

# **Willow Court Green Board Meeting Minutes**

Monday, May 1, 2023

Board members in attendance:	706 - Natasha LeBlanc, 1705 - Darcy McDonald, 1706 Phillip Mitchell, 705 - Kevin Pederson, 601 - Deanne Cowle (Coish) Urbantec – Laura & Tim
With Regrets:	N/A

Meeting called to order at 7:14 pm

## **1. March 27 Meeting Minutes & Agenda**

- Approved

## **2. Financial Report**

- Approved

## **3. Old Business**

- **Njord**
  - March invoice we're supposed to see a credit. Urbantec to follow up
- **Insurance**
  - Certificates have been sent to owners
- **Spring Cleaning**
  - Notice sent to all owners for the spring cleanup and street sweeping.
  - Look into replacing gravel bins with plastic bins and de-icer
- **Signage**
  - Signage complete
- **Fire Hydrants**
  - Clear flow will let us know when they're coming to test.
- **Unit 805**
  - Will reinspect once we receive a large rainstorm to check for leaks
- **AGM**
  - Set date to May 31<sup>st</sup> At the Trico center at 7pm.
  - A/V equipment quotes to review
  - Fireplace thoughts for residents
- **Outstanding Accounts**
  - Motion to approve Urbantec to engage legal action to recover arrears
  - Motion: Darcy
  - Second: Kevin

## **4. New Business**

- **Property Map**
  - Laura to complete a property map of parking
- **Bylaws**
  - Still a work in progress. To review next board meeting

- **Unit 101**
  - Waiting for receipts on damages.
- **Roof inspection quote**
  - Urbantec to have Canterbury Roofing to quote on the roofs that require work.
- **Landscaping**
  - Urbantec to get a quote on weed areas for hydroseeding
- **Spring Walkaround**
  - Booked for May 24th
- **Unit 1303**
  - Owner is having another person inspecting. Requesting another masonry quote for repair
- **Leaking Roofs**
  - 605, 923, 1404, 1401 indicated roof leaks. To inspect once we receive some rain
- **Chimney Inspection**
  - Email sent out for fireplaces to be inspected.

**5. Meeting adjourned at 8:09 pm**

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

Next Meeting: June 26, 2023 at 7:00 pm