

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

**When:** January 15, 2025  
**Where:** Amenities Room  
**Present:** Rob Mastel  
Pat Paul  
Dennis Jacobs  
Bill Bondy  
George Lund  
Laura Giroux  
Kristy MacLean, KDM Management Inc.  
**Regrets:** Longin Szafranski

	Item
<b>1.0</b>	<b>Call to Order</b>
	Meeting called to order at 6:59 pm
<b>2.0</b>	<b>Approval of Agenda</b>
	<b>Motion:</b> To accept the agenda with the additions <b>6.8 December 24 Amenities Room Rental, 6.9 Water Damage in South Stairwell, 6.10 '37 Stack Drain</b> <b>Moved:</b> Rob <b>Second:</b> Pat <b>Carried</b>
<b>3.0</b>	<b>Approval of Previous Minutes</b>
	<b>Motion:</b> To approve the November 20, 2024 Board Meeting minutes as presented. <b>Moved:</b> Laura <b>Second:</b> George <b>Carried</b>
<b>4.0</b>	<b>Reports</b>
	<b>4.1 Financials</b> We reviewed the November financials. There were no anomalies to report. Our next GIC matures on January 20. We would like to consider reinvesting. Kristy will find out the current rates and email them to the Board. <b>Motion: To accept the financials as information only.</b> <b>Moved:</b> George <b>Second:</b> Laura <b>Carried</b>  <b>4.2 Arrears</b> There are no arrears of concern. A few suites still owe for the special levy, but demand letters have been issued and interest is being charged. KDM continues to monitor.
<b>5.0</b>	<b>Business Arising from Previous Minutes</b>
	<b>5.1 General Maintenance</b> All the items are on the agenda.  <b>5.2 Common Carpet Replacement</b> Longin is working with the contractor to arrange a date to address deficiencies.  <b>5.3 Water Loss – completed</b> The restoration for Unit 215 is now complete.

	<p><b>5.4 Handyman</b> We have had positive feedback from residents about the new handyman. The Board is very pleased with his work so far. Jason is working on an hourly rate. Rob has requested he submit a proposal for a monthly contract for the Board to consider.</p> <p><b>5.5 Unit 135 Leak</b> Work on Unit 135 is complete.</p> <p><b>5.6 Unit 137 Leak</b> Work on Unit 137 is close to completion.</p> <p>A question was raised regarding when the main floor west hallway baseboards affected by water damage will be replaced. Since the baseboards are a little older, in order to get matching baseboards, they need to be custom milled.</p> <p><b>5.7 X02 Stack Leak</b> Repairs are ongoing. It was brought to our attention that there has been a lot of drywall dust in the hallway from the repair. The workers declined to clean it up when asked, saying they didn't have time. Kristy will share our complaint with On Side Restoration and ask for the area to be cleaned up and that the work areas are kept tidy.</p> <p><b>5.8 Lobby</b> We have not yet been able to identify which unit the resident hosting a dance rehearsal is from. We will continue to monitor.</p>
<b>6.0</b>	<p><b>New Business</b></p> <p><b>6.1 Unit 132 Leak</b> A leak from a recirc line between the first and second floor was found. There was some mould found behind the drywall. Restoration work is ongoing.</p> <p><b>6.2 Audit</b> The draft audit is expected by the beginning of February.</p> <p><b>6.3 AGM</b> The AGM is set for Wednesday, February 19 in the Amenities Room and by Zoom. Registration will begin at 6:30 pm and the meeting will start at 7:00 pm. Due to technical difficulties at the last AGM, we have asked that the accountant attend in person. One Board member is entering the second year of their two-year term. Six Board spots will be available for election at the AGM. Packages should be sent out three weeks before the date.</p> <p><b>6.4 Website Update</b> Laura received a basic mock up of the new site from the web designer. He is reviewing the software used to setup our forms, so the redesign process may take longer than initially expected. He also had some concerns surrounding the best way to post the Board meeting minutes. The current site has minutes back to 2013. We discussed what is required to be posted vs what residents can request from KDM. It was decided to post 2 years on the site. Older documents can be requested from KDM.</p> <p>As part of the redesign process Laura reviewed the new resident package and discovered that the elevator booking policy needs updating. George will work with Laura to update the policy.</p> <p><b>6.5 Air Hockey Table</b> Our new handyman was able to quickly fix and set up the air hockey table. Hours of use will be the same as the fitness room. Laura will make a sign to be posted. After the sign is up, the paddles and puck will be put out.</p>

	<p><b>6.6 Unit 405 – Wall Removal</b> It was brought to Rob's attention that several years ago a renovation with wall removal (to turn a den into part of the living area) had been done without Board approval. When contacted, the unit owner mentioned they are considering selling and would like retroactive approval. The Board is particularly concerned since this is a structural change and goes against the bylaw requiring Board approval for alterations. We will request the owner share their documentation including contractor information, proof of permits and engineering review. If no documentation is forthcoming then a consultation with an engineer will be arranged with the cost to be charged back to the unit. If the reno is not to code or doesn't have appropriate permits they may be required to put the walls back.</p> <p><b>6.7 Reserve Fund Study</b> The Board received the draft reserve fund study report. The study is a guideline to inform Board decisions surrounding maintenance/replacement schedules and reserve fund contributions. By legislation we do need to meet with the author of the report to review and make edits. Kristy will check with Shantel and offer several meeting date options to the Board.</p> <p><b>6.8 December 24 Amenities Room Rental</b> After a rental there was some damage to the chair storage hooks in the Amenities Room men's washroom, when all the chairs were hung on a single hook. Pat retained the damage deposit until repairs could be completed and the Board could review the situation. The resident felt that the hook wasn't in a stud and therefore not installed properly. Our handyman was able to repair with a stronger anchor into studs. The Board considered signage regarding the maximum number of chairs per hook, but given the strength of the repair, a lower limit is no longer necessary. The entire damage deposit will be returned.</p> <p><b>6.9 Water Damage in South Stairwell</b> Rob reported there has been some water coming into the door sill in the stairwell at the end of the center wing, likely from accumulated water on the slab outside the door. The sill will need to be replaced. Our handyman will perform repairs and we will monitor.</p> <p><b>6.10 '37 Stack Drain</b> There is a clog in the '37 drain stack somewhere below the 3<sup>rd</sup> floor. Steam cleaning is required and Hydro-Flo has arranged to come this week to do the work. Unfortunately, Unit 237 has denied access to their suite. Kristy will contact the resident to remind them that the bylaws permit access on notice to perform maintenance and that they could be charged back for the cost of any loss originating from their failure to participate in required maintenance.</p>
<b>7.0</b>	<b>Resident Correspondence/Email</b>
	No correspondence to report.
<b>8.0</b>	<b>Next Meeting Date</b>
	AGM Wednesday, February 19 at 7:00 pm
	Kristy will be away February 5 <sup>th</sup> to 15 <sup>th</sup> and will share her backup contact info with the Board.
<b>9.0</b>	<b>Adjournment</b>
	<b>Motion that the meeting be adjourned. 7:46 pm</b>

Prepared by Laura Giroux