

Minutes–October 7, 2015, Board Meeting

Condominium Corporation No. 882 0814 www.birchwoodcountrycondo.com

(Draft for review & approval)

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

Guests: Dave Nokinsky, Lot 3; Ron Barkley, Lot 93; Brian and Darlene Jenson, Lot 40; Doug Clark, Lot 65; Jim and Val Jansen, Lot 41; Richard Cumming and Jeanette Craddock, Lot 92; Dianne Gallant, Lot 5; Betty Baskey, Lot 21; Shawn Little, Lot 161; Daniel Smith, Lot 68; and, Rod Yakubow, Lot 133.

Agenda

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

Open Forum

Don Welsh thanked all the owners in attendance for coming to the last scheduled meeting for 2015 and asked for everyone to introduce themselves and note any concerns they may have.

Dianne Gallant, Lot 5; Brian and Darlene Jenson, Lot 40; Doug Clark, Lot 65; Betty Baskey, Lot 21; Val Jansen, Lot 41; Ron Barkley, Lot 93; and Dave Nokinsky, Lot 3; were in attendance as observers. Rod Yakubow, Lot 133 was in attendance to provide the September water report.

Dan Smith, Lot 68, expressed his appreciation for the Board's work this year; and wanted to note some concerns regarding the condition of the roads before the winter is upon us. He suggested that perhaps the Board could bring in a grader to level out the pot holes and refresh the gravel. Glenn Gallant stated that we have a new adjustable blade for the Kubota that will do the bulk of the road maintenance and snow removal. Don Welsh thanked Dan Smith for his comments, and stated that the Board would re-evaluate the roads in the spring when the Board is back in session. He reminded owners that Brazeau County will not grade the roads for free, so it would be an additional cost to owners.

Shawn Little, Lot 161; asked if the Board does any price comparisons for work done in the community. He commented he believes there is a considerable difference in quotes between contractors. Don Welsh expressed the Board's satisfaction with the arrangements with the current contractor, since the contractor is readily available, and there are no equipment moving costs associated with the work being done.

Richard Cummings, Lot 92; thanked the Board for a job well done. Jeanette Craddock, Lot 92; thanked Lorry Clark for her work with the community and Brazeau County.

Jim Jansen, Lot 41; expressed his concern with the public use of the Center. Ron Barkley, Lot 93; also has concerns. The concerns covered managing rentals, dealing with deposits, added work for inspections prior to and following functions, costs of paper supplies, and private functions.

Don Welsh stated the Board has met regarding the building policy and has anticipated these concerns. There will be no private closed functions allowed in the building. Any owner may attend a function if they wish to do so.

Shawn Little, Lot 161; thought that what was in the policy made sense and the Board were correct in opening it up for owners to use if it was not a private function. Ron Barkley, Lot 93; doesn't agree with holding private functions at the Center. Jim and Val Jansen, Lot 41; would like to see the Board bring this to the AGM for additional opinions. Dianne Gallant, Lot 5; felt there should be a fee charged for use of paper products.

Don Welsh concluded the Board will review the drafts that have been prepared, i.e., application for use, guidelines and rules, security/cleaning check list, usage policy update; at the Board portion of the meeting, and will be cognizant of the concerns raised at the open forum.

Don Welsh summarized the status of the Land Use Bylaw (LUB) Update. Lorry Clark and Don Welsh were included in a focus group meeting which was held to obtain feedback prior to announcing the Land Use Bylaw Review Public Open Houses to be held: October 13, 2015, Brazeau County Office, 1:00 - 4:00 p.m.; Violet Grove Community Hall, 5:30 – 8:00 p.m.; and, October 15, 2015, Carnwood Community Hall, 5:30 - 8 p.m. Don Welsh urged owners to attend at least one of the open houses to provide feedback on the proposed changes which appear to continue to be 30% slope and 30m set back. He stated the proposed changes, will have a huge impact on future development within our community.

The open forum was completed at 7:40 p.m.

Board Portion of Meeting

Don Welsh called the Board portion of the meeting to order at 7:45 p.m. Don Welsh moved that the September 16, 2015 meeting minutes be accepted as presented, seconded by Jan Wells, carried unanimously.

Water Report

Rod Yakubow submitted the September reports including water usage for filing. Water usage for September was a total of 151,812 gallons, and 17.5 gallons of Chlorine were used. All the wells are working efficiently. The AHS weekly report is being changed, and will no longer be stamped as satisfactory; instead a phone call will be made if there are any problems with the water. Rod Yakubow stated the cc valves in Cedar Glen have been turned off for those leaving for the winter; the cc valve at Nielsen Park turned off, and facilities winterized; and, that during the next month, he will replenish supplies.

Site Services

Bruce Swanston was not in attendance. Glen Gallant submitted an update. There is a steam truck coming tomorrow to clean out culverts located near Lot 74. Glenn Gallant will look in the ditching near Lot 88 next spring.

Financial Report

Crystal Heck submitted the revised July and August financial reports. There are still 24 owners in arrears and the next step in the process will be done in the next week.

Brazeau County Liaison. Board members will try to attend all the open houses on the Land Use Bylaw Review, and will work on being consistent with the information that is expressed. The Board would urge owners to attend the Brazeau County Office and Carnwood Community Hall meetings. Lana Southorn will prepare posters showing dates and times of the sessions, and will post on the notice board at the main gate, and the community notice board.

BW Enhancement Projects Committee. Brazeau County performed numerous safety checks on the playground. The weeds will be dealt with next spring, because of the lateness of the season.

Old Business

Alberta One Call – Line Locating within Birchwood. Don Welsh provided an update on the information received from Alberta One Call. There is a one-time registration fee of \$50.00 and a \$5.00 charge for each incident. Don Welsh will proceed with completion of the paperwork required for membership. Bruce Swanston, Don Welsh and Jan Wells will be the contacts.

Ground Disturbance Training. Jerry Wells and Rod Yakubow are attending a course on ground disturbance on Friday, October 9, 2015. They will provide receipts for reimbursement once they have completed the course.

Shoring Device. This item is on-going.

Site Services Contract. The Board met with Bruce Swanston on October 5, 2015, to discuss updating the contract to reflect the change in ownership of the Kubota, and clarification with respect to snow removal. Randy Finnamore has agreed to provide backup for Site Services Manager, with training and orientation to begin soon. Snow removal will no longer be provided by the Board and the Site Services Manager. Jan Wells contacted Darren Kmyta, and he is in agreement to provide this service. His phone number will is 780-542-9187, should any owner require this service.

Gate Controls. New gate controls have been received and programmed. The cost is \$42.50 per unit.

Patio Door at Center. Glen Gallant advised that a special glass has not been received by Speedy Glass. If it doesn't come in before winter the Board will put up a vapor barrier to help combat heat loss.

Unsightly Yards. Yards have improved since last meeting.

Requests from Lot Owners to Use Birchwood Center. The drafts of the usage policy update, the application for use of the Center, guidelines and rules, security/cleaning checklist and cleaning/checklist were reviewed and approved, with the inclusion of a \$25.00 usage fee charged to cover cost of paper supplies. The Board will go forward in this respect until the AGM in June, 2016, at which time owners may provide feedback.

New Business

Items arising from Open Forum. Use of the building for functions - this item was covered in Old Business.

Correspondence

Nothing for filing

Adjournment

Meeting adjourned at 10:15 p.m.

The next meeting will be at 7:00 p.m., Wednesday, April 20, 2016, at Birchwood Center.