

# Minutes–September 20, 2012, Board Meeting

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

*(Draft for review & approval)*

Attending: John Budd, Wally MacNeil, Shawn Little, Jan Wells & Crystal Heck (Accountant/Recording Secretary). Regrets: Don Welsh  
Absent : Dan Hill and Eric Corbiere

Guests: Wes Irvine, Lot 100; Sharon & Larry Kuzio, Lot 62; Jim Jansen, Lot 41A; Richard Cummings & Jeannette Craddock, Lot 92; and Rod Yakubow, Lot 133.

### **Agenda**

John Budd called the meeting to order at 7:00 p.m. at Birchwood Center.

### **Open Forum**

Wes Irvine, Lot 100 acknowledged that the bridge deck repairs were very well done. He also wanted to thank the board for the work that they have done on the hill near his residence. Larry Kuzio has a little bit more work to do for the hill work to be complete – hoping to have this complete before freeze up.

Sharon Kuzio, Lot 62 asked the Board regarding the absence of Dan Hill since the AGM. The Board explained to the owners that they have it on the agenda to discuss later in the closed meeting. Larry Kuzio, Lot 62 is back to work and handed in his monthly report to Wally MacNeil.

Richard Cummings, Lot 92 thanked the board for the addition of the new flags at the front gate of Birchwood. Jeannette Craddock, Lot 92, thanked the board and volunteers for the lovely job well done on the addition and wanted to give a bouquet to Paul Mah on a job well done this summer on the lawn maintenance.

Rod Yakubow, Lot 133, wished to thank the board for the work done on the electrical problems and moving the box and restoring his and his neighbors' power.

Jim Jansen, Lot 41A, gave an update of the centre addition. The project is well underway with approximately \$20,800 spent to date. There is approximately \$7,700 left to complete the work at the centre (Electrical – \$1500, Floor – \$1800, Drop Ceiling – \$1400, Plumbing – \$1200, Eaves – \$1000, and 2 Loads of Gravel – \$800). Jim Jansen feels that with the additional funds granted he should be able to stay within this budget. To date there have been approximately 1436 man hours spent on the addition to Jim Jansen's knowledge but there may have been volunteers putting in time with out his knowledge. Jim Jansen wished to thank all the volunteers that have invested time into the

addition so far. Jim Jansen would like to see the Board put together some kind of acknowledgement party after the AGM in June, 2013 for a grand opening of the community centre.

Shawn Little, Lot 160 expressed concerns with the security system at the clubhouse. He has heard it numerous times over the last weekend as the clubhouse is a target for break-ins. The Board members suggested that he call the security number that is posted on the door and report these problems as well as the RCMP.

The open forum was completed at 7:25 p.m.

### **Board Portion of Meeting**

John Budd called the Board portion of the meeting to order at 7:30 p.m. Shawn Little moved that the August 23, 2012, meeting minutes be accepted as corrected, seconded by John Budd, carried unanimously. Correction to the minutes was Lot 42, Denis Bellevance instead of Dennis Frunchuk.

### **Water Report**

Rod Yakubow supplied the board with his July and August written reports. July usage was 206566 gallons with 16 gallons of chlorine used. August usage was 173967 gallons with 20 gallons of chlorine used.

Rod Yakubow received the Alberta Environment Engineering Report from 2011 prepared by Hugh Mac with his recommendations. This report was handed in for filing as he was going to get back regarding a revision to some of his recommendations. The recommendations were quite costly (124K) and based on a big city budget. Hugh Mac will get back with some recommendations that are affordable to the Board. Rod Yakubow suggested to the board that we should postpone purchasing a new spare pump in case the recommendations come back that a smaller pump is recommended.

### **Site services**

Larry Kuzio submitted his written report which detailed duties provided for the month of August 24 to September 20, 2012. His report detailed the work completed on the bridge and electrical work on Lot 131 to Lot 134. He also replaced locks on the mechanical room and washhouse, changed batteries and memory card on the dumpster camera.

Wally MacNeil received an application from Lot #20 regarding a mobile home and relaxation of set back requirements on this property. Wally MacNeil requested that the Board send a letter to the owner requesting a clearer picture of the mobile home and the necessity of a development permit from both the board as well as the Brazeau County signed by all four owners.

Wally MacNeil had received a few complaints regarding the state of the road by the septic contractor over the past month. Peter Tadman, Jim Jansen, and Wally MacNeil attended a Brazeau Council meeting to discuss the letter that the board received from Mobuck Holdings Ltd. regarding the use of the RR 55. Council suggested that this needs to be addressed between Mobuck Holdings Ltd., Birchwood Village Greens, and the

Board. The usage for emergency vehicles had not changed so it doesn't affect the Brazeau County. Wally MacNeil and Peter Tadman together wrote a letter to Mobuck Holdings Ltd. requesting a phone number, copy of their land title or legal land descriptions so that if owners need to use that road they have somewhere to contact the land owner to make the \$2500 payment for use of the road.

The Brazeau County was asked if there was anything that they could do regarding the fire hazard of the golf course. Brazeau County is planning to send out a representative on September 25, 2012 to take a look and make a decision whether or not if there is something that they can do. Jan Wells will prepare a letter to the Birchwood Golf Course mortgage company if mowing is necessary for safety reasons.

### **Treasurer**

Jan Wells provided the board with an update on the Bylaw responses. To date the Board has received approximately 57% of responses back. Jan Wells and Peter Tadman are still working on follow up phone calls to check on the outstanding responses to date.

### **Financial Report**

July 2012 financial reports were submitted to the Board as information. Wally MacNeil moved that the financial reports be accepted as information, Shawn Little, seconded, carried unanimously.

### **Old Business**

The bridge deck was repaired last week. The contractor was able to purchase 2" rough treated fir from Edmonton which resulted in a savings for the Board. Also, the Board did not have to pay for disposal of the old deck boards leaving a further savings from the original quote.

The playground report was discussed with the recommendations of an upgrade of approximately 10K to 42K to get it up to CSA standards. It was deemed to be unsafe so with recommendations from our insurance company as well as the playground inspector the Board will proceed to dismantle the playground. Shawn Little will continue to look into usage, grants, and fund raisers to possibly rebuild the playground at a later date. Wally MacNeil, John Budd, and Shawn Little will get the playground dismantled later this week.

Tri-Electric restored power to Lot 133 and Lot 134.

Camera for entrance gate has not been purchased as yet so this item is tabled to next meeting.

Flags were purchased and installed up near the entrance. Thanks to Shawn Little for volunteering to do this.

As discussed earlier a letter was sent to Mobuck Holdings Ltd. to get more contact information so the Board can forward to any owners that require use of this access road.

Jan Wells checked with the RCMP on the possibility of joining the rural crime watch to help with vandalism/thefts that is occurring at Birchwood. She was told that they are not involved in the implementation of this program – need to check with Brazeau County on the process.

### **New Business**

Wally MacNeil will call Dan Hill regarding his intentions with his position on the Board as he has not attended any meetings since the budget meeting. There has been an owner volunteer to join the Board if he wishes to step down. Wally MacNeil will bring the results to the next meeting.

### **Other Business**

Jan Wells suggested to the Board that we should review the welcome packages and do an update and continue to get them out to new owners. Jan Wells will find an old package and make any changes necessary. Reminders to the owners of the new Birchwood email address which is [mail@birchwoodcountrycondo.com](mailto:mail@birchwoodcountrycondo.com).

Special thanks go out to Gerry & Dianna Carfantan on the donation of the fridge for the Birchwood Centre.

Bouquets were given to the Board by Fran & George Nohos as they have sold their property.

### **Correspondence**

For filing: Water report, Lot 120 Non-compliance letter, playground inspection, Lot 88 notice of sale of property, and Letter from Witten LLP regarding the sale of Lot 113.

### **Adjournment**

Meeting adjourned at 9:10 p.m.

**The next meeting will be @7 p.m., Thursday, October 11, 2012, @Birchwood Center.**

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