

# Minutes–July 16, 2014, Board Meeting

---

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

*(Draft for review & approval)*

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

Guests: Larry & Sharon Kuzio, Lot 62, Dionne Girard, Lot 58, and Richard Cummings & Jeannette Craddock, Lot 92, Jessica Bellavance, Lot 42

### **Agenda**

Don Welsh called the meeting to order at 7:04 p.m. at Birchwood Center.

### **Open Forum**

Don Welsh introduced Anthony Heinrich, Division 5 County Councilor and welcomed him to the meeting. Don Welsh also invited him to next year's AGM.

Sharon Kuzio, Lot 62 was in attendance as an observer. Larry Kuzio, Lot 62, submitted his monthly Site Services report and was in attendance as an observer as well.

Richard Cummings, Lot 92, asked the Board for permission to remove some of the trees on the common area near his property that were impeding the driveway approach view. Larry Kuzio and Wally MacNeil did look on July 15, 2014 and suggested that the only concern was that trees are in close proximity with power lines but felt that permission could be granted to make the approach safer. The Board granted permission to Richard Cummings to go ahead and remove the trees.

Jeannette Craddock, Lot 92, Dionne Girard, Lot 58, and Jessica Bellevance, Lot 42 were in attendance as observers.

Anthony Heinrich asked Don Welsh if there were any concerns that he should be aware of. Don Welsh identified and explained the new procedure implemented regarding dealing with dog issues on the property. Anthony Heinrich also receives many calls from concerned Birchwood owners regarding some dog issues as they feel that the Board isn't doing enough to rectify the problems. Anthony Heinrich suggested that there needs to be more communication between the Board and County Council to help deal with the issues because he was not clear of the process in the Birchwood community. The County has dog by-laws and if they are being violated the County should take action because it could be a personal safety issue. The Board indicated that they would be appreciate more action from the Animal Control Officer when. Anthony said that management is working

on resolving this issue as well. He agreed that the best way to handle the situation is to document times, take pictures and report incidents. The Board again encourages the residents to call the County Animal Control officer as well as notifying Larry Kuzio. Anthony was provided Larry's contact information to report any incidents that he receives and reports to the County Animal Control. Both parties agreed there needs to be on going communication between the Board and Brazeau County regarding dog issues and any other concerns that the Board feels that the Brazeau County is able to assist.

Don Welsh asked Anthony Heinrich about why the Birchwood bridge was inspected by the Brazeau County. Anthony Heinrich explained that a concerned resident requested that the County take a look at this bridge and Anthony reacted to the resident and notified Brazeau County Council because he felt this could have been a safety issue. He recognizes that he should have contacted the Board first to discuss the concerns and apologized for not doing so. Don Welsh asked if the Board would be able to see what was said on the inspection report that the County received. The Board has Keystone hired every 5 years to do a bridge inspection as part of the reserve study.

There was also some discussion regarding the possibility of the Brazeau County assisting with the financing for the playground at Birchwood. Anthony Heinrich said that he is working with council expressing that this area is no different than Lodgepole where they funded the playground and the village. There are 171 rate payers here at Birchwood and this playground would be used by the area residents. Next meeting for the Playground Enhancement Group is July 24, 2014 at 7 p.m. at the Birchwood Centre.

Concerns were raised again about speeding within Birchwood. Anthony Heinrich will check with the County police to see if they have jurisdiction to come in and do some monitoring. Although the County has a by-law regarding speed it may not include Birchwood. The Board will request the RCMP to do a periodic drive through.

The open forum was completed at 8:15 p.m.

### **Board Portion of Meeting**

Don Welsh called the Board portion of the meeting to order at 8:20 p.m. Wally MacNeil moved that the June 18, 2014 meeting minutes be accepted as presented, seconded by Denis Bellavance, CARRIED unanimously.

### **Water Report**

Rod Yakubow submitted the June reports including water usage for filing. Rod Yakubow changed the controls in Willow Ridge which was the cause of the water outage on July 11<sup>th</sup> but has not purchased a spare control as they are \$400. The Board will table the possibility of purchasing another one to next meeting when Rod Yakubow can be in attendance. Water usage for June was a total of 255,458 gallons and 20.5 gallons of chlorine used.

## **Site services**

Larry Kuzio submitted his site services report. Included in his report were trees being removed in Cedar Glen, road grading and fixing potholes. Dust control was completed by Brazeau County on July 14, 2014. Larry Kuzio tried out the grader that was for sale and felt it was not in good enough condition for purchase as it had a few hydraulic leaks and motor leaks. Don Welsh has been checking the web for possible graders for sale and will continue to monitor. There were non-compliance letters sent to owners regarding dog complaints, unsightly yards needing to be cleaned up, and discussion on letter received from Brazeau County about a garage situated in front of the home. Larry Kuzio is still dealing with items being dropped off at the dumpster, tires, etc. that are not allowed. **Brazeau County is having a large item drop off (TV/computers) on August 30, 2014 at the Lindale transfer stations. This notice will be posted.**

## **Financial Report**

Crystal Heck will bring the May & June reports to the next meeting. May 2014 will need to be revised as there were some charges that were missed on the financials submitted last meeting. The Board gave permission to Crystal Heck to charge \$75 per estoppel going forward. Some of the delinquent accounts have been paid up to date. Crystal Heck will be sending out statements soon to update any owners that still have outstanding fees. Jan Wells as of today has received 94 cheques from owners to receive the discount, 10 have paid semi-annual and 20 have sent 12 post-dated cheques. Jan Wells will also purchase some spare toners for the office printer and fax machines. Crystal Heck brought the paperwork for Don Welsh to sign for the BMO. The Bank has asked us to update the organizational meeting to state Crystal Heck as recording secretary/accountant in both places for clarification for their records.

## **Brazeau County Liaison**

Lorry Clark was in touch with Councilor Anthony Heinrich and is pleased with the new relationship that the Board has with the county. She expressed appreciation for his attendance at tonight's meeting so that he could hear Board and residents concerns.

## **Enhancement Projects Committee**

Denis thanked the residents that attended the fun days that the committee put on. There were approximately 100 people on site at 1 p.m. and \$1000 plus was raised for the playground. Currently they have scheduled a banquet this fall and a Calahoo Meat fundraiser. The committee offered to pay for a pump out at the Centre for the use of the building. The Board felt that this wasn't necessary but thanked the committee for the offer.

## **Old Business**

Jan Wells emailed a letter to Lot 71 in response for a request for extension for yard cleanup to July 31, 2014.

The Board awarded the septic contract to Windy Ridge Septic Vacuum Service Ltd.

## **New Business**

The Board received a copy of a revised insurance policy updating the Board of Directors. Insurance will be renewed on September 1, 2014.

The Board received a letter of resignation effective September 15, 2014 from Larry Kuzio. The Board will have a meeting with Larry Kuzio to review the details of his duties in order to find his replacement. The Board will send letters to all owners for recruitment for a new contract.

Denis Bellavance again asked about the possibility of placing a recycle bin near the dumpster. This was tabled.

Owners are once again reminded that if there are problems with quads and speeding in the area to call the Site Services representative and the RCMP.

Concerns from owners brought forward at the AGM regarding the spraying of dandelions were discussed by the Board. It was decided that the board would not do this in the common area as it would not be cost effective.

## **Correspondence**

For review and filing

Four non-compliance letters were sent to owners.

Amigo Septic and Kayson Septic were sent letters thanking them for their interest in the septic contract.

CMB Insurance policy

## **Adjournment**

Meeting adjourned at 9:35 p.m.

**The next meeting will be on Wednesday, August 20, 2014, at 7 p.m. at the Birchwood Center.**

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