

Minutes of the Meeting of the Board of Directors of Condominium Corporation No. 9710379
(Operating as Square Butte Ranch)

Date and Time: May 25, 2023 at 4:00 p.m. Meeting was held online via Microsoft Teams

Directors Present: Denise McMullen, Yvonne Gaudet, Steve Bansky, Erik Langberg, Andrew Thompson, Lori Young.

By Invitation: Bob Lunge from Renaissance Management

1. **Meeting** was called to order at 4:05 p.m.
2. **Chairperson** established as Denise McMullen
3. The **agenda** as prepared by Denise McMullen was reviewed.

Moved by Denise McMullen and **seconded** Erik Langberg that the agenda be approved.
Passed unanimously.

4. **Approve Minutes (of prior meeting)**

Moved by Denise McMullen and **Seconded** by Lori Young that the minutes from the prior meeting be approved. **Passed unanimously.**

5. **Renaissance Management Report (Bob Lunge)**

Financials

Financials contained were as of April 30, 2023. There are currently outstanding water bills from some of those who have gone over their allocation limit.

Unit 51 Water Damage Claim

The underwriter has accepted the original quote related to general water damage at the unit but is awaiting a quote and specifics for in-floor heating repairs. Work specifications from the owner's selected contractor are still outstanding and the board requires this documentation along with completed waiver and indemnity documentation before funds can be released to the owner. The owner has been sent the required documentation for execution and return.

Unit 52 Ground Water Seepage Claim

Owner has contacted her insurance company in respect of her interior and exterior damage. It appears there is a crack in the exterior wall under her deck which needs to be filled. The owner's contractor has advised that we need to completed the exterior work prior to his proceeding with the interior work.

The board consulted Gord Tate, who is also our advisor on architectural guidelines and new building requirements, and he took a look at the situation and provided guidance as to the work needed to fix the exterior damage and preclude future foundation leaks so that we can proceed to obtain quotes and commence the repairs.

Bob advised the board that the exterior remediation of this unit is not an insured claim and will be funded from the townhouse repair and replacement reserve fund.

Unit 55 Wind Damaged Window

Owner has been advised that our insurance cannot cover a cracked window as the adjuster believes the crack is on the interior and has nothing to do with the wind damage claim. Owner is disputing this and the adjustor is following up directly with her.

Saloon Interior Insured Damage Update

Andrew Thompson obtained a quote for replacing the water damaged saloon wallpaper, and the amount is more than what the adjusters have allocated. The board will follow up with insurance on the updated quote as Millennium is in agreement with releasing a settlement check in exchange for a signed Interim Proof of Loss. This is an acknowledgement that the corporation has been paid for the amounts indicated in the Proof of Loss, however we have until December 1, 2023 to dispute the amount and make a further claim.

2023/2024 Insurance Premium Allocation

We are working with our insurance broker Gallagher to determine equitable premium allocations for the cost of insuring the ranch buildings. The large claim related to the windstorm damage included only minor repairs to townhouses as opposed to common area structures. Bob Lunge has provided suggestions and the board has acknowledged the difficulty associated with these allocations in light of the underwriters' unwillingness to provide the specifics of how they determine their yearly premiums charged.

6. Water Report (Steve Banzky)

This month we trucked in less water than last month as the well production was better. However we are still having to truck in water to meet our consumption. We have received our UV units and chlorine pump and everything is set up to get installed including plumbing, electrical and the program module controller. It was noted that the manufacturer that makes the PLC for the water plant is out of business so we cannot get a replacement if needed. We do not need right now but we should consider what to do in the event the PLC fails on us. We could find a used functioning unit or a different manufacturer if there is a common programming language.

Aaron Drilling is coming out on the 31st to clean out the "new/old" well and do a flow test. If it proves out we will conduct a water analysis and start the process of trying to get approval to produce from this well. Six litres a minute would be in line with the existing well and hopefully with the cleanout we will see more than that.

The fourth storage tank at the water plant was reviewed and it appears that it will be bested used as a produced water tank for • **[the high CO2 well??]**. We would like to be able to bring water into the produced water tank, let the water sit, go flat and be introduced into the treatment plant system. Clay will look into repairing that tank and who we should talk to.

Dennis Leis, our contact at the MD for our treatment plant contract, is leaving. He had promised to do a safety plan for us on the side which has not been done. We don't currently have a safety plan, but do have an emergency response plan. We need to find someone else who can do the plan for us. Denise will talk to Jeff and come up with a plan as to what we should do.

7. **Operations Report (Lori Young and Yvonne Gaudet)**

We have purchased the leased ranch truck in early May for sale to a confirmed buyer. The truck is ready for pickup anytime, and it is possible the buyer may pick it up May 26th. Clay has printed off a bill of sale from Alberta registries that can be used for the transaction. We are currently searching for an appropriate replacement vehicle.

The hay shed roof has been replaced and spring maintenance on ranch equipment has been completed. The area near the main gate will be cleaned up after winter and the old tires, gravel and cement blocks will be moved to new locations that will improve the appearance of the area while at the same time providing suitable access for operations to load gravel as necessary.

Alberta Environment has inspected the Saloon for purposes of renewing our licence/permit for the Saloon to operate as a community space for community events. In order to make this happen we need to complete upgrades including the addition of a second sink. Lori has sourced a sink and will meet with Doug and Patricia with a view to installing the sink shortly.

Three quotes for townhouse painting were obtained and the selected contractor has started the prep work. Exterior repairs to Unit 60 and the asphalt repair to the sidewalk of Unit 54 which was damaged by last summer's painters (which were not re-hired) were completed. Flowers will be delivered to the saloon tomorrow evening.

We discussed forming plans for the replacement of the garbage structure as it constantly has issues and is starting to appear run down and needing repairs. Also discussed was the possibly bringing in a large bin to occasionally where owners could drop off the bigger items that are too large for regular garbage collection.

The owners of Unit 17 requested approval to move their 2 horses onto their acreage lands under Bylaw 62(iii) as the horses are unable to eat grass in the common area pastures. **Moved by** Erik Langberg that this request be approved subject to the owners ensuring that the keeping of the horses on their unit being in compliance with any municipal, provincial or federal legislation. **Seconded** by Lori Young. Passed **Unanimously**.

8. Previous Business

- Saloon wallpaper/redcoration update

Denise will send the new quote to insurance to get more money for the wallpaper.

- Continuing Clean up of North Gate area update

Discussed a plan to clean up the North Gate area to give the ranch more curb appeal. The possibility of moving horse trailers elsewhere or allowing them to be parked on owner private property was discussed.

- Discussion of meeting with Rochelle Lynne Design and proposed feasibility study

Funds for freshening up the saloon has been in the reserve study for awhile. **Moved** by Erik Langberg that a third party proposal be obtained from RLD, a design firm which handles

Western-style projects, for review by a community-based committee for future presentation to the community. **Seconded** by Yvonne Gaudet. **Unanimously** approved.

9. New Business

Proposed meeting with ranch club board – available dates

Tentative proposed meeting on the 14th or the 15th.

Upgrade of barn washroom

We have budgtd \$3000 as a cash contribution to the upgrade of the public washroom in the barn at the suggestion of the Ranch Club board. The Ranch Club board has proposed that the Ranch Club will take the lead on the project and as well as providing volunteer labour will obtain plumbing and electrician quotes for our review. The matter will be raised at the joint board meeting.

Replacement of wooden pathway to barn

In the past, the replacement of the deteriorated "temporary" wooden pathway has been approved at the board level after discussion with Lori Collins. The matter should be raised again since the work was not done last summer or the summer before.

Video Production

We received a request from a video production company and they are interested in shooting a music video with two rappers named Yung Gravy and BBNO\$. We determined that SBR did not have the facilities to fulfill the request and that the production company be advised that we would not be able to accommodate the request.

10. Next Meeting

July 6th Thursday. No suitable days could be identified for June and there may need to be 2 meetings in July.

11. Adjournment

Meeting adjourned 8:03 p.m