

Minutes of Meeting

Meeting of Board of Directors
River Grande Estates
Condominium Plan No. [9911158](#)
Tuesday May 28, 2015

Attendees:

Sandy Dougall	Brian Mills - Chair
Matt Clark	Neil Fawcett M-Y
Richard Grainger	Murray White
Gina Finstad	

Absent:

Stephen Cassady

1.0 Call to Order

A Quorum was determined present and the meeting was called to order by the Chairman at 6:00 PM

2.0 Approval Of Minutes

Minutes of the BOD meetings of April 21 and Special Meeting April 29 were approved.

3.0 Review of Current Finances

- 3.1 Sandy reviewed the latest financial reports
- 3.2 Explained the reasons behind a significant operating account deficit, this is substantially related to flood and insurance issues.
- 3.3 Sandy and M-Y to resolve minor account issues prior to year end audit.
- 3.4 Revised budget was received by owners today with an explanatory note from M-Y

4.0 Managers Report

- 4.1 Neil presented the managers report for the month along with a key data sheet for the corporation.
- 4.2 A copy of Samantha's contract was promised by Neil. It was agreed to maintain onsite rep hours as they are currently.
- 4.3 Samantha has received preliminary training on the key fob system and will be given password access next week.
- 4.4 Neil confirmed that the ABBA contracts are within industry norms and that the corporation is deriving benefit from these contracts and that a change on the operations manager would not be in the corporations best interest.

Motion: That ABBA contracts each be increased by 5%.

Seconded and Approved. Note: Final rate was agreed by e-mail poll.

Action: Brian to talk to Alvin

Neil to confirm if there is any reason not to handle ABBA payments on a bi-monthly preapproved basis and if not set this up.

4.5 Reliance Asset Consulting has recommended an increase in the insurable value of the RGE complex to \$89,500,000. They have also advised that a new Reconstruction Cost Report is required as the existing one expires as of February 2016.

5.0 Old/Unfinished Business

5.1 Wall Repair: It was noted that repair of the North perimeter wall was proceeding and that they had started installing caps.

Motion: That the work to repair the perimeter walls on the East, West and South walls proceed subsequent to a review of price with the existing contractor and checking with an additional contractor (Neil provided G&M Masonry as an alternate contractor to contact). Seconded and approved, Richard opposed.

5.2 Elevator Contract: All deficiencies from the report were fixed but some problems still exist.

5.3 Kone is still on a month to month basis.

Action: Neil to follow up on a new contractor.

5.4 Parkade Insulation: Work is 50% complete. There is a question as to whether or not the area in the tender is sufficient.

Action: Murray to work with Alvin, ARK and Insulators to resolve this.

5.5 **Extraordinary Meeting:** Set for **Saturday June 20th, 2015 at 11:00 AM** to approve auditors.

The Motion to be on the agenda:

“That H. Donald Hyde Chartered Accountant be appointed the auditor for Condo Corporation 9911158 River Grande Estates for the year ended May 31st 2015.”

Action: M-Y to send out notifications.

6.0 New Business

6.1 Insurance: An insurance proposal from BFL was discussed. This proposal would increase flood coverage to \$5MM which the board generally considered to be prudent based on damages incurred in the flood incident. However deductible would increase to \$500,000 from \$250,000 but a worthwhile savings in Premium may be realized.

Neil recommended that Insurance policies be changed to expire at the end of March each year.

Action: The board agreed to Table this matter until the June Meeting.

6.2 Fire Risk: The matter of recent condo fires and the relation to careless smoking was discussed.

Action: Provide a reminder to all residents and tenants of the risk (News Letter)

6.3 News Letter: Sandy advised that Glenna Cross has offered to provide news letters to owners. The board accepted and authorized this initiative.

6.4 Price Quotations, Contracts and Approvals

6.4.1 Courtyard Decking: A quotation from Energy Roof Inc and Restoration was received by M-Y to repair decking in the courtyard for \$45 per square foot.

Action: The board will seek more quotations.

6.4.2 Change of bolts in Garage Doors: A quotation was received from ARK Restoration.

Action: No further action as this has proven not to be the weak point on forced entry.

6.4.3 Annual Landscaping: A quotation from City Green Landscapes to plant annuals in the 4 corner flower beds was received from City Green Landscapes for a cost of \$3025 + GST was received.

Action: Approved.

6.4.4 Rundle Stone Mulch around Perimeter Walls: A quotation was received from City Green Landscapes for a cost of \$5500 + GST was received.

Action: Generally agreed this was too high, deferred until brickwork is completed.

6.4.5 Repair of Sierra Stone finishing on East Entry Walls. A quotation from Sierra Stone for \$1,338.68 including GST was received.

Action: Approved to proceed.

6.4.6 Replace Flood Damaged Trees: A quotation from City Green Landscapes to replace trees at a cost of \$2734 + GST was received

Action: Approved to proceed.

6.4.7 Unit 407-III. A request for modification to the unit (remove second floor fireplace and change flooring) was received.

Action: approved subject to receipt of detailed work scope from the contractors being received and accepted.

6.4.8 Garage#203 a request for approval Alteration/Reinforcement of locks was received.

Action: Approved to proceed.

6.4.9 Garage Owner has refused to have insulation sprayed.

Notwithstanding the Condo Corporations rights (Bylaw 3A) and numerous offers to accommodate the owner, he has refused access, preventing the application of insulation. With such action, the owner has assumed the obligation to remedy the existing deficiency.

Action: Estoppels issued for the unit will include notification that the unit has a deficiency, and that the new owner is required to bring the unit up to standards, at their own cost, within 90 days of possession. The corporation also retains the right to enter the unit and charge back or caveat the unit if it is required to remedy the deficiency in the absence of owner action.

7.0 Next Meetings

7.1 Dates for future BOD meetings were tentatively set as follows.

June 16, 2015

July 21, 2015

August 18, 2015

September 15, 2015

October 20, 2015

7.2 **Extraordinary Meeting: Saturday June 20th, 2015 at 11:00 AM**

7.3 Date for the next AGM was tentatively set as October 27, 2015.

8.0 Adjourned

The meeting was adjourned at 8:40 PM

Chairman

Secretary