

**Minutes**  
**Meeting of the Board of Directors**  
**River Grande Estates**  
**Condominium Plan No. 9911158**  
**Tuesday May 4, 2021**

This meeting was held via Zoom conference call. It was intentionally brief to accommodate a Magnum York webinar on Legal Issues affecting Condo Corporations scheduled immediately following the Board meeting.

**Attendees:** B. Millsap, AK Ross, B. Mills, C. Scrupa, W. Hunter, T. Dyck  
**Regrets:** Sherry Ponych (Magnum York)

1. Called to Order 6:00 PM
2. Additions/Changes to the Agenda – two added and incorporated below.
3. Review of the Meeting Minutes from April 6, 2021. – *Approved as submitted*
4. New Business
  - Insurance renewal – The Board ratified by vote a previous email poll decision to accept the annual Insurance Proposal from BFI. The premium will be an 1.38% decrease over last year's premium. The deductible will be \$500,000, but no cap on claims below the assessed property value.
  - Brian will add the summary page and Insurance Certificate to the Owner Area on the RGE website.
  - Flood preparation – Chris will review the current flood mitigation plan and discuss preparedness with ABBAS.
  - Will send notice allowing residents to use Visitor Parking during the May 4thstreet cleaning – Brian to arrange.
5. Unfinished business
  - AGM planning – Investigations on holding a virtual AGM have established that commercial solutions are very costly (\$1850 to \$6000). Would be better off deferring an AGM until an in-person meeting can be held, unless M.Y. can offer a better and less costly solution.
  - Board responsibilities and Bylaw enforcement – will defer this discussion but hope to gain some new insights through the Magnum York webinar on legal issues affecting Boards and condo corporations
6. Security
  - Security updates – no recent significant security issues/breaches to report. There have however been numerous requests to update the door intercom system because of in/out moves. Brian is handling these currently (on a temporary basis) but feels that another solution needs to be implemented as a part of a paid concierge's duties.

## 7. Facilities and Maintenance Report

- Phase 2 and Phase 3 Terrace replacement – The contractor (Boyd) is progressing well and should complete the project this week.
- Oil/grease on terrace complaint from the #105-2 Owner. The Board and Abbas have done a thorough investigation and are convinced that the source must be from an upper-floor unit. The residents of the units which are possible sources have been spoken with and warned that disposal of any substances from the balconies is strictly forbidden.
- Fort Sands deck membrane and column sheathing replacement – the cost of the test deck stack will be increasing by up to \$4000 because of an additional requirement to remove and replace bricks on the second floor balcony.
- #409-1 Air Conditioning request – The owner had supplied a detailed plan and a renovation application. The project met all the Board's expectations and after a brief discussion was approved.

## 8. Treasurer's Report

- Budget revisions and final approval – The Board previously prepared a draft 2021/22 budget with the assistance of Magnum York. It received provisional approval by email vote after the insurance premium was finalized in late April. The budget received formal Board approval in a vote at this meeting. The increase over the previous budget will be limited to 1.7%.
- Due to the shortened meeting time, the Treasurer did not discuss the full report. Highlights include mentioning that higher than forecast gas usage during the winter has utilities costs above budget. Reserve Fund returns have been doing very well this fiscal year and are up by ~16%.

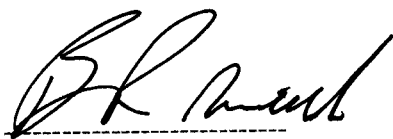
## 9. Management Report and Bylaw Infractions

- Fines and letters – No update furnished for meeting however it was noted that two previous complaints (balcony screening and a private garage door being left open have been rectified by owners/residents)
- #410-1 ceiling repair status – no report available.

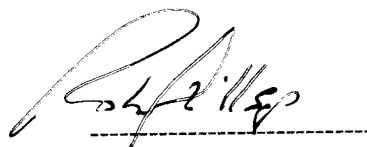
## 10. Upcoming Meetings

- Next Board of Directors Meeting, June 1, 2021

**Meeting Adjourned at 6:48 PM**



Secretary



President