

Willow Court Green
Board Meeting Minutes
Tuesday, July 25, 2023
At Trico Center & Via MS Teams

Board members in attendance:	705 - Kevin Pederson, 706 - Natasha LeBlanc, 1514 -Shannon Diduck 1705 - Darcy McDonald, 1706 - Phillip Mitchell, 601 - Deanne Coish
With Regrets:	Urbantec Management

Meeting called to order at 6:11

1. Motion to approve meeting Agenda & Previous Board Minutes

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

2. Motion to approval financials

- a. Darcy to follow up with Urbantec and credit on 1702 and 307

3. Old Business

- a. Unit 1001 – Trees trimmed to owner satisfaction on July 10
- b. Contract with Njord terminated and Rimrock to start September 1, 2023. Request for Rimrock to address the bushes that are causing issues for homeowner access.

4. New Business

- a. Bylaws revisions – To address in the fall.
- b. Fireplaces – Address outstanding fireplace inspections. Natasha to talk to urbantec about this.
- c. Sod – To get bags of dirt and seed to address the low areas along the retaining walls.
- d. Back porch & Stairs – replacement of stairs on 913 & 102. 1301 to be notified that they must repair their deck to safe standards with 90 days. Phil to request quote from Sun Urban on two sets of stairs.
- e. Sheds – 303 & 102 Sheds to be repaired this year. Phil to request quotes.
- f. Ongoing Maintenance –
 - i. Plumbing stacks – incorrectly installed originally. Require updating on all units. Phil to request quote.
 - ii. Cladding – 1100 block quote complete. To move forward with this cladding and quote on remaining blocks.
 - iii. Roofing – 1400 block completed.
 - iv. Irrigation – Phil getting quote with Waterworks to inspect remaining irrigation at set up timers
 - v. Community Garden Area – Complete with pea gravel and see how the area holds up. Natasha to request
- g. Short Term Rentals – to be addresses in bylaw revisions.
- h. Five year plan on spending – Kevin to compile issues on items that need to be addressed over the next 5 years to allow for better budgeting.

5. Meeting adjourned at 7:10

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

Next Meeting: Wednesday, August 30, 2023