

Woodland Court Condominium

The Owners: Condo Plan No. 7520358
441 Switzer Drive
Hinton, Alberta

Minutes – Approved

Date: January 31, 2023 6:30pm
Location: Via Zoom video meeting

Members Present:

Rita Hindle – P Reg Cook – S/T (late arrival) Dan Walker – Director
Virginia Otto – VP ~~John Ford – Director~~ AWR
Hallmark Management Darcie-Lee Rea – recording secretary.

1. Call to order by the Chair Rita Hindle at 6:33pm
2. Recording Secretary: Darcie Rea
3. Quorum is achieved with 4 of 5 members present.
4. Approval of the Agenda
Motion by Reg /Dan to approve the agenda.
Motion carried unanimously.
5. Approval of the minutes dated September 13, 2022
Motion by Rita / Reg approve the minutes dated September 13, 2022
Motion carried unanimously.
6. Financial Report: Sept 30, 2022 Oct 31, 2022 Nov 30, 2022 Dec 31, 2022

Operating account	\$	95,939.33	\$	91,738.00	\$	89,156.61	\$	95,059.16
Reserve cash account	\$	98,845.10	\$	99,150.95	\$	99,301.74	\$	99,457.74
Common Shares	\$	50.06	\$	50.06	\$	50.06	\$	52.06
Petty Cash	\$	38.66	\$	54.21	\$	54.21	\$	54.21
Servus Reward Acct	\$	105.63	\$	105.63	\$	105.63	\$	165.63

 - a. Motion by Reg / Dan to transfer \$49,440.00 from operating to reserve to complete the annual contribution to reserve.
Motion carried unanimously.
 - b. Motion by Reg /Dan to invest \$100,000.00 of reserve funds into a short term or cashable GIC at Servus Credit Union.
Motion carried unanimously. Action Reg

c. Review and approval of cheques per the attached financial report.

d. Arrears report on January 31, 2023

LU#14 - Balance owing for screen door repairs \$905.62

Motion by Reg / Ginny to Re code to contingency repairs.

Motion carried unanimously.

LU#35 - Balance owing for Condominium fees, NSF fees and financing charges at Jan 31, 2023 \$1231.79 – Owner has entered in to a payment plan to get caught up.

LU#31 – Condo fee arrears noticed have gone unanswered.

Motion by Dan / Rita to assign rents for LU #31 per s39(4) of the Condominium Property Act.

Motion carried unanimously.

e. Review and approval of the financial reports and treasurers summary financial report.

Motion by Rita / Ginny to approve the Treasurers summary financial report for Dec 31, 2022, 2023

Motion carried unanimously.

7. Old Business

a. Site patrol report – 43 parking a second vehicle in the alley in from of condo, Should go to overflow. Not to take up visitor parking. Letter to Owner and Tenant. Action Darcie

43 yard is a mess, litter, garbage. Action Darcie

27 parking area a mess, garbage. Action Darcie

25, 13, 15 dog poop. Action Darcie

Fence signage (6) – pick up after your dog – Action Darcie

b. Bylaw revision

Pets – restrict to two pets with only ONE dog.

c. Roof leak LU #3 – resolved, Unit Owner has not advised of any residual water damages.

d. Complaint re LU # 14 – excessive vehicles, partying in the common area parking lot. Owner and Tenant received a letter on August 25, 2022. Owner indicated he

would speak with the tenant. Owner has addressed the behavior with the tenants. Item closed.

- e. Sewer cleaning scheduled for April 3 and 4, 2023 with Valinstall Plumbing. Action Darcie to notify all Residents.
 - f. LU#37 – basement leak in rains. On lower portion of wall. Ginny 46
LU#19 Basement foundation leak - Karen Anderson 28
Yellowhead Concrete, Brecca – Jody , Bob Lissell Action Dan to reach out to these contractors.
 - g. LU#14 & LU#15 Screen door – Mountain Park Glass completed installation on Dec 19, 2022 \$1,547.70
8. New Business
- a. Exterior door lock sets repaired on LU#5 by DG Locksmith on Dec 8, 2022 \$247.80
 - b. Parking plan – concern raised regarding unit LU#16 truck parking. Action Darcie to advise LU # Pam Hesch that 25 has two spots, one in the lot along the fence and one beside the end of the unit. Brandon will be asked to park his large truck along the building rather than along the fence in the lot.

9. Next Meeting: Feb 13, 2023 – Bylaws only March 22, 2023 Board Meeting

10. Adjournment by Dan at 8:00pm

NOTES

Asphalt cleaning – Blue Canyon, Buttazzoni

Handyman contact – Bobs Roofing & Repair 780-817-0267

Treasurer / \ Report
WLC General Meeting; 22-Mar-2023

28-Feb-2023

MEMBERSHIP SUMMARY

Deposit & Investment Accounts	Balance(\$)
Chequing Accounts	88,500.94
Savings Accounts	119,272.47
Common Shares	52.06

Total **\$207,825.47** Petty Cash Balance \$44.21

Cheque Listing

311	16-Feb-23	Buttazzoni Contracting - Inv# 11598, 11649 & 11651, Snow Maintenance	\$4,357.50
312	28-Feb-23	Hallmark Management Inv# 2023-111 (Feb 2023), 2023-128 (Mar 2023)	\$3,160.50
313	04-Mar-23	Eduardo Lara - Condo Fee Refund / Overpayment	\$613.92
314		Buttazzoni Contracting - Inv# 11709, Snow Maintenance	\$3,018.75

Account Balance Summary Flow Chart (FYI)

