

Woodland Court Condominium

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

APPROVED MINUTES

Date: July 29, 2025
Location: Zoom

Members Present:

Reg Cook – (S/T) Dan Walker – Director
~~Virginia Otto – (VP)~~ John Ford – (President)
Hallmark Management Inc. Darcie-Lee Rea – recording secretary.

1. Call to order by the Chair John Ford at 6:32 pm
2. Recording Secretary: Darcie Rea
3. Quorum is achieved with 3 of 4 members present.
4. Approval of the Agenda
Motion by Reg / Dan to approve the agenda of July 29, 2025
MSC unanimously
5. Approval of the minutes dated June 27, 2025
Motion by Reg / Dan to approve the minutes of June 27, 2025
MSC unanimously.

6. Financial Report: June 30, 2025

Operating account	\$ 97,617.08
Reserve cash account	\$153,994.27
Common Shares	\$ 57.64
Servus Reward Acct	\$ 285.63

Treasurer's summary report for July 29, 2024 was reviewed.

- a. Review of the cheques per the attached Treasurer's summary report.
- b. The arrears report for this meeting date is \$0.00.
- c. Acceptance of the financial reports as information
Motion by John / Dan to approve the minutes of June 27, 2025

MSC unanimously.

7. Old Business

- a. LU#21 basement window replacement. Ongoing
- b. Border Paving Item closed.
- c. Reserve fund Study – Alternate provider to be explored if Go West can not complete the site work in a timely manner. The Board suggests a 7-day deadline be imposed. Action Darcie
- d. LU#11 bath venting issue and resultant damage to the attic and unit interior. As per the bylaws the boundary of the unit with the common property is the centreline of the floor wall or ceiling. The Board resolved to incur the cost of the drywall installation. The Painting will be at the Owners Expense. Action Darcie
- e. Handyperson work list is in progress – follow up regarding 23 shrubs trimming below window. Action Darcie
- f. LU#40 foundation crack repair was completed on July 3, 2025. Item completed.

8. New Business

- a. Yard Contest 2025 will be judged on two criteria. The close date for the contest will be September 5th and the winners will be selected by the Board.
 - i. The most improved front yard. Prize \$50.00
 - ii. The best-kept front yard for those who have previously made improvements. Prize \$25.00 Action Darcie
- b. Parking complaints.
 - i. Renters/Owners are using Visitor parking for personal parking – Notice required. Action Darcie
- c. Unit Garbage Complaints. - Notice to not leave garbage outside the fence. Action Darcie

- d. Unregistered Dog Complaints. Notice to be issued to LU#32 Action Darcie
 - e. Special General Meeting - to address the amended SIUD and the Election of a new Board Members. To be held on August 26, 2025 Action Darcie
 - f. Security Camera complaint – notice needed to adjust away from neighbors’ property. Action Darcie
 - g. Window #33 picture window rotted sill – MPL quote Action Darcie
 - h. Picnic Table request – Approved Action Darcie
9. Next Meeting September 27, 2025 6:00 pm
10. Adjournment by John at

Treasurer / \ Report
WLC General Meeting: 29-Jul-2025
For Information Purposes Only

MEMBERSHIP SUMMARY

30-Jun-2025

Deposit & Investment Accounts	Balance(\$)
Chequing Accounts	99,199.96
Savings Accounts	153,994.27
Common Shares	57.64

Total \$253,318.87

Petty Cash Balance \$67.00

Cheque Listing

384	06-Jun-25	Hallmark Management Inv# 2025-129 (May 2025)	\$1,624.81
385	15-Jun-25	CCI Subscription Renewal 2025-06-04 #13291	\$210.00
386	15-Jun-25	Buttazzoni Contracting - Inv# 241619 (Lawn Maintenance)	\$2,731.05
387	15-Jun-25	Porcupine Contracting Inv# 2116 - Roof Repairs	\$1,659.00
388	15-Jun-25	Hallmark Management Inv# 2025-163 (June 2025)	\$1,575.00
389	01-Jul-25	Reg Cook - Petty Cash Top Up	\$100.00
390	25-Jul-25	Buttazzoni Contracting - Inv# 241656, 241678 (Lawn Maintenance)	\$1,921.50
391	25-Jul-25	Hallmark Management Inv# 2025-201 (July 2025)	\$1,579.07
392	25-Jul-25	VallInstall Plumbing & Design Inv# 5797 (U49 Foundation Leak / Repair)	\$3,314.75

Account Balance Summary Flow Chart (FYI)

