

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

Date and Time: July 21, 2021 at 5:00 pm. Due to isolation requirements the meeting was held by telephone.

Directors Present: Kelly Long, Denise McMullen, Randy Jordan and Max Gibb.

Regrets: Melodie Creegan

Present by Invitation: Bob Lunge, Grant Kelba for portions of the meeting, Nancy Barrett for portions of the meeting.

The meeting was called to order at 5:05 pm with Kelly Long acting as Chair.

1. Agenda

The agenda as prepared by Kelly Long was approved.

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 approved with changes requested by Randy Jordan.

3. Property Manager's Report

Bob Lunge presented his report and advised that the financial situation is in good shape with arrears and payables as discussed previously. Discussion of some higher than budgeted costs from T&T Disposal were discussed and Grant reported that pick-ups have been more frequent. Also discussed was higher than budgeted costs for saloon and barn utilities and Grant agreed to look into those with Clay and Doug.

4. Operations

Grant reported that the repair of the storage tank was complete and that he was working with the MD on the hook up of the tank. He also noted that there were no operations items that required a vote of the board.

5. Townhouse Painting Acceleration

The board reviewed the costs of painting all of the townhouses this summer with Bob and Grant including the cost of reimbursing the owners of townhouses who had contravened the by-laws by painting their units last summer. This was compared to the townhouse reserve balance based on contributions previously approved for a 3-year time frame as recommended in the reserve report.

Bob presented the input he had received from 5 of the townhouse owners to the proposition of a special assessment so that the 3-year schedule could be accelerated.

The board noted that there was no clear consensus even in the responses provided such that there was no basis to make a special assessment at this time and that the approved 3-year reserve schedule should continue to be followed.

6. Annual General Meeting

Bob Lunge advised the board that the Province had relaxed the COVID-19 isolation rules and that it should now be possible to schedule the AGM.

Moved by Denise McMullen and seconded by Max Gibb that subject to renewed restrictions and the availability of our lawyer Sandy Cameron to run the meeting that the meeting be set for September 25th in the Saloon. Passed unanimously.

Bob further advised that the deadline for delivering materials for the AGM is 21 days for mailed packages and 14 days for electronically delivered information.

7. Communications Proposal (Newsletter)

Nancy Barrett joined the meeting at 6:05 to discuss a proposal for communicating with owners at the ranch. Her proposal is for a monthly Newsletter to be sent out at the beginning of each month covering items of interest at the ranch. She will base the Newsletter on submissions from Operations, the Ranch Club and the board.

Nancy advised the board that the intention of the publication would be to provide useful information and that she would take responsibility for confirming the accuracy of the content so that the board would not need to vet and approve each publication. She also noted that the Newsletter would not be a forum for opinions and that she would not be accepting submissions of that nature.

The board approved the creation and circulation of a newsletter in accordance with and subject to the forgoing.

8. Adjournment

The meeting was adjourned at 6:35 pm.