



**pioneer court**

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**From:** Duncan Vickers (duncan.vickers@sgsi.ca) <duncan.vickers@sgsi.ca>  
**Sent:** August 16, 2022 3:47 PM  
**To:** pioneer court manager@shaw.ca  
**Subject:** Clover Bar Pioneer Court - skylight repairs

Good afternoon,

Thanks for taking the time out to meet today.

The pricing is as follows:

- Supply of crane with 2 mobilizations to place the glass on the roof area and to remove the glass from the roof area when complete.
- Supply and installation of skylight sealed units, 6 in total.
- Supply of the necessary labour to complete the site measure, mobilizations, replacements, and resealing.
- Supply of new fasteners in locations where we remove them in order to complete the glass replacement, new on the pressure bars, and new tape interior sealant.
- Supply of corner and horizontal caulk seal at connection point of the vertical to horizontal pressure bars/caps.

The pricing for the above is \$19,682.00 plus GST.

We anticipate the work to take 5 days to complete.

If the above is too costly, we can complete the 1 broken sealed unit, and 1 cracked sealed unit for \$11,258.00, with the remainder to be looked at the following year.

I also used the drawings you were able to find to look at a resealing of the current skylight, and the cost to complete this is \$18,500.00 and could be completed in the spring. This would include for a review of the current pressure bar exterior gaskets, replacement of such if required, and removal and replacement of sealant/caulking on all vertical and horizontals where currently applied.

Please email or call if you have any questions.

Regards,

**Duncan Vickers** | **Specialty Glazing Systems Inc.**

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**General Manager**

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**Location**

Clover Bar Pioneer Court  
6 Mission Street  
Sherwood Park, Alberta  
T8A 0V3

Condominium Plan No. CDE 1579

The Friends of the Pioneers are requesting financial assistance to replace broken/failed glass units for the skylight in the atrium at Clover Bar Pioneer Court.

A description of the need has been outlined on the application form, and a budget has been provided. Details of the building and its management are below.

**Description**

Clover Bar Pioneer Court is a three-story affordable condominium for residents who are at least 60 years of age. The building has been described as similar in design to the condominiums of ancient Rome. 36 of the 42 units in the building open onto a centre court under an acrylic plastic dome that allows daylight to maintain a summer-like atmosphere all year. The units have brick and concrete walls and floors, and they are heated by hot water controlled by individual thermostats. The kitchen-café, basement workshop, library and laundry areas provide access to all residents, and the design of the building encourages social interactions while still providing privacy in the units. Residents raise funds for social events and for the Hope Mission and local charities by raffling quilts made in the building and other items.

Clover Bar Pioneer Court represents an important, but relatively unrecognized model in the continuum of affordable housing in Alberta. Functionally independent individuals who do not choose to maintain a single-family residence are able to live in a supportive and friendly setting for many years without serious erosion of their capital. Since most are living on a fixed income, it is essential to provide housing that is within their means. Other communities in Alberta might consider the creation of such facilities if they are made aware of the model's success.

**History**

Clover Bar Pioneer Court was established in 1970 by the local United Church to provide affordable housing for local people who were reaching the age when maintaining a house was difficult, and for people whose property was being expropriated due to development. The 42-suite building was registered as a condominium under the Condominium Properties Act of Alberta. Residents of the building are at least 60 years of age and are capable of independent living. When they are no longer able to manage their lives in a safe and appropriate manner, they move to facilities that provide the necessary level of care. Clover Bar Pioneer Court is managed by a non-profit volunteer board known as "The Friends of the Pioneers", incorporated under the Societies Act of Alberta, and the church has no financial or management role in it. The mission statement

reads as follows: "The Friends of the Pioneers provide safe affordable housing for seniors. We provide a therapeutic environment that encourages socialization. We work in conjunction with an owners' board."



## **Governance**

The affairs of Clover Bar Pioneer Court are governed by two boards, one composed of the owners of the units and the other being the Friends of the Pioneers.

### **Owners Board:**

Voluntary representatives of the owners are elected to meet monthly with the manager to discuss and approve major expenditures from the operating and reserve funds, highlight necessary maintenance issues, raise concerns, suggest social events and outings and consider any other aspects of ongoing operations. Requests for partial funding of expenses can be forwarded to the Friends of the Pioneers. All decisions are made in accordance with the bylaws of the condominium.

### **The Friends of the Pioneers:**

The "Friends" board employs three individuals: a part-time onsite manager, bookkeeper and cleaner and is responsible for purchasing and selling of the suites, overall operation, major purchases, structural repairs, renovations, general administration, legal matters and staff procurement. The voluntary board members also contribute their time and effort to organize and conduct some fund-raising and social activities, and help with snow clearing and maintenance of the grounds. An accountant is hired to perform an annual audit. Finances for major repairs and purchases are derived from a levy on suite turnovers. All decisions are made in accordance with provincial Societies Act bylaws.

Board members, apart from a representative of the owners, are presently relatives of current or past residents, but efforts are underway to recruit members from the local community who can bring a broader range of skills to the board.

## **Ownership**

The ownership of the building is divided among the owners according to shares. The number of shares is determined by the size of each unit: small = 189; medium = 257; large = 320. Of the 10,000 shares, the Friends of the Pioneers own 567 (3 small rental units); the remaining 9,433 shares are owned by the residents. When purchasing a unit, residents either pay the entire amount or arrange mortgages for the purchases, as they would when purchasing a house.

### **Purchase and rental:**

Owners and renters must be 60 years of age or older. The age of the current residents ranges from 62 to 98 years. Some require walkers and some are visually impaired. Potential residents who require wheelchairs are welcome, although the doorways may not accommodate all sizes of wheelchairs.

All units are purchased from the Friends of the Pioneers at which time the purchaser signs an option to repurchase agreement to sell the unit back to the Friends. The agreement is registered as a caveat on the property with Land Titles.

The current basic selling and rental prices, as of March 2017, are as follows:

16 Small units:	\$112,750	\$710 to \$711 per month*
20 Medium units:	\$125,560	\$860 to \$888 per month*
6 Large units:	\$148,625	\$1051 per month

\*Prices vary according to the level of the unit in the building. Selling prices are adjusted slightly according to plumbing, electrical aspects, condition, etc.

When a unit is sold a percentage is paid to the Friends of the Pioneers: 6% of the first \$100,000 and 3% of the balance.

Condominium fees are based on the size of the units:

Small units	\$253 to 255 per month
Medium units	\$345 to \$353 per month
Large units	\$430 per month

The condominium fees have been increased during each of the past three years in order to maintain the reserve fund at a level that will protect against most unexpected expenses. \$2400 per month is currently deposited into the reserve fund. In addition, residents are responsible for paying for parking (when available), power, insurance and property taxes.

A unit forms part of the owner's estate in the same way as any other property but the heir(s) must comply with the bylaws upon receiving ownership of the property. An owner may manage a unit and lease it to tenants or sign a two-year renewable agreement to have the Friends of the Pioneers lease the unit to suitable tenants and manage the property for a fee of \$45 per month.

The parking lot has been leased from the adjacent Salisbury United Church until 2023.

#### Reserve fund:

Contributions to the reserve fund have been kept to a limited amount in order to maintain the affordability of the units. This approach proved feasible and successful until it was necessary to replace the east portion of the roof in 2012, the west portion having been replaced in 2006. The cost of roof repairs (more than \$115,000 since 2005) depleted the reserve fund considerably but additional costs made the situation worse. The roofing company declared bankruptcy, thereby rendering the warranty null and void. Subsequent problems with the roof incurred costs of repairs, the services of a consulting engineer and an inspection in 2012.

In 2014 a reserve fund study was conducted by Suncorp Valuations and, while acknowledging the fact that recent construction cost escalations caused many reserve funds to be underfunded, the author recommended that contributions be increased. Advice has also been received from a representative of the Canadian Condominium Association regarding maintenance of the reserve fund.

### Community support

Recent efforts to obtain financial support from the community have resulted in financial assistance to purchase a snow blower for residents to use, upgraded fire alarm system, and an automated external defibrillator (AED). Efforts have also been made to obtain a grant to replace a section of the fence on the south side of the property. Local church groups have provided entertainment.

### Challenges:

Increased awareness of Clover Bar Pioneer Court is a high priority, as it will make it easier and faster to fill empty units when residents move to facilities with a higher level of care.

Flooding has occurred in the basement units and the cause seems to be drainage of water from the neighbourhood onto Clover Bar Pioneer Court property. When the housing in the area was developed, no appropriate drainage was created and any heavy spring runoff or significant precipitation constitutes a threat to the building. A Strathcona County representative has offered suggestions that are far from permanent solutions to the problem.

Other impending challenges include the costs of upgrading the building's very important elevator (over \$100,000), as well as the replacement of a section of fence (estimates range from approximately \$5200 to \$7500), and replacement or upgrading of the building's boiler, windows and stair coverings.

Every effort is made to maintain the affordability of the units for the residents, many of whom are on fixed incomes. Consequently, the availability of both financial and staff resources is limited. The manager and bookkeeper each work 15 hours per week.

In the past, a unit was provided rent-free to a nurse. The demands on her time were so frequent and inconveniently timed that it was decided that the arrangement was not feasible. Also, a bus was owned by Clover Bar Pioneer Court but the related expenses in maintaining it did not justify keeping it. Transportation is currently provided to residents at a rate subsidized by the Friends of the Pioneers.