Notice of AGM sent from Go Smart Property Managers Inc. had read:

Re: Notice of Annual General Meeting of Chaparral Adult Village

“On behalf of the Board of Directors, we wish to advise that the Annual General Meeting of Condominium Corporation No. 9810287 (Chaparral Adult Village) will be held on **Friday, November 25, 2022 at 1:15 p.m.** at Lake Chaparral Recreation Centre - 225 Chaparral Drive, SE. Conference Room, as set out in the enclosed Notice of Meeting and Agenda.”

The Chairman followed the Agenda for the meeting.

READING AND DISPOSAL OF MINUTES OF LAST AGM

The assistant Secretary, Sharon Johnson, Unit 31, suggested that the reading of the last AGM minutes be waived, as they had accompanied the Notice of AGM, and that the minutes be accepted as circulated. This was moved by Eileen Bailey, Unit 15, seconded by Joanne Lavalley, Unit 134, and passed.

REPORTS OF OFFICERS AND COMMITTEES

Connie Touw, Unit 22, reported as Secretary and Pest Control liaison. She told how she was part-time secretary for the Board, doing minutes of Board meetings and Board decisions by email. She worked with Cal-Rid Exterminators making sure the 17 bait boxes throughout the complex were monitored and refilled as needed. The majority of bait boxes are along the north fence, as most of the gophers,, mice and voles come from the open fields in the transportation corridor. She noted that Cal-Rid was good to work with and that they responded very quickly to complex concerns or pest problems.

Mike Dann, Unit 132, reported as Landscape Liaison. He said he found communications with our landscapers, Rocky Mountain Landscaping, to be frustrating. He did have some success pushing them to do tree well maintenance, which happened late in the summer. The Board had considered putting mulch in tree wells, but the quote showed it was too expensive for the results. Some pruning of trees was done in the early spring. The fall cleanup was not completed as stated in the contract - this has been reported to RML, and they are working on a resolution. He suggested considering the possibility of the Corporation buying some topsoil that residents could use to add to their own flower planting areas.

Some re-enforcing repairs were done on the South perimeter fence (mainly bottom rails). He noted that this fence should be replaced.

He advised the current contract with RML ends March 31, 2023. The Board will have Go Smart management get several quotes for this to choose the landscape contractor prior to that.

He asked that any owners who may be shovelling snow off their driveways themselves put the snow on the grassed areas, and not onto the roads, as it adds to amounts of ice and slush for walkers and drivers.

He thanked Cheryl and Ann-Marie Hougesen for the work they voluntarily did with plants and decorating the common areas of the mail box and complex entrances.

Joe Robbs, Unit 39, vice-chairman, reported on the hail damage claim. He said that it had been completed and signed off on. The complex ended up getting more than had been promised. There had been some things missed from the Scope of Repairs initially given to the Board (and forwarded on to owners), but the Board representatives for the insurance work pushed for the missed items, and they were then done. It was a long process.

He also noted that there is fencing that needs to be looked at, but other priorities had to be addressed first so far.

Sharon Johnson, Unit 31, gave the Treasurer's Report. She gave some information and explained some of the items from the audited financial year end report for the year ending August 31, 2022.

The year's spending was over budget by \$ 20,015.00. This was fully because of the \$26,873.00 over budgeted amount increase in insurance premiums, which was unknown at the time of the budget being made.

For the fiscal year ending August 31, 2022, costs broken down per Unit per month were:

Management fees \$ 29.42

Bank, office and audit fees \$ 3.53

Recycling, organic waste and garbage pickup \$ 18.20

Power, water and sewer \$ 13.17

Landscaping year around including tree work \$ 84.56

Building maintenance \$ 6.01

Insurance \$ 131.00

This totalled \$ 416.00 - the average condo fees were \$ 372.00

The insurance premiums for BFL (who has had our insurance coverage in the past) for the year of October 28, 2022 to October 28, 2023 would be \$ 81,350.00 plus financing charges. The Board was able to get a quote from Gallagher Insurance, and coverage for the same period of time (and meets all the covered items as with BFL, with the same or lower deductibles) is \$54,348.00. As this was a \$ 27,000 .00 savings and still covered as required, the Board chose Gallagher Insurance for coverage.

She noted the Reserve Fund is healthy at \$ 501,530.00 at August 31. In 2023 there will be a new Reserve Fund Study, so the new partial building siding and shingling, and new privacy fences will be factored into the calculations.

The Board will be investigating costs of replacing the rest of the siding and shingles, and will take consideration of pricing influences like shortages and pricing trends.

She explained what made up amounts shown on the audited financial report on funds paid from the Reserve Fund. The Exterior Repair of \$ 36,164.00 was made up of:

2021 exterior woodwork - repairing, painting, replacing - done by contractor Rain or Shine, invoiced in September, so shown in the current year \$ 10,479.00
2022 exterior woodwork - repairing, painting, replacing - done by Rain or Shine was \$ 14,384.00

Repair of crack on rockwork facing and parging - Rain or Shine was \$ 4,993.00

Replacing the remainder of the privacy fences not covered by the hail insurance claim \$ 6,043.00 - Instant Residential

Replacement trees and planting for 4 trees lost in high wind storm \$ 1,265.00 - Spruce It Up Garden Centre

The item termed as lamp replacement of \$ 1,628.00 was replacing the 4 street light heads and putting in LED lights.

Item termed Roof Repairs of \$ 50,000.00 was the deductible paid on the insurance claim.

Sharon then gave a report as Chairman. She praised the great work of the fellow members of the Board and thanked them for their support, great ideas and thoughts, and their working so efficiently as a team. She noted with the insurance reconstruction going on the last year was intense for the Board.

She announced that she was retiring from the Board. She gave some comments on being on the Board for many years and thoughts to pass on to residents.

She asked that residents please give Board members respect and support. They are giving their time and energies voluntarily. The function of a Board is to follow the Bylaws with making decisions for ongoing upkeep and maintenance and handling arising problems in the complex. Past Board members have given more, with more interactive rolls with contractors and sometimes physical inspections. They work hard for the benefit of the complex, fairness to all owners, and always considering the best use of the complex funds.

She asked that residents remember that any problems are not created by the Board members so not to treat them as responsible for the problem or treat them as an employee. She reminded owners that the complex is the Board members' home as well, and they should be able to relax on their property and in their homes without rude telephone calls, or being approached at the mailbox or on their decks or steps with complaints.

All problems, questions, or complaints should be directed to our property manager, Katelyn Leslie, at Go Smart Management. Sharon noted that their communications should always state the complex name, the Unit number and the resident's name. She asked that they give as many details as possible, including location details of where the problem is at the unit or area. If pictures can be taken of the damage or problem and sent along with the notice, it would help greatly.

Katelyn Leslie, of Go Smart Management addressed the owners on "Buildium" - an online system of being able to register the above type of notification. She stated that the Board members would be able to see this, and the section of Go Smart (maintenance, etc.) would have access to it. She suggested that owners try it to see if this could be a "fit" for this complex.

One resident stated that he had been at other condo complexes who used the "Buildium" program and their complaint was that items weren't followed up to see they they were handled.

APPOINTMENT OF AUDITORS

Upon motions duly made by the Chairman, Sharon Johnson Unit 31, and seconded by John Bray, Unit 10, it was moved that the appointment of Auditors be left to the discretion of the incoming Board of Directors. The motion was passed.

ELECTION OF BOARD OF DIRECTORS

Nominations or Volunteers to serve on the Board were requested.

Those who volunteered were:

Joe Robbs, Unit 39

Peter Haggarty, Unit 98

Mike Dann, Unit 132

David Davies, Unit 99

Trish Weatherup, Unit 10

There being no further volunteers, the Chairman declared the following owners duly appointed to the Board of Directors:

Trish Weatherup, Unit 10

Joe Robbs, Unit 39

Peter Haggarty, Unit 98

Mike Dann, Unit 132

David Davies, Unit 99

UNFINISHED BUSINESS AND NEW BUSINESS QUESTION PERIOD

Question: Is the complex a 55+ condominium

Answer: No, it will retain the status of an adult complex (over 18) until an amendment to the Bylaws to make the complex a 55+ complex is voted on by the owners with 75% passage with that amendment and it being registered at Alberta Land Titles, or the end of the allowed transition period ending December 31, 2032 - at which point if no amendment is made, it will automatically become a family-friendly complex.

Question/comment: An owner's Realtor had told them Chaparral Point Condominiums was a 55+ complex

Answer: The Bylaws state that children under the age of 18 are not allowed to live in the complex - it does not state that the complex is 55+.

Question: Most of the snow taken from the streets are put on the south side of the street lawns - could the landscapers not put more of the snow on the north side of the street lawns, as the south side of the street lawns get hardly any direct sunlight to melt the snow piles

Answer: On the north street, there are 3 four-plexes only, so the driveway configuration complicates access to lawn areas as there is on the south side of the street, which has all duplexes. But this will be passed along to the Landscapers to do as much as they can to put the snow off the streets on the north sides of the streets.

Question: An owner could not find their copy of the Reserve Fund Study - where can they find it?

Answer: It is on the complex website, under documents (Financial/Insurance)

Question: The roadways in the complex have a lot of ice and slush on them - can something be done about this?

Answer: The Board has looked at this - the weather at this time is above 0 during the day, so is melting, and is freezing overnight - so freezing whatever had melted that day. Sanding had been discussed, but the way the melting/freezing cycle is happening, sand would just quickly drop down on to the road and the melting snow would cover it, so not doing any good for more than 1 day. It was noted that all roads and parking lots throughout the City are having the same problems and conditions.

ADJOURNMENT

Upon motion duly made by John Bray, Unit 10, and seconded by Cheryl Hougesen, Unit 103, it was unanimously resolved that the Meeting be adjourned.

The Meeting was adjourned at 2:05 p.m.

Chairman

Board Member