

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

**Date and Time:** January 26, 2023 at 4:00 p.m. Meeting was held electronically.

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

Bob Lunge, Renaissance Management attended while Renaissance Management Report was reviewed and to meet the new Directors.

1. **Meeting** was called to order at 4:03 p.m.
2. **Chairperson** established as Denise McMullen
3. The **Agenda** as prepared by Denise McMullen was reviewed and approved with the additions of; Letter to Integrity Builders re deposit and Burn Pile timelines. **Moved** by Denise McMullen and **seconded** by Erik Langberg that the agenda be approved.

**Passed unanimously.**

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

**Moved** by Steve Banzsky and **seconded** by Lori Young that the minutes of the last board meeting (being the December 15<sup>th</sup>, 2022 meeting) as previously circulated to members by Yvonne Gaudet be approved. **Passed unanimously by Directors on Board in 2022.**

5. **Renaissance Management Report**

Bob Lunge was in attendance to review report of January 26<sup>th</sup> to Board and review highlights. \_\_\_\_\_

Financials

Financial contained were as at November 30<sup>th</sup>, 2022. Year end is not ready for review as there are outstanding 2022 invoices not yet received, and update on investments not yet available.

### Administration/Correspondence

- Letter from Renaissance as approved by the board in response to owner concern re animals attacked has been sent to an owners in response to Owner concern and to date no response has been received.
- Copy of concern raised by another Owner re dog allowed to run loose chasing horses was shared with the Board and Renaissance. Owner has filed a concern with Foothills MD and made dog owner aware of same. As this represents a significant concern re the safety of the horse and rider, discussed and agreed that sending a letter to the dog owner by the Board was required.
- The Condominium Corporation has received correspondence, enclosing a Statement of Claim, from lawyers for an individual who slipped and fell at the Ranch during 2020. The matter has been referred by Renaissance Management to our insurer for appropriate legal response.

### Governance/Bylaws/Returned Resolutions

- A few signed resolutions returned to date.

### Wells/Water Usage

- Discussion deferred till Water Report on the agenda.

### Windstorm Insurance Claim Update

- Total claim to date is \$337,870. A minor amount remains in dispute with the remediation contractor re saloon window treatments charged but not completed. (A local contractor was hired to finish the work). Unit 55 kitchen window crack was missed by the remediation contractors and will be addressed shortly. The saloon interior remediation is not fully completed but the insurer has proposed making a payment equal to the amount it has determined to be adequate to replace the wallpaper. Renaissance

Management is requesting a breakdown of the components of the payment so that it can be determined whether the proposed amount is sufficient.

#### Insurance

- Appraisals underway, when complete will be sent out to 4 or more insurance brokers for quotes.

#### Unit #51 Water Damage Claim

- Preliminary estimate of cost of remediation shows significant water damage to unit from internal fixture. Owner will cover the deductible. Second estimate of remediation cost has been requested by the insurer.

#### Legal Representation

- Discussed under New Business.

### **6. Appointment of Officers and Formation of Committees**

**President** Denise McMullen

**Vice President** Steve Banzky

**Secretary** Erik Langberg

**Treasurer** Yvonne Gaudet

#### Committees

**Finance:** Denise McMullen, Yvonne Gaudet, Erik Langberg

**Water:** Steve Banzky, Andrew Thompson

**Operations:** Yvonne Gaudet, Lori Young, Andrew Thompson

A new committee, to be referred to as the **Governance Committee**, was struck to review the insurance of the Managed Property at the ranch and possible substantive changes to the bylaws. This committee will first reach out to owners

for input. Members are Erik Langberg, Steve Banzsky, Lori Young, and Denise McMullen.

Lori Young will continue to act as liaison between the owners of the Townhomes and the Board. Lori will also act as liaison between the Ranch Club Board and the Condominium Board.

## **1. Water**

Steve Banzsky presented the water report

As per Operations report submitted, 18 new water meters have been installed to date. Further installs will continue as new meters are received from the MD, subject to the grant of access by owners and the availability of our plumber.

7 truck loads of water were delivered to the Ranch in December at a cost of \$3,883.40. 5 truck loads of water have been delivered to date in the month of January.

Experiencing issues with well #3 (main well) with very low production recovery. Plan is to go ahead with development of "new/old" well (#4) which was given preliminary testing in the summer of 2022 and showed promise. The plan is to continue testing in 2023, starting with contracting Aaron Drilling to complete the clean out of years of layered silt, determining if sufficient production levels are achievable and following up with water quality testing. Work is weather dependent and will likely need to wait till spring. Revisiting use of well # [2] with high CO2 content is also being looked at.

Replacement cost of our 2 UV Filters has come in from the MD which manages the treatment plant. Installed cost will total \$5000 each. It will be preferable to do both at once in 2023 subject to available funding.

We are also getting prices for a replacement chlorine pump from the MD and planning this replacement for 2023.

Safe Water Plan as required by Alberta Environment is outstanding for completion in 2023.

## **8. Operations Report**

Reviewed report as submitted by Clay Campbell. Noted the metal for the hay shed roof repairs has arrived and will be completed as soon as weather allows.

## **9. Previous Business**

Animal Bylaw 62 a. iii – Owners keeping animals at the Ranch are required to advise the Board and obtain approval. The Board approved the requests of 5 owners of dogs and cats to keep their pets at the Ranch, subject to their commitment to comply with the bylaws including keeping their dogs on their units at all times.

Deposit with Integrity Builders – Denise McMullen advised that the letter requesting the return of the 2020 construction deposit as a result of the failure to obtain setback approval from the MD (for the construction of a new garbage and recycling/ranch equipment storage building) was sent back to Renaissance Management in mid December as Integrity has had an address change. The letter was resent in early January to the new address. No response has been received to date.

Burn Piles – Gary Bennett confirmed with Forester Rick Arthur on behalf of SBR that recommended time to schedule burning will be two years secondary **[subject? due?]** to wood composition of piles (green) and the amount of dirt/debris also in piles. Large piles in the Fisher Creek area will be slowly moved into a smaller adjacent pile during burning to ensure safety. Annual burn pile in western pasture will be burnt in January/February by Ranch staff as per usual.

## 10. New Business

Legal representation – Advised that Sandy Cameron has withdrawn as the Condominium Corporation's solicitor. Discussion re replacement.

**Motion** – Moved to engage Heather Bonnycastle of McLeod Law as condominium solicitor based on recommendations received. **Moved** by Denise McMullen **Seconded** by Yvonne Gaudet

**Passed unanimously.**

Letter of engagement sent to Denise McMullen by Heather Bonnycastle will be signed to confirm representation.

Garbage Removal -- T&T Garbage and Recycling has requested a formal 5 year contract and offered favourable prices. Denise McMullen has had discussions with owner Rick Lewis and at the board's suggestion will request a shorter term contract (1-3 years) so that if opportunities exist for better prices the ranch will not be locked in.

## 11. Next Meeting date

Wednesday, February 22<sup>nd</sup> at 1600 hours.

Discussed setting of 2023 Schedule. Wednesday (3<sup>rd</sup> or 4<sup>th</sup> of the month) preferred.

Tentative dates:

Wednesday March 29<sup>th</sup>

Wednesday April 26<sup>th</sup>

Wednesday May 24<sup>th</sup>

Wednesday June 28<sup>th</sup>

Wednesday July 26<sup>th</sup>

Wednesday August 30<sup>th</sup>

Wednesday September 27<sup>th</sup>

Wednesday October 25<sup>th</sup>

Wednesday November 29<sup>th</sup>

December to be determined

## **12. Adjournment**

Moved by Denise McMullen and Seconded by Andrew Thompson to adjourn the meeting at 7:20 p.m.