

DRAFT

Meeting of the Board of Directors

River Grande Estates

Condominium Plan No. 9911158

Wednesday December 7, 2022, 18:30

(Meeting in Board Room)

ATTENDEES - Board - Chris Scrupa-President, Brian Mills, Kirk McFee - Maintenance, Lillian Fernandes - Treasurer, Shauna MacDonald - Secretary, (sends regrets) Martin Gates - Property Manager Magnum York

1. Call to Order 6:32. Chair - Chris Scrupa - President

2. Additions/Changes to the Agenda - None

3. Review and approval of the meeting minutes – November 2nd, 2022. Unanimously Approved

4. Management Report and Bylaw Infractions - Martin Gates -Magnum York

- Window washing Delayed until 2023
- Elevator Testing/Inspections – Elevator #4
- Window Unit 308 Phase 2 to be replaced
- Alarm Systems Testing December 2022
- Unit 101 Unit 3 - (Completed)
- Emergency Calls Phase 2 & 3 Entrance Doors
- Magnum York Emergency/After Hours Response needing additional response training for RGE

5. Maintenance Report

- Contracts awarded for Maintenance: MCA Construction Group, Building Superintendent: Alvin Payne/Madek Enterprises Inc and Cleaning/Janitorial: The Clean Team
- Security Upgrade – Fob readers in Elevators #1 and #4. - Convergent (Labour)- \$10,366.02+GST - Stampede Elevator \$3,555.00 +GST - Fujitec Elevator \$3,650 +GST - (completion January 2023) - Unanimously Approved
- Rebuild Balcony Membranes (Street side Phase 1) - Spring 2023
- Brick Wall/Planter Repair Quote - Abris Construction - Max cost \$106,478.00+GST (Spring 2023) Unanimously Approved
- Replace Winter Runners/ Mats JPF Flooring - \$2800.00+GST - Unanimously Approved
- Car Wash pump repaired - (completed)

Phase 1

- Upper Roof Replacement - (completed)
- Upper Patios to be rebuilt - (Spring 2023)
- Suite 409 Water Damage - Under Investigation - (Pending)
- Suite 411 - Drywall damage due to roof repair - (Pending)

Phase 2

- Unauthorized flooring and renovation in Suite 301-2 resulting damage to auto closing door – Owner to be charged for door repairs – M.Y. needs to follow up.
- Suite 114 & 115 patio paver rework - Boyd's
- Suite 205 Suites 105 and 305 Water restriction caused by Unit 205 during a renovation- Alvin (Completed)

Phase 3

- Suite 312 – a toilet leak affected Suite 212 - (Pending)
- Automatic door repair - (Completed)

6. Treasurer's Report

- Operating cash at reporting date \$67,255 - Down \$23,248
- Actual YTD expenses \$1,304,673.50 - Budget YTD expenses - \$1,305,673.34
- Repairs/Maintenance - Under \$6,472.
- Utilities (Electric/Gas/Water) - Over
- Monthly Operating Expense - Over \$26,171
- Reserve Cash balance Up slightly (Magnum York to confirm)
- Revision of Madek contract inaccurately documented in November minutes from \$2008.00 per month to \$3,033.00 per month (difference of \$233 Per month).
Unanimously Approved

7. Security Incidents - None

8. Unfinished Business

- Rules and Regulations Owners Guide-Under Revision (Brian Mills-Chris Scrupa)
- Ventilation in Board Room - (Pending)
- Fixed rate gas contract options Direct Energy (Brian Mills-Louis Auger-Chris Scrupa- Martin Gates/Magnum York)

9. New Business

- AGM January 2023 (Pending)
- Regular Meeting date and time set at: First Wednesday of the Month

Meeting adjourned 20:26

Next meeting Wednesday January 3rd 2023 6:30 pm.

X _____ Chris Scrupa/Board President

X _____ Shauna MacDonald/Secretary