

Minutes
Meeting of the Board of Directors
River Grande Estates
Condominium Plan No. 9911158
Tuesday June 2, 2020

The meeting was held via a Zoom video conference

Attendees: B. Mills, B. Millsap, AK Ross, W. Hunter, T. Dyck, V. Volk, C. Scrupa and Sherry Ponych (Magnum York) – note - AK Ross & W. Hunter each left the meeting early, prior to adjournment.

1. Call to Order at 6:40 PM (after a brief Zoom glitch)
2. Additions/Changes to the Agenda – none made
3. Review and approval of the meeting minutes – May 5, 2020. – Approved as submitted
4. Management Report and Bylaw Infractions – Sherry Ponych
 - Owner budget packages and insurance letters were sent out prior to the end of May
 - Reports on recent management activities and communications to owners were tabled and discussed.
 - Roof leak in Phase 1 - repairs to 4th Floor suites and corridor awarded to ABBAS after bids received.
 - Complaints regarding noise and an open fire pit pertaining to #109-1 were received and dealt with
 - Several warnings regarding improper use of the Visitor Parking garage have been issued recently. Monitoring via patrols and security systems review to continue.
5. Facilities and Maintenance Report – Vince Volk
 - The Facilities Director tabled a report and overviewed an extensive listing of ongoing repairs (minor and major) and maintenance projects.
 - Leak repair Phase 3 - Severe water leak from #317-3 sprinkler head also caused major damage to #217-3 and minor damage to #117-3. Repairs estimated to be \$70,000 and approved as an emergency. Sole sourced with MDR. Recovery of deductible expected from #317-3 owner.
 - Elevator #5 phone repair – completed, but after much effort in coordinating between Schindler and Convergent.

- No results yet from a suggested ventilation investigation into #403-2 owner complaint
- Complaint received regarding damage to entry door (#415-2) but Board felt it was an owner responsibility due to expanse of time since alleged event occurred.

6. Treasurer's Report – Tiffany Dyck

- A detailed report was tabled and discussed with highlights as noted here:
 - Operating cash balance acceptable – about \$82.5K.
 - Budgeted and expected revenue/expenditures fairly well aligned and should be very close at fiscal year-end (May 30, 2020).
 - Reserve Investment account fund at \$1.46 million and up \$300K due to transfer from cash account. Investments starting to recover after a drop from Covid-19 market shocks. Looking to invest \$200K in Principal Protected Notes as good candidates become available.

7. Unfinished business

- ABBAS contract renewal – cleaning to be reduced to 4 days per week in an effort to save money. New schedules discussed and need to be finalized with ABBAS. ABBAS to provide limited concierge service ongoing.
- Reserve Fund Study update – Tiffany working on final tables supplied by Entuitive to eliminate a few small discrepancies which were noted.
- RGE Corner Signage deficiencies – Contractor working under guidance of AK Ross. New finish for letters and script for large “R” letters were approved. Looking at ways to protect lettering after installation from future theft.
- Deck Membrane repair pilot – on hold due to cost saving measures. A fix has been found for damaged balcony drip-edges which ABBAS can install.
- Bylaw review – ongoing. AK Ross collected final edits/recommendations from Board members and will be sending recommendations to the lawyer in the next week or so. Consultation will be required on a few points. Discussed plans for owner information sessions after draft documents are finalized.
- Building security – Internal and External
 - Convergent updates – Phase 3 camera system repaired with some cameras moved to Phase1 & Phase 2 servers. Intercom at entry of Phase 3 awaiting parts. Information updates are difficult currently.
 - Batteries for a few door controllers were replaced by Convergent.
 - Alarms for lower courtyard doors – found to be too expensive after Convergent estimates were prepared. Will not proceed.
- Flood Readiness – Discussed flood current protection procedures. The existing plan will be followed if necessary, with a few responsibility modifications. A sand bagging

instructional brochure was distributed to Board members as well as an update on current City views on 2020 flooding potential.

- Air Conditioning in-suite units – Brian did some investigation with Horizon Heating regarding recommendations for units suitable for owner installation. Recommendations of possible equipment to be reviewed by Board members and later communicated to owners.
- Solucore to prepare elevator maintenance tender – Bid documents expected to be sent out by July 1st.

8. New Business

- Insurance tender 2020-2021 – Discussed limited options for tendering 2021-22 Corporation All Perils/Flood coverage in light of large increase seen this year. Only two brokers available to handle our business and no firm bid prices would be possible until close to expiry of existing term. Will continue to explore options.
- Newsletter proposal – Brian and Whitney will draft a newsletter on various current topics for owners/residents. Board to have final approval before distribution. Content requested from Board members.
- TELUS fibre optics installation – The Board previously approved the project. Installation will commence in Phase 2 initially with cabling in the corridors in preparation for in-suite connection by any interested owners.
- A letter concerning administration of pet policy was recently received from an owner. The letter was tabled and discussed. The Board endeavors to apply and enforce Bylaws as written, while doing its best to maintain and protect the best interests of all RGE owners. That includes being fair-minded with long-term owners where extenuating circumstances are involved and when owners purchased their units under previous Bylaw conditions with intentions to reside in their RGE homes well into the future.

9. Adjournment – 8:45 PM

Upcoming Meetings - Next Board of Directors Meeting, July 7, 6:30 via Zoom. A possible August meeting will be considered later.



President

Secretary