

# Minutes–April 20, 2016, Board Meeting

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## Condominium Corporation No. 882 0814

[www.birchwoodcountrycondo.com](http://www.birchwoodcountrycondo.com)

*(Draft for review & approval)*

**Attending:** Don Welsh, John Budd, Glenn Gallant, Lana Southorn, Lorry Clark, Jan Wells, and Crystal Heck, (Accountant/Recording Secretary)

**Guests:** Dave Nokinsky, Lot 3; Clarence Wastle, Lot 84; Randy Finnamore and Beverly Baltesson, Lot 74; Richard Cummings and Jeanette Craddock, Lot 92; Jim Jansen, Lot 41; Jerry Wells, Lot 99; Dianne Gallant, Lot 5; Bruce Swanston, Lot 90; Ruth Ann Little, Lot 161; Sharon Kuzio, Lot 62; Mark and Dionne Girard, Lot 58A; Dale and Kim Ginther, Lot 47; and, Rod Yakubow, Lot 133. Special Guest: Roy Thorsen from Birchwood Golf & Country Club

### **Agenda**

Don Welsh called the meeting to order at 7:00 p.m. at Birchwood Center.

### **Open Forum**

Don Welsh thanked all the owners in attendance for coming to the first scheduled meeting for 2016 and asked everyone to introduce themselves and note any concerns they may have.

Dianne Gallant, Lot 5; Dave Nokinsky, Lot 3; Randy Finnamore, Lot 74; Jerry Wells, Lot 99; Jim Jansen, Lot 41; and Jeanette Craddock, Lot 92; were in attendance as observers. Rod Yakubow, Lot 133, was in attendance to provide the winter water report; and Bruce Swanston, Lot 90, was in attendance to provide his winter report for security/site security.

Ruth Ann Little, Lot 160, wanted to express her concern with the lack of sand on the roads near their area especially around the sharp curves. Bruce Swanston responded that he felt more sand would be a waste of money and reminded owners to please slow down. If we needed more sand two loads would be required as right now one load has been sufficient to keep the roads in shape for the winter. Beverly Baltesson suggested to the owners to notify Bruce Swanston right away if attention is required on the roads.

Sharon Kuzio, Lot 62 asked the Board if any dust control had been requested of the Brazeau County. Don Welsh explained that the Board was waiting to see if it was a necessity this year. Clarence Wastle, Lot 84, has attended several County meetings and he explained that the County is currently looking at another product to replace the chemical used for dust control. The new product is supposed to harden the road and is cheaper in cost. Don Welsh stated the Board will contact the County to determine the cost and availability of the new product, and will make a decision when this information is received. Bruce Swanston suggested that if the Board could obtain a permit to take water from the creek, he would try to keep the dust down using the water tank that the Board purchased last year. Bruce Swanston used the Well House water this week but it was time consuming to fill the tank from a hose. Rod Yakubow noted that he would like to clean some of the tanks and this water could be used for the roads, and it would be faster draining the water from the holding tanks rather than a hose.

Mark and Dionne Girard, Lot 58A, asked that the Board to look at the culvert near their lot. Water is pooling near Lot 60 and they feel it needs some work to allow water to drain away from their property

and from Lot 60. Glenn Gallant, Bruce Swanston, Frazer House and Mark Girard will look at this and see if there is anything that can be done to rectify this problem.

Dale and Kim Ginther, Lot 47, were curious to know if there was anything that could be done to bring the water in the creeks up. Dale Ginther wondered if there were beaver dams upstream. Don Welsh didn't know if there were problems with beaver dams, but suggested that the dry fall and winter is probably more of the reason for the lack of water in the creeks.

Bev Baltesson, Lot 74, wanted to thank Bev Mackenzie for doing an awesome job on the upkeep of the flower beds in front of the Center. She does have some concerns with the cat feces that they have encountered in the flower beds. She would like to remind owners to clean up after their pets.

Richard Cummings, Lot 92, wanted to thank the Board for a job well done over the winter. Richard Cummings asked about his project of cleaning up the grove of trees near the Center. He would like to finish the project before the end of the season this year. Richard Cummings suggested that some "danger" trees need to be removed, and then the area leveled and grass planted. Richard Cummings will look for volunteers to help with taking down the "danger" trees. This area will be maintained, once grass is established, by the grass contractor.

Clarence Wastle, Lot 84, wanted to remind owners that the County is having a toxic roundup on June 18, 2016 at the Lindale Transfer Station. Clarence Wastle suggested that it may be beneficial if the Board put up posters on the Community Notice Board, when more details are available, to inform owners. He also stated it will likely be announced in the Western Review and on the Brazeau County website.

Clarence Wastle, Lot 84, also reported that he has attended more than twenty Brazeau County Land Use By-law (LUB) meetings and several Brazeau County Council Meetings. He has worked hard on behalf of our community. He noted that the County has now identified our community as Birchwood Country Condo District. Clarence Wastle summarized the status of the LUB. He mentioned that he has suggested different alternatives to help reduce the cost of soil testing; i.e., a penetration method is \$150.00 per hour, as opposed to the ten to twenty thousand dollars charged for a geotechnical survey. He also mentioned that in meetings where the 100 Year Flood Plain was discussed, he brought to the attention of the committee that the 1987 flood was due to a dam breaking, and for the 1990 flood, water came from Buck Lake and was caused by human intervention, neither flood being an "Act of God." Don Welsh thanked Clarence Wastle for his work on behalf of the owners.

Roy Thorsen, owner of Birchwood Golf and Country Club, attended the meeting to inform the Board that the golf course is purchasing a 2500 gallon vacuum truck. He handed the Board a proposal detailing the pump-out services his company could offer the residents of our community, and noted service would be provided five days a week, rather than the current three days per week. Don Welsh thanked Roy Thorsen for coming to the meeting, and stated that the Board will review his proposal. The Board currently has a contract with Windy Ridge, with no expiry date, and requires a sixty day written notice to discontinue services by either party. Don Welsh stated the Board will look into what is best for Birchwood residents. He also mentioned that if the current contract is discontinued, the Board would be required to put out a request for bids, and make a decision once bids are received.

The open forum was completed at 8:00 p.m.

### **Board Portion of Meeting**

Don Welsh called the Board portion of the meeting to order at 8:05 p.m. Lorry Clark moved that the October 7, 2015 meeting minutes be accepted as presented, seconded by Lana Southorn; carried unanimously.

### **Water Report**

Rod Yakubow submitted the October - March reports including water usage for filing. All the wells are working efficiently. Jerry Wells and Rod Yakubow attended the ground disturbance course last fall. Rod Yakubow reminded the Board that the Alberta Government has suggested that the Cedar Glen Well House and water tank are too small for what is required for the area. Rod Yakubow has asked that someone come out and provide a verbal/written report to the Board detailing what is required. The Board will table this until there is more information provided. Rod Yakubow would also like to get the tank at the Well House at the Center cleaned thoroughly. It was suggested that this could take three or more hours to complete, and no water will be available during the process. The Board will arrange to notify owners, once arrangements have been made, either by telephone, or by delivering a notice to each residence in the area affected.

### **Security/Site Services**

Bruce Swanston was in attendance and handed in his winter reports. Bruce Swanston let the Board know that one of the septic contractors (G & C Steamers) that a few of the owners have been using, backed into the power box at Lot 83, and broke the globe. An owner witnessed this, and Bruce Swanston asked that the Board send a bill to request reimbursement for the cost of the globe which was \$126.00 plus GST. Bruce Swanston has been getting reports from owners that Windy Ridge Septic trucks have damaged some culverts when backing into driveways. Glenn Gallant will monitor this when the contractor is in the community. Windy Ridge is the contractor currently with the contract and they are the only truck able to use the Birchwood lagoon. Bruce Swanston mentioned that the golf course is planning to make a water feature in the pit by the pump jack, which was used for discarding trees and branches. Thus the Board will need to look for a new location for discarding trees and branches.

### **Financial Report**

Crystal Heck submitted the revised September to February financial reports. Books are currently showing a loss. Crystal Heck also provided an accounts receivable report and wanted some direction on going forward with caveats and foreclosure proceedings. Crystal Heck will get out letters to owners who are in arrears over \$500 and 90 plus days overdue. We have had a few cheques come back NSF - Crystal Heck has sent out NSF invoices to the offenders and reminders to resubmit the condo fees for the month which is now in arrears.

**Brazeau County Liaison** – Lorry Clark wanted to remind the Board that if there are any services we would like to have Brazeau County provide, the Board needs to send a letter for request of services to Brazeau County Council, attention Winston Rossouw; and they may be able to provide services. Lorry Clark thought that getting a grader in the community once or twice a year may be available. She also asked if the Board should proceed with applying for a utilities grant - we would be able to use the telephone bill. Lorry Clark will call Lee Chambers about the grant application and she will forward the Information to Crystal Heck

**BW Enhancement Projects Committee** – no updates.

### **Old Business**

#### **Patio Door at Center**

The door was measured again in November, 2015, and replacement glass has now been installed.

### **Mobuck Holdings**

Discussions were held regarding gate locks being cut off on the south gate and trespassing being an ongoing problem. The Board will continue to work with Mobuck Holdings to ensure that the site services contract includes a very clear statement regarding emergency access to the south gate; and the site services contractor has Mobuck Holding's phone number should he identify an intrusion. Mobuck Holdings would also like an announcement at the AGM reminding owners that this property to the south is private and that trespassing is not permitted.

### **Shoring device**

Don Welsh will follow-up.

### **New Business**

#### **Items arising from Open Forum**

- Dust Control - Don Welsh will check with Brazeau County.
- Septic Pump Out proposal submitted by Roy Thorsen is tabled to next meeting.

#### **Birchwood Center Usage**

Lorry Clark, on behalf of the Enhancement Project Committee, used the Center for a Children's Christmas in December, 2015. A request from B. Baltesson, Lot 74, was received and approved for a Family Reunion to be held on May 15, 2016.

#### **AFS Aerial Photography Inc.**

AFS Aerial Photography has taken aerial photographs of lots in the community and wanted permission to talk to owners. After much discussion it was decided if any owners wish to contact this company to see the photographs, they can call Ruth Hell at 780-910-7884.

#### **Reserve Fund Study**

Scheduled for 2016 - The Board will check with the previous contractor to get a cost for the new budget.

#### **New owners**

Lot 6 - John Zyda; Lot 8 – Greg and Melissa Janzen; Lot 100 - Grant McGinn;  
Lot 135 - Claire and Brian Sather; Lot 159 - Brad Hoinaty and Nick Kazmir;  
Lot 28 - Crystal Heck will ask Sabine & Webb who the new owners names are for Lot 28.

#### **Other**

The Board of Directors wishes to express their condolences to families and friends of Birchwood resident Alan Hill, who passed away recently.

#### **Correspondence**

- email from Jesse Christian - Lot 102
- information from Alberta One Call

#### **Adjournment**

Meeting adjourned at 10:52 p.m.

**The next meeting will be a closed meeting on Wednesday, May 4, 2016, at Birchwood Center, 7:00 p.m.**