

# Minutes–October 10, 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, Jan Wells, Lana Southorn & Crystal Heck (Accountant/Recording Secretary).

Guests: Marc & Dionne Girard, Lot 58A; Larry Kuzio, Lot 62; Jim Jansen, Lot 49A; Dwayne Siewert, Lot 28; Paul Mah, Lot 154; Eric Corbiere, Lot 6; and Rod Yakubow, Lot 133.

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

### **Open Forum**

Marc & Dionne Girard, Lot 58, came to the meeting as observers. Dionne gave a quick update on the playground meeting noting due to the short notice changes of the meeting dates no residents were in attendance. She noted that there is a playground structure plan on the bulletin board for residents to look at. The quote is approximately 37K and the Birchwood Community Enhancement committee is planning to do some fundraising to raise funds. There are approximately 34 full time children in the area with the potential of 170 other visitors. Currently the committee is planning another meeting to get input from the residents in the area.

Jim Jansen, Lot 49A, in attendance as an observer, wanted to let the Board know that they are doing a great job and he will be leaving soon to go down south.

Dwayne Siewert, Lot 28, advised the board that he has new renters and asked for information on the procedure to get the files updated. Jan Wells will take the name and phone number and record it on the owners list. Jan also requested that the by-laws, rules and regulations as well as the new owner's information package be given to the renters. Dwayne will check to see if he has a copy otherwise he will get one from the office.

Paul Mah, Lot 154, expressed his gratitude for all the work that the Board has done. Paul asked the Board to revisit the monthly allocation of the hours for mowing. Hours have successfully been under budget, 11 hours in 2013 and 9.5 hours in 2012 but Paul has struggled with the allocations and getting the mowing done in the time allotted especially during June, July and August. The Board told him that the weekly hours are there as a guideline and is not expected that he follow them if more time is needed during heavy growing periods, he should use it.

Larry Kuzio, Lot 62 – observing and brought his security report.

Eric Corbiere, Lot 6, wanted to warn owners that there may be someone in the area poisoning dogs. Currently, he is having his dog tested as it died the end of September. He suspects that it was poisoned as it was on their gated deck beside their home. Eric also wanted to thank Larry Kuzio for the job he does with the garbage.

Rod Yakubow, Lot 133, observing and filing of 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.

The September 19, 2013 minutes omitted a motion made by Don Welsh **to implement a \$100 float for the Treasurer, to cover any incidentals that may arise.** This was seconded by Lana Southorn and CARRIED.

Linda Verhaeghe moved **that the September 19, 2013, meeting minutes be accepted as corrected,** seconded by Don Welsh, CARRIED.

### **Water Report**

Rod Yakubow supplied the board with his September written report for filing. September usage was 253,145 gallons with 19 gallons of chlorine used. This is higher than has been recorded September for previous years. His conclusion was the lack of rain in September and more residents being full time. Some repairs were done in the Cedar Glen well house and the water has been shut off at the washrooms for the winter.

### **Site Services**

Larry Kuzio submitted his written report which detailed duties provided for the month of September. The garbage that was reported on Twp Rd 494 has been picked up by the owners after they were identified by items found in the garbage. Larry Kuzio asked the Board again about the procedure of dealing with dogs at large. The Rules and Regulations state that a warning letter will be sent with a possible fine. The Board will review the procedure and enforce the rules if there are dogs at large. Owners should document the time and day of an incident and advise Larry Kuzio who will in turn request a letter sent to the owner. County procedures regarding the dog catcher were reviewed and owners are reminded if they have a problem with dogs at large they need to confine the dog, and then call the county dog catcher. They will not come if the dog is not contained.

Wally MacNeil asked Jan Wells if she received a reply back on the letter sent regarding the additional lock on the gate from Mobuck Holding. There hasn't been a reply back from them as yet. Gravel was delivered and placed near the center. Shawn Little is to make arrangements with Larry Kuzio to move the shed. Shawn Little is hoping it can get moved within the next week.

Wally MacNeil asked about getting a poster up regarding the water backup volunteer. Jan Wells and Linda Verhaeghe will prepare a poster for the bulletin board.

The board has been contacted by a previous owner regarding the ownership of the log splitter currently housed at Birchwood. Wally MacNeil contacted Bob Leeder regarding the matter. A gentlemen agreement between Bob Leeder and Albert Boisvert resulted in Bob leaving the log splitter with the Board. Don Welsh will follow up with Bob Leeder.

### **Financial Report**

July and August 2013 financial reports were submitted to the Board as information. John Budd **moved that the financial reports be accepted as information**, Shawn Little, seconded, CARRIED. There were some discussion on the accounts receivable report and the Board gave Crystal Heck some direction on dealing with delinquent accounts. Crystal Heck presented the email regarding the sale of Lot 113 which will be closing December 1, 2013.

### **Old Business**

Fundraising for the playground will be starting in the next week or two; the goal is approximately 45K. The committee is now called the Birchwood Enhancement Projects Committee. Shawn Little will supply Lana Southorn with information so that it can be uploaded onto the website regarding minutes and fundraising.

The Board spent some time going over the Rules and Regulations and revisions were made. The revised version will be distributed to the owners with the AGM package.

### **New Business**

There was nothing new that came out of the open forum.

### **Other Business**

Website updates: The Board agreed that Lana Southorn should update the information about Birchwood on the Brazeau County website using the information from the Birchwood Country Condo website.

Rural Crime Watch – update on the fall meeting date change – Jan Wells has put up new posters showing the new date of October 23, 2013 at 7 p.m. at the Buck Lake Hall. Don Welsh and Jan Wells are planning to attend.

### **Correspondence**

Correspondence sent and received was reviewed for any action prior to filing.

### **Adjournment**

Moved by John Budd that the meeting adjourn at 9:40 p.m.

**Next Board Meeting: Thursday, April 24, 2014, at the Birchwood Center.**

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