

Meeting Minutes

Meeting of the Board of Directors

River Grande Estates
Condominium Plan No. 9911158
Tuesday November 19, 2019

Attendees:

- Bob Millsap
- AK Ross
- Brian Mills
- Chris Scrupa
- Michael Hay (remote)
- Sherry Ponych

Regrets: Tiffany Dyck, Kyla Cox

1. Call to Order

- A quorum was determined, and the meeting was called to order at 6:30 pm November 19, 2019.

2. Approval of Minutes

- Minutes from October 26, 2019 were approved with changes discussed.

3. Management Report

- Sherry Ponych of Magnum York summarized the items in the management report for this month.

4. Facilities and Maintenance Report

- Bob Millsap summarized the items in the maintenance report for this month.
- Composting is mandated by the City and available to all residents of RGE. Therefore, garburator use for disposal of organic materials is strongly discouraged. There has been evidence that garburator use has caused sinks to overflow in lower units due to drainpipe blockage.
- If there are issues in one unit that has the potential to affect neighbouring units, ABBA is tasked with notifying the neighbouring units

5. Treasurer's Report

- Michael Hay summarized the financial report for this month.

- YTD \$36k under budget
- Reserve fund cash balance \$327k, total \$1,516k

6. Unfinished business

a. AGM- preparation & Owners Package

- The AGM is scheduled for Dec 4, 2019.
- Diane Boettcher has been selected by the board to record the minutes
- The status and progress of the bylaw review be presented to the owners at the AGM.
- A summary of capital planning projects will be presented to owners and feedback solicited at the AGM
- Seeking candidates for board succession.

b. Column Damage Repair – proposal revision

- BTC to be contacted to schedule and complete initial assessment.

c. Courtyard lighting

- Contractors have concerns about fixing bollard lighting to parkade structure / membrane. Council to get in contact with electrical contractors (Smith & Anderson, Trotter Morton) to do assessment on a bollard light in order to more tightly define the scope for construction contractors

d. Balcony Membranes and Edging Repair

- Follow up with Brian is required to understand the current status of this project.

e. Building Security

- CREB lockbox was broken into and access to building obtained. Verify that all CREB keys have access only to the entrance door where the lockbox is situated.
- Vagrant activity and associated biohazard observed at north stairwell. Properly equipped contractors are to clean and dispose of biohazardous material. RGE needs a record of the number of cleanups.
- With increase in security incidents, is suggested that RGE solicit membership for an expanded Security Committee

f. Bylaw review – progress

- Base building specs to be sent to the lawyer to complete next steps.
- Next draft date to be confirmed.

- g. Capital budget
 - o Reviewed items in capital budget, current status and when they are planned for replacement / upgrade

The meeting was adjourned at 8:30 pm.

Subsequent Meeting Date(s)

- ***December 17, 2019 at 6:30pm***

Minutes Recorded by Chris Scrupa

Meeting Chaired by Brian Mills

A handwritten signature in blue ink, appearing to read "B. Mills", is located in the lower-left quadrant of the page.