

Livingstone Estates Condo Board Meeting

Corporation #1711777

Meeting Minutes

July 9th, 2025, 3:00 pm

Location Unit #4-318 Brents Home

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

Absent: None

Quorum Present? Yes

Others Present? No

Conflict Of Interest None

Proceedings: June 11th, 2025

Meeting called to order at 3:30

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

Motion to accept the meeting minutes from June 14th, 2025. Made by Penny. Seconded by Debby. **Motion carried**

Treasurer's Report-Debby

- Operating Account closing balance June 30, 2025, **\$28,099.39**
- Reserve Fund Balance May 31, 2025. **\$38,945.18**
- GIC (Reserve Funds) May 31, 2025. **\$92042.69**
- Contingency Fund May 31, 2025. **\$7,989.52**

A motion was made by Victoria to approve the WIC's two-year term payment for our website service of \$340.20. Seconded by Brent. **Motions carried. Note: the 2025 budget for this service was budgeted at \$400.**

Rhonda will investigate extending our period of payment for our Domain for the website to see if there is a benefit by doing so and receiving as discount.

Debby made a motion to accept the financial report for June 30, 2025, as presented. Seconded by Brent, **Motion carried.**

Presidents Report None

Secretary Report- Brent I investigated the warranty coverage for the properties with regards to the New Home Warranty coverage. I did not realize that our new home warranty coverage was not through Alberta New Home, but through Travelers insurance instead. We were attempting to determine how to file a claim on behalf of an owner with regards to mildew or moisture found in the interior of their garage. After contacting the claims office in Vancouver for Travelers Insurance, I was directed to Oakville ON only to be returned to the Vancouver office. As the unit was previously owned, the second owner did not know what the policy number was to file a claim with, as it was not provided by the first owner. It was determined that the best course of action would be for the owner to initiate the claim on their own. They will report to us as to what they find regarding filing the claim with Travelers Insurance.

Brent indicated that he has completed transferring all the Livingstone Estates Condo files that were on his personal laptop over to the condominium laptop that pertains to Livingston Estates.

Discussion was had with regards to gophers. It seems gophers are being chased off the large area of development happening outside of our community which is having the gophers come into various areas throughout the whole Gary Station community. It was determined our best initial course of action would be to try to close off the areas that are underneath the decks which appears to be the spot where they're entering the front decks as the gravel on the sides is lower than the actual deck siding which permits them to enter. Brent has offered to go around the community and secure the bottom of all the decks by moving gravel up against those edges. We will then monitor the situation to see where we're at after this is done.

A Motion was made by Penny to do an annual treatment for pests (spiders, ants, bugs) around the outside of the perimeter of the buildings that assists in keeping these pests from entering the homes. We've received a quote from three vendors and have accepted the quote from Lethbridge Pest Control for \$498. They will spray the exterior of all the buildings, and they will provide us guidance as to what preparation we need to make prior to them spraying. Seconded by Brent, **Motion carried**

As a follow up, Victoria has offered to contact the two companies which we did not select and make them aware, as well, Victoria will notify Lethbridge Pest Control that we will have them proceed with the exterior treatment.

A motion was made by Victoria to ratify the cost of the line painting done previously by Everline Coatings in the amount of \$393.75 Seconded by Brent. **Motion carried.**

There was some misunderstanding as to the services that would be provide by Everline Coatings as it appears that they did not properly clean the area before it was painted and painted over dirt. Since the confirmation was made by Debby with the company for the services, Debby will follow up and speak to them with regards to how the job was done.

The board recognized the need to affect some repairs on areas of the pavement in various spots in the community. Quotes were provided from two companies, and the board believes that it's best to go with LA Paving. Debby made a motion to approve the \$1000 quote from LA Paving to complete the repairs this fall, seconded by Rhonda. **Motion carried.**

Debby made a motion to approve the purchase of three new gate hinges for \$50.00 for the West gate purchased by Brent. Seconded by Victoria. **Motion carried**

Discussion was had by the board regarding the underage individual living add unit number 2-298. The son had been granted an initial stay of 30 days and possibly 60 days based on a request for additional length of time at the end of the 30 days. The owners have failed to request extra time; therefore, the board has decided to send an email for clarification as to what is given for a time that he must move out by.

The board was approached by the owner of unit 4-330 with regards to his son who's been staying with him for the last week to get approval for an extension for him to be able stay longer. His son will be 55 next March 31st. His son has been providing him assistance with some of his health issues and helping him work through disposing of belongings that he needs to deal with. The owner was sent an e-mail from the board requesting the details of his request, however, has not responded, therefore the board is waiting for him to respond.

We started this meeting with a lawyer from our insurance provide via TEAMS. Unfortunately, in this situation, the lawyer from the insurance company was vague in some of his conversations and suggested we possibly seek guidance from a property lawyer.

To the Owners, the board is currently attempting to finalize where our boundaries exist as owners of our units. It is important for the board to define these boundaries enabling us to apply the proper decisions when certain situations occur. We need to have guidance in the case of water situations or damage to certain areas and understand what's common property being the corporation's responsibility, and what belongs to the owners, for the owner to maintain repair and be responsible for. This was the purpose of us having the meeting with our insurance providers lawyer, that unfortunately was not as fruitful as we had hoped. Living Stone Estates Condo Corp. is a member of CCI (Canadian Condominium Institute) and Debby will pursue information from CCI, that possibly could be helpful, that may assist us in some of these situations.

The owners of Unit 1-326 have requested the boards approval to replace the aluminum deck railing with the glass wall which will be 4 feet wide on the west side of the rear deck. The owner has provided the drawing along with the signed Deck Alteration Waiver form. A motion was made by Victoria to approve the installation of the glass, seconded by Brent.

Motion carried

A receipt for the value of \$188 was submitted by the owner of unit 1-326 for reimbursement for us a glass insert that need to be replaced in their garden door. The amount of this receipt was almost double what we had paid in previous situations, therefore Brent was to approach All Weather Windows to confirm what our costs would be in having this work done on an individual basis as it happened in this situation. Brent will report back to the board as to his findings and will communicate with the owner.

Brent requested that he be allowed to add the screen door to the move out inspection sheet as well as being added to the deck alteration waiver form. There was much discussion around the fact that additions to the outside of the units by the owners such as glass walls the screen doors in the end are the responsibility of the corporation to maintain. This stepped outside of what should have been permitted from day one. Altering the outside of the property by the owners contravenes our bylaws, where no alteration of the exterior is permitted from the initial plan. The insurance carried by the corporation is established from the original design and completion and does not cover any of the alterations. More discussion and thought needs to be made as we move forward with regards to the deck waiver. Penny made a motion to table this motion for further discussion. Seconded by Victoria. **Motion carried**

The screen doors will be added to the move out and move in inspection forms as it is common area.

A motion was made by Debby to adjourn the meeting at 5:05 Seconded by Brent. **Motion Carried**

Next meeting will be held on August 13th. 1-314 Penny's Home

Minutes transcribed from audio recording by Brent