

Minutes–June 20, 2013, Board Meeting

Condominium Corporation No. 882 0814 www.birchwoodcountrycondo.com

(Draft for review & approval)

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

Regrets: John Budd & Linda Verhaeghe

Guests: Marc & Dionne Girard, Lot 58A, Jeanette Craddock & Richard Cummings, Lot 92, Paul Mah, Lot 154 and Rod Yakubow, Lot 133.

Agenda

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

Open Forum

Marc & Dionne Girard, Lot 58A attended as new owner observers and to meet some of the residents in the area. Dionne Girard also requested of the Board on the procedures of enforcing cleanup on yards that are not esthetically pleasing. Wally MacNeil explained that the rules and regulations outline the standards and if letters sent by the Board are not acknowledged by the owner cleaning their yard up the Board will proceed with the By-laws fines process. Paul Mah and Shawn Little have both volunteered that if they were approached they may be available for hire to help owners with mowing.

Jeanette Craddock, Lot 92, wished to thank the Board for the lovely flowers planted at the Birchwood Centre. The Board acknowledged that Bev and Alec McKenzie have planted and maintained the flowers.

Richard Cummings, Lot 92, wished to notify the board of his concerns of the motorized vehicles on the trail below them. For the last two nights there have been noise issues late into the night. Shawn Little explained to the owners that there was a noise complaint filed with the RCMP and the parties that have been creating this noise have been approached. The RCMP informed Shawn Little that they have been receiving numerous noise complaints and will be enforcing zero tolerance. Richard Cummings also asked where the Board would like the Crime Watch signs placed on owner's properties. The Board would like them to be seen from the road but it was up to the owners where they wanted them placed. Dionne Girard, Lot 58A asked about the Crime Watch signs and how owners could get involved. Jan Wells explained that the Board has purchased a membership and all owners are able to sign up for a family lifetime membership for \$25 per family payable to the Buck Mountain Rural Crime Watch. This entitles the owners to be part of the telephone/ email fan out when a crime happens or information is needed to be delivered to area residents. This area is serviced by the Drayton Valley RCMP as the

border for the Breton RCMP is the bridge by the Lindale Hall. Currently there are approximately 20 families that have joined and there are still application forms at the centre for any that still wish to participate.

Paul Mah, Lot 154, asked the Board if they know anything about the circulating rumors about the golf course. The Board informed the owners that they did have one of the investor/owners come out and talked with Bob Clark and Peter Tadman. The owners may wish to revive the golf course but there is nothing concrete as yet. Peter Tadman will be keeping in touch with the golf course owners and will inform the Board if there is any new information to share with the lot owners. The Board did receive updated contact information from the owners/investors of the golf course.

Rod Yakubow, Lot 143, covering for Larry Kuzio and here to provide his water report.

Jan Wells wanted to clarify the use of the Birchwood Centre for private functions. Currently using the facility for private functions hasn't been approved for use – the centre must be open to all owners when a gathering is taking place.

The open forum was completed at 7:30 p.m.

Board Portion of Meeting

Don Welsh called the Board portion of the meeting to order at 7:35 p.m. Shawn Little moved that the June 6, 2013, meeting minutes be accepted as presented, seconded by Wally MacNeil, carried unanimously.

Water Report

Rod Yakubow submitted his written report for May, 2013. May is normally a dry month. May long weekend the pump at Cedar Glen was having difficulty keeping up with the demand. May stats were – 294,869 gallons of water and 22.25 gallons of chlorine were used. The CC valve on Lot 35 has not been repaired as yet but is scheduled to be done soon.

Site services

Larry Kuzio has been on holidays and his report was unavailable for submission. Rod Yakubow has been covering for him. There have been complaints regarding noise from quads. Rod Yakubow has been dealing with non-allowable items that owners have been putting in the dumpster – requested that the Board place more signs in the dumpster area. Don Welsh made a motion to make a couple of signs to place at the dumpster regarding non-allowable items. Shawn Little seconded the motion, carried unanimously.

Wally MacNeil and Shawn Little spent some time Saturday travelling around the area and noting yards that need some work. The Board will send out letters and enforce fines as per item 22 in the rules and regulations if the areas are not cleaned up. Wally MacNeil has had some inquiries on the specifications of installation of septic systems in Birchwood. It was suggested that the Brazeau County is the contact to find out that

information. Items that were brought up at the AGM have been addressed by the site services staff. Items that have been looked into and either work completed or on the agenda to be completed are:

- Ruts in the road near Lot 133 – small spot – will be dealt with when the dust control and gravelling is completed later this summer.
- Yield sign has been fixed.
- Fortis has changed the sensor in the light located near Lot 168.
- Electrical boxes – many of these boxes need repairs – Site services committee will get together to survey the area and address all boxes that need repairs and prioritize each repair.

Financial Report

No report was available for this meeting – Crystal Heck will supply the April and May 2013 reports next month. Crystal Heck noted that some of the delinquent accounts have been sending in monies. No update on the two lots that currently are for sale. The Board reviewed the arrears in condo fees process. Once the condo fees are 90 days in arrears the Caveat process will be initiated and after 120 days the Caveat will be registered with the land titles office in Edmonton. Should the condo fees reach 150 days in arrears the owner will be sent a double registered letter and if no response the lawyer will be contacted for foreclosure. The Board has requested that Crystal Heck provide copies of letters sent regarding condo fee arrears for the lot file.

Old Business

Shawn Little has scheduled a meeting for any volunteers that would like to get involved with the new playground. The meeting is going to be July 3, 2013 at the Birchwood Centre. Currently this group will look at forming a non for profit organization so that they would qualify for government grants.

The renewed contracts for the grass mowing and accounting services have been prepared and subsequently signed. Signed copies were provided to Paul Mah and Crystal Heck.

Board members meeting with the current bylaw committee for update have been tabled till next meeting.

Rural crime watch program signage – Jan Wells moved that the Board purchase 5 reflective metal signs to place near the entrances of areas into Birchwood for \$10.00 each. Don Welsh seconded the motion, carried unanimously.

Concerns about the school buses parking in the common areas were addressed by Larry Kuzio. Both drivers are now parking near the golf course entrances.

New Business

Concerns regarding the grader have been raised by Larry Kuzio – Jan Wells and Crystal Heck to get in touch with Gary Ruhl to find a solution to saving for replacement of this asset and still satisfy the CRA requirements of not earning income from condo fees.

Jan Wells is going to sign up for ebill to be sent to the condo email for Buck Mountain and Telus monthly statements. Telus has increased their rates for business lines.

Jan Wells and Linda Verhaeghe will work on getting a letter drafted to the Bank of Montreal changing the name to Condominium Corporation (removing “The Owner’s”).

Jan Wells contacted the BMO regarding adding two directors to allow signing of cheques. An appointment is required when John Budd and Linda Verhaeghe are available and one signing authority must accompany.

Jan Wells, Linda Verhaeghe, and Lana Southorn will provide updates at the monthly meetings as to the office projects they currently are working on.

At the AGM meeting it was suggested that the Board send an appreciation letter to Brazeau County for the good work done during the evacuation earlier this spring. Linda Verhaeghe will write something up and get it sent.

Don Welsh will contract Jim Jansen regarding the request from the AGM meeting on the purchase of eaves trough and gravel for the centre.

The Board will look into the culverts and ditch by lot 73 and try to address the washout problem before the dust control and gravel is started. Shawn Little, Wally MacNeil and Don Welsh will look at the situation and get necessary equipment down in the area to fix it.

At the AGM, Gary Verhaeghe mentioned that Lot 101 needs the culvert cleaned out. Wally MacNeil, Don Welsh and Shawn Little will look into this problem as well.

Concerns have arisen with some new business advertising for work in the area. There are strict rules in the Rules and Regulations regarding this. The Board will revisit this area but will table it until they get more information from the municipal authority.

Other Business

Shawn Little asked the Board if they knew of the process of combining two of his lots to one because of the location of the house and garage. Lana Southorn has the same situation with her two lots. Wally MacNeil will talk with Len Woolven as he did this procedure a few years back to get the information for Shawn Little and Lana Southorn.

Lana Southorn, representative from the Social Club asked permission to move the shed from Nielsen Park to behind the centre. Lana moved that the Board grant permission for

the Social Club to move the shed so that it will be closer to where the activities are carried out. Shawn Little seconded the motion, carried unanimously.

Jan Wells advised the Board that Barry Allen provided some grader driving work during Larry Kuzio's absence and asked that the cheque be made payable to the Social Club. Thanks to Barry Allen for the donation of \$535.00.

Correspondence

For filing:

- Mobuck Holdings Ltd. application forms and letter sent by Jan Wells for notice of emergency evacuation land use for May 22, 2013.
- Letter from Lynes Hanna Lot 64;
- Letter to Brazeau County regarding fire hazard of golf course from Jim Jansen, Lot 41A.
- Golf Course new contact information.
- Court of Queen's Bench information for Boisvert and Khapco.

Adjournment

Meeting adjourned at 10:25 p.m.

The next meeting will be at 7 p.m., Thursday, July 18, 2013, @Birchwood Center.

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

06/24/2013