

RIO TERRACE COMMUNITY LEAGUE Executive Board Meeting
April 26, 2023, 7pm
DIGITAL MEETING: Google meet

In attendance: Emma Woolner, Deb Perram, Brandon Blanck, Andrew Chambul, Perry Wynn, Stuart York (NRC), Aleksander Stefanov, Marly Johnson, Kristin Bauer, Andrew Olsen

With regrets: Jen Osmond

Not in attendance: Jason Herstad, Carrie Anne Doucette, Lance Burns, Auriana Burns

Minutes

Call to order at 7:06 pm

1. Approval of Agenda

Motion to approve the agenda by Perry; motion to second by Marly; Approved? Yes, unanimously. Carried.

2. Approval of February 2023 Minutes

Motion to approve the February 2023 minutes by Marly; motion to second Business Association, for a project of negotiated revitalization. Their role is to assist communities with a welcome away from the City-led process. We are here to help one another. They'd like to identify projects to create change – ask questions about the community, to build stronger connected communities with the beautification of flower baskets for example. A budget of 273,000 from matching project grants, to revitalize and bring people together in West Edmonton with the need to fight for collective community.

3. Action items follow up from the previous meeting – pet waste initiative postponed to next meeting.

4. Finance Report – Brandon

Not a lot to report – rink attendants have completed their roles, the Hall repairs continue, soccer league continues. Finances look good.

We continue to search for a Treasurer and Bookkeeper, with the thought the Treasurer will take on the added responsibility in a bigger role from the Bookkeeper.

Motion to accept the April 2023 monthly financial report as provided by Brandon; Motion to second by Perry; Approved? Yes, unanimously. Carried

5. Energy Efficiency project – Information provided by Perry – the energy in April continues to climb with the generating sunshine, forecast to beat energy level from March. All is working! GET Energy is all credit. Small discussion was brought forward to install EV units in the future.

6. Items for discussion

- **Preschool report – Auriana**

Postponed until next meeting.

- **Soccer report** - Perry

RTCL Soccer Coordinator Soccer Report – April 26, 2023 - Respectfully submitted, via email, Perry Wynn

2023 Outdoor Season

We are absolutely bursting at the seams for the coming 2023 Outdoor soccer season. We have 285 players registered to play out of Rio Terrace - that is as many as we have had anytime in the last 10 years. Registration for the Outdoor season has now closed, but we do still accept registrants to the Rio Terrace U4/U5 and U7 FunSoccer programs. Rio Terrace will host 1 boys' team in each of the U19, U15 and U13 age groups. We will host 2 boys' teams in each of U17, U11 and U9. We will host 2 girls' teams, 1 in U11 and 1 in U13. Soccer gear and jerseys have been distributed to all the U9 and older teams and they will start their league play the week of May 1. Our U4/U5 and U7 FunSoccer programs will start on Monday May 8. Soccer equipment and jerseys for FunSoccer will be distributed over the next week.

Jersey Replacement.

They are here and look great. All 11 Rio Terrace based teams in the U9, and older age groups will be wearing the new blue jerseys this season. Players and coaches are quite happy with the look of the jerseys. We are collecting back the former Rio Terrace soccer jerseys with the possibility of using some of these jerseys as a back-up set for teams in need of a second set of jerseys. Some interest has been brought forward to sell the old jerseys to players - I will think about whether we really expect to have a use for these jerseys go forward. We approved a spend for new jerseys of up to \$20,000 in the Feb Board meeting. Total order cost including GST but excluding shipping was \$19,983. Shipping cost for the order was \$200 plus GST.

- **Hall rental report** – Carrie, provided via email.

Things are starting to pickup with the nicer weather and people are full of inquiries and interest.

This past month we had our regular rentals with Tai Chi, Jujitsu and Ping Pong and the 2nd Coffee Chat with the senior's event. So glad to hear there working out so well.

We also had our u13 soccer girls in for an overnight event they thoroughly enjoyed.

And we had a birthday party with a family in the neighbourhood.

And of course, the spring social coming up this Friday.

Perry needs to confirm if he will indeed be taking the hall for soccer photos on Saturday the 6th of May. (We cannot do Sunday as I don't think it is right asking a regular renter to give up their time. And the Friday night or Saturday is free) we just need to confirm that date and time so we can get it into the calendar because if it's not in the calendar it's not booked.

- **Old Business:**

1. Hall Renovation report – Andrew C

The exterior work is about to begin (April 4). The contract has been approved, presented to the City with standards and

details all acceptable. Upon an additional review by PINCHIN, they made recommendations to be completed; a bug and bird mesh be placed and add an extra layer of membrane.

Art, our contractor, an expert in the business – suggested these recommendations are overkill and over-engineered. He requested a budget with substantiated reasoning, which was presented to PINCHIN. PINCHIN will charge \$3000 to review the questions, indicating the changes would also bring an additional cost of between \$17 and \$18,000, to a total of \$21,000. As a Board, we should discuss whether to lean on the Consultants, make sacrifices, or go with bigger change. Art is adamant the change is overkill, the work he is performing is warranted, recommending we stick to the original plans. Or we could go with additions to have only added to problem areas, although PINCHIN wants the whole area done. The additional work would entail equipment rental and additional persons, with weeks added to the timeline of completion.

2. Security cameras – the quote from CPTEC was received at \$17,000 – with the recommendation of parking lot bumpers. With a possible grant from the City, we will ask the City to repaint the Green Shack and obtain authorization to prune the trees.

- **New business**

1. Tennis courts:

The City charges \$9.80 an hour for adults, and \$5 for children. Due to the increase in Hall Rental rates, we will pursue charging use of the tennis courts – per day, weekend premium/weekdays. Andrew C motioned to charge ACE Tennis Academy for **\$5/court/hour** rental of the courts, seconded by Perry; Approved? Yes, carried.

The tennis court bulletins have been completed and sent to be printed.

2. Email business from April included for official record:

Andrew C., motion that we approve up to \$10,000 for the exterior repair for under the stucco, seconded by Deb: Approved? Yes, carried.

Now that the stucco is removed, we need to approve a dollar amount for the OSB (wood under the stucco), studs, and possibly drywall repair. **Please note that this is not cosmetic, but REPAIR to damaged wood.** In the Oct 7th, 2022 email motion (below), this cost was not approved, but the board was notified that this was as an upcoming cost associated with the exterior repair.

This email motion said (most relevant portion highlighted in yellow):

"Cost breakdown:

Exterior cladding and electrical quote from OCT 3 for \$143,950

Clean and reseal of existing stamped concrete from SEPT 29 for \$800

Replace preschool windows quote from AUG 2 for \$9,350

Replace windows facing rink from MAY 5 for \$14,649

This DOES NOT INCLUDE any areas that will need repair after they remove the remaining stucco. So, we will have to approve additional \$\$ for that once we have a proper figure. This is estimated to be ~\$6000."

The estimate for this repair was originally \$5,000 - 8,000. However, to circumvent delays in this repair and due the rising costs of building materials, I suggest that we approve \$10K. If this cost rises above that mark, it will come back to the board.

Andrew C, motion that we approve Pinchin proposal 0325608 for \$2,205.00 including GST for the investigation and recommendations of remediation of the preschool roof damage. Deb has seconded this motion and voted yes.

Approved? Yes, carried – voted yes Andrew C, Deb, Marly, Auriana, Perry, Andrew O, Jen, Aleks

This is the proposal for the moisture/mold we found on the roof sheeting. Just to recap, it appears that interior air was not sealed in the ceiling properly where the roof panels above the preschool transition to the exterior overhang. This caused a couple spots where the roof sheeting has been allowed to deteriorate and develop more mold. This is more concerning as there are not a lot of good ways for us to repair this damage without having to remove solar panels and shingles in the effected areas.

This Pinchin proposal is to determine the cause of moisture and give us recommendations on the most cost-effective way to remediate the newly found damage to the roof.

We need to move swiftly with this so we don't impact our schedule for the rest of the exterior cladding work because that could cost us more as well. So please review the attached and vote promptly.

3. An EFCL 'grant' person – postponed to next meeting.

7. Reports

- NRC report – Stuart provided his report as attached.
- President (and Vice President) –
 - Abundant Communities Spring Social planned – everyone attend!
- Newsletter – Kristin and Marly – deadline is Friday, content to date is good.
- Senior's programming – coffee will be in the Hall on the 3rd Wednesday of each month at 10 am. All are proceeding well.
- EFCL –Andrew O – nothing major to report. He attended the district general meeting to approve the budget, which encountered a few

conflicts of interest with respect to sustainability, with a motion to conduct online workshops (unsupported and not passed).

- Maintenance and Renovation - Andrew C reported:
There is movement on the revitalization of the exterior with 75% complete. The installation of the light fixtures are in progress, windows, hockey glass has been delivered, soffit on the overhang, sign for the pre-school. Future discussion will be required on a new RTCL sign?
- Memberships – Auriana will report at the next meeting.
- Signs – Jason has been doing a great job – tabled.

When email voting is presented - Please let Emma know all concerns you may have, we kindly request a reply for all emails.

Meeting adjourned at 8:42 pm.

RIO TERRACE BUILDING SOCIETY Executive Board Meeting
April 26, 2023
DIGITAL MEETING: Google meet

Minutes

Call to order at 8:43 pm

1. Approval of Agenda

Motion to approve the agenda by Andrew C; motion to second by Perry;
Approved? Yes, unanimously. Carried.

2. Approval of March 2023 Minutes:

Motion to approve the March 2023 Minutes by Andrew C; motion to second by Marly; Approved? Yes, unanimously. Carried.

3. Finance Report & budget update:

Not a lot to report – rink attendants have completed their roles, the Hall repairs continue, soccer league continues. Finances look good.
We continue to search for a Treasurer and Bookkeeper, with the thought the Treasurer will take on the added responsibility in a bigger role from the Bookkeeper.

Motion to approve the finance report as presented by Perry; motion to second by Marly; Approved? Yes, unanimously. Carried

4. Items for discussion

a) Exterior Hall Renovations –

There is movement on the revitalization of the exterior with 75% complete. The installation of the light fixtures is in progress, windows, hockey glass has been delivered, soffit on the overhang, sign for the pre-school. Future discussion will be required on a new RTCL sign?

Meeting adjourned at 8:45 pm.

NRC Report - Week of April 24-28, 2023

Stuart York

The 2023 Litter Kit Service will be available from April 1 - October 31, OR, until the supplies run out. Edmontonians can request the amount needed via the Google form on the City's website our website starting April 1, 2023. Each litter kit contains 3 black garbage bags, 1 blue recycling bag, a few nitrile gloves and a safety guideline sheet.

The program will also be providing a large number of litter kits and litter pickers to EFCL's centralized location in the last week of April (as requested by EFCL), as their membership supplies start on May 5. Any community leagues you work with that are interested in getting supplies, there can:

1. pick up the supplies with EFCL on May 5 through EFCL OR
2. request supplies via our website on April 1 if they need it sooner than May 5, 2023

Are there any community organizations in your neighbourhood interested in developing a community waste of litter removal project? The [Community Clean Up Grant](#) empowers residents to take on initiatives promoting community cleanliness, community-based waste reduction strategies, and community engagement.

The grant offers up to \$600 for community clean-up projects and up to \$1000 for projects that include reuse and waste diversion initiatives. Applications open on March 15, 2023.

If you require assistance with your application, please contact capitalcitycleanup@edmonton.ca

Applications for the **Community Mural Grant** are open from March 15th until 11:59 p.m. on May 15th. Grants will be granted based on eligibility criteria.

To learn more about the Community Mural Grant, the application process, funding, eligibility and responsibilities of all approved applicants, visit:

https://www.edmonton.ca/programs_services/funding_grants/community-mural-matchin-g-grant

For Guideline Details, please click the following link as the program has undergone some changes:

<https://www.edmonton.ca/sites/default/files/public-files/CommunityMuralGrant-ProgramGuidelines.pdf?cb=1678742669>

Fill out your application [here](#). This form requires a Google account. If you do not have one, please reach out to capitalcitycleanup@edmonton.ca.

If you have any questions or concerns, please email capitalcitycleanup@edmonton.ca.

Festival and Events Micro Grant

The Festival and Events Micro Grant program has been created to support smaller, outdoor community (niche) festivals and events that showcase local talent, celebrate local histories and cultures, and add vibrancy to our City throughout the year.

This program is available to registered not-for-profit, charitable organizations, and business improvement areas. The festival or event must take place by December 31, 2023.

The maximum grant is up to 50% of eligible expenses up to a maximum of \$10,000; the minimum grant amount will be \$500. *Please note that groups are only eligible to receive one of the Festival and Events Micro Grant, Neighbourhood Services Micro Grant, or Neighbourhood Connections grant for a single event.

The deadline to apply is April 30. Visit the [website](#) for more information.

The [Community League Temporary Dog Park Program](#) is now accepting applications from Community Leagues interested in permitting a dog off-leash area in a fully enclosed outdoor space within their licenced area. Interested Leagues are encouraged to look at the requirements on the website and contact offleash@edmonton.ca with any questions.



April 20, 2023

Rio Terrace Community League
15500 – 76 Avenue NW
Edmonton, AB T5R 4L8

PRIVATE & CONFIDENTIAL

E-mail: andrewchambul@gmail.com

Attention: Andrew Chambul
Maintenance Director

Re: Roof Sheathing Review Proposal
15500 – 76 Avenue NW, Edmonton, Alberta
Pinchin File: 325608.000

Pinchin Ltd. (Pinchin) is pleased to provide this proposal to Rio Terrace Community League (Client) for a Roof Sheathing Review located at 15500 – 76 Avenue NW, Edmonton, Alberta (Site).

1.0 BACKGROUND

Recently, Pinchin had completed a mould remediation and repair recommendations for the wall assemblies. Further to our review and subsequent recommendations Pinchin has reviewed remediation shop drawings and provided feedback. During remediations the contractor noted additional staining, not within our previous scope of services, on the roof sheathing.

The Client has requested that Pinchin review the exposed sheathing, determine the potential source of moisture, and provide repair recommendations. In addition, Pinchin to advise remediation of the affected sheathing.

2.0 SCOPE OF WORK

2.1 Site Review of the Sheathing and Reporting

- Perform one site review of exposed stained area roof sheathing to assess condition.
- Review roof area to ascertain potential causes of the noted staining.
- Provide a written short-form report noting existing condition of the sheathing, recommended removals, repairs, and replacement as required, complete with photographic documentation.
- No code review or design checks will be performed.
- Should additional site reviews be requested by the Client, an executed change order to the contract will be required prior to review.



3.0 FEE AND PAYMENT SCHEDULE

The consulting fees to carry out the scope of work outlined in Section 2.0 will be as follows:

Item	Description	Proposed Fixed Fee
2.1	Site Review and Reporting	\$2,100.00
Total Fixed Fee (excluding applicable taxes)		\$2,100.00

Please note that in accordance with Pinchin's corporate policy, we will require a retainer for the above-noted scope of work in the amount of \$2,100.00 (plus applicable taxes) in order for the project to commence. Thereafter, invoices will be issued monthly as work progresses. A final invoice will be issued upon submission of the draft report to the Client. The Client will notify Pinchin within 10 business days of receipt of invoice of any dispute with the invoice, and the Client and Pinchin agree to promptly resolve any disputed items. Payment on undisputed invoices or undisputed portions of disputed invoices, is due within 30 days of receipt of invoice.

Payment Methods Accepted by Pinchin

Pay by Cheque	Pay by EFT or Wire Payments	Pay by Interac E-Transfer
Remit payment to: Pinchin Ltd. 2360 Meadowpine Blvd, Unit 2, Mississauga, ON, L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON, L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to accountsreceivable@pinchin.com	Contact Pinchin's Accounts Receivable Coordinator (info below). The Accounts Receivable Coordinator will send a Request Money link in order to execute this transaction.

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.

For assistance, contact an Accounts Receivable Coordinator accountsreceivable@pinchin.com or 905.363.0678 and option 5.



4.0 TERMS AND LIMITATIONS

The proposed work is offered subject to the Terms and Conditions given in the attached Authorization to Proceed, Limitation of Liability and Terms of Engagement contract form.

5.0 CLOSURE

Thank you for the opportunity to provide this proposal. Please issue a Purchase Order to confirm your acceptance of this proposal. Should you have any questions, please contact the undersigned.

Sincerely,

Pinchin Ltd.

Prepared by:

Reviewed by:

Christa van Dyk, Arch. Tech.
Team Leader – Alberta Senior Project Manager
Building Science and Sustainability
780.721.1563
cvandyk@pinchin.com

Gord Rajewski, C.E.T.
National Practice Leader
Building Science and Sustainability
587.987.1763
grajewski@pinchin.com

Appendix I – Authorization to Proceed, Limitation of Liability and Terms of Engagement

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RioTCL, April 20, 2023.docx
Template: Master Proposal for IAQ (and Mould) Investigation, IEQ, August 26, 2021

APPENDIX I
Authorization to Proceed, Limitation of Liability and Terms of Engagement



Authorization to Proceed, Limitation of Liability & Terms of Engagement

Date: April 20, 2023	Pinchin Project Name: Roof Sheathing Review	
Client: Rio Terrace Community League	Pinchin Project Number: 325608.000	Project Value: \$2,100.00 (plus applicable taxes)
Site Address: 15500 – 76 Avenue NW, Edmonton, Alberta	Pinchin Project Manager: Christa van Dyk, Arch. Tech.	
	Pinchin Project Manager e-mail: cvandyk@pinchin.com	

This confirms Rio Terrace Community League (Client) authorizes Pinchin Ltd. (Pinchin) to proceed with the performance of services as outlined in our proposal dated April 20, 2023 for a value of \$2,100.00 (plus applicable taxes). The proposal (if any) and the terms of this Authorization to Proceed, Limitation of Liability and Terms of Engagement constitute the entire agreement between Pinchin and Client.

Terms and Conditions

1. Client is to identify all known actual and potential hazardous conditions that exist within the building, on the property or in the area of work including but not limited to the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points and actual or potential environmental contamination. Client is to identify any specific training required for access and entry to the building, property and area of work and to provide any necessary site specific training at its own cost to Pinchin staff, its contractors and subcontractors. Client must provide safe access to the site and compliance with all applicable safety codes and standards for matters under the control of Client which could affect the safety of Pinchin staff, its contractors and subcontractors on site.
2. Pinchin makes no representations or warranties whatsoever, either expressed or implied, as to its findings, recommendations, plans, specifications or professional advice and including concerning the legal significance of its findings, or as to other legal matters touched on in the report, including but not limited to ownership of any property or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and Pinchin undertakes no, and expressly disclaims, any obligation to advise Client of such change.
3. **In the event of any claim of any nature whatsoever by Client against Pinchin, its staff, officers, directors, shareholders, agents, contractors and subcontractors (collectively "Pinchin"), including but not limited to claims based on negligence and/or breach of contract, the total aggregate liability of Pinchin shall be limited to the lesser of: (i) any actual damages incurred by the client. (ii) all fees actually paid by Client to Pinchin in connection with the specific project in respect of which the claim is being made.**
4. **Pinchin will not be responsible for any consequential, incidental or indirect damages, including but not limited to financial losses, credit and property transactions, financing costs, property values, loss of profit or revenue, permitting/licensing issues, follow-up actions and costs. Pinchin shall not be liable for the failure of any manufactured product or system of components which are supplied by Pinchin to perform in accordance with the manufacturer's specifications or other product literature on which Pinchin reasonably relied. Pinchin will only be liable for direct damages resulting from negligence and/or breach of contract of Pinchin. Pinchin will not be liable for any losses or damage if Client has failed, within a period of two (2) years following the date upon which the claim is discovered, to commence legal proceedings against Pinchin to recover such losses or damage ("Claim Period") unless the laws of the jurisdiction which governs the limitation period which is applicable to such claim provides that the applicable limitation period is greater than the Claim Period and cannot be abridged by this Agreement, in which case the Claim Period shall be deemed to be extended by the shortest additional period which results in this provision being legally enforceable.**
5. If Client brings any form of claim against any third party relating to the work and if the third party claims against Pinchin for contribution and indemnity, Client shall not seek to recover and waives any right to recover from the third party any portion of any losses or damage which may be attributed to the fault or negligence of Pinchin.
6. Pinchin's proposal was prepared for the consideration of Client only. Its contents may not be used by or disclosed to any party without prior written consent from Pinchin.
7. Pinchin's proposal shall be open for acceptance for a period of thirty (30) days from date of issue. The acceptance period may be extended by mutual agreement of the Client and Pinchin in writing. Pinchin reserves the right to revise the proposal beyond the stated acceptance period.



8. Any work performed by Pinchin will be conducted in accordance with generally accepted engineering or scientific practices current in this geographical area at the time the work is performed.
9. Client acknowledges that risks arise from subsurface and hidden conditions that even comprehensive testing and analysis may fail to detect and that actual conditions may differ from those inferred from inspection, testing and analysis. Pinchin can only comment on the conditions observed on the date(s) the assessment is performed.
10. The work will be limited to those locations and/or areas and/or materials of concern identified by Client or scope of work as outlined in our proposal. Other areas of concern may exist but will not be investigated within the scope of this assignment.
11. Any budget and work estimates provided are preliminary and subject to verification and change unless otherwise agreed.
12. Information provided by Pinchin is intended for Client use only. Pinchin will not provide copies of reports, results or information to any party other than Client, unless Client, in writing, requests information to be provided to a third party or unless disclosure by Pinchin is required by law. Unless consented to by Pinchin, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by Pinchin, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. Pinchin accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.
13. As used in this Agreement, "Work Product", means without limitation all reports, plans, data, writings, notes, drawings, art work, templates, documents, products, ideas, formulas, inventions, research, programs, derivative works, processes, procedures, techniques, scientific methods, designs, technologies, forms, formulas, discoveries, know-how, improvements and any and all products of any type, including all rights and claims, prepared in part or in full by Pinchin.
14. Pinchin shall exclusively own the copyright and all other intellectual property rights in all "Work Product" including rights to claim Scientific Research and Development Tax Claims. The services and documents provided by Pinchin under the terms of this agreement are "Work Made For Hire" and are the sole and exclusive property of Pinchin; they are provided to Client for one time use only. To the extent that any other Intellectual Property Rights of, or under the control of, Pinchin are embodied or otherwise required to exploit the "Work Product", Pinchin grants Client a revocable worldwide, exclusive, one-time license under all such Intellectual Property Rights as required, in accordance with the terms of this agreement.
15. Notwithstanding any other provision, Pinchin reserves the exclusive right to pool data provided by, or produced for, Client at its sole discretion and to use that data to aid in the completion of any and all future projects. Pinchin will utilize de-identification processes which may include, but are not limited to, pseudonymizing or anonymizing the data to preserve client confidentiality. Pinchin will ensure that all identifiable and pooled data is protected and stored securely through the use of appropriate processes and technologies, which may include, but are not limited to, data encryption and the use of the principle of least privilege.
16. Client agrees to indemnify, defend, and hold harmless Pinchin, its affiliates, and their officers, directors, employees, agents, and subcontractors against all claims, demands, suits, liabilities, costs, expenses (including reasonably incurred legal fees), damages and losses suffered or incurred by Pinchin arising out of any actual or alleged infringement of intellectual property rights arising out of Client's use of "Work Product" or any other items provided by Pinchin to Client.
17. Invoices will be issued monthly or upon project completion unless otherwise agreed. Applicable taxes (GST, HST, QST) are additional. Amounts not received within thirty 30 days of invoice date will bear interest thereafter at a rate of 1.5% per month (18% per annum) until paid.

Acceptance Authorizes:

1. The release, to Pinchin, of information requested in connection with this work. Pinchin undertakes to maintain the confidentiality of all such information ("Information").
2. The release by Pinchin of Information to others necessary to perform the work.
3. Entry and access to all areas of the property and buildings on the property, by Pinchin staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that Client will be liable for all additional costs incurred by Pinchin in the performance of the proposed work caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are



beyond the control of Pinchin including, without limitation, delays caused by failure to provide Information on a timely basis or Access Restrictions not revealed to Pinchin prior to the date hereof.

By signing below Client provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced proposal (if applicable). In the event Pinchin provides services requested by Client, in addition to those identified above or in the proposal (where applicable), Client agrees to compensate Pinchin either on a time and material basis using the Pinchin standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

Authorized Representative Acceptance of Contract:

Signature:	
Name, Title:	
Company Name:	
Date:	

Address Pinchin's Invoice to:

PO Number:	
Company Name and Mailing Address:	
Contact Name (responsible for approving the invoice for payment):	
Contact Phone Number:	
Contact Email Address:	
Email Invoice to (if different than contact above e.g. ap@pinchin.com):	

Billing: 2360 Meadowpine Blvd. Unit 2, Mississauga, ON L5N 6S2, | PH: 1.855.746.2446

Pinchin Project Manager: Christa van Dyk, Arch. Tech.	Pinchin Project Number: 325608.000	Project Value: \$2,100.00 (plus applicable taxes)
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Template: Master ATP, Limitation of Liability & Terms of Engagement, Standard HO, July 12, 2022



Payment Methods Accepted by Pinchin

Pay by Cheque	Pay by EFT or Wire Payments	Pay by Interac E-Transfer
Remit payment to: Pinchin Ltd. 2360 Meadowpine Blvd, Unit 2, Mississauga, ON, L5N 6S2	Remitters in Canada: Pinchin Ltd. Canadian Imperial Bank of Commerce, Meadowvale Banking Centre 6975 Meadowvale Town Centre Circle, Unit N1, Mississauga, ON, L5N 2W7 Account # 6627919 Institution # 010 Transit # 08222 SWIFT/BIC: CIBCCATT Deposit confirmations and/or remittance advice to be sent to accountsreceivable@pinchin.com	Contact Pinchin's Accounts Receivable Coordinator (info below). The Accounts Receivable Coordinator will send a Request Money link in order to execute this transaction.

All payment methods must include reference to the **Pinchin Invoice Number** or the **Pinchin File Number**.

For assistance, contact an Accounts Receivable Coordinator accountsreceivable@pinchin.com or
905.363.0678 and option 5.



April 4, 2023

Rio Terrace Community League
15500 – 76 Avenue NW
Edmonton, Alberta

E-mail: andrewchambul@gmail.com

Attention: Andrew Chambul
RTCL Representative

Re: Rio Terrace Community League - Exterior Sheathing Review
15500 – 76 Avenue NW
Edmonton, Alberta
Pinchin File: 0304534.000

On April 3, 2023, at the request of the Client, Pinchin attended Rio Terrace Community League (Site) to review the condition of the exposed sheathing, note observed deficiencies, and areas of concern.

Wet and deteriorated OSB sheathing was observed at several locations on the north and east elevations totalling an area of approximately 320 f²; on the west elevation an area of approximately 200 f² was noted.

MDF sheathing was observed to be swollen and deteriorated at the soffit and fascia areas. Removal of all MDF sheathing at the front entrance soffit and fascia areas is recommended.

Wood rot was observed at the northwest and the northeast corners local to the stud framing. Areas of rot were observed on king stud and jack split stud local to the south centre window.

It is recommended to remove the wet and deteriorated sheathing and the rotten studs as noted; replace with new like for like.

The Contractor to notify the Owner if areas of additional wet and deteriorated sub framing and sheathing are observed.

Should areas of mould be discovered is recommended to have the areas assessed prior to removal/covering up.



Site Photographs



Photograph 1
Deteriorated OSB sheathing on the north elevation.



Photograph 2
Wood rot of corner stud framing along the upper northwest elevation.



Photograph 3
Deteriorated and rotten stud members at the centre window on the west elevation.



Photograph 4
Moisture content reading at the northeast corner.



Rio Terrace Community League - Exterior Sheathing Review

15500 – 76 Avenue NW
Edmonton, Alberta
Rio Terrace Community League

April 4, 2023

Pinchin File: 0304534.000

FINAL

Should you have any questions or concerns regarding the contents of this letter, please contact the undersigned.

Yours truly,

Pinchin Ltd.

Prepared by:

Reviewed by:

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Template: Master Letter Template, January 24, 2023











Rio Terrace Community Center - Progress Report #5

General Contractor: Glashaus Envelope Services Ltd.

Date: 04-Apr-23

Project Consultant: Pinchin Inc.

Original Contract Value	\$	94,800.00	Percentage of Work Completed	100%
Additional Cost Approved to Date	\$	17,250.00	Schedule Status	On Schedule
Anticipated Additional Cost		TBA	Estimated Substantial Completion	TBA
Estimated at Completion	\$	112,050.00		

Project Comments / Concerns: We are proceeding with more remediation work upon the remaining portions of the stucco being removed. Additional damaged wood on the NE corner was noted. The area around the windows where the planters were mounted caused damage to the exterior sheeting and supporting wood studs.

Photos:



Repairs on NE Corner, damaged wood removed, 2x6 replaced, new sheathing applied.



High North Wall and NW Corner under repair. Exterior sheathing was stained and removed, new sheathing installed.

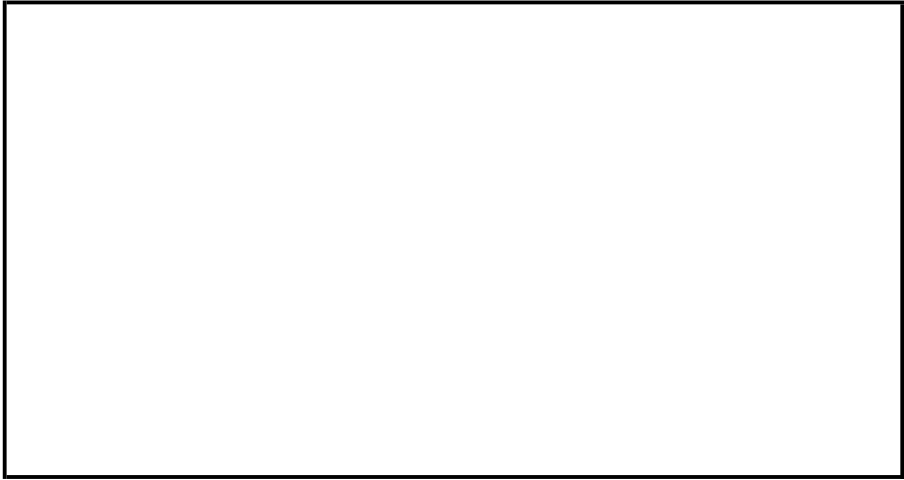
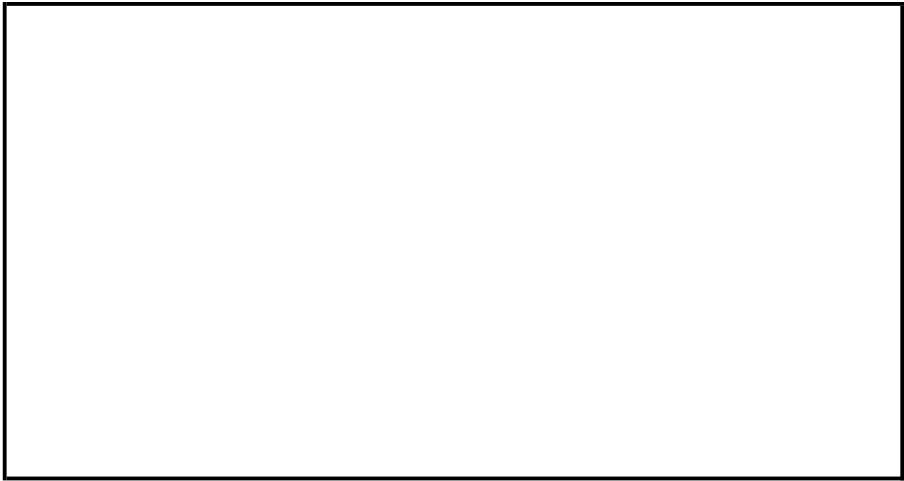
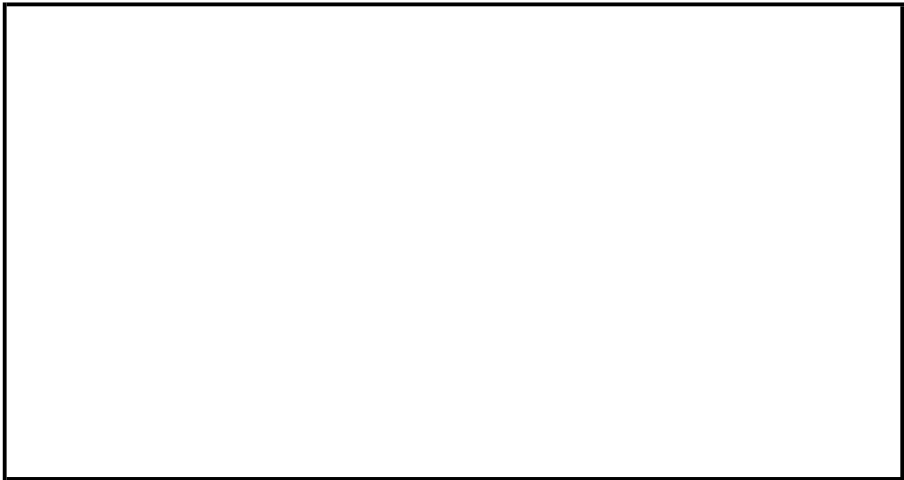


West Wall repair, insulation removed new insulation installed.



New sheetrock installed on West wall.





Monthly Financial Report

Rio Terrace Community League For the month ended 30 April 2023

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Fundraising					
Soccer	1,161.00	700.00	21,081.44	7,700.00	
Other	735.44	660.00	296,240.24	18,260.00	1
Hall rental	2,600.00	400.00	4,144.50	4,400.00	
Newsletter	75.00	-	3,450.00	1,200.00	
Programs and social	-	-	76.93	-	
Casino Revenue	-	-	78,828.66	75,000.00	
Preschool revenues	-	7,100.00	-	78,100.00	
Total Fundraising	4,571.44	8,860.00	403,821.77	184,660.00	

Operating Expenses

Repairs and Maintenance	1,666.13	3,050.00	61,251.88	38,750.00	2
Soccer	20,192.51	700.00	20,992.51	7,700.00	
Social	1,056.21	80.00	4,937.45	3,380.00	3
Programs	80.00	-	1,727.63	-	4
Office and League Overhead	571.75	435.00	6,154.30	5,285.00	5
Hall Rental	-	75.00	1,111.13	825.00	
Newsletter	-	-	3,971.25	4,725.00	
Other	-	-	2,564.87	3,000.00	6
Preschool expenses	-	7,100.00	-	78,100.00	
Mold Remediation	147,578.89	40,000.00	279,014.95	200,000.00	
Total Operating Expenses	171,145.49	51,440.00	381,725.97	341,765.00	

Net Surplus (Shortfall)	(166,574.05)	(42,580.00)	22,095.80	(157,105.00)	
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	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
Cash resources					
Operating - 238-5227136	175,133.20	-	175,133.20	-	
Casino Account	47,689.01	-	47,689.01	-	
Grant funds received	(352.20)	-	(352.20)	-	
Shinny Ringette Funds Held by League	(2,068.32)	-	(2,068.32)	-	
Total Cash resources	220,401.69	-	220,401.69	-	

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
1. Other Revenue					
Grant Revenue	-	-	287,829.00	11,000.00	
Membership Revenue	735.44	660.00	8,391.24	7,260.00	
Donations Received	-	-	20.00	-	
Total Other Revenue	735.44	660.00	296,240.24	18,260.00	

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
2. Repairs and Maintenance					
Repairs and Maintenance	-	600.00	10,755.79	6,600.00	
Rink Attendant Wages	297.86	1,330.00	27,619.76	14,630.00	
Utilities	771.04	620.00	7,404.40	6,820.00	
Janitorial	597.23	500.00	8,532.93	5,500.00	
Insurance	-	-	6,939.00	5,200.00	
Total Repairs and Maintenance	1,666.13	3,050.00	61,251.88	38,750.00	

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
3. Social					
Social - Big Bin Event	-	-	2,349.01	2,000.00	
Social - Christmas Party	-	-	-	500.00	
Social - Misc. Event Expenses	1,056.21	80.00	2,588.44	880.00	
Total Social	1,056.21	80.00	4,937.45	3,380.00	

- \$1,036 for attractions passes that were not budgeted
- \$5,000 of wall mural costs recuperated from City grants

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
4. Programs					
Programs - Community Swim	80.00	-	480.00	-	
Programs - Misc. Expenses	-	-	1,247.63	-	
Total Programs	80.00	-	1,727.63	-	

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
5. Office and Overhead					
Meetings	163.40	-	163.40	-	
EFCL Membership	-	-	1,598.82	500.00	
Professional Fees	391.65	375.00	3,895.50	4,125.00	
Office Supplies	-	25.00	302.60	275.00	
Membership Cards and Skate Tags	-	20.00	-	220.00	
Bank Fees	16.70	15.00	193.98	165.00	
Total Office and Overhead	571.75	435.00	6,154.30	5,285.00	

	APR 2023	BUDGET FOR THE MONTH	YTD RESULTS	YTD BUDGET	NOTES
6. Other					
Casino Fundraising Expenses	-	-	2,564.87	3,000.00	
Total Other	-	-	2,564.87	3,000.00	

RTCL Soccer Coordinator Soccer Report – April 26, 2023

2023 Outdoor Season

We are absolutely bursting at the seams for the coming 2023 Outdoor soccer season. We have 285 players registered to play out of Rio Terrace - that is as many as we have had anytime in the last 10 years. Registration for the Outdoor season has now closed, but we do still accept registrants to the Rio Terrace U4/U5 and U7 FunSoccer programs. Rio Terrace will host 1 boys team in each of the U19, U15 and U13 age groups. We will host 2 boys teams in each of U17, U11 and U9. We will host 2 girls teams, 1 in U11 and 1 in U13.

Soccer gear and jerseys have been distributed to all of the U9 and older teams and they will start their league play the week of May 1. Our U4/U5 and U7 FunSoccer programs will start on Monday May 8. Soccer equipment and jerseys for FunSoccer will be distributed over the next week.

Jersey Replacement.

They are here and look great. All 11 Rio Terrace based teams in the U9 and older age groups will be wearing the new blue jerseys this season. Players and coaches are quite happy with the look of the jerseys. We are collecting back the former Rio Terrace soccer jerseys with the possibility of using some of these jerseys as a back-up set for teams in need of a second set of jerseys. Some interest has been brought forward to sell the old jerseys to players - I will think about whether we really expect to have a use for these jerseys go forward.

We approved a spend for new jerseys of up to \$20,000 in the Feb Board meeting. Total order cost including GST but excluding shipping was \$19,983. Shipping cost for the order was \$200 plus GST

Respectfully submitted,

Perry Wynn, Rio Terrace Soccer Coordinator