

# Meeting of the Board of Directors

River Grande Estates  
Condominium Plan No. 9911158  
Tuesday May 21st, 2019

## Attendees:

- Brian Mills
- Tiffany Dyck
- Bob Millsap
- Sherry Ponych (MY)
- Emily Struck
- Michael Hay
- AK Ross

## Regrets:

- Kyla Cox

### 1. Call to Order

- A quorum was determined, and the meeting was called to order at 6:29pm.

### 2. Additions/Changes to the Agenda

### 3. Review and approval of the meeting minutes – April 30<sup>th</sup>, 2019.

- A motion to approve the April 30 meeting minutes was carried.

### 4. Management Report – Magnum York

- The board reviewed the management report distributed during the meeting which included an outstanding flooring installation application, and a number of complaints related to bylaw infractions where notices or fines were issued.
- City of Calgary cross connection devices (that protect drinking water contamination) are due for annual inspection and requests were sent to Abbas and Trotter Morton for completion.
- AEDARSA inspection had some deficiencies which were sent to Schindler to be addressed. Schindler will report back once work is complete.
- Board to approve a proposal for a BEVA visual assessment at the next meeting.

### 5. Facilities and Maintenance Report

- Bob reviewed the previously distributed maintenance report, including various repairs that have taken place over the last month.
- The board commented on the excellent work done by Fort Sands to replace concrete pads.

- Boyd is completing warranty activities on the courtyard paving stones to correct upheaval that has occurred due to spring temperature fluctuation since the winter installation.
- Fountains in the 59/60 lobbies will be removed due to unsightly scale build up and ongoing maintenance costs that can be avoided.

#### 6. Treasurer's Report

- Financials were not available due to timing of this month's board meeting.
- YTD expenses are \$2,700 under budget
- Cash balances are healthy.

#### 7. Move-in and Intercom Documentation (Emily)

- The board agreed to eliminate redundant move-in/ intercom forms and use the MY forms only going forward.
- MY to add a space on their form that could capture existing job information to keep data current/ accurate when units change hands.
- Tiffany to upload new MY forms and remove all old RGE forms.
- Emily to draft and MY to distribute a notice of policy change for safety/ comfort of residents – all residents, tenants and owners can now input/ change information in the intercom system free of charge. Tenants should reach out to their landlord/ unit owner so a request can be initiated (tenants must be verified by the unit owner).

#### 8. Unfinished business

- Replacement of Erlton Road walkways
  - Second walkway completed at the same time as the initial replacement
- Bylaw review edits – Progress
  - Comments from bylaw committee members (AK, Tiffany and Brian) have been consolidated and proposed bylaw changes will be presented to the board in the coming weeks for review. After the board has reviewed, comments will be sent to the lawyer for bylaw drafting.
- Fire Plan – Update/edits
  - Outstanding action item for Kyla to prepare a response to Fire Strategies to address board concerns about customization for RGE.

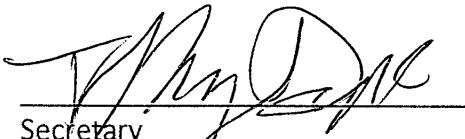
#### 9. New Business


- Flood readiness
  - Michael has been monitoring rain and water levels, and will email the flood committee if significant risk arises. The risk of flood appears low this year due to minimal snow left on the ground and light rainfall.
- Landscaping Committee – Plans

- Main activities include revamp of garden beds in the courtyard. Given nature of the work (heavy lifting and manual labour), external bid may be necessary above the usual volunteer work.
- Abbas contracts – Direction
  - Motion was carried to increase the Abbas building operator and cleaning contracts by an inflationary/ cost of living increase of \$1,000 (1.5%) per contractor, for a new total of \$67,000 per contract including GST.
  - The addendum from last year will not be renewed because the high amount of capital projects that previously warranted it will not reoccur next year.
  - A new addendum will be drafted to address call-out, after-hours and out-of-scope services so Abbas can be appropriately compensated (at \$30/ hour) in absence of the former fixed fee addendum.
  - Sherry to send a copy of last year's Abbas contract to the board for review before renewal at the end of May.
- Real Estate Activity – Move ins/outs
  - The board discussed recent market activity.
- Elevator #4 Upgrade – Completion/hand-over
  - Fujitec elevator work (including electrician and Convergent work) is on schedule and nearly complete. Final AEDARSA inspection to be completed.

***Subsequent Meeting Date set for Tuesday June 25 at 6:30pm.***

Meeting adjourned at 8:40pm.

  
Secretary  
For Kyla Cox

  
President