

QWPll Owners' Cmte Meeting - July 21, 2011, 7 p.m.

1. **Attending:** Chris Fudge, Mike Lewicki, Jean Boulay, Letitia Charbonneau, Angela Del Giudice (manager)

2. **May 26 minutes were approved** and distributed to all owners. (June meeting was informal and no minutes were taken.)

3. **Financial statement** for year ending June 30, 2011 was reviewed and approved. When we receive quarterly reports for the interest earned on our \$50,000 investment we will update the amount of interest earned on the monthly financial statement. The last official audit was undertaken 7 or 8 years ago and we will be requesting one be done for 2011.

4. **Items for cmte attention:**

a) **Drainage issues:** Letitia will speak with former cmte. members and search minutes re the contract that was awarded for the river stone row; Angela will speak to Scott (our previous manager) re same; 2739 Baseline concern re pargeing because of poor drainage, Mike and Angela will inspect next week;

b) **Landscaping & tree damage:** Hedgeworks has taken responsibility for damage done to trees and has started to do repairs; cultivating an area around the trees will prevent further damage, Angela will request proposals for this from at least 3 landscaping companies;

OWNERS ARE REQUIRED TO CALL ANGELA IF THEY HAVE AN ISSUE WITH ANY OF OUR CONTRACTORS. IT'S BEST TO CONTACT ANGELA AS SOON AS A PROBLEM OCCURS SO THAT IT CAN BE DEALT WITH IN A TIMELY MANNER.

- Some landscaping items have not been taken care of. Angela will contact Hedgeworks and ask they be dealt with asap.

c) **Sewer repair report/Reserve fund study:** Morrison Hershfield Ltd. reviewed the before and after video of the sewer repairs done by Multi-Drain and has assured us the work was done satisfactorily. This now forms part of our Reserve Fund study and the study will be uploaded to the web site by the end of August.

d) **Signage:** 4 new signs for no trespassing and no soliciting will be erected; Angela will call the City re getting no parking signs for either side of the entrances to the parking lot. We will repaint the lines in the parking lot. Owners will be advised to move their car from the parking lot before this is done. Owners are asked to call 311 if anyone is parked in the fire lane at the top of our parking lot.

e) **AGM minutes** were reviewed and approved by the cmte. and will be uploaded to the website.

f) **Owner requests for cmte. consideration:**

- re walkway to unit, cmte. members will take a look at the walkway
- request for a tree on the common element, we will wait until development next door is completed
- Owner requesting permission to install solar panels on their roof will need approval of 51% of all owners including owners on either side of their unit (owners NOT renters).

g) **OBC** - Water supply for fire hydrants: Angela checked with the city and the fire hydrants all meet city requirements.

5. New business:

a) Cmte. Will work on improving communications with owners and attempt to contact new owners asap after they move in. Angela will send owners' cmte members updated owner info. The cmte. Members will be going door to door with info update forms for all owners. (provided by Angela). An informal quarterly owners' meeting has been proposed and will be announced in the previous month's minutes.

b) Individual owners can call 311 to ask for a voucher to get a 47 L green bin. Bins must be kept on owners' property and not on the common element and removed from the garbage collection area as soon as possible.

Meeting adjourned at 9:00 p.m. Next meeting August 18.

Questions or concerns? Please contact Angela Del Giudice via email at ADelGiudice@condogroup.ca or call (613) 237.9519 x 261

Please refer to our web site for minutes and other important information

<http://www.qualicumwoods.ca/>