



**Square Butte Ranches Ltd.**

**Square Butte Condominium Plan No. 9710379**

**Board of Directors Meeting**

**March 28, 2019**

Directors in Attendance:

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

Regrets:

Randy Jordan

Invitees:

Robert Lunge, Renaissance Management, via Telephone Conference

Call to order 7:00pm, Max Gibb, Chairman

1) Approve previous minutes

- Amended Minutes approved by Max Seconded by Jack

2) Review/Approve Agenda

- Approved by Max seconded by Jack

3) Security

- Discussion around Security regarding Condo Corporation's responsibility
  - i. The Condo Corporation has legal responsibility in respect of common property but little or no responsibility in respect of private property. However, the Board will take reasonable steps to advise neighborhood of security risks of which it is aware.
  - ii. Condo Corporation will take steps to change the gate codes periodically
  - iii. There will be no contractor code – every property to have one code, this way they are easily auditable – Max made a motion on this, entire board in favour.
  - iv. Condo Corporation has responsibility for reasonable security of the common land, Saloon, Water facility etc. Board will look into security options
- Discussion around Owners responsibility.
  - i. Protect their gate codes
  - ii. Provide their own security of their properties
  - iii. Report incidents a timely manner
  - iv. Board to look at getting a neighborhood watch meeting, contact Jason Parker.

4) Insurance

- Insurance documents are now ready to go for the year April to April.
  - i. Retained the same rate as last year, however the deductible [for flood damage?] has been increased to \$5000.00
  - ii. Townhomes should receive their invoices for insurance the week of April 4-8, 2019
  - iii. Forms to be signed and returned to Renaissance by Kym Penner

5) New Condo Act and Regulations

- New regulations come into effect over the next few months, with bylaws having to be compliant within 1 year.
  - i. Ultimate Goal of the new Act and Regulations is to ensure transparency of Condo Boards
  - ii. Denise asking if there is a “Standard” set of compliant bylaws that we can tweak by adding our current bylaws to make the process simpler and less costly. Bob will follow up with Sandy

6) Finance Committee

- Arrears
  - i. Renaissance looking for direction on arrears, board approved demand letters to be sent.

6) Water Report

- Randy will advise Renaissance regarding the water takeover by the MD from Corix
- Waiting on written water policy
- Environmental Assessment report needs to be sent to Renaissance. It is in the office
- Gary moved to Hold off on the water Storage Tank repairs until the MD takes over, this way we can ensure the work makes sense with the MD’s plan. This will need to be discussed with Randy, in principle it makes sense.

*8:00 pm Robert Lunge of Renaissance management left the meeting*

7) FireSmart

- Gary is working with the fire department to arrange a FireSmart event on the Ranch sometime in May.

8) Ranch Club

- The Ranch club has provided a document they would like the Board to review and discuss, Denise will review and write a response that will be circulated to the Condo Board before sending to the Ranch Club Board. Included topics
  - i. Utilities
  - ii. Horse Waterers
  - iii. Renaissance Management
  - iv. Moose Mountain
  - v. Audit
  - vi. Pasture management
  - vii. Future of Ranch club Board

9) Operations/Maintenance

- Internet in the Saloon still not working, Kym will continue the Xplornet battle
- The roofs on the Townhomes need to be replaced, Jack moved that a committee be formed to review and award the contract, Gary Seconded the motion and all in favour
- Outbuildings are wearing in spots and need to be re stained... According to the reserve study the stain should be done between 7-10 years, we will find out when it was done last. Jack still getting quotes.
- Ranger – Drive Train is gone, \$5000 to get it fixed, Jack recommending we get it fixed but maybe no immediately, for sure before the snow flies again in the fall. Moved by Jack, Seconded by Max – motion carried
- Harrow – Jack suggest Renting a harrow for \$250.00/day – buying it will be \$2500.00. Discussion around the purchase outright of a proper harrow... Jack moved to buy it, seconded by Denise – Motion Carried
- Jack Moved to lease a truck at about \$550.00 per month, discussion around what make. Denise Seconded – motion Carried
- Trees lining the main road coming into the Ranch. We have a quote of about \$3500 for 10 trees. Discussion that all they need more water. We will take better care of them this year and see how they do.
- Garbage Problem, we are needing 2 pick-ups a week and it is getting costly, we can go for a larger bin and see how that works,
- Birds in the Saloon – Saloon is now sealed and Bird Proofed
- We need a new vacuum for the Saloon. Jack assessed the cost at around \$700.00 for a new canister.

**10) Adjournment:** Max moved to Adjourn 9:05pm seconded by Jack