

# Meeting of the Board of Directors

River Grande Estates  
Condominium Plan No. 9911158  
Tuesday June 25th, 2019

## Attendees:

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

## Regrets:

- Kyla Cox
- Emily Struck

### 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 – May 21st, 2019.

- A motion to approve the May 21 meeting minutes was carried.

### 4. Management Report – Magnum York

- The board reviewed the previously distributed management report.

### 5. Facilities and Maintenance Report

- Bob reviewed the previously distributed maintenance report, including various repairs that have taken place over the last month.
- A motion was carried to have the following expense items paid from the reserve fund given they are capital in nature.
  - Boyd Contracting Ltd. Patio Replacement (\$7,428.75)
  - Service Three Electrical Contracting upgrades (\$8,112.30)
  - Fort Sands concrete flatwork for 2 pads (\$4,200.00)

### 6. Treasurer's Report

- The board reviewed the analysis previously distributed by Michael.
- Insurance payments will be paid monthly with zero financing rather than in 3 lump sum payments, courtesy of BFL.
- Cash balances remain at healthy levels.

### 7. Electrical Systems Study – Proposal

- The board discussed some additional questions and scope of work that should be addressed in the proposal. The intention is to ensure that all the following are considered:
  - Future electric vehicle upgrades

- Future installation of AC in units
- Future elevator upgrades
- A motion was carried to proceed with the Smith + Andersen proposal to complete an electrical systems study, which will be paid from the reserve fund and is not to exceed \$7,000.

#### 8. Unfinished business

- Elevator #4 – Project Completion
- Bylaw review edits – next steps
  - The board submitted bylaw changes to McLeod Law LLP on June 5, 2019 and updated bylaws are currently being drafted with expected completion in approximately 12 weeks.
- Fire Plan – Update/edits
  - The board will provide final comments/edits to Fire Plan Strategies so a final version can be issued and placed in fire boxes.
- ABBA'S Contract Renewals
  - Contracts were renewed as documented in last month's minutes.
- Concierge – Job Description
  - A formal job description was provided to Arleen outlining responsibilities.

#### 9. New Business

- BTC Column Damage Report
  - The board reviewed BTC's damage assessment report. Results reported bird damage, as well as, unexpected damage from weathering on approximately 25 columns.
  - The board agreed to request a quote from BTC Group to solicit bidders to repair the column damage (bird and non-bird damage) identified during their initial assessment.
- Balcony Edging Repair
  - The board agreed to request a quote from BTC Group to solicit bidders to replace Phase 2 vinyl membranes on balconies and determine an effective solution to keep edging in place after replacement.
- BEVA Study – Contractor Selection
  - The board reviewed four bids and agreed to follow-up with BTC Group, who submitted the lowest bid, to ensure BEVA requirements are met under the scope that was submitted.
- Windows – plans for replacement
  - The board discussed an owner's concern about the quality of window panes and impact on temperature of his unit. Replacement of individual windows by owners will not be approved. Broader window replacement is not scheduled

until 2030 per the most recent reserve study. The board will investigate potential options to reduce the temperature of units. The board will follow-up with the owner who raised the concern directly.

- Building security – owner letter
  - The board discussed concerns from an owner regarding external street security around the building at night. The board thanks the owner for his vigilance and encourages owners to call the police if suspicious behaviours are noticed around the building, which would help increase police presence in the area. The board will not be pursuing surveillance due to cost constraints.
- Residential Street Parking
  - The board discussed Phase 2 of a study performed by the City of Calgary regarding street parking and encourages residents and owners to respond with their thoughts.
  - Residents and owners are encouraged to report unauthorized vehicles parking outside the building during Stampede. Residential passes will not be distributed by the city.
- Real Estate Activity – Move ins/outs
  - No move in/out activity noted in June.
- AGM Planning
  - AGM anticipated for mid to late November. In compliance with new Act requirements, materials will be distributed to owners at minimum 60 days before the AGM and will have 30 days to respond with comments.

***Subsequent Meeting Date set for Wednesday August 28 at 6:30pm.***

Meeting adjourned at 8:39pm.

  
Secretary

  
President