

MacEwan Gardens II
 CONDOMINIUM CORPORATION No. 092 4818
263 MacEwan Gardens
BOARD MEETING
MINUTES

When: April 15, 2020

Where: Amenities Room

Present: Rob Mastel
 Kate Marchessault
 Fraser Sockett
 Pat Paul
 Carole Holmes
 Dennis Jacob
 Alex Zovighian

Regrets: Martin Sparks

No.	Item
1.0	Call to Order
	Meeting called to order at 7:10 pm
2.0	Presentations
	No presentations
3.0	Approval of Agenda
	Motion to accept the agenda with the following items added: 7.3 Unit 103 Water Damage Moved: Kate Second: Fraser Carried
4.0	Approval of Previous Minutes
	Motion to approve the minutes for March 18, 2020 board meeting: Moved: Dennis Second: Pat
5.0	Reports
	5.1 March Financials March financials just arrived so no time to distribute before tonight's meeting, deferred to the May meeting. Going forward there could be some issues re: condo fees. Alex has already fielded calls from owners after some banks announced deferral payments on mortgages. It was explained to these owners that condo fees cover operational costs such as utilities, and as such cannot be deferred. There were no NSF's for April 1 st but in the future it may happen, to alleviate somewhat, there will be no NSF charges, interest or late penalties applied. If an issue should arise, Alex will bring it to the board for discussion and we'll take it on a case by case basis. The draft audit has been received and Alex and the finance team are reviewing, so far nothing is in question. Alex will send to owners once the final audit has been received. 5.2 Arrears Very good, just under \$2,000 outstanding
6.0	Business Arising from Previous Minutes
	6.1 Building Maintenance A noticeable hole has been found underneath a patio, possibly from rabbits burrowing. We can order a ¼ yard of soil and have either Solstice or the guys from Taylormade fill it in. Taylormade will also be painting out the yellow colour that frames the elevator doors on every floor, notices will be posted to inform residents. There is a move-in this Saturday and the mats will be put up tomorrow. 6.2 Flooring in Amenities Room and elevator lobby

	<p>A 50% deposit is required, Alex will be by on Thursday or Friday to get the cheque signed, once they have the deposit, we'll get a start date and they will begin on the 4th floor and work they way down, again there will be notices posted throughout the building to inform residents of this. Samples were dropped off of the tile selections we want to consider, Board members encouraged to get down and look at the samples soon so a decision can be made.</p> <p>6.3 COVID – 19 Our cleaners are spending extra time on the high traffic areas and Deb is doing a daily check on the mailroom, front lobby, seating areas in lobbies. The Fitness Room is now re-keyed and a spare is in the lockbox.</p> <p>6.4 Mailroom Door The glass for the door to the mailroom is on order. The camera in the intercom was not broken but was pushed out of place and has been secured.</p> <p>6.5 Re-keying the Complex All common area doors, entrances from outside, the parkade, stairwells, will be re-keyed. The quoted cost is \$12,778 incl. taxes. Every owner will receive two keys at no cost, if they want more they need to request these at the time, before any keys are dispensed and the charge per key is \$50. After this a replacement key will cost \$100. The Locksmith will have the only record of which keys are dispensed. Alex recommends we order 20 extra keys now as will be cheaper then if we order later.</p> <p>Motion to approve engaging Squ Lock & Safe to commence the job of re-keying the common area doors as quoted Moved: Second: Carried</p>
7.0	New Business
	<p>7.1 Parcel Box in Mailroom The parcel box will be like a free-standing, weighted locker/cupboard about 5' tall that will have around 8 different sized compartments for parcels. There is no charge to us for this, it is the property of Canada Post and ours should be arriving tomorrow.</p> <p>7.2 Newsletter Will include; COVID – 19 protocols, date of parkade sweeping (May 20th) and carpet cleaning (June 2nd, 3rd and 4th), we will continue to leave notices on cars that are in Visitor Parking spots and are in question but no one will be ticketed or towed for now, and we may take reservations for amenity room bookings.</p> <p>7.3 Unit 103 Water Damage As the unit is located on the main floor, any damage from the toilet backing up was mitigated. A plumber came out and snaked the toilet and is coming tomorrow with a camera. Lydell has been out as some of the hall baseboards were affected so they have been removed. The owner's bathroom baseboards were also removed and the whole bathroom dried out, there could be a need to replace the flooring and drywall. Owner is being cooperative with the whole process and understands that she is responsible for the cost difference between the insurance coverage of flooring and the upgraded flooring she had. Someone wondered if she could refuse access to her suite due to COVID – 19 concerns but its doubtful she would as this a remedial need.</p>
8.0	Resident Correspondence/Email
	The usual inquiries for intercom hookups etc.
9.0	Next Meeting Date
	Wednesday May 20 th at 7:00 pm in the Amenities Room.
10.0	Adjournment
	<p>Motion that the meeting be adjourned. Moved: Fraser Second: Kate Meeting adjourned at 8:08 pm</p>

Prepared by Kate Marchessault, Secretary