

**Willow Court Green**  
**Board Meeting Minutes**  
Wednesday April 17, 2024

Board members in attendance:	705 - Kevin Pederson, 1706 - Natasha LeBlanc, 601 - Deanne Coish, 1705 - Darcy McDonald, 1304 – Taylor Smith
With Regrets:	Urbantec Management

Meeting called to order at 6:01 pm

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

- a. Motion to carry: Deanne
- b. Seconded: Natasha

**2. Approval of financial report**

- a. Still awaiting March Financials.

**3. Old Business**

- a. Cross Connection and Irrigation Testing – Ordered and waiting for completion.
- b. Maintenance List – mostly complete, to review in spring for new items to repair
- c. Retaining wall – quote for repairs on 16.5M of wall on the west end
- d. Dryer vent covers – Phil to check any missing dryer vents covers.
- e. Shed Repairs – To resume in Spring 2024, booked for the whole month of may and will complete as many as they can for that month.
- f. Beam Cladding –1300 block starting next week, and signs going forward.
- g. Everest Tree Service – Follow up on removal of tree in 1301 & 802, all trees in complex to be assessed.
- h. Parking lot lights- All to be completed next week.
- i. Exterior Painting – Pushed to 2025.
- j. Fireplaces – issues with fires in fireboxes and deterioration in motar. Move to decommission the fireplaces. Deanne to request pricing for insulation and capping of chimneys. Urbantec to notify residents not to use fireplaces.
- k. Fire Hydrant – waiting on third quote to see if needs to be repaired or replaced
- l. Golf Course vegetation and fencing – Requesting quote from Simply Stone.
- m. 2024 AGM – to schedule on September 12<sup>th</sup> at Trico.
- n. Parking Stall Curb Painting – On hold
- o. Complex parging – Happening in May, weather permitting.
- p. Unit 1505 Deck – To have Sunurban quote coming in.
- q. Fire lane sign – look at cost for replacement in spring.
- r. Spring clean up – order 2 more bins for May
- s. Mudjacking Sidewalks to be added to maintenance list

**4. New Business**

- a. Unit 106 – No permits received for renovations completed, request Urbantec to demand permits before continuing renovations
- b. GIC investments – adjust \$400,000 from reserve fund into high interest account for 90 days.
- c. Line painting – Hold off until 2025

**5. Meeting adjourned at 7:08**

- a. Motion: Natasha
- b. Seconded: Darcy

Next Meeting: Wednesday, May 22, 2024