

# Minutes–August 15, 2013, Board Meeting

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

*(Draft for review & approval)*

Attending: Don Welsh, John Budd, Wally MacNeil, Shawn Little, Linda Verhaeghe, & Crystal Heck (Accountant/Recording Secretary). Regrets: Lana Southorn & Jan Wells.

Guests: Gary Verhaeghe, Lot 105; Eric Corbiere, Lot 6; Dave Nokinsky, Lot 3; Jeanette Craddock & Richard Cummings, Lot 92; Ruth-Ann Matthews, Lot 161; and Rod Yakubow, Lot 133.

### **Agenda**

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

### **Open Forum**

Richard Cummings, Lot 92, asked the Board if they had any updates on the golf course as there has been some action happening around the clubhouse. The Board has not been told anything official but understands that there have been contractors around. Don Welsh explained that the owners have made no efforts to communicate with the Board.

Richard Cummings also volunteered tables and chairs for the upcoming BBQ if the Board needed them. The Board explained that set up was going to be Friday, August 16, 2013 at 1:00 p.m. and they would know then if they would be required.

Jeanette Craddock, Lot 92, wished to thank the Board for the dust control on the roads. She asked if there is any way that the dust control could be done earlier in the year. Don Welsh explained that they could look into that but really felt that they would not be a priority with the Brazeau County.

Gary Verhaeghe, Lot 105; expressed appreciation for the work done on the culverts and ditches since last meeting. He also advised the Board that Wayne Irvine is donating a load of gravel for use at the Center. Gary also suggested that the Board contact the golf course owners to find out what their intentions are in the near future.

Eric Corbiere, Lot 6; was in attendance to talk to the Board in a closed session. His concerns were addressed during the closed session of the meeting.

Ruth-Ann Matthews: Lot 160, and Dave Nokinsky; Lot 3 attended the meeting as observers.

Shawn Little, Lot 160, asked the Board if they would fund the registration costs for the playground group to set up a not for profit organization. The funding would be approximately \$100. This will be discussed in new business for the closed portion of the meeting.

Rod Yakubow, Lot 143, was here to provide his water report.

The open forum was completed at 7:20 p.m.

### **Board Portion of Meeting**

Don Welsh called the Board portion of the meeting to order at 7:25 p.m. Linda Verhaeghe moved that the July 18, 2013, meeting minutes be accepted as presented, seconded by Don Welsh, carried unanimously.

### **Water Report**

Rod Yakubow submitted his written report for June & July, 2013. There was nothing out of the ordinary with the water over the last two months. Rod Yakaubow brought in his files so that all reports would now be housed in the centre instead of duplication of records. The Board asked him about the reports and posting of results. This question was raised at our July meeting. There is a report that was completed in March that the Board could copy and post. A complete analysis is done once a year on a rotating basis of the wells (once every three years based on the three wells at Birchwood) Rod assured the Board to date all the water tests have complied with Alberta guidelines and we have been meeting protocol. Should there be a problem he would receive an immediate phone call and be required to do further testing.

The CC valve on Lot 35 has not been repaired as yet but is scheduled to be done soon.

### **Site services**

Larry Kuzio was absent due to illness but supplied Wally MacNeil with a verbal report. Larry Kuzio has been busy addressing the ditches/culverts addressed at last meeting. He has also been trimming trees and removing dead fall in the area.

### **Financial Report**

Crystal Heck handed in the latest accounts receivable report for period ending July 31, 2013 as well as the June income statement and balance sheet Crystal Heck noted that some of the delinquent accounts have been sending in payment. One of the lots has been sold and we had received payment to clear the account. Currently the lawyers have two other delinquent condo fee accounts and will get payment as soon as possible. Crystal Heck provided Jan Wells copies of the letters sent to owners regarding accounts. Linda Verhaeghe moved that the financial statements be accepted as presented, John Budd seconded the motion, carried unanimously.

## **Site/development Permits**

Development permits has been issued to Lot 105 for upgrading existing deck. Lot 101, There has not been any progress on the modular home in Lot 101. Wally MacNeil understands they are having issues with contractors. Lot 125 electrical box still needs to be replaced. There is currently one built that hasn't been installed as yet.

Shawn Little asked the Board to revisit the position of the security camera near the front gate. It has been suggested that another position may be more beneficial. He has volunteered equipment to move the shed from Neilson Park when he receives word from Jim Jansen and Tom MacLean.

## **President's Report**

Don Welsh has done some research on the extra cost to recycle and feels that it is not financially feasible to implement this especially with two convenient recycle stations at Lindale landfill and Drayton Valley.

## **Secretary's Report**

Linda Verhaeghe, Lana Southorn, and Jan Wells have been cleaning out file cabinets at the Birchwood centre.

## **Playground Report**

Shawn Little was pleased with the success of the July 25<sup>th</sup> meeting when about twenty lot owners attended. A core committee was formed and has requested information from Dianna McQueen about the process of obtaining funding. Shawn told the Board there was a meeting scheduled for Thursday, August 22, 2013 at the Centre. Discussion was held regarding registration for a not for profit organization. The Board requested that once Shawn knows the cost of the registration to submit his request again. Currently, the playground committee is looking for a name and to come up with a list of Directors. One of the suggestions for a name was the Birchwood Community Enhancement. Lorrie Clark requested to see a copy of the playground report. Shawn Little will let her know that it is available at the Centre and to contact Jan Wells to arrange. Shawn advised the Board that the next playground meeting will be open to the entire community.

## **Old Business**

There were two loads of gravel placed at the Centre since the last meeting. Wally MacNeil has been in touch with the eaves trough contractor and is waiting for them to complete it. Trees have been cleared and the wood taken to Nielsen Park.

## **New Business**

Linda Verhaeghe reminded the Board that the Rules and Regulations needed to be reviewed. She suggested that the Board set up a time to review these. She also suggested that the Rules and Regulations should not be part of the by laws. Discussion was tabled until next meeting when a time will be arranged.

## **Other Business**

The Board wishes to thank Dave Hatala for donation, and Larry Carfantan for the installation of the reverse osmosis system at the Birchwood Centre.

The Board agreed that it should seek a certified backup for Rod Yakubow. Len Woollven is currently the Boards backup but due to health concerns and relocation this may not be appropriate.

Don Welsh reminded Board members to respond to the public notice regarding the proposed Telus tower to be installed in close proximity to Birchwood.

## **Correspondence for Filing:**

Darcy & Linda Cirka  
Jeff & Jamee Battah  
Lynes Hanna  
Joanne Nelson  
Eric Corbiere  
Brazeau County  
Bank of Montreal  
Windy Ridge Vacuum Service  
Wild Rose Networks

## **Adjournment**

John Budd moved the meeting be adjourned at 9:00 p.m., seconded by Shawn Little, carried unanimously.

**The next meeting will be @7 p.m., Thursday, September 19, 2013, @Birchwood Center.**

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