

**CHAPARRAL POINTE CONDOMINIUMS
MINUTES OF BOARD MEETING
APRIL 30, 2019 - 9:30 AM - HELD AT UNIT #31**

In attendance: Madonna Hamm, Gloria Gregorchuk, Eileen Bailey, Sharon Johnson, Heather Chamberlain, Jason Dutton
Stephen Potter and Hugh Thorsten of Residential Roofing Consultants,
Donavan Aspin of Duckback Roofing Ltd.

The Board met with Stephen and Donovan to discuss and examine the needs to correct insulation, venting, moisture and air flow problems with the attics of the units.

The major aim is to prevent ice damming from reoccurring, as units have suffered water damage over the past 2 winters. The winter of 2017-2018 was a "perfect storm" of conditions of thaw and melting beginning but quickly followed by snow and extreme cold conditions, which created ice dams along edges of roofs. Both experts found that roofs of all types, ages, and levels of insulation suffered problems during that time period. The best way of trying to prevent it is to keep the attic very cold with good air flow. The attics of the units in the complex need to have better fresh air intake and more venting to keep the air flow efficient; that this was probably a bigger factor than the insulation rating. After much discussion, it was felt by Donovan and Stephen that air flow, rather than insulation rating would, at this point, do more to resolve the complex attic issues. There are walls within the void areas of the dormers on the front of the loft units that may need sealing and perhaps some insulation added. Each unit's garage would have to be assessed individually as to air flow to the attic/insulation. Soffit air intake will need to be increased in all units. More vents per unit are also required. Vapour barriers need to be complete with no tears or areas missing.

Problems that are owner responsibility found were: garages that had ceilings added with no insulation, high efficiency furnaces installed that vent the exhaust to the sides of the units (this can rise directly up to the soffits and enter the attic), owners having their humidifier levels high during very cold weather. It was also noted that residents should turn their bathroom fans on for periods of 30 - 45 minutes a day (or twice a day) during very cold weather - to prevent frost from forming on the piping running through the ceiling (which then melts and adds moisture to the attic).

As the 10 centre four-plex units are the ones mostly damaged with the ice damming, they will be done first, with the rest of the units to follow. Donovan will revise his bid for the 10 units and resubmit.

The Board thanked Stephen and Donovan for their time and expertise shared for the many questions they competently answered.

The Board addressed the bids received for replacement of the front step of a unit and the side parchment of the entrance ramp (in lieu of a front step) of a unit. It was moved, and seconded that the bid of Gater Cement be accepted for the replacement step (cost \$3,018.75). The motion passed. A motion was made and seconded that HBD Concrete will do the filling of void space under the ramp and construct the wall covered with parging for the front entrance ramp (cost \$1,968.75). Motion passed. These are both Reserve Fund items.

The next meeting will be on June 4, 2019.

Sharon Johnson, Board Chair

Eileen Bailey, Board Vice Chair