

# Meeting of the Board of Directors

River Grande Estate  
Condominium Plan No. 9911158  
Tuesday July 24, 2018

## Attendees:

- Brian Mills
- Michael Hay
- Tiffany Dyck
- Kyla Cox
- Chris Scrupa
- Bob Millsap
- Sherry Ponych (MY)

## Regrets:

- Emily Struck

1. Call to Order
  - A quorum was determined present and the meeting was called to order at 6:30pm
2. Review and approval of the minutes from the June 26th meeting.
  - Motion to approve was carried.
3. Property Management Report – Magnum York
  - The Board reviewed the previously distributed management report which included a number of complaints related to bylaw infractions where notices or fines were issued.
4. Maintenance Report – Bob Millsap
  - Bob reviewed the previously distributed maintenance report, including various repairs that have taken place over the last month.
  - The parkade sweeper had one of four batteries replaced and will likely require additional to be replaced in the near future.
  - ARK Restorations declined the award for repairs to the fire damaged unit.
  - Dryer vent cleaning and stucco repairs from bird damage to be performed at same time due to availability of aerial work platform.
  - The Board reviewed the elevator bid specification document from Solucore.
  - Courtyard paver colours and pattern chosen, Boyd to be invited to review and finalize details on quantity of pavers to order.
5. Treasurer's Report – Michael Hay
  - First fiscal month passed \$4k below budget.
  - Operating cash balance is about \$106K after completion of final insurance payment.
  - Reserve fund cash is calculated to have ~\$100k shortfall with anticipated timing of all 2018 capital projects, primarily due to courtyard resurfacing and 2320 roof repair.

- The Board discussed possibly updating the reserve fund study in consideration of capital projects that have been moved up from the planned schedule. The board decided to defer this decision to fall / winter.

## 6. Building Safety & Security

- Development of the RGE site specific fire plan by Fire Plan Strategies is underway.

## 7. Unfinished business

- Elevator Upgrade(s)
  - Solucore bid document for elevator modernization sent to 5 contractors
  - Two contractors attended a site walkthrough and orientation
  - Contractors were invited to submit maintenance contract proposals together with their bids.
  - Bid closes mid August.
- Fire Panel alarm tie-ins – Update
  - Tie-ins and wall repairs completed
- Board discussed replacement of courtyard lighting bollards. In light of near-term demands on the reserve fund, the decision is deferred to spring 2019.
- Phase 1 Balcony Fire – Approval of Contract for Repairs
  - ARK Restoration declined the bid award for phase 1 balcony repairs. Motion was carried to award the contract to MDR Services to repair the phase 1 balcony that suffered fire damage for \$7,555.00
- Courtyard - Approval of Contract for Decking Replacement
  - Motion was carried to formally approve the contract with Boyd Contracting to remove wood decking in courtyard only and replace with Azek composite pavers for \$230,692.30 including GST (previously approved by the Board via email). Replacement of wood boards on decks situated on the outside perimeter of the complex will be investigated in the future.

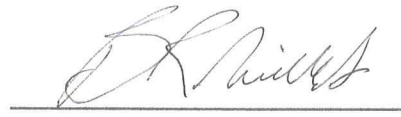
## 8. New Business

- RGE Office staffing and responsibilities
  - Discussed the concierge responsibilities encompassing Fob registration, move-in & move-out administration, intercom registration, Telus / Shaw room access.
  - MY to provide information on unit sales to board in order to assist reconciliation of building Fobs during owner transition.
- Maintenance – Southwest bike room
  - Door has difficulty latching. Alvin to investigate.
- Board Member recruitment
  - Several members will need to be replaced. Board members to solicit interested parties to serve on the board. AGM tentatively planned for end of October.
- Parking during Stampede
  - The Board feels that Calgary Parking Authority handled the street parking situation in the community during Stampede well. Patrols were noticeable and the permit parking areas were respected. The temporary warning signs could have been removed sooner after the end of Stampede.

**No meeting planned for August. Subsequent Meeting Date set for Tuesday, Sept 25 at 6:30pm.**

Meeting adjourned at 8:45 pm.

  
Secretary

  
President