

CONDOMINIUM CORPORATION NO. 0614475
Gateway South centre
Board Directors Meeting
Tuesday August 8, 2017 at 6:30 PM

BOARD MEMBERS:

Name	Role	Present
Ryan Locking	President	Yes
Andy Gregory	Vice-President	No
Doug Kalin	Member-at-large	Yes
Tyler Stappleton	Treasurer	Yes
Dennis Locking	Member-at-large	No
Mona Soyland	Member-at-large, On-site Assist	Yes
Steve Lawrence	Member-at-large	Yes

AGENDA

1. Call to Order/Quorum Established
Ryan Locking called the meeting to order at 6:31 PM.
All in favor, motion carried.
2. Approval of Previous Minutes – July 2017
Ryan Locking made a motion to defer the approving of the July 13th meeting minutes till all Board members have reviewed, motioned second by Steve Lawrence. All in favor, motion carried.
3. Approval of Management and Financial Report – July 2017- has been adjourned to the next Board Meeting on September 12th 2017.
4. Trevor Smith with Dunham Insurance – Presentation to the Board
Trevor Smith with Dunham insurance provided 7 bullet points on the current coverage that Gateway South centre. The Board was provided a document on the current areas of where they can improve their current policy. Trevor provided some good points of how their company can better the Gateway South Centre insurance policy. The Board has decided to reflect on the presentation and will discuss.

Old Business

1. Elevators- Steve

In regards to Elevators Steve has found 3 elevator companies that would be able to look at the elevator contracts and give feedback on what needs to be done. Steve will contract the 3 companies and move forward with this.

2. Fire Inspection - quotes to approve

In regards to the fire inspection out of 500 units only 50 were missed. Panther Integration left a report binder in regards to the fire inspection. C-Era provided the quotes in regards to the emergency lighting, in-suite deficiencies (horns, lights), in-suite smoke detectors, exit signs deficiencies and fire extinguishers maintenance. Doug Kalin moved for all fire protection quotes provided from Panther be accepted and move forward with repair with a maximum of \$100,000.00 at C-Era Properties Management discretion. Tyler Stapleton seconded the motion. All in favor, motion carried.

3. Building Envelope Study – awaiting quotes

C-Era still awaiting on quotes.

4. Tenant Damage Deposit- Board to decide

Tenant damage deposit has been adjourned to next meeting when other Board Members. It was brought up about if the tenant damage deposit was dissolved, could a moving policy be created.

5. By-laws

C-Era reached out to a previous Board Member and awaiting response in regards to the by-law work she/he completed. C-Era Property Management gave deadline for the by-laws.

6. Unit 4705 – Payment Plan

C-Era Property Management provided the current situation in regards to unit 4705 and the request for payment plan. Steve Lawrence motioned to accept payment plan but the conditions are payments of \$500.00 a month over a six-month period and if any missed payment they will go to legal. Motion seconded by Mona Soyland. All in favor, motion carried.

7. Heat Pump

Steve Lawrence brought up the situation in regards to the heat pump within his unit. Steve has brought up the specifics of the situation and their customer service skills and how the call was handled. The Board wants to ensure that the homeowners/residents are having a good relationship or experience with the contractors that they believe. C-Era to speak to Caon about the heat pumps and having them on order.

New Business

1. Drain Backups- Year to date total
\$90,000 in drain backups in the year to date. The cost to auger the main stacks would be \$48,000. Once the blockage has been found after 10ft it becomes the corporation's responsibility. C-Era provided the documentation in regards to all drain backups year to date. Steve Lawrence made a motion for C-Era to obtain two more quotes in regards to main stack auguring. Motion seconded by Mona Soyland. All in favor, motion carried.
2. Window Washing- do we want to proceed after construction
C-Era to provide a quote to the Board for late September- October in regards to window washing.
3. Financial Documents
Mona Soyland has requested that they can provide the financials and meeting minutes for the past 6 months on the Gateway South Centre website. The Board agreed.
4. Sound Wall
Mona to follow up with previous Board Member as City of Calgary stated that they did not file the paperwork for a sound wall.
5. Security System
Ryan provided the quote for the installation of the next phase (phase 2) of the security system. The quote will be revised for the Board specifications wanted. Ryan Locking to provide a new quote to the Board Members.
6. Exterior Review
Mona Soyland reviewed the exterior of the building, pointing out different exterior issues. Some issues were questions in regards to the sprinklers. C-Era mentioned that an issue with certain sprinklers due to a Wizard Construction damaging some lines and being responsible for the repairs. Board Members to review the exterior maintenance issues and discuss.
7. Light Fixtures
Doug Kalin found while installing lightbulbs that the light fixtures in the common hallways are not installed properly. Issue adjourned till next meeting.

Action Items

1. Fire Inspection
C-Era to move forward with Panther in regards to the fire inspection deficiencies as noted on their reports, as well as the missed 50 units gaining entry.
2. Unit 4705 - Payment Plan
C-Era to inform unit 4705 in regards to the counter offer from the Board for the payment plan.
3. Heat Pumps Inventory
C-Era to speak with Caon Services in regards to the status of the inventory of the heat pumps.
4. Drain Backups
C-Era to obtain 2 more quotes in regards auguring main stacks.
5. Window Washing
C-Era to obtain quotes in regards to window washing.
6. Security System
Ryan Locking to revise the security phase 2 quote and provide to Board Members.

Adjournment: Doug Kalin motioned for the meeting to be adjourned. Steve Lawrence seconded the motion. All in favor, motion carried.