

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

Date and Time: June 25, 2020 at 4:00 pm. Due to isolation requirements the meeting was held by telephone.

Directors Present: Randy Jordan, Kelly Long, Gary Bennett, Robin Gill, Denise McMullen

Regrets: Max Gibb, Melodie Creegan

Present by Invitation: None

The meeting was called to order at 4:16 with Kelly Long acting as Chairman in Max Gibb's absence.

1. Agenda

The agenda prepared by Kelly Long was approved.

2. Minutes of Previous Board Meeting

The minutes of the last board meeting (being the May 28 meeting) as previously circulated to members by Denise McMullen were reviewed.

Moved by Kelly Long and seconded by Denise McMullen that the minutes be approved. The motion was unanimously passed.

3. Property Manager's Report and Operations

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

Townhouse and other Maintenance\

Extensive discussions followed concerning the current maintenance requirements of the townhouses and how best to address them on a timely basis. Gary Bennett reported that he was discussing various issues with townhouse owners and that both of our maintenance managers, Clay and Doug, were also being responsive to issues that are raised with them. He noted that with the wet spring we have had it is difficult to get at certain tasks as soon as might otherwise be possible and that notwithstanding that regular mowing has begun, lawn weeds like dandelions can flower overnight meaning that daily mowing with all the related noise might be more problematic than the weeds.

Other items requiring repair or replacement were discussed including the roof to the water plant and the walkway to the barn. Also discussed was the mature pile outside the barn and the need to move it and work out a plan for regular removal of manure to a suitable spot. Gary Bennett reported that a site just to the East of the barn but far enough away from it to improve the appearance of the area was being graveled. Denise McMullen agreed to contact the ranch club to attempt to develop a plan for regular removal. Gary also noted that an attempt would be made to straighten the fence on one of the barn corrals. This led to a general discussion of whether all fencing currently in place was required given the relatively high cost of retaining it.

It was suggested that it might be more efficient to develop a plan for a summer 2020 repair program and Robin Gill agreed to contact Bob Lunge concerning getting a contractor out to help put that together as soon as possible. In the case of high cost items such as townhouse painting it was generally agreed that an approach like the one used in 2019 for the townhouse roofs be used with a third party needs assessment, competitive quotes and a town hall meeting with townhouse owners in respect of funding would be appropriate.

Farm Equipment

A general discussion of the current farm equipment followed and Gary Bennett reported that Clay and Doug had our equipment running well. It was suggested that there would be benefit to the ranch if the current ranch truck could be replaced with one more suitable to our general needs. Gary agreed to look into this. Denise McMullen noted that the current truck is leased and that it might be difficult to replace it as a result. She agreed to obtain a copy of the lease and report to the rest of the board.

Garbage

Gary Bennett reported that garbage continues to be a problem with one or more owners dumping items that cannot be removed by our garbage removal service. He reported that repairs had been made to the garbage enclosure to facilitate better access for removal purposes.

Wells

Gary Bennett reported that it would be appropriate to complete an apron around one of our wells since this is being demanded by Alberta Environment. Moved by Gary Bennett and seconded by Robin Gill that the apron be put in place. The motion was carried unanimously. Discussion followed concerning returning the housing to cover the well casing to the West of the barn as per prior years. Moved by Gary Bennett and seconded by Denise McMullen that the housing be put back in place. The motion was carried unanimously.

Concrete Pads for Waterers

Gary noted that repairs to the waterers would be less frequently required if concrete pads were placed under those waterers with weak footings. Ideally 3 would be acquired but the cost is \$735 each. Denise McMullen agreed to discuss this with the Ranch Club.

Gateworks

It was noted that the repair and maintenance proposal we had requested for the main gate had been received but not yet reviewed. Discussion followed concerning the current wifi connectivity and hinge deterioration problems are being addressed and that electrical problems due to time related wiring deterioration should be addressed as soon as reasonably possible. The Board agreed to review the Gateworks proposal for discussion at the next meeting.

The secondary gate repair was also discussed and it was generally felt that subject to a better proposal from Gateworks that a local contractor be asked to provide a quote. It was noted that the secondary gate would likely require a rebuild given the repeated damage to it.

Water Tank and Manifold Repairs

Gary reported that the repairs to the water tank and manifold system recommended by the MD had not yet been priced and commenced but that he believed the cost would be in the order of \$20,000 with \$10,000 to \$11,000 of that being directly related to the tank repair. Moved by Gary Bennett and seconded by Robin Gill that provided the costs were within that range the work be done. The motion was unanimously passed and Gary Bennett was asked to start discussions on this as soon as possible with a view to finishing the work before fall weather prevents it.

Financial Statements

Randy Jordan commented on the financial statement circulated by Renaissance and noted that they generally were as anticipated that that the ranch is currently on budget.

3. Reserves

It was agreed that Bob Lunge would be contacted for a reconciliation of the current reserve balances.

The status of the special resolution concerning the application of common area reserve funds to the 2018 purchase of the Polaris ATV was discussed and different Board members agreed to contact unit owners who had not returned their resolutions and confirm whether or not they would be signing.

4. Next Meeting:

The next meeting of the Board is scheduled for be held July 23.

5. Adjournment

The meeting was adjourned by Kelly Long at 7:52 pm.