

Livingstone Estates Condo Board Meeting
Corporation #1711777
Meeting Minutes
August 13th, 2025, 3:00 pm
Location Unit #1-314 Penny's Home

Board Member Present: Debby Hawkin, Rhonda Merko, Brent Morrison, Penny O'Brien, Karl Kloepper

Absent: Victoria Chester

Quorum Present? Yes

Others Present? No

Conflict Of Interest None

Meeting called to order at 3:04pm

Motion to accept the agenda made by Debby, seconded by Penny. **Motion carried.**

Motion to accept the meeting minutes from July 9th, 2025. Made by Debby. Seconded by Penny. **Motion carried**

Treasurer's Report-Debby

- Operating Account closing balance June 30, 2025, **\$28,848.90**
- Reserve Fund Balance May 31, 2025. **\$42,020.18**
- GIC (Reserve Funds) May 31, 2025. **\$92,512.69**
- Contingency Fund May 31, 2025. **\$8,395.22**

Debby reported that there is an error with our utility account with the City. They dropped the preauthorized payments from our account and so our account was showing in arrears. She contacted the City on July 28th and they advised that they would reverse the late fees on the account and reinput the account information. They indicated this would all be corrected on the next bill.

Debby indicated that the Corporation needs to purchase cheques as we are running low. Debby indicates that our bank now charges \$63.00 for 48 Cheques where Minute Man Press located here in Lethbridge will provide 500.00 cheques for \$166.19. Rhonda made a motion to proceed with the purchase of 500 cheques, seconded by Brent. **Motion Carried**

Debby has recommended that we put \$8000.00 down as a payment on our insurance renewal, which has increased. With over \$29,000 in our operating account this will reduce our monthly commitment towards insurance payments allowing us to contribute more each month into an account that we hope will allow us to totally pay our insurance premium and save more than \$1300.00 that we pay each year to finance our insurance on the Corporation property. Brent made the motion to make the \$8000.00 as a down payment on our insurance premiums, Seconded by Penny. **Motion Carried**

Presidents Report None.

Secretary Report None.

Conversation was had surrounding length of stays for visitors, with regards to the current bylaws and how they are written. The current bylaws refer to a period of 15 days total in a calendar year. Previous discussions were doing a survey of our owners, checking the temperature of owners with regards to a couple of issues, such as the number of days in a calendar year that visitors can stay in a unit, is 15 days enough and to gauge the feeling of the owners for having someone who is not 55 acting as live in caregivers to a current owner. Tabled for more discussion when Bylaws are to be revised or within Rules & Procedures, once compiled for discussion.

The issue of the painting done on the east side of the development, where lines were painted over dirt. Debby reported that she has spoken to Everline Painting and if issues come out of this he will return and take care of it.

In-camera discussion regarding under-aged occupants. Letter to be provided, as reviewed by the Board.

The unit owner of 4-330 has requested an extension for his under 55 son to stay beyond the date of September 4 the Board previously granted. After a short discussion the board decided that no additional time will be granted.

Reviewing the current situation of the moisture in the garage of unit 2-294; The owner sent an email to the board making us aware of the situation as it stands to this point. Josh from NewRock met with the owner and after cutting out some drywall and seeing no moisture under the vapour barrier or in the insulation, NewRock will consider the findings and follow up with the owner soon. The board had initially contacted our insurance provider BFL to make them aware of the situation so Brent will follow-up with BFL and indicate we will proceed with this situation on a local level.

A receipt from the owner of unit of 1-326 was presented to the board in the amount of 180.46 for the replacement of the garden door window that had become scratched by the interior screen. Some board members were concerned that the amount submitted was more than previously paid for other warranty replacement labour for the same issue. Brent confirmed with All Weather Windows that the currently hourly rate is \$171.87 plus tax that would be charged going forward. The board decided that because the owner did not go through the board to have the work completed, the owner would only be compensated for the previous amount paid of \$85.94.

The owner of 3-318 have approached the board for permission to replace the metal railing with glass. They have provided the deck waiver alteration form signed and provided description of what work will be done by Can Pro Decking. A motion to approve the work was made by Brent to approve the installation, Seconded by Debby. **Motion Carried**

A suggestion was made to possibly add extra down spouts at the rear of buildings 318 and 326 where water can be directed to a sewer drain between the two units. A walk of the property was suggested for other buildings possibly having the opportunity to do the same.

The owner of unit 1-302 has approached the board about having a handrail installed on the front step to the property. Motion to approve the installation made by Brent, Seconded by Debby. **Motion Carried.**

A request was made by the owners of Unit 2-326 asking permission to have permanent outdoor lights installed on their unit. After some discussion this item was tabled to a future board meeting.

The owner of Unit 1-294 notified the board that their deck wall finished with Hardie Board has never been painted a second coat. Karl indicated that he would follow-up with NewRock and ask for their assistance with this.

A motion was made by Debby to adjourn the meeting at 4:44 pm Seconded by Brent. **Motion Carried**

Next meeting will be decided later, as several board members are not available at the current scheduled date and time.

Minutes transcribed from audio recording by Brent and edited by Victoria