

Meeting of the Board of Directors

River Grande Estates

Condominium Plan No. 9911158

Wednesday February 7, 2024 18:30 (*RGE Boardroom, 59-22Ave. SW and Zoom*)

ATTENDEES: Board - Chris Scrupa - President, Kirk McFee - Vice President/Maintenance, Brian Mills -Member-at-large, Lillian Fernandes – Treasurer Chase MacDougall – Communications and Parking Officer, Margaret Cole – Secretary, Fadel Arab - Magnum York Property Manager, (via zoom) Excused: Don Murphy- Member-at-large (returning in April)

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

2. Additions/Changes to the Agenda – remove rooftop patio doors replacement and pillar reconstruction from the agenda.

3. Review and approval of January 10, 2024 meeting minutes – Approved

4. Certification of Board and appointment of executive – Chris Scrupa will be stepping down at some point in the coming year and will work in tandem with someone as yet to be determined until handover. The rest of the current Board members accepted the term for the current year. Chase MacDougall appointed to the role of Communications and Parking Officer.

5. Magnum York Update - Fadel Arab

- Budget preparation is underway and will be sent to owners one month before end of fiscal year which is May 31, 2024.
- Magnum-York is preparing the renewal package for the management of RGE.
- Mediator for smoking Issue – 210-2. Notwithstanding the January motion to engage McLeod Law on this issue, the Board put forth a motion to engage Neil Fawcett for mediation talks regarding this issue. **Motion:** To engage Neil Fawcett, Certified Property Manager and Accredited Residential Manager, to mediate the smoking issue. Chris Scrupa, seconded Kirk McFee **Motion Carried**
- Telus excess line and internet issues – M-Y will have Telus connect with the Board via an email. The issues are better internet speed, one internet line to be disconnect as it is redundant and unused phone lines disconnected.

- Illegal move 404-2. **Action:** M-Y to send fine of \$500 to suite owner.
- For insurance purposes a list of the occupants to be sent to the Board including list of lockers and motor cycle or bike storage owners.
- M-Y to expedite the Sharp Edge Mechanical invoice for replacement of balancing valves. **Action:** M-Y

6. Maintenance Report

- Rentals: Locks will be cut for unpaid fees on February 15, 2024.
- Using top of lockers for storage – Complete - All items now removed from top of lockers Completed on February 4, 2024.

Balcony membrane and pillar reconstruction - A meeting was held with ABRIS Construction and BTC Engineering where it was decided that West-Facing Portions of Phase II and III and the South Side of Phase III will be addressed in 2024. An early start date and cost-effectiveness were stressed in the meeting. Outlining progress on a bulletin board in the lobbies was suggested so residents are aware of the progress. In that the removal of suite balcony doors can be avoided, there is a reduction of cost which amounts to a \$914/unit saving. Final quote from ABRIS is \$417,698+GST.

- Replacement of rooftop single and double doors is pending. Double pane doors with blinds inside the glass will be selected. Phantom screens are omitted. Phase 2 only requires one single door and phase 3 needs two single doors. Lift is required only for phase 1 building.
- Parging/stucco cracks still need to be addressed. MCA Viewed on August 4th (Stucco Repairs / Painting and Doors)
- Camera monitoring the fire exit doors of P1 South and P1 elevator is not working – pending repair. Surveillance Shop is contracted to replace camera as noted below under unfinished business section.
- New Brick in SW corner: Efflorescence caused by moisture and minerals leaching out of brick is quite evident in this new wall. BTC group examined wall in November. Signage joints to be painted in the spring, Brickwright Masonry to be notified to rectify.
- Hot water in Phase 1 - This is an issue in phase 1. In an attempt to uncover the issue, a questionnaire will be sent to all units in Phase 1 to determine exactly

who has water issues and if any renovations have been made in the unit plumbing.

- Illegal Move of 404-2 - Matter referred to M-Y to issue fine. **Action:** M-Y
- Visitor Parking – Updated guidelines to be posted on more prominent signs
- Printer repair required for MADEK’s printer. Return to Costco for repair or replacement since the printer was bought less than two years ago.

7. Treasurer’s Report

- Financials December 31,23- Operating cash is \$11,939.01, Security Deposit Account \$92,738.28, YTD Budget expenses \$900,787.37, YTD Operating expenses June 1, 2023 – October 31, 2023 are -2.40% under budget, YTD variance is \$25,230.67 under
- Reserve Fund \$1,813,785.02 on reporting date Projected Reserve Fund on June 30, 2024 (assuming no capital expense) is \$2,031,063. **Action: M-Y** to confirm cash available for capital expenses before June 30, 2022.
- Utility Trends Report shows electricity costs are up from last month but are lower than last year in this report. Gas is slightly higher than budgeted and water is exactly as budgeted.

8. Security Incidents None this month.

9. Unfinished Business

- RGE phone lines and internet with Telus. M-Y has arranged for Telus to send an e-mail to the Board.
- Communications officer position on the RGE - Job description is to attend to Board e-mail, newsletters, respond to requests, response to residents and to post notices. There is also an administrative component which includes posting Board minutes. *Chase MacDougall* accepted this role.
- Parking officer appointment. *Chase MacDougall* accepted this role.
- Property Manager RFP – Interviews starting week of February 12, 2024.

10. New Business

- AGM debrief and follow up actions– Condolyzers ran the AGM held on February 1, 2024 at 7 PM by zoom and in person at the Riverview Room in the MNP Recreation Centre. They did a very good job with the one Board observation that the meeting should start on time regardless of the zoom members signing on late.
- Balcony membrane and pillar reconstruction ratification – **Motion** to contract ABRIS to remediate the membranes and columns for the West side and South side for the sum of \$417,698– Brian Mills – seconded Lillian Fernandes **Motion carried**
- Rooftop stucco cracks repair ratification – tabled to next meeting as more info required.
- Surveillance Shop security system conversion to open-source platform ratification – more research is required before ratification.
- Open house with Board members –There will be a **Meet Your Board** opportunity on February 28 in the utility room at 7 PM.
- The next newsletter is in production. All are able to contribute items.
- There is a need to update RGE forms to ensure all information is current. All can review and make changes.
- Meeting adjourned 21:35.

Next meeting Wednesday March 6, 2024, 6:30 pm. (RGE Board Room)

X *Chris Scrupa*

Chris Scrupa/Board President

X *Margaret Cole*

Margaret Cole/Secretary