

CHAPARRAL ADULT VILLAGE CONDOMINIUM CORPORATION # 9810287
(CHAPARRAL POINT ADULT VILLAGE CONDOMINIUM)
ANNUAL GENERAL MEETING MINUTES
FRIDAY, JANUARY 7, 2022

CALL TO ORDER

Board Chairman, Sharon Johnson of Unit 31, called the meeting to order at 1:30 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:

14 Units were represented by the personal appearance thereof

13 Units were represented by proxy

A total of 27 Units were represented. Quorum is 12 Units.

NOTICE OF MEETING

The Chairman requested that the Notice of Meeting reading be waived, as it had been sent or delivered to each Unit Owner on the 6th of December, 2021 in compliance with the requirement of and the time specified in the By-Laws of the Corporation. This was moved by Heather Chamberlain, Unit 119, seconded by Mike Dann, Unit 132, 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, January 7, 2022 at 1:30 p.m. at the Mid-Sun Community Centre - 50 Midpark Rise, S.E., Calgary, Alberta as set out in the enclosed Notice of Meeting and Agenda."

The Chairman followed the Agenda for the meeting.

The Business of the meeting was paused for an address from invited guests Cory Ward and Jay Herault. They are the owner/manager and job site supervisor (respectively) for Clear Choice Exteriors, the company that is undertaking the reconstruction of damage from a hail storm that hit the complex on July 2, 2021.

They reported:

Cory and Jay have had supply chain delays which is mostly affected by Covid.

New Creations Vinyl Repair will be using plastic to repair holes on the window casings. There is a 5 year warranty on the plastic repairs. The time frame to have that done is around 6 weeks from this time.

The two windows that were broken during the hailstorm will be replaced in approximately two weeks.

Question - would more than 2 windows have the glass window replaced? No just the 2 windows that were broken are being fully replaced.

The siding installation (west sides only are being replaced by the insurance claim) has gone well and is anticipated to be finished by about Wednesday, January 12th. As the pink colour siding is no longer available, a beige colour is being used for replacement.

Question - could pink planks being taken off be used for small holes on an area (e.g. north facing fronts where the whole surface is not being replaced). Yes, the installers have kept some of the pink siding for that purpose and will be used. Cory told of a siding painting option that could be done for remaining siding, but cautioned that the age of the siding along with the cost should be considered in decisions regarding this process.

Shingle delivery for the rest of the west backing units (35 to 63) will be later that day on the 7th, or early in the next week. It was expected that the south fence backing units (3 to 31) will receive shingle delivery by around the 11th and the area in the complex centre (Units 2 to 134) around the 14th. Beginning January 10th, it is planned for two crews to be working installing shingles.

Cory discussed the winter installation of shingles and advised that the placement and number of nails allowed for the successful shingle installation during cold weather conditions. Clear Choice will guarantee replacement of any shingles that may be damaged or blow off before the spring sun warmth can fuse the shingles. At that time the guarantee of the shingle manufacturer will come into effect.

Question - A radio broadcast stated that each home could receive up to \$ 3,000.00 if installing hail resistant shingles (Class 4). Cory stated that he felt that as these shingles were only resistant to 1 1/2 inch size hailstones, the cost of the shingles even considering any government grants would be too high for the benefit. He stated that the July 2 hailstorm did enough damage to hail resistant shingles that they were still having to replace them.

Question - a resident reported finding a nail on a driveway after that unit had been reshingled. The workers are required to go over the area with a large magnet at the end of each workday. Both Cory and Jay will follow up on this with their installers.

The vinyl (privacy) fences replacement will be done by Instant Residential Windows and Doors. This company will also do replacement for the damaged screens.

The eavestroughing in the complex is hoped to be started around the 17th of January.

The Chairman thanked Cory and Jay for taking the time to attend and address the owners. The AGM then continued.

READING AND DISPOSAL OF MINUTES OF LAST AGM

The acting Secretary, Sharon Johnson, Unit 31, moved 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. Seconded by Mike Dann, Unit 132, and passed.

REPORT OF OFFICERS AND COMMITTEES

Board member Cheryl Hougesen, Unit 103, who was Landscape Liaison, gave a report. She thanked volunteers Madonna Hamm for the Spring decoration of the planters, Wendy Landy, Connie Touw, Eileen Bailey and her daughter-in-law for donation of perennials for the common area gardens, for watering services by volunteers Madonna and Garnet Hamm, Eileen Bailey, and Anne-Marie Hougesen, and for Bottle Depot returns for fundraising by Sharon Johnson and partner Don Adams. These funds were used for planters for front gates and mailbox areas, garden soil and fertilizer and extra plants for the mailbox area.

The spring clean-up was later than had been hoped for. Low lying branches and branches with Black Knot disease were trimmed. Areas where trees had been removed were re-sodded.

A broadleaf application was done to deal with dandelions and other weeds. The irrigation system suffered a break over the winter, so start up was delayed until the part required was found. Some areas of the lawn were too soggy or too dry; sprinkler heads were capped, direction adjusted or replaced with lower flow heads to correct. Low sun areas by the west fence and the south fence had topsoil added and reseeding done to combat bare spots.

Lawns were cut with hand mowers. During the fall cleanup there was some use of riding mowers to be able to pick up the many leaves on the grass.

The grass cutting ended the end of September and the fall clean-up was done mid-October. The late fall resulted in leaves dropping after that. Bulbs were planted and covered in the common flower beds.

Cheryl suggested that in the spring a specific date is booked with Rocky Mountain Landscaping for the Clean-up. She asked that an amount of approximately \$500.00 be given for flower purchase as she felt that the amount raised by the cans/bottles donations is insufficient for decoration of the complex, and that volunteers form a "garden club" format of planting and watering through the summer. She reminded that a watch should be kept for black knot on the trees.

The Maintenance Liaison, Board member Joe Robbs, Unit 39, reminded the owners that they are responsible for maintenance within their unit, including the garage. The Condo Corporation is responsible for the end-of-life replacement of garage door, but all maintenance issues for those doors or interior of the garage is owner responsibility. Any pipes within the unit and maintenance of such are also unit owner responsibility. In the spring the Board was looking at painting and some repairs on the perimeter fencing but the hail

damage had to take priority from July on. The stone front on Unit 115 was replaced after a crack damage. Several foundation cracks were repaired very quickly after they were reported.

Sharon Johnson, Unit 31, made comments as Chairman and Treasurer. She noted that the garbage building doors had been difficult to open off and on during the bitter cold weather being experienced. A suggestion was given that entering the code several times sometimes works.

Sharon made a June Zoom appearance for questioning by lawyers regarding the lawsuit against the Condo Corporation regarding a claim of a fall on ice at the front of Unit 103 in March 2017. She feels the claim seems to be weak, as the only witness named is being sued in the lawsuit, his correspondence after the date of the incident did not report a fall, and he now cannot be found. At this point in time the lawyer for the Corporation through insurance reports the lawsuit still is open, but feels it will not make it to court.

The past financial year ended over budget by \$ 5,940. Insurance premiums came to \$ 5,150 more than was budgeted, so operating costs were about \$ 800 over budget. This over budget amount was about \$ 10 per unit per month.

The average monthly condo fee/unit was \$ 372.23, so with the over budget of \$10, the expenditure cost for each unit per month was distributed as follows:

Management fees	\$ 30
Office expense/audit	\$ 4
Removal of garbage, organic waste and recycling.	\$ 18
Water and power	\$ 15
General maintenance and pest control.	\$ 19
Landscaping and snow clearing.	\$ 85
Insurance	\$ 75
Reserve Fund.	\$ 137

Total \$ 383

This year will be over budget because the insurance policy went up a huge amount because of the insurance claim. The insurance policy renewal is in October, so rates are unknown when the budget has to be done and sent to the owners prior to August 31.

The hail damage from the July 2 storm was major. The Board explored if the costs for the repair would be better paid out of Reserve Fund without an insurance claim, knowing that premium and deductible costs would increase, or to go through insurance. Several companies consulted showed costs would be a major drain of the Reserve Fund, so a claim was filed.

Board representatives met by Zoom with BFL Canada (our insurance coverage brokers). The insurance companies stated that if the Condo Corporation replaced all the shingles throughout the complex with Grade 4 hail-proof shingles that contain rubber, the new

premium would be \$ 70,000/year, with a \$ 300,000 deductible for a future hail claim. The current claim is replacing just the west facing roof surfaces and any other small damaged spots with a Grade 1 shingle which is what is on the roofs at this time. If the Condo Corporation chose not to do this, the premium would be \$ 80,000/year, with a \$ 500,000 deductible.

The quotation from Clear Choice Exteriors was \$ 432,000 to do all the complex roof surfaces in Class 4 shingles (this takes into account applying what insurance was willing to pay toward shingle replacement). We also asked for the quotation for a full roof replacement of Class 3 shingles (a thicker shingle than what we currently have) - this was \$ 320,000.

The Board members felt that both of the shingle change/complete reshingling options would drain the Reserve Fund too badly, and would increase the possibility of future cash calls to replace garage doors, building deterioration, etc. We considered the history of hail damage in the area (during the 23 years since the building of the complex only one instance of damage in 2010, which was just roof) and felt that the best plan was to just do the insurance provided repairs. We advised BFL of this, and the premium did rise to \$80,000 for the year. BFL was, however, able to work the deductible down to \$300,000 for hail damage instead of the \$ 500,000 initially mentioned.

When the reconstruction is completed, the Board will seek quotes for replacing the rest of the siding and shingling, and will consider this.

Sharon recommended that each year, the Board request a meeting with BFL about the next year's policy and costs. The Board members were able to discuss what had been done for preventative measures against ice damming since problems and claims from several years ago, and the water damage deductible was lowered from \$ 125,000 to \$ 100,000 because of this information and the followup proof of invoices supplied to BFL. It is possible this contact and information may have influenced the lower hail damage deductible as well.

APPOINTMENT OF AUDITORS

Upon motion duly made by the Chairman, and seconded by Peter Haggarty, Unit 98, 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 to serve were

Joe Robbs, Unit 39

Connie Touw, Unit 22

Sharon Johnson, Unit 31

Peter Haggarty, Unit 98

Mike Dann, Unit 132

David Davies, Unit 99

Cheryl Hougesen, Unit 103, moved that nominations cease. This was seconded by Elaine Forget, Unit 68. All were in favour.

The Chairman thanked those that volunteered and declared the following owners duly appointed to the Board of Directors:

Joe Robbs, Unit 31

Connie Touw, Unit 22

Sharon Johnson, Unit 31

Peter Haggarty, Unit 98

Mike Dann, Unit 132

David Davies, Unit 99

UNFINISHED BUSINESS AND NEW BUSINESS QUESTION PERIOD

There were no further questions or new items of unfinished business

ADJOURNMENT

Upon motion duly made by Marilyn Carlin, Unit 115, and seconded by Paul Lavallee, Unit 134, it was unanimously resolved that the Meeting be adjourned.

The Meeting was adjourned at 2:45 p.m.

Chairman

Board Member