

Meeting Minutes

Meeting of the Board of Directors

River Grande Estates
Condominium Plan No. 9911158
Tuesday April 30th, 2019

Attendees:

- Brian Mills
- Tiffany Dyck
- Bob Millsap

Emily Struck
Michael Hay
Kyla Cox

Regrets:

- Sherry Ponych (MY)
- AK Ross

1. Call to Order

- A quorum was determined, and the meeting was called to order at 6:37 pm April 30, 2019

2. Review and approval of the meeting minutes – April 30th, 2019.

- A motion to approve the March 26 meeting minutes was carried.

3. Management Report – Magnum York (if available)

- Magnum York was not in attendance at the meeting. A monthly report was sent ahead of the meeting.
- The response from Fire strategies regarding the draft fire plan was discussed. Action: Brian to send a request to MY to send an email to owners to indicate mobile impaired residents.
- A motion was passed to delay exterior window washing until further notice. Action: Bob to ask ABBAs to clean the exterior windows of the lobby's in lieu of individual unit window cleaning.

4. Facilities and Maintenance Report (Bob Millsap)

- Bob Millsap prepared and summarized various maintenance activities captured in the monthly report.

- A motion was passed to award Babbling Brooks a contract to clean and chemically treat the courtyard pond for \$1490 plus GST.
- A motion was passed to award BOYD the contract to repair the rooftop decks in phase 1 quoted at \$14 150 plus GST.
- The board reviewed the quotes to repair the woodpecker holes in the building pillars. Some clarity is required on the scope of work before the board plans to award the work.
- A motion was passed to award Fort Sands the contract to repair the concrete pad on the east side of phase 3 entrance for \$4000 plus GST.

5. Treasurer's Report (Michael Hay)

- Michael Hay prepared and summarized the Treasurer's report for the month.

6. Annual Operating Budget – Finalization and approval

- Michael Hay prepared and summarized the annual operating budget for the 2019/2020 fiscal year.
- A motion was carried and approved to adopt the presented budget resulting in a 2.8% increase in condo fees for owners and to use \$30 000 of operating cash to cover part of the forecasted increase in operating expenses.

7. Insurance (BFL) Renewal- Ratification

- A motion was carried and approved to renew the condominium insurance for a premium of \$225 797 to be paid in three installments over 60 days from binding.

8. Building Security – break in April 22nd

- The break in on April 22 was through the main entrance door that was not properly latched in phase 3. Following the break-in on April 22, the front entrance door on phase 3 has been repaired by Sherlock.
- The board discussed that the RGE management email (managed by Arleen (MY)) will be updated with an auto response indicating hours of operation and who to contact in the event of an emergency. Action: Brian to add an auto response to the RGE management email used by Arleen.

9. Unfinished business

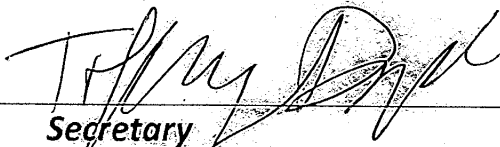
- Fire Plan – update/edits

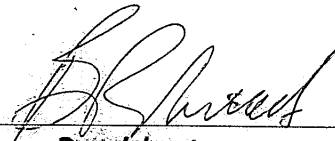
- Action: Kyla to follow up with the response from Fire Strategies.

10. New Business

- Abbas contracts – discussion
 - The board discussed how to manage the ABBAs contract renewal beginning June 1, 2019.
 - The board recommended to remove the addendum which auto grants ABBAs an additional \$30/hour for two additional hours per weekday for items cared to outside of the normal maintenance and repair work and including emergency work.
 - The contract terms to be renewed for June 1, 2019 will be reviewed by the board before approval.

Subsequent Meeting Date(s) – confirmation May 21st/ June 25th


Secretary
For Kyla Cox


President