

# **Willow Court Green Board Meeting Minutes**

Tuesday, June 3, 2025

Board members in attendance:	705 - Kevin Pederson, 601 - Deanne Coish, 1304 – Taylor Smith, Urbantec Management, 1505-Andrea Soutar, 909-Hope De Neve
With Regrets:	1204 - Lynn Williams

Meeting called to order at 6:40 pm

## **1. Motion to approve meeting Agenda & Previous Board Minutes**

- a. Motion: Deanne
- b. Seconded: Taylor

## **2. Approval of financial report**

- a. Approval of April Financials
  - i. Motion: Kevin
  - ii. Seconded: Deanne

## **3. Old Business**

- a. Retaining wall – Mostly completed, grass to be completed, on hold.
- b. Maintenance List – Ongoing repairs, some parging and eaves to be repaired. Waiting on quotes.
- c. Roofs – 900 block to be checked on and quoted for repairs. DG Roofing inspected and waiting on report
- d. Shed Repairs –1304 complete. 704 pushed back. 803 and 804 started.
- e. Tundra tree care – Have come to assess the trees and bushes in the complex. Waiting on reply.
- f. Fireplaces – Complete chimney capping after reserve fund study completion by Rock and Rolls Roofing. Some replies from owners on WETT test certified inspection. Waiting on 3 units on intent. 302, 913, 1203. On hold.
- g. Fire Hydrant – On the list for Clear-Flo to complete.
- h. Parking Stall Curb Painting – On hold
- i. Reserve fund study – First draft complete, responding with questions for second draft.
- j. Landscaping and painting – To discuss after reserve fund study completion
- k. Bylaw Changes – Possible new Act changes coming in 2025. To review at that time.
- l. Landscaping work – After reserve fund study, see if there's room in the budget for more landscaping to be complete at the two entrances. Unit 901 volunteered for clean up.
- m. Concrete sidewalks – Create list for repair work needed. Notify city on issues with Bonaventure sidewalk. Waiting for next winter to see freezing
- n. Exterior parging and stucco repairs – waiting for reserve fund study completion

- o. Cladding – Kevin to follow up with quote.
- p. Lux Windows quote for owners has come in. Urbantec to get a list of owners that want to go in on bulk discount.

**4. New Business**

- a. Electrical meter box repairs – Urbantec to get quote from Rath Electrical on the ones that are most problematic.
- b. Sprinkler heads – turned on, no big fixes needed
- c. Car Plugs – Urbantec to send out email to owners to check the exterior plugs and have electrician to fix any broken plugs.

**5. Meeting adjourned at 6:58**

- a. Motion: Deanne
- b. Seconded: Taylor

Next Meeting: Tuesday, August 5, 2024