

CHAPARRAL POINTE ADULT CONDOMINIUMS  
MINUTES OF BOARD MEETING  
MAY 30, 2017 AT 4:30 PM HELD AT UNIT #31

In attendance: Peter Haggarty, Eileen Bailey, Sharon Johnson, Heather Chamberlain, Norma Schultz, Bart Nichols of FirstService Residential

An announcement had been sent out in a mass email from FirstService, advising of a change in the emergency phone numbers. The Board wanted confirmation that owners without email addresses also received the notice. The Board asked if fridge magnets could be given out with this information. This has been done in the past, and it was felt that the phone numbers would be more readily available to residents on a magnet attached to their fridge. Bart will request this.

Several months' Telus invoices have been charged to our complex account. This has been corrected, and hopefully will not occur again.

GFL, the contractor that does our recycling pick up and will now provide organic waste bins and pickup, will be putting 2 sixty four gallon totes in each of the garbage sheds. This will happen very soon. The pickup will occur weekly. There have been incidents of recycling being placed in the garbage bins. The signage on the garbage bins reads "City of Calgary Waste and Recycling"; perhaps this causes confusion. The Board will put a temporary cover over the word "recycling" to help avoid future errors.

The interim Reserve Study will be posted to the complex website. The fall of 2018 is when the mandatory 5 year Reserve Fund Study will be done. At that time the engineers will do a physical examination of the complex for the Study purposes. The composting information letter will also be posted to the website.

A unit has rotting boards in the framework below the back deck. The cost of replacement of this hazard for the board will be only the size of the original deck - any larger is the owner's responsibility. A unit has reported needing replacement of some of the boards at the front window. One of the units has a fireplace vent that need replacing; as fireplaces were installed by the owners, the owner is responsible for maintenance and/or replacement of the venting.

There is still no refund from the now dismantled FirstService Maintenance on the last invoice, which the Board disputed and requested a partial refund. Invoice work orders have been requested by FirstService Maintenance; Norma and Bart will strive to find and supply these.

One of the unit owners had submitted a request to redo their deck with the composite boards, as other residents have done, with the Board approval. The Board was concerned that there was a time lag between the application being filed at FirstService

(it appeared to have been faxed April 27th) and the time the request was sent on to the Board for approval (late May). Bart will investigate.

Walk Construction was criticized by Board members; the repair on the front wall of one of the units was not done in a timely manner. Continuous prodding was required to get them to return if there was a break in the work schedule. Subcontractors were hired for portions of the job; the subcontractors were very reliable and efficient. Perhaps one of these subcontractors could be contracted directly for future repair needs. Bart reported that repairs to that front wall will be finished very soon.

The Board, along with Bart and Steve from Rocky Mountain Landscaping, will do a spring walk-around in the complex on Tuesday, June 6th, starting at 4:30 PM.

The complex will have a barbecue - it will be held on Saturday, July 22nd and will take place on the pavement in front of the north garbage shed. The complex owns several canopies that provide shade. This year a caterer will be hired to supply the beef, along with 2 sides. The cost of this will be \$ 15.00 per person, and funds from the flower fund will supplement this cost - the charge for each person attending the barbecue will be \$ 10.00. They will be asked to bring some appetizer or dessert. A notice will go out to the residents after the caterer is confirmed.

A motion was made and seconded to put \$ 2,000.00 toward the unfunded reserve liability during the month of June. This was passed.

The next meeting will be held Wednesday, June 28, 2017 at 4:30 PM at Unit #31.

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Peter Haggarty, Board Chairman

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Sharon Johnson, Board Secretary