

# Minutes–April 25, 2011, Board Meeting

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## **Condominium Corporation No. 882 0814 www.birchwoodcountrycondo.com**

*(Draft for review & approval)*

Attending: Dan Hill, Peter Tadman, Sharon Kuzio, Jim Jansen, & Crystal Heck (Accountant/Recording Secretary). Greg Jansen, Bob Leeder and Dwayne Siewert were unable to attend.

Guests: Roy Silver, Service Provider; Wes Irvine, Lot 100; Wally MacNeil, Lot 7; Gary Verhaeghe, Lot 105; Larry Kuzio, Lot 62; Rod Yakubow, Lot 133.

### **Agenda**

Jim Jansen called the meeting to order at 7 p.m. at Birchwood Centre.

### **Open Forum**

Wes Irvine, Lot 100, said he had concerns regarding the potholes at the gate and main entrance. The Condo Corporation has the right of way and he felt that the Board needs to fix this because of the situation at the golf course and the rumors that it is not opening this year. Wes Irvine also had some concerns regarding drainage near his property. For next winter, he would like to see the snow pushed back toward the ditch instead of leaving it on the road. The meeting was told that the spring runoff was substantial this year and the water took a path down the road near Lot 100. Wes Irvine also asked the status on dust control for this spring. Larry Kuzio explained that the County has this on their list for this spring and the County has explained that during the course of dust control they will gravel and fix / shape the roads before the dust control is completed.

Wally MacNeil, Lot 7, thanked Larry Kuzio for doing a great job with his security detail. As well, he thanked the Board and its helpers for a job well done on the stabilization of the retaining wall at Lot 8. Wally MacNeil also expressed concern regarding the roads and the lack of gravel and asked what priority the County gives the Board with the dust control. It was explained that the County has only advised that the bus routes will be first on the agenda for the spring and the roads at Birchwood will be done when that is completed. Questions were asked regarding the bridge repair as well. History on the Bridge was that it was damaged by Brazeau County road equipment during the winter. Larry Kuzio will keep in touch with the County and report back as to when the County thinks it will get repairs completed. Wally MacNeil also commented on the completion of Birchwood Centre and the lack of owner attendance at the first meeting in the new building.

Gary Verhaeghe, Lot 105, asked the Board what actions it has planned to control misuse of the dumpster, stating he felt that The Board should be proactive instead of nagging

owners. Examples he gave were: take the dumpster away for two weeks; or put up a security camera and fine owners who dispose of items that are not allowed. The Board response was that this is a perpetual problem, there are no easy answers, but if the misuse continues the County may come and remove the dumpster. Larry Kuzio is continually dealing with the items, cardboard, etc. which is helping the owners maintain the dumpster at the present site. Dan Hill has access to a motion sensor camera and the Board will take this into consideration as a possible option to control the misuse.

Questions were raised regarding the lagoon and the meeting was told that, according to the County, June will be its council meeting that will examine proposed County administration recommended fees for implementation. The Board has been assured that any fee changes, which the County says would not take effect until three months after it makes a decision, will be consistent throughout the County.

Roy Silver, service provider, read to the Board and owners in attendance a report of possible changes he would like to make regarding his service. He had some concerns regarding emergency call out charges and how to charge owners that have two tanks. Discussions on his proposed changes were discussed with the Board and owners in attendance and the Board felt that the changes could be implemented. Changes include a call out emergency would now be a \$125 charge, a change from \$63. Another change to the contract currently in force between the condo association and Roy Silver would eliminate the line regarding reporting the number of pump outs to the Board as this is now being handled by the County and it will be keeping track. Based on Roy Silver's presentation, the Board approved the deletion of Paragraphs 4 & 5 in the septic service contract agreement. Roy Silver expressed his thanks to the owners who keep the area clean where he needs to work during the pump outs. Jim Jansen explained to Roy Silver that the Board will revise the contract effective May 20, 2011, and get a copy to Roy Silver and a notification to the owners of the new charges.

The open forum was completed at 7:45 p.m.

### **Board Portion of Meeting**

Jim Jansen called the Board portion of the meeting to order at 7:50 p.m. Sharon Kuzio moved that the October 12, 2010, minutes be accepted as presented, seconded by Dan Hill, carried unanimously. Scott Bigelow, Lot 9, was to have attended this meeting regarding an appeal of a fine for his dog running loose. Peter Tadman will respond to him advising that the fine is now due and payable. Dwayne Siewert previously gave the Board his verbal resignation as he has moved from Birchwood. His resignation was accepted with thanks for his contributions. Jim Jansen volunteered to fill the Board's Site Services representative role which became vacant with Dwayne Siewert's resignation. Sharon Kuzio reported that Bob Leeder, whose elected term ends at the June 4<sup>th</sup> AGM, asked her to let the Board know that he had also moved from Birchwood and would not be attending Board meetings.

### **Water Report**

Rod Yakubow handed in his water report to the Board for filing. He reported that usage for the period of October 2010 to March 2011 was normal although January & February

were low compared to previous years. He also reported that there were no lines requiring repairs over the winter. He reminded the Board that December 2011 is when Len Woollven's provincial license expires. Jim Jansen had asked one existing service provider if obtaining a water license to cover for Rod Yakubow would be of interest but the invitation was declined so the Board is still in need of finding someone as a licensed backup person. Rod Yakubow and Jim Jansen will talk with Len Woollven to get a contact with the County to see if there is anyone there that could cover as backup.

### **Site services**

Larry Kuzio submitted his written report to the Board which detailed duties provided for the months of November 2010 to March 2011. Larry Kuzio explained what he has been doing to keep the items out of the dumpster so that the County will continue to pick it up. Overall, road conditions over the winter went well. The grader did require some repair over the winter and Larry Kuzio suggested that new winter blades and tires would be required before winter 2011. Barry Allen had earlier asked the Board if it could find somewhere else to park the grader other than on his Lot. Jim Jansen will approach Tom MacLean to see if he would have any storage room.

Larry Kuzio suggested that since the condo association no longer has the use of a snow blower/quad previously made available, that the Board should investigate the possibility of purchasing its own. Dan Hill volunteered to check on costs with Top Gear in Drayton Valley.

Larry Kuzio also asked the Board if it could get a map of where all the CC valves are located. The deep snow of 2010/2011 made it very difficult to locate them when there were problems. Rod Yakubow suggested a stake of some kind that could stay on the property all the time making it easy to locate the CC valves and make repairs. Jim Jansen volunteered to look into the matter.

Larry Kuzio explained to the Board that the new gate was installed since autumn and is working very well. There was one break over the winter but despite that there have been no other problems.

### **Financial Report**

The July 2010 to March 2011 financial statements were supplied to the Board. New financial statements were prepared to reflect changes made by the Auditor. Peter Tadman moved that the financial statements be accepted as information, Dan Hill seconded, all in favor. The Auditor's Report was submitted for Greg Jansen to sign in advance of copying for the AGM packages being mailed out on May 12, 2011.

### **Unfinished Business**

With regard to the status of Lot 8 and its retaining wall, the Board completed the work and subsequently billed the owner.

Lot 158 gravel will be completed when the County performs the dust control. The water drainage problem from the Lot 161 driveway covering over what used to be a ditch will

also be dealt with during dust control by the County. Jim Jansen will also ensure grass cutting near the green pipe security gate, bordering golf course property.

Crystal Heck elaborated as per winter e-mails on the current status of Lots 8, 46, 113, 127 and 135.

### **New Business**

The Board noted that one of the large, steel bridges from the golf course, Hole #9 adjoining Hole #1, was taken down this winter with the ice and is located where the Modeste River & Buck Creek merge just below the garbage dumpster. Peter Tadman will report this to Alberta Environment. If necessary, Blair McCrindle, Lot 167, made an informal offer suggesting he would take the bridge out of the waterway the next time he is here with his backhoe.

Sharon Kuzio talked to Alberta Environment regarding a sewage overflow problem at Lot 135 and tabled a copy of a warning letter, detailing hefty fines and other consequences that the Environment Department subsequently sent to the lot owners.

Sharon Kuzio gave a report on the usage of the Birchwood centre. Thirty-seven were in attendance at the Christmas potluck and 19 at a New Years Eve function. Sharon Kuzio explained to the Board that Fran Nohos, Lot 88, donated \$300 to be used for the purchase of bathroom mirrors and window coverings, which Sharon Kuzio purchased. The Centre is also used on Monday nights for crib and Friday nights for shuffleboard.

Sharon Kuzio informed the Board that the new insurance policy had been received.

Peter Tadman moved a motion for the Board to accept our new draft bylaws and to prepare a special resolution to be ready to be given to owners immediately following the June 4, 2011 AGM. Sharon Kuzio seconded the motion, all in favor. Once approved by 75% of the owners the new bylaws will be available on the website.

There are currently four positions available for the Board this year. Dan Hill has volunteered to let his name stand again and Jim Jansen will approach various other owners to see if they are interested in volunteering their services for Board duty.

The Board will be getting together to prepare the AGM packages for mail out @2p.m, May 12@Birchwood Centre

### **Correspondence**

The following correspondence was received and will be filed: pump-out agreement; information regarding the County lagoon, with the County administration advising that it will make recommendations to council in June and typically any changes would not occur for another three months; and legal documents received over the course of the winter.

### **Other Business**

Rita Bijeau, Lot 70, sent an information package to the Board regarding a playground proposal and available grants. The Board felt that the idea is something that will require much additional consideration and tabled it for the present time.

The Board has heard from Kim Richard who stated that as far as he's concerned the golf course is not going to be operating for the 2011 season.

A few of the owners have been asking about the possibility of another spring Big Item pickup day. Traditionally this is decided by the new Board following the AGM in early June.

Jim Jansen will pursue having a *Reserve Fund Study* conducted over the next little while.

### **Adjournment**

Meeting adjourned at 9:45 p.m. with a motion by Dan Hill.

**The next Board meeting will be May 16, 2011 @7 p.m. @ Birchwood Centre.**

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