

Minutes
Meeting of the Board of Directors
River Grande Estates
Condominium Plan No. 9911158
Tuesday October 5, 2021

The meeting was held via Zoom conference call

ATTENDEES - Bob Millsap, Brian Mills, Tiffany Dyck, AK Ross, Chris Scrupa and Sherry Ponych (Magnum York)

REGRETS - Whitney Ferguson

1. Meeting Called to Order at 6:30 PM
2. Additions/Changes to the Agenda – *none made*
3. Review meeting minutes for September 7, 2021 - *the minutes were approved as submitted*
4. Management Report and Bylaw Infractions – *Sherry Ponych submitted written reports for August and September in advance of the meeting*
 - The annual audited financials were supplied later than ideal, but still in time for distribution to Owners within the 14-day window.
 - An Estoppel Certificate was prepared for #313-3
 - Rocky View completed exterior window cleaning. Skylights were not in the scope of work.
 - Arrears – several units are slightly in arrears, with only one constituting several months in maintenance payments. Will review prior to the AGM to determine allowances for AGM voting. Will allow one more month for the unit with the largest amount to be settled prior to sending for legal action.
 - Notice – served to #208-3 for bikes on deck
 - Credit application for courtyard Bollards is proceeding. Will be installed in the spring.
 - #202-3 a frequently “visiting” dog has been reported and needs to be dealt with, as it may be resident at RGE. Notice being sent.
 - Water Damage issue (#209-3 and #109-3) has been repaired by MDR with damages in the \$20,000 range. Electrical damaged fixtures in #109

removed by ABBAS but needing replacement. Will be charged back to the Owner of #209-3. Repairs are now complete.

- Good communications noted with Patrick (ABBAS).
- Owner contact information needs to be updated in M.Y. files. Tiffany noted three specific cases.

5. Facilities and Maintenance Report – *Chris Scrupa submitted a written report for September to the Board in advance of the meeting*

- Roof replacement for the central and northern portions of the Phase 1 building and limited repairs on Phase 2 roof (over elevator area) are being recommended by Tru-Craft Roofing. Temporary repairs have just been done. The Board will engage BTC to act as a consultant to guide the Board's scope evaluation and bid process, if required. Work would be planned for spring 2022.
- Sierra Stone – An estimate of \$12,208.25 was obtained to repair entranceway concrete surfaces. Chris will look for possible alternatives. Retexturing and surface epoxy is weather dependent, and this work may compromise pedestrian traffic/access so would need to be carefully planned. Will likely wait for spring to do any work.
- An appreciation gift for significant volunteer landscaping work was recommended for the owners of one unit. As an alternative, planting a selected perennial or other vegetation in the vicinity of those owners' unit will be considered.
- Landscaping expenses \$1181.25 for fall planting of lilies in RGE garden areas was approved. Receipt submitted to M.Y..
- Blockage in select vent stacks reported for Phase 3. Will do limited cleaning as required.
- The Entuitive RFQ for limited courtyard membrane repair work will close this week. Satisfied with their work.
- Door security for parkade level lobby doors will be increased by stiffening doors and adding reinforcement.
- Converjint has started installation of power assisted door openers (street side and parking level doors) as previously approved. Electrical supply work still needs approval.

6. Treasurer's Report – *Tiffany Dyck submitted a written report for September to the Board in advance of the meeting.*

- The Financials are in good shape all around.
- Operating cash is healthy at \$109k. Cumulative expenses are 6% (\$24k) UNDER budget through August. Largely due to no insurance claims and minimal repairs/maintenance. Expenses for the actual month of August were OVER by 7% (\$9k) due to Convergent ground fault work, the Entuitive seepage investigation and higher utility bills, slightly offset by fewer repairs.
- Will investigate to determine if Convergent ground fault work should be a warranty expense.
- Reserve fund will allow significant spending if required. If roofing repair/replacement work proceeds, discretionary spending on other projects like carpeting may need to be delayed.
- Concern was expressed regarding rising natural gas prices and effect on operations spending. May wish to try and lock in contract price.

7. Security

- Recent thefts in the parking garage – *There was one reported theft from a car and non-related thefts of a folding shopping cart from a parking stall, and a bicycle from a wall hook, but security video reviews did not turn up any suspicious activity. No suggestion of building break-ins to link to these events.*
- Installation of door openers ongoing, but some doors may not currently latch properly. Have advised ABBAS.

8. Unfinished Business

- Bylaw update – only five (or so) Owners now required to reach the 75% level of approval, however a reconciling of approving Owner's is still required. Several units are co-owned and may result in less than full approvals if all registered Owners don't sign for each unit. Land title records somewhat vary from M.Y. ownership records. AK is working on reconciliation of "spreadsheet" of ownership name differences. M.Y. will assist to make record adjustments after AK furnishes his results. Three to four weeks likely required to register new Bylaws once passed.

- Owners Guide update - Brian will supply Word Document of previous drafts to AK and Tiffany. The final update should not be done until after the Bylaw revision passes, however. Copies of all forms (owner requests etc.) will be forwarded to the Board (Tiffany) by M.Y..

9. New Business

- AGM meeting still planned for Tuesday, October 19th. CondoVoter contracted to conduct the meeting using Zoom. Owners will need to register in advance to attend and vote. Bob has asked M.Y. for complete email address list in order to reach as many owners as possible. Arrangements still required for Owners who do not have computer access and want to participate. Board members will receive training just ahead of the published meeting time. Meeting packages to be sent out to all Owners ASAP by Magnum York.
- Next Board of Directors Meeting - TBD by new Board after the AGM

Meeting Adjourned at 7:56 PM

A handwritten signature in cursive script, appearing to read "Brian Smith", written over a horizontal dashed line.

Secretary

A handwritten signature in cursive script, appearing to read "Bob", written over a horizontal dashed line.

President