

Minutes–April 22, 2015, Board Meeting

Condominium Corporation No. 882 0814 www.birchwoodcountrycondo.com

(Draft for review & approval)

Attending: Don Welsh, John Budd, Denis Bellavance, Wally MacNeil, Lorry Clark, Jan Wells, Linda Verhaeghe & Crystal Heck (Accountant/Recording Secretary).

Guests: Constable Brandon Tobin, Cory Horton, Lot 72, Roy Thorsen, Golf Course, Eric Corbiere, Lot 6, Shawn & Ruth Ann Little, Lot 161, Glen Gallant, Lot 5, Brian & Darlene Jensen, Lot 40, Andy & Rollie Engebretson, Lot 95. Barry & Joan Allen, Lot 14, Doug Clark, Lot 65, Richard Cummings & Jeanette Craddock, Lot 92, Mark & Dionne Girard, Lot 58, Jerry Wells, Lot 99, Dan Smith, Lot 68, Paul Mah, Lot 154, Jessica Bellevance, Lot 42, Val & Jim Jansen, Lot 41, Robert Bellavance, Lot 37, Bruce Swanston, Lot 90, Sharon Kuzio, Lot 62, Brenda Toth, Lot 168, Cynthia Kirton, Lot 167, and Rod Yakubow, Lot 133.

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 and asked for everyone to introduce themselves and note any concerns they may have.

Constable Brandon Tobin, reminded owners to advise the RCMP of any concerns within Birchwood. He reported that with increased use of ATVs etc owners need to be reminded that ATVs are not allowed on the golf course. RCMP received reports of damage to the golf course by ATVs.

Cory Horton lot 72 expressed concerns about grading and adding gravel to his dead end road, common property trees, drainage at his driveway, ditches and the lack of mowing in his area. He also asked about the procedure in dealing with dogs that are roaming near his lot. The Board suggested that he follow procedures which are to call the Animal Control officers and to document all offences lot number if applicable and the dates they happen. The Board can levy fines for dogs at large but documentation needs to be presented. Pictures would also be helpful.

Mark & Dionne Girard, Lot 58, thanked Bruce Swanston for the great job done with the roads. Dionne asked about the necessity of the gate given the amount that it is open. Several owners said they were advised by their insurance company that the gate should remain closed otherwise their insurance would be void. Constable Brandon Tobin advised the owners that the gate also does help deter sight seers.

Various owners mentioned changing the gate code. The Board will add this to the agenda.

Joan Allen, Lot 14 expressed concerns about vehicle congestion in the area by the dumpster related to the School Bus pick-up and drop off. The Board will add this to the agenda.

Richard Cummings, Lot 92, expressed concerns regarding the proposal of the playground on Brazeau County's Lot 27. Joan Allen, Lot 14 questioned payment of condo fees for this lot. The Board explained that it was noted in the October 8, 2014 minutes that the condo fees would be

waived for that lot even though it remains in the condominium plan. She requested that the Board obtain legal documentation stating that Brazeau County will be liable for all costs and any liability issues surrounding the playground. She also inquired whether the property was going to be rezoned. The Board advised her that it will remain residential. The Birchwood enhancement committee has contributed some of the costs with the remaining funds coming from Brazeau County. The Board confirmed that the playground is for Birchwood children, not open to surrounding areas which is no different than other playgrounds in the County that are gated.

Jessica Bellavance, Lot 42, explained to the owners that notification from the Brazeau County hasn't been sent out to surrounding owners because it is not at that phase. The Board felt that some of the questions needed to be answered by Brazeau County. Denis Bellavance explained that the money is now in place for the playground and the clearing of trees should be starting in the next day or two.

Andy Engebretson, Lot 95, expressed concern regarding the possible influx of traffic and who could use the playground. The Board felt that because the property is gated there will not be changes in the traffic in the area.

After this comprehensive discussion the Board asked if there were any new topics to be addressed before continuing.

Dan Smith, Lot 68, new owner to the area and came to observe his first meeting.

Bob Bellavance, Lot 37, came to observe and inquire about a development permit.

Jessica Bellavance, Lot 42, Jerry Wells, Lot 99, Darlene Jensen, Lot 40, Barry Allen, Lot 14, Jeanette Craddock, Lot 92, Ruth Ann Little, Lot 161, and Roy Thorsen, owner of golf course, came to the meeting as observers.

Jim Jansen, Lot 41, asked if the Board had any plans for the existing common area no longer to be utilized as a playground. Dionne Girard, Lot 58 stated that this area is used by residents for other outdoor games.

Val Jansen, Lot 41, Andy & Rollie Engebretson, Lot 95, also had concerns regarding the playground.

Paul Mah, Lot 154, explained by reading his letter of resignation that he wouldn't be able to continue with his mowing contract for the 2015 season. Wally MacNeil requested a detailed listing of his duties, and required equipment. The Board will discuss recruiting someone during the closed portion. The Board and owners present thanked Paul for all his hard work and commitment to keeping the common areas pristine.

Rod Yakubow, Lot 133 in attendance to hand in water reports from September 2014 to March 2015. The Board notified all owners that all the reports are filed and available for viewing.

Bruce Swanston, Lot 90 is in attendance to hand in his reports but also has some concerns with the quads and other ATVs stunting on the roads. Constable Brandon Tobin reminded the owners that the RCMP can only act if they receive complaints, therefore owners should report any damage or speeding.

Brian Jensen, Lot 40, expressed concerns about rocks blown on his lawn during the winter. The Board is aware of this ongoing problem, however the winter was extremely icy and more rock/sand was needed.

Glen Gallant, Lot 5, had questions about the grader and its storage. Don Welsh explained that the grader is unable to handle the job anymore and that the board is currently setting aside funds

to purchase an alternative. Currently there is an arrangement with Tom MacLean to use his Quonset for storage. At this time the Board currently has no plans to build their own storage facility. Glen Gallant indicated he would be willing to purchase a grader and lease it to the Board.

Eric Corbiere, Lot 6, asked who did the sanding during the winter. Don Welsh explained that Brazeau County provides some of this service at no cost to the owners. Eric is working for RCO and explained this company has a couple of trucks and a sanding program. The Board asked him to get a quote for this service should the Board require assistance. Eric Corbiere asked about issues with trespassing on owner's property. Constable Brandon Tobin explained that tickets can be issued but it is important to make sure it isn't something that is an emergency or a neighbor assisting.

Brenda Toth, Lot 168, asked the Board if it was possible to place a sand box at the area near the gate for next winter. She also requested some dust control in the area around her home. Don Welsh explained that dust control was completed last fall and is applied for as regular maintenance. Typically sand boxes need salt which attracts moisture leaving the box unusable for road purposes.

Cynthia Kirton, Lot 167, asked about the trees that are behind her property. She was advised that they belong to the golf course.

Sharon Kuzio, Lot 62, asked about the dust control. She was concerned that the Board may have missed the deadline. Don Welsh and Wally MacNeil will contact Brazeau County.

Shawn Little, Lot 161, presented a letter of concern on behalf of the Cedar Glen residents about the disrepair of Lot 163. The Board has contacted Brazeau County with issues for both lot development and disrepair. The County has requested that should construction resume to notify the Development and Planning department as permits have not been approved. The Board also asked owners to send their concerns to the Brazeau County. The Board will investigate to ascertain whether the property can be cleaned up at the owner's expense. Shawn Little requested some sand/ gravel in his area for next winter.

The open forum was completed at 8:30 p.m.

Board Portion of Meeting

Don Welsh called the Board portion of the meeting to order at 8:40 p.m.

Linda moved that the minutes of October 8, 2014 be accepted as circulated, seconded by Don Welsh, CARRIED unanimously.

Water Report

Rod Yakubow submitted the October to March Exova reports including water usage for filing. He reassured the Board that the fluoride and sodium levels are high but well within guide lines. Rod Yakubow explained to the Board that there was a water problem on the weekend at Lot 50 when the CC valve was turned on when the owner was not on site. The owner did not come out and water was discovered running down the ditch due to taps being left opened. The CC valve was shut off and the home checked. Going forward, Rod Yakubow will not turn on any CC valves for any owner unless they are present and there will no exceptions.

Site services

Bruce Swanston submitted his site services report. Included in his report was grading of roads and work performed over the winter months. He has noted the areas that need some ditching and culvert repairs and gravel required. He along with two Board members will investigate and prioritize within budget constraints

Windy Ridge Septic has requested a meeting with the Board. The Board will arrange a meeting as soon as possible.

There is a tree down on common property near Lot 102. Bruce Swanston will approach the owner to make arrangements to get it cleaned up before the grass mowing starts.

The Board accepted the resignation of Paul Mah and will post this position on the notice board and the website.

Jan Wells suggested that a volunteer committee could be formed to work on the green boxes. Jerry Wells has volunteered to assist with any live power issues.

Jan Wells reported that a personal cheque was left at her front door. The bank of the issuing party caught an unknown party trying to cash the cheque. No other details are available.

Financial Report

Crystal Heck supplied the financial reports for September 2014 to March 2015. The Accounts receivable listing also was handed in. There are currently 5 owners at over 90 days and the next step will be started first week in May. Wally MacNeil moved that the financial reports be accepted as presented, John Budd seconded the motion; CARRIED.

Brazeau County Liaison – Lorry Clark and Bruce Swanston will check with Brazeau County regarding the deadline and dust control.

Birchwood Enhancement Projects Committee – Denis Bellavance will be in contact with Brazeau County to get a mission statement and reassurance of the liability issue with the Playground.

Old Business

County of Brazeau purchased Lot 27 for the purpose of installing and maintaining a playground. On March 12, 2015 the Board received a copy of the land title which has an effective date of June 6, 2014. Crystal Heck was instructed to refund the previous owner for the condo fees July 2014 to January 2015 and the expense will be charged to common property maintenance.

Don Welsh contacted the owner of Lot 107 & Lot 108 regarding the by-law violations. The problems have been rectified to date and all fines have been paid.

Jan Wells & Linda Verhaeghe have worked through the items in the rules and regulations review that is due once a year. The Board reviewed the changes and agreed to the revisions. Rules and Regulations will be included in the AGM packages and posted on the website

New Business

Items arising from the open forum were:

The Board feels that the gate should be left down.

The Board is reluctant to change the gate code due to the difficulty of reprogramming the controllers and the fact that a new code would be public in short order.

Lorry Clark will contact the school bus driver to find out if there are any problems with the arrangement at the dumpster for picking up children and report back to the board with her findings.

Lorry Clark & Jan Wells attended the Brazeau County workshop regarding the revision of the land use bylaws on February 25, 2015. While the workshop was unproductive for various reasons the Board was able to ask some questions about the geophysical surveys that are now ordered by the county before development permits are approved. The Board may entertain a meeting with Martino Verhaeghe, Director of Planning and Development so the Board can advise owners prior to any requests for development permits as well as having some answers to questions or concerns from the owners.

Brazeau County requested phone numbers of the Birchwood Board members. Bruce Swanston's and Don Welsh's phone numbers were supplied to the County. Updating with contact names are to be done on a regular basis, after the AGM and for the winter months.

There are some concerns regarding owner's lots. – Wally MacNeil will arrange to have letters sent to those owners.

Development permits have been received for Lot 92 – garage, Lot 74 - addition, and Lot 47 – dwelling.

Lot 113, Linda Wiley, is in the process of clearing her land and has requested permission to build a shed, have a rented portable toilet and put up a temporary fence to contain her dog. The shed is 8 X 12 so it doesn't required a development permit or county permit. Wally MacNeil will call her and let her know what the Board decided.

Bruce Swanston met with the Board regarding the mileage in his contract. After some discussion it was decided that the mileage portion of his contract would be increased from \$150 to \$250 per month effective January 1, 2015.

New Owners:

Lot 143 – Denis & Lynn Guenette, Lot 37 - Robert & Liana Bellavance, and Lot 54 - Daniela Skrepnik.

Condolences

The Board of Directors wishes to express their condolences to the families and friends of Wes Irvine who passed away in March.

Correspondence for Review and Filing

Tera-byte Dot Com Inc. taking over from Wild rose Networks

CMB Insurance – letter confirming new account manager, Kim Van Leeuwan

Three 3 non-compliance letters for yards. One owner has met the deadline but the other two have not. Due to this a fine will now be levied.

Adjournment

Meeting adjourned at 11:15 p.m.

Annual General Meeting will be June 6 @ 10 a.m. at the Birchwood Center.

Please check the security gate notice board prior to the meeting date.