

Condominium Corporation 9612304
Riverside RV Village
Board of Directors Meeting
July 10, 2016

In Attendance: Gary Coombe, Rob Berlando, Valerie Summers, Linda Mugleston, Tanya Boudreault, Bev McAllister, Ford Mallett.

1. Meeting Called to Order: Gary called the meeting to order at 11:03 am.

2. Approval of Previous Minutes: Moved by Ford, seconded by Bev to accept the minutes of the June 11, 2016 meeting. Motion Carried. Minutes will be redacted and published on the website.

3. Additions to the Agenda:

- 4b. Lot XX
- 4b. Lot XX/XX
- 4b. Lot 4XX
- New Business: Notice Board
- New Business: Propane
- New Business: Reimbursement for alternate staff.

4. Director Reports:

- a. **Treasurer:** Two estoppels have been done - one for Lot XX and one for Lot XX. The second \$5000.00 payment on the laundry machines has been made and a decision will be made later in the year if it comes out of the Reserve Fund. All monies allotted for speed bumps has now been spent. We do have monies for road maintenance.
- b. **Directors: Rules and Regulations/ Maintenance:**
 - a. **Lot XX** - Possible purchasers for Lot XX have requested a variance on side setbacks for placement of a trailer they wish to bring in if they purchase this lot. **Action:** Draft a letter advising that the Board of Directors will not issue a letter authorizing such variance and that for fire safety regulations the setbacks in the bylaws must be followed.
 - b. **Lot XX/XX** - Two concerns have been raised by Owners of Lots XX and XX regarding a trailer which has been parked on various lots with an extension cord running across the road to Lot XX. This issue has been addressed and the Owner of Lot XX has been directed to cease this activity.
 - c. **Lot XX** - A concern has been raised by Lot XX regarding driving golf carts on the bridge between Wild Rose Cres. and the clubhouse.
 - d. **Lot XX** - A concern has been raised as to when a speed bump will be located as already requested and approved. **Action:** send a note to Lot XX with the information.

- e. **Lot XX** - has raised a concern regarding a manhole near his property which has odour issues. The Park Managers have tried to deal with the problem. **Action:** A reminder needs to go out in the next newsletter regarding proper flushing procedures. Improper flushing may be the cause of the odors.
- f. **Dumping of Dirt and Sod in the Washout area near Loop 4** - This is not our land and there is to be no dumping of anything in that area. Dumping may be subject to fines being assessed by Alberta Environment. **Action:** Advise Owners in the next newsletter and reinsert the information regarding the waste transfer station.

5. Correspondence

- LOT XX has a trailer on site that does not conform to the current Rules and Regulations. A letter will be sent indicating that the trailer must be removed within 30 days or a fine will be levied. **Action:** Draft and send a letter.

6. Old Business:

- a. **Roles and Duties Document:** **Action:** send out a draft with revisions as per Valerie and yourself for Board input. The title of Directors of Park Operations will replace the title of Directors of Rules and Regulations and Director of Maintenance.
- b. **Storage Compound:** Discussions again revolved around solutions to resolve issues regarding the storage compound. The Board will relook at the issues and come up with a plan which may involve rentals of spaces. **Action:** rework a plan and timeline for implementation. **Action:** draft and send out a letter to Owners with information regarding changes to storage compound usage.
- c. **Electricity at Mobile Office:** **Action:** Contact Lot XX after September 23 to have an evaluation of current wiring and a recommendation for a solution to the problem.

7. New Business:

- a. **Liaison to XX:** XX and XX will be the liaisons to XX regarding work projects already planned.
- b. **Board of Director Terms:** Terms need to be adjusted so that not all positions expire in the same year. Terms will be President 2 years, Vice President 3 years, Treasurer 2 years, Secretary 3 years Directors of Park Operations 1 year.
- c. **Social Club:** The Board has no liability coverage for the Ferris Wheel or the Pony and Wagon for the Family Day. The Social Club will need to look into their own coverage for these activities. The Park Managers would not be responsible for clean up after the horses. **Action:** Contact the Social Committee with this information. The PA system is still an issue. XX has a system which we can try out and this may be an investment which the Board may wish to make for use at the Clubhouse and for meetings. Some funds may be available if funding for the Clubhouse surveillance system is not utilized this year.
- d. **Directors and Officers Risks and Liabilities:** All Board members should be signing off each year a form indicating that we are aware of the liability and are acting in good faith. Each Board member signed off.
- e. **Rights of Board Members to Have Privacy On their Lots:** **Action:** reminder in the newsletter that all inquiries should be made to riverrv.net.

8. Meeting Adjourned: Rob moved the meeting be adjourned at 1:10 pm.

Next Meeting August 28, 2016