

Minutes–August 19, 2015, Board Meeting

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

(Draft for review & approval)

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

Guests: Shawn & Ruth Ann Little, Lot 160; Dianne Gallant, Lot 5; Doug Clark, Lot 65; Gary Verhaeghe, Lot 105; Clarence Wastle, Lot 84; Randy Finnamore & Beverly Baltesson, Lot 75; and Richard Cummings, Lot 92.

Agenda

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

Open Forum

Shawn and Ruth Ann Little, Lot 160; Dianne Gallant, Lot 5; Doug Clark, Lot 65; Randy Finnamore and Beverly Baltesson, Lot 75; were in attendance as observers.

Richard Cummings, Lot 92, stated that clean-up of treed area east of the Center is near completion. He requested permission to remove dead trees, and to use some of the top soil behind the Center to level out the area. The Board agreed to both requests.

Gary Verhaeghe, Lot 105, commented on how nice the community looks this year. He also suggested that possibly signs could be put up indicating that the water is shut off, as well as road closure signs when repairs are being made. Glen Gallant stated that barricades are available and will be used in the event of another road repair. Owners in attendance suggested a possible “fan-out” could be put in place when outages occur. Beverly Baltesson, Lot 76, commented that in theory this would be ideal, but it would require volunteers to perform the task.

Clarence Wastle, Lot 84, commented that Brazeau County did an awesome job on the playground. Lorry Clark commented that there are some discrepancies at the playground requiring repair.

Questions were raised regarding the meeting with Anthony Heindrich and the Land Use Bylaw and the special consideration for Birchwood's unique situation. Don Welsh has prepared a report with Birchwood owner's recommendations, and had planned to present this report to Brazeau Council. Lorry Clark stated that it was her understanding that it has gone through the Steering Committee and Council and staff are sending it to the consultant in Calgary. Don Welsh will call Anthony Heindrich and ask if it is too late to include the Board's recommendations.

Ruth Ann Little, Lot 160, asked the Board if they have had any complaints regarding the lack of water pressure in Cedar Glen. Jan Wells suggested that they call Rod Yakubow and see if there is any reason for the lack of pressure. Don Welsh will contact Rod Yakubow and Jerry Wells in this regard.

The open forum was completed at 7:17 p.m.

Board Portion of Meeting

Don Welsh called the Board portion of the meeting to order at 7:20 p.m. Don Welsh moved that the July 15, 2015 meeting minutes be accepted as presented, seconded by Jan Wells, carried unanimously.

Water Report

Rod Yakubow submitted the July reports including water usage for filing. Water usage for June was 316,935 gallons and 316,741 gallons for July, with 39.75 gallons of chlorine used.

Site Services

Bruce Swanston was unavailable to attend the meeting due to the water leak. Glenn Gallant stated that the ditches are 99.9% complete and look great. Matting and grass seed has been done on most of the ditches. White posts are being placed on each end of the culverts in hopes of eliminating the ends being bent or crushed as a result of being driven over. One Load of gravel has been placed in the Aspen area. Glenn Gallant asked the Board for permission to purchase forks to help with trimming the high trees. The Board responded that this request will be addressed after the final costs come in for ditching and the recent water emergency repair.

Financial Report

Crystal Heck handed out the June reports. Crystal Heck will send out statements soon to update any owners still having outstanding fees. There are two owners that are over the 150 days late, so Crystal will prepare caveats on the properties next week.

Brazeau County Liaison --As discussed in the Open Forum, Lorry Clark was in touch with Councillor Anthony Heinrich regarding the Land Use Bylaw.

BW Enhancement Projects Committee --Denis Bellavance sent an email outlining the repairs required at the Playground, and how Brazeau County is planning to rectify to comply with CSA rules, which was discussed by Lorry Clark at the Open Forum.

Old Business

--**Water Conservation Signs.** Lana Southorn volunteered to get in touch with sign-tific signs to get three metal signs built to indicate the odd/even watering days during a dry summer.

--**Grader.** Ownership of the Kubota has now been transferred to the Condominium Corporation. Glenn Gallant suggested that the blade could cost more due to the US dollar exchange. Glenn Gallant explained that Bruce Swanston is currently constructing a water tank on a trailer for the purpose of keeping dust down on the community roads. Glenn Gallant suggested that the Board purchase it from Bruce. The Board will get a price from Bruce Swanston and make a decision at that time.

--**Storage Shed.** Jerry Wells completed the storage shed renovation; the electrical has now been upgraded to allow the storage of gas, air vents have been installed, as well as an outside light.

--**Birchwood School Bus Stop.** The rotting tree at the school bus stop has been removed.

New Business

- Insurance.** The new Insurance Policy will be renewed on September 1, 2015. A breakdown of coverage was provided, and Jan Wells discovered that the well houses were not covered. The cost of insurance coverage with the well houses and the Kubota included will be slightly over budget for the current year.
- Rural Crime Watch.** Jan Wells advised that the Tomahawk Rural Crime Watch is working on a new system, and she will have more information when it is in place.
- Serenity Information Session.** An information session on funeral pre-planning will be held at the Birchwood Center on September 23, 2015, for any owners who are interested in attending. More details will be posted on the Community Notice Board.
- Social September 12th.** Maxine Tadman is planning a Social at the Center on September 12th at 7:00 p.m. This is to acknowledging the five-year anniversary of the Birchwood Center being built. Further details are posted on the Community Notice Board.
- Breaker, Lot 112.** The breaker in the green box at Lot 112 was reported to have half power, and needs to be replaced. Jerry Wells is currently working on this.
- Development Permit Lot 46.** The Board approved the development permit for Lot 46. The owner requires a permit from Mobuck Holdings in order to move his modular home through Mobuck Holdings property. Glenn Gallant will contact the owner in this regard.
- Site Services Contract.** Jan Wells is currently updating the site services contract to reflect the change in ownership of the Kubota, and clarification with respect to snow removal.
- Credit Card.** Questions were raised about the possibility of the Condominium Corporation having a credit card for use to purchase miscellaneous items. Crystal Heck and Jan Wells reminded the Board that this would not be feasible as there is a requirement of two signatures for any withdrawals taking from the account.
- Patio Door at Center.** Jan Wells reported that the glass on one side of the patio door at the Center is cracked, and needs replacing. Glenn Gallant will contact Speedy Glass in this regard.
- Interim Meetings.** The Board discussed having interim meetings during the summer to alleviate impromptu meetings and discussions by phone, and ensure that all Board members are up-to-date on current issues.
- Training and Safety.** Don Welsh stated there is a need for Ground Disturbance Training, and will check into this for Rod Yakubow and Jerry Wells. The Board discussed the need for acquiring a "cage" for safety purposes when doing water or other repairs that involve digging deep holes. Glenn Gallant will look into prices to have a "cage" made.

Correspondence

For filing: Yard non-compliance.

Adjournment: Meeting adjourned at 9:52 p.m. The next meeting will be at 7:00 p.m., Wednesday, September 16, 2015, at the Birchwood Center.