

**MINUTES
ANNUAL GENERAL MEETING**

Signal Hill Villas

PLACE: Blackfoot Hotel, 5940 Blackfoot Trail SE, Calgary, AB T2H 2B5

DATE: **Thursday October 23, 2025**

TIME: Registration at 6:30 pm. AGM from 7:00 to 9:00 pm

AGENDA

1. Call to Order by the President
Terry Chelich called the meeting to order at 7:00 pm.
2. Established Quorum
Terry Chelich, Ruth Holland-Richardson (Recorder), Danny Holland, Hugh Powell, Reesa Girvitz, James Neale and Joanna Thompson, Patty Robertson, Cathy Burger, John and Deb Watson, Marianna Slatkovsky, Carlo and Franca Cecchetto, Ulrich (Yogi) Haasdyk, Pal and Hannah Aggarwal and Terry was holding 8 proxies.
3. Proof of Notice of Meeting or Waiver of Notice
Terry noted that the meeting notices had gone out three times as required by the Bylaws.
4. Reading and Disposal of any Unapproved Minutes of General Meetings
Minutes of the Annual General Meeting held February 27, 2025 were circulated but not read out. Moved by Bev Watson that the minutes as circulated be accepted as submitted. Seconded by Patty Robertson. Terry noted at this point that Ruth is recording the meeting. Approved unanimously.
5. Reports of Officers & Committees
There were no committees, therefore no reports. Terry circulated the President's message with the meeting package. Terry asked if attendees wished that the report be read out or if the circulated report was sufficient, and the group agreed that the circulated report was fine.
6. Financial Report & Reserve Fund
Terry reported that there was \$4,705.17 in the operating fund and \$196,740.87 in the reserve fund. The financial report was previously circulated but there were still some invoices that were outstanding, so it was not quite accurate. Terry noted she carried over \$15,000 from last year, which is why we are not in a deficit this year.
 - a. The arborist was a significant expense this year due many trees requiring attention like pruning and bracing, especially between the A and B units and this work should result in no major work needing to be done for the next 20-25 years. Next year, there is one that needs to be replaced.
 - b. Backflow and hydrant testing is a requirement from the city.
 - c. Bank fees were lower.

- d. General repair and maintenance. We budgeted \$10,000 and spent \$24,600 on things like a roof inspection, which identified areas requiring significant repair. Terry noted that once she has all the expenses, she will send out an unaudited financial report and will provide more details on this item at that time. Some of the expense was also for four downspouts. This was to remediate the areas in the A and C units where the downspouts were causing liability issues due to ice build up. There are 8 left to do and we will do 4 on the C side and the following year the final 4 on the A row will be done.
- e. Insurance. Because of all the weather-related incidents in the last couple of years and a lack of companies willing to ensure condos, it is difficult to find a company. We have been fortunate to find good coverage at a reasonable rate. Terry noted she has asked repeatedly over the years why we must insure the entire complex when it is unlikely that it all would be destroyed, but that is the law.
- f. Landscaping/Snow Removal. Terry noted that she feels the company does an outstanding job. The budget is upped a bit this year as the prediction is that there will be a lot of snow and so we may need more service.
- g. Professional fees. Around \$1900 was for the auditor and the auditor is very happy with us. Terry noted that she has all the financials on her computer if anyone ever wanted to come and look at any of it. Because our bank statements run from the middle of the month to the middle of the following month, the financials will not be available up to the end of October until the middle of November. The auditor then does her thing.
- h. Office. This item was not discussed.
- i. Pest Control. We have major issues with voles. The city does not deal with any of this on the east side and the neighbors to the north also do nothing. Currently the only option is the vole traps but they are not that effective.
- j. Reserve Fund Contribution. We are required to follow the reserve fund report in terms of how much must be contributed each year.
- k. Utilities. Because of the amount of rain this year we did not spend as much.
- l. Waste Removal. The province will be taking over normal recycling and they will contract someone and there will not be any cost to us, but this does not come into effect until 2026.
- m. Window Cleaning. Terry upped the budget this year because the window cleaners noted that many of them have a hard water film over them because of the sprinkler hitting them. This means it takes more work to get them clean.

Reserve Fund – Terry will do a proper Reserve Fund report. Terry noted that the only monies that can be taken from the Reserved Fund are items that are listed as to be done via payment from the fund. We cannot dip into it to cover expenses that are part of the Operating Fund. We did accrue a fair amount of interest in the amount of \$5000 because we are putting some of the funds in GICs. Costs taken out of the Reserve Fund included 4 of the downspout replacements with the other 4 being taken from Operating. \$17,000 was used to repair the fence.

Questions: The question of when the next 5-year Reserve Fund study is due was raised. It was just done last year, so it is not due again until 2029. Terry noted it can be updated every year if owners wish it.

7. Appointment of Auditors
Cathy Burger moved that the auditors be appointed. Seconded by Reesa Gervitz. Approved unanimously.
8. Resignation of Board of Directors.
The current Board of Directors resigned.
9. Election of Board of Directors
Hugh Powell nominated Terry Chelich. Seconded by Ruth Holland-Richardson.
Ruth Holland-Richardson was nominated by Cathy Burger. Seconded by Reesa Gervitz.
James Neale. Moved by Danny Holland, Seconded by John Watson.
Nominations were closed as there were no more forthcoming. The board were approved and appointed by acclamation.
10. Unfinished Business
There was no unfinished business.
11. New Business
 - a) Discussion replacing rear patio pads on A Units. Pictures of the issues were circulated with the meeting documents were circulated. When the upper A decks were extended, the lower ones were not. Terry contacted 4 companies to ask what could be done that is cost effective to repair/replace these decks and got the same response from all of them saying there is nothing that can be done with the existing concrete because there is something wrong with the rebar or there is no rebar, or its settled. All of them indicated that the pads need to be replaced. Terry also contacted the auditor and the reserve fund planner and in the current reserve fund, in 2038, we can use money for patio repairs. Both the auditor and the reserve fund planner noted that that date is a pacemaker and not a hard and fast requirement and that the funds can be brought forward. All four contractors indicated that the costs would come in at between \$35,000 and \$40,000 to fix the A unit patios. The B unit ones are fine. Terry moved that the next Board pursue an economic solution to resolving the A unit patio decks. James Neale seconded the motion. Terry noted that there had been several attempts to fix these. After vigorous discussion the motion was passed 15 in favor, 5 against. Motion was carried. Hugh Powell and Yogi Haasdyk were tasked with investigating options other than concrete replacement with their report due to the Board by the beginning of May 2026.
 - b) Discussion of parking along Signal Hill Lane
There are approximately 8 spaces along Signal Hill Lane for visitors, as well as two spots on each driveway. The policy is currently visitors to park for a maximum of 8 hours and is not intended for daily parkers. Terry has requested approval to strengthen the policy and to add fines and the ability to enforce the parking policy. The question of whether this needs to be included in the bylaws was raised and Terry indicated that anything voted in at the AGM is brought to the lawyer. It was noted that changes of this nature to the Bylaws require owner approval. The new Board will develop the policy with input from the lawyer and send it to owners for electronic voting.

- c) Discussion washing vehicles (cars, trucks, vans, motorhomes etc.) in owner driveway and in Signal Hill Lane. This item will be added to the item amending and strengthening the parking policy but is already in our bylaws as being prohibited.
 - d) Downspout repair along A and C rows. The C row will be completed next summer and the following year the A units will be completed.
 - e) Replacement of poly B pipes in units. Terry requested James to speak to this item. People are replacing them because in some cases insurance companies require them to be replaced for people's homes to be insured. Poly B was brought in the 70s and 80s as the latest and greatest thing. In a lot of houses there have been no issues but in some there have been huge failures. Many people are replacing them or putting in water sensing shut off valves to monitor the flow and water consumption in the home and if it senses unusual flow, it will send an alert to your phone. Some also can learn which fixture is leaking and will give you the option to shut it off on your phone or it can be set up to shut off automatically. The other option is total replacement, which requires major renovation work to completely remove and replace the pipes. Terry contacted the lawyer about this to find out if this was something that the unit owners are responsible for or the condo corporation. The lawyer's response was:
 "Owners are responsible for the pipes inside their units. This is pursuant to the following Bylaws:
 1. Definition of Unit on Page 6. Bylaw 9(aa)(vii).
 2. Owner's Responsibility on Page 8 & 9. Bylaw 3(c)
 This is not something the Corporation should be budgeting for or taking on."
- Terry requested that James send her information about the water shut off feature for owners that wish to go with that option.
- f) Gutter and clothes dryer cleaning. Terry noted that some owners have requested gutter and close dryer vent cleaning, but it was just done last year. The next time gutter cleaning will be budgeted for is in 2027. Dryer vent cleaning will be done every 3 years. Terry noted that several air conditioning units were plugged with leaves and pollen and noted that owners should be cleaning them before starting them in the summer, as this is a fire hazard.
 - g) Noise on Sarcee Trail and Noise Barrier. Terry asked Ruth to speak on this. Ruth noted that the C unit owners are subject to a great deal of noised from Sarcee Trail, particularly in the summer and not just during the day but in the middle of the night as well. A noise barrier fence was investigated previously but would be down near the road so would not be beneficial. Our new city councillor brought this up at a town hall during the election and so may be amenable to seeing if something can be done. Ruth will submit a request to the appropriate department at the city and will also forward the request to our new councillor once he is in office.
 - h) Vole Fence. As noted earlier in the meeting they are coming in from the East and North. Pest control company and landscaper have both suggested installing a vole fence. It is installed about 18 inches below ground level and about 18 inches above ground level. The cost for this \$10 to \$15,000 approximately. The Board are not convinced this is a good use of money, and so the decision of the Board was not to proceed.
 - i) Unit B Driveway issue was added to the agenda. There have been some challenges with the driveways, and particularly the tire marks. Part of it is the concrete is not what it used to be and possibly it was not sealed properly. Terry spent 6 weeks trying to get a

hold of the contractor, Omega, and got the run around. Terry is going to contact some other companies and have them come out and have a look to see if anything can be done. In addition, one owner noted he wanted the cracks in his driveway fixed. This has been raised previously and is a problem in Calgary due to the freeze/thaw cycle during Calgary winters. Because of this, the Board will not authorize repair of cracks in driveways or garage pads.

Terry noted she wanted to thank James and Ruth for the past year's work and for staying on. And, to once again thank Doug for the room and coffee/tea/water for the meeting at no cost. Ruth wished to say thank to Terry for all she does – sometimes well above and beyond.

12. Adjournment. Meeting was adjourned at 8:05 pm.