

Minutes of the Meeting of the Board of Directors of Condominium Corporation No. 9710379 operating as Square Butte Ranch

Date and Time: August 20, 2020 at 5:00 pm. Due to isolation requirements the meeting was held by telephone.

Directors Present: Randy Jordan, Kelly Long, Gary Bennett, Robin Gill, Denise McMullen, Max Gibb, Melodie Creegan.

Regrets: None

Present by Invitation: Bob Lunge

The meeting was called to order at 5:09 with Kelly Long acting as Chairman.

1. Agenda

No specific agenda was prepared for this particular meeting so the board decided to follow the Renaissance Management Report and add in special items noted by email to Kelly Long at the end.

2. Minutes of Previous Board Meeting

The minutes of the last board meeting (being the June 25 meeting) as previously circulated to members by Denise McMullen were reviewed.

Moved by Max Gibb and seconded by Robin Gill that the minutes be approved. The motion was unanimously passed.

3. Property Manager's Report and Ranch Operations Report

The Board reviewed the Report as previously circulated by Bob Lunge.

Special Resolution

Kelly advised that the outstanding special resolution concerning the costs associated with the acquisition and repair of the Polaris vehicle had passed. Bob was asked to contact Don Hyde to determine how this should be reflected in the 2019 financial statements.

Main (North) Gate

Robin noted that it would be necessary to shut down the North Gate to complete the applicable updates and repairs to it so that it would be both functional and attractive going forward. It was agreed that due to the likely response of residents to the gates being open for a period of time the repairs would be carefully planned so as to be implemented on as timely a basis as possible. He also advised that the plan was to have the South Gate working so as to operate as a temporary alternative to the North Gate during the repair period.

Barn Walkway

Gary advised that he had spoken with Clay and Doug and that they had ideas about how best to replace this unsightly feature. Robin agreed to develop a plan for this so that it would be done for the longer term and not as a temporary quick fix.

Townhouse Maintenance

Gary reported that the decks and railings/spindles have been repaired and stained in accordance with 2 quotes obtained. It was noted that there have been several recent examples of townhouse owners proceeding undertake work on the exteriors of their units in contravention of the by-laws.

Correspondence

Lengthy discussion concerning the role of the board, if any, in requiring owners to comply with MD by-laws concerning the addition of a small shed to an owner's property in giving approval under the condominium corporation by-laws. Denise that she had spoken with an owner on this matter and advised him of his obligations to the MD in addition to the condominium by-laws/architectural guidelines.

Culverts

Discussion concerning the addition of piping to allow the thawing of ice dams with a "tiger torch". There was some concern over the amount quoted to install the piping and it was decided the matter should be revisited with the contractors.

Ponds

It was noted that there is little or no water running into the lower pond from the upper ponds, presumably due to low rainfall in the later summer. It was also noted that the valve that ordinarily closes to restrict outflow had not be closed properly or possibly could not be closed properly. Robin and Gary are working on determining how best to address the situation so that this does not happen next summer.

Well and Water Treatment Roof Replacements

Discussion followed concerning the replacement of these roofs in a cost effective manner with long term viability and colour coordination of proximate roofs. Robin advised that quotes were being obtained. mowing of the pond pasture for access to the pond as well as the mowing of the cowboy challenge course for use by horse owners. Gary advised that he would set up the mowing with Clay and Doug. Gary also advised that they would find a better place to store the wooded platform that is current leaning against a shed in the pond pasture.

Easement

Bob reported that Sandy Cameron had provided a draft that included repairs, if required, to fencing and pasture gates. Denise agreed to confirm with Leo Kylo whether or not the proposed easement would in fact have any effect on fencing or gates. It was noted that the owners would require a survey to support the special resolution that would need to be circulated. A lengthy discussion followed.

Water Meters

It was noted that the water use spread sheet had not been circulated for the last month and part of the reason for that was that several owners do not have functioning meters. Robin agreed to see if he could locate the spare meters that had been purchased several years ago so that they could be installed or used for spare parts to address the problem. Bob was asked to make sure the water policy approved by the 2019 board was re-circulated.

Reserve Study

Bob noted that it was important to get the new study approved before year end and asked board to submit questions and comments in connection with the current draft.

Budget

Bob noted that we are currently under budget for 2020 and likely to exit the fiscal period that way.

Horse Related Matters

The question of the unsightly manure accumulation at the barn was raised again since no suitable solution had been forthcoming. It was proposed that a small trailer be used to collect manure and take it to a dumpsite daily. Further discussions seeking Ranch Club cooperation were proposed.

AGM

Bob suggested that with the COVID protocols still being in place that it would be impractical to try to hold the AGM before November, earliest.

Marketing

Mel agreed to have a marketing plan in place for discussion at the next meeting.

3. Next Meeting:

The next meeting of the Board is scheduled for be held September 24.

4. Adjournment

The meeting was adjourned at 8:00pm.