

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

Date and Time: July 6, 2023, at 4:00 p.m. Meeting was held at the Square Butte Ranch Saloon

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

Regrets: Bob Lunge was not in attendance (he attends every second meeting).

1. **Meeting** was called to order at 4:09 p.m.

2. **Chairperson** established as Denise McMullen

3. The **agenda** as prepared by Denise McMullen was reviewed.

Moved by Steve Banzsky and **seconded** by Yvonne Gaudet that the agenda be approved. **Passed unanimously.**

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

Moved by Denise McMullen and **seconded** by Yvonne Gaudet that the minutes from the prior meeting be approved. **Passed unanimously.**

5. **Renaissance Management Report**

Bob was not in attendance however has circulated his report.

Financials

Financials contained were as of May 31, 2023. There are currently outstanding water bills from some of those who have gone over their allocation limit.

Budget Reconciliation

Renaissance provided a revised monthly financial report showing better information concerning budget reconciliation to May 2023 than had previously been provided with its monthly reports. Comments were provided to explain potentially under and over budgeted items.

Admin/Correspondence

One owner is disputing water chargebacks and requests updates regarding the status of the new well.

A townhouse owner emailed Clay and Renaissance and advised they were hearing mechanical-like noises for awhile. Clay believes that due to rains the water table may have risen and it is probable that the noise is coming from the pumps discharging into the intended runoff ditch as they are supposed to do.

Governance/Bylaws/Returned Resolutions

An update was sent July 5, 2023, asking for owners to review and sign the special resolution for the bylaw update so that the Condo Corporation is compliant with the Alberta Condominium Property Act.

Windstorm Update

Owner of #55 is still discussing the requested window repair with the insurance adjuster.

Insurance

The December 2021 wind storm did extensive damage to the saloon, resulting in a major insurance claim. This in turn was apparently reflected in a significant premium increase for the insurance period May 2022 to May 2023 and possibly the period May 2023 ending May 2024. The 2022 budget was prepared in the same way as previous budgets with insurance premium costs being allocated between townhouse insurance and common area insurance based on relative value. It was brought to the board's attention that passing the increase on to the townhouse owners where it was attributable to some extent to the repairs to the saloon was unfair and unreasonable.

Bob provided the board with calculations which might be appropriate for making an adjustment to the 2023/24 townhouse insurance costs to reflect the 2022/23 overcharge. The board discussed the

difficulties of trying to determine the correct amount of an adjustment and agreed to table the matter to the next board meeting so that all members could review Bob's calculations.

#51 Water Damage Claim

The adjustor has sent a cheque in the amount of \$51,406.39 to Renaissance. This is the final amount payable for the insurer for the water damage claim. Upon signoff from the owner of the necessary documents the funds will be released to the owner.

6. **Water Report (Steve Banzky)**

Steve reported that in May we were forced to truck in 9 loads of water costing approximately \$2700. A preliminary test of the "new/old" well has been completed and test results showed the well produced at 1.5 gallons per minute. The test was conducted during a time period of June 19th to 24th and showed promising results. We have also had the "new/old" well casing pumped out. We will be conducting water quality and production sustainability tests of this well in anticipation of tying it into our existing water treatment system.

A safety plan for our water system, which was completed by Cory Lyons from Foothills MD (our water plant manager) has been submitted to Alberta Environment. A new UV purifying system has been purchased from Ramtech by the MD on our behalf as the existing one is aging out and obsolete. If the new system is able to be certified, we will have to submit an amendment to our water safety plan.

The Programmable Logic Computer (PLC) which is programmed to run the treatment plant is also now obsolete and aging out. Steps are being taken to determine how best to obtain a suitable PLC approval for the water.

Repairs are planned to a fourth water storage tank so that it can be added to the system, either in conjunction with the "new/old" well if it is successfully brought into production or in conjunction with the existing well.

Steve advised that because of the new pipeline installation off Hwy 541 West water trucks servicing our area are in much shorter supply. He and Clay have been able to obtain trucked in water for the ranch when needed to date, but the community needs to be made aware that it is possible that at a future date trucked in water might not be available and that if so the entire water system at Square Butte would have to be shut down. Owners with cisterns would be able to use saved water but townhouse owners, who do not presently have cisterns, would not. Steve suggested that it would be possible for most if not all townhouse owners to install small cisterns to address system shut down problems if they arise. He also reiterated the need for owners to install cistern inflow restriction

valves to guard against peak water demand problems that overwhelm the flow rate of our well. Denise agreed to prepare a form of notice and circulate it to the rest of the board.

7. Operations Report Lori Young and Yvonne Gaudet

In response to an inspection of the saloon kitchen, an additional sink has been acquired and is now in place. Shatter proof, LED lights have been installed over prep surface. Doug managed to retain one of the cupboards to the left of the sink with the countertop, the plumber hooked the sink up to the existing drainage and turned the tap to reach the third sink. We will be notifying the health inspector that all conditions have been met for a full permit.

The town home painting was completed by the end of June.

A combined first aid CPR defibrillator training course was arranged for June 16 in the saloon, with 12 owners and staff participating. We are considering offering a second course in the fall, will check to see if there is interest. Also considering registering our AED with the AHS program in the province.

Continued to clean up and reorganize the trailer park area. Movement of cement blocks to a location by the barn has taken place. Replacement of the garbage structure is being planned for.

Hanging baskets are up at the saloon and flower barrels are full. A supply of water from the pond is being delivered to look after these flowers as well as to water the community gardens and the trees lining our entry. Thanks to the efforts of Lori Collins and our operations staff.

Grass cutting is part of the daily routine moving from one area of the ranch to another and then back to the beginning again. We are working on reseeding the dead grass spots behind the saloon and on the west side.

Abalon Foundation Repairs have completed their work at unit 52.

The emergency sensor on the main gate was discovered to not be functioning. Gate works have repaired same.

We are still waiting for the repair part for the gas stove in the saloon.

The individual who was going to purchase the ranch truck has not remained in communication. We will continue with selling the truck and possibly listing it in Auto Trader.

8. Previous Business

Saloon Redecoration

We will be forming a committee to get ideas from community members on redecorating the interior of the saloon.

Garbage Structure

Yvonne is currently collecting information and upon receipt we will put a plan together for the replacement of the garbage structure.

By-law amendment

In order to get the signatures on the bylaws we discussed following up with individual owners so that we can amend the bylaws with the 75% of signatures and unit factors needed.

New Business

Request for K Country Access Via Square Butte

Keith and Sandy AlMBERG (former townhouse owners now living on Old Mill Road across from our main gate) have asked to be able to use our main gate and roads to access K-Country. **Moved** by Denise McMullen that we allow Keith and Sandy to access K Country via Square Butte Ranch provided they sign a revocable waiver/indemnity containing outlining strict conditions including identifying an owner prepared to act as "sponsor" and notifying the sponsor and obtaining information from the ranch club concerning any West Pasture restrictions any time they wished to cross our lands. Other conditions include vaccinations that are up to date and limiting the access to Keith and Sandy only. This agreement will be revocable at any time at the discretion of the board and must be renewed annually. **Seconded** by Erik Langberg. **Motion passed.**

Denise agreed to prepare the form of waiver/indemnity to be provided to Keith and Sandy for execution.

Trail Clearing

Frank Elliot has asked to board to clean up the trail he had previously cleared at his own expense, and which have been damaged by the 2021 windstorm. He has contacted the individual who cut the trail for him that the clean up could be done for roughly \$1000. The trail goes down to the Fisher Creek area and the Boneyard and has been amongst the hardest hit by the windstorm. **Moved** by Andrew that we ask Frank's contractor to complete this work at the owners' expense subject to a quote that is signed and has a WCB number. **Seconded** by Denise. **Motion passed unanimously.**

9. Next Meeting

Thursday August 17

10. Adjournment

Meeting adjourned **8:07** p.m.

**Minutes of the Special Meeting of the Board of Directors of Condominium Corporation No.
9710379**

Operating as Square Butte Ranch

Date and Time: July 17th, 2023, at 4:00 p.m. Meeting was held online using Microsoft Teams

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

Regrets: None

The board met to respond to emailed expressions of concern from **6** residents regarding the decision made at the prior meeting to allow our neighbors Keith and Sandy Almberg access to K-Country via the use of our main gate and roads, subject to specific waivers, indemnities and conditions. Several residents had sent emails outlining their opposition and as a board we felt the need to respond in a meeting.

It was **moved** by Andrew Thompson and **seconded** by Steve Banzky that the conditional permitted access be rescinded and that the Almbergs be advised that their access to ranch property be limited to times when they were guests of owners, as is ordinarily the case for ranch access. **Motion Passed**

Meeting adjourned at 4:47 p.m.