



Square Butte Ranches Ltd.

Square Butte Condominium Plan No. 9710379

Board of Directors Meeting

February 28, 2019

Directors in Attendance:

Max Gibb, Jack Wilson, Gary Bennet, Kym Penner, Denise McMullen, Randy Jordan, Kelly Long

Invitees:

Colleen Kanderka representing the Square Butte Ranches Ranch Club

Call to order 6:30pm, Max Gibb, Chairman

- 1) Discussions regarding the Ranch club items brought to the board by Colleen Kanderka
 - Request that the Audit is joint again this year. Approved by Board
 - Discussion around insurance. Ranch club has its own D&O insurance under the Cooperators
 - Barn utilities
 - Fair and Equitable Sharing?
 - Ranch club would like to pay less than 50% of the lower barn utilities based on the fact that the Barn, Garage and Saloon are all on the same Gas line and the use of the lower barn is limited.
 - Pointed out that the use is more than they would suggest, and the lower barn is a single use area.
 - Board decided to let the amount stand for this year's budget cycle.
 - Colleen was asked to provide a report backing up the Ranch Club's position for next budget cycle to review
 - Cat Care
 - Moose Mountain does not want to clean the Litter boxes, Board agreed that our Office staff would perform the task
 - Horses on Private land.
 - Denise pointed out that According to our bylaws owners can apply to the board in writing to keep animals on private land, including Horses.
 - Administration of Ranch Club invoices
 - All invoices will go through Taryn and approved by Taryn prior to billing.
 - Membership application for The Ranch Club
 - We will require a new membership list. Kym will look in the office to see if there is an old Ranch Club membership list in our files. If not, the Ranch club will need to draft a membership request letter that owners will need to sign in order to be official members of the Ranch Club for the Purpose of future AGM's

- and Voting. This may require going door to door to get a new membership list as required by the Articles of Association
- Denise working with the Ranch club for a joint Activity waiver for members to sign. Horse/ATV/ all outdoor activities
 - Use of Common Land
 - Care of pastures
 - Ranch club will bring forward a plan for the use of pastures as far as sacrifice pasture and pasture movement for the upcoming months for the Board to review
 - Ranch club was invited to put together a plan with suggestions for a weed management program to be undertaken by the Ranch Club board on the common lands owned by the Condo Corp.
 - Burn Pile safety, concerns regarding items being placed in the burn pile. Someone put in old hay and horses were on top of the pile trying to get to it as well as some wood has nails in it.
 - Horse waterer/Maintenance.
 - Responsibility? discussion took place concerning the responsibility of horse owners for the maintenance of equipment like waterers that the condo corporation originally placed on the common lands solely for use by horses.
 - Signage
 - Colleen and others noted that the gate by the waterer in the west Pasture is not closing well, Gary Bennett offered to take a look and see what he could do to fix it
 - Discussion around signage to remind people to close gates.
 - Request for Quote for Ranch Hand
 - Ranch club provided a Request for Quote to send out to other individuals and barns to see if there would be interest in taking over our equine operations and at what cost. Denise to review and send thoughts to Ranch Club before March 5th when the document will be sent out to obtain quotes.
 - Currently the contract is 3 way – Ranch Club, Condo board and contractor as the work is done on private land, suggest it remains this way moving forward.

Invited Guest Collee Kanderka left at 7:55pm

2) Approve previous minutes

- Hard copies provided Kym to provide electronic copies with some wording adjusted, to be approved via email and then posted.

3) Review/Approve Agenda

- Approved by Max seconded by Jack

4) Finance Committee

- Arrears on Water Levy
 - The board noted that many of the owners who were in arrears on the 2018 special levy were likely either unaware of the levy since it was included with all the AGM materials or unaware that without direct instructions to Renaissance the levy could not be taken directly from their bank accounts. Renaissance to be asked to send out appropriate reminders.
- Caveat Discussion:
 - Discussion around existing caveats to be updated for continuing arrears of more than 30 days. Contact Renaissance in respect of the status of this
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5) Operations/Maintenance

- Machinery repairs seem to be constant and adding up quickly, repairs in the past have not been long term repairs and now those need to be done to get equipment back to operational
- Fobs some work/some don't. Jack working hard on this to get them all working in the next couple of weeks with GateWorks
- We are having another company come and look at the gates
- Waiting to receive pricing to get the south gate operational
- Jack getting quotes for a Truck replacement. Current truck should not be driven on the highways or trips off the ranch, we will look at getting some maintenance done on it and keeping it for the "tough" jobs however need a solution moving forward for a dependable vehicle. No decision made board waiting on quotes and more information
- Waiting on quotes for painting the outside of buildings – Saloon, Barn, outbuildings.

6) Water Report

- Special Assessment status of Nov 18 and next steps
 - Randy to look at wording for water policy to send to Renaissance and be reviewed by Robert Lunge and Sandy Cameron
- MD takeovers will likely require some plant updates on their review. Randy will be following up with the MD and Tim to review
- Reservoir repair status – the cold stopped the repair of the tanks, will resume once weather breaks

7) Social Committee

- Activities planned for the upcoming month, Men's and ladies Movie night, St. Patrick's Day party, Birthday evening. Social committee is doing a good job with organizing different events and will have a new rental agreement suggestion for the board to review at our next meeting.

8) Correspondence

- Unit 32 needs to print easement documents, sign and return to the Condo board for signing and submitting to Renaissance

9) Governance: Committee meeting

- Saturday March 2

10) Insurance

- Board agreed that our insurance should be extended again to April 2, 2019

11) Strategic Planning :

- Back to the drawing board... Date suggestions? End of March beginning of April?
- Discussed the benefit of strategic planning and inviting the Ranch club to join
- We will settle a date next meeting.

12) Future meeting dates:

- Thursday March 28
- Thursday April 25
- Thursday May 23

13) Adjournment: Max moved to Adjourn 8:36pm seconded by Jack