

**Condominium Corporation 9612304**  
**Riverside RV Village**  
**Board of Directors Meeting**  
**June 24, 2018**

**In Attendance:** Rob Berlando, Ford Mallett, Valerie Summers, Linda Mugleston, Vince Kostas, Pete Threlfall, Bev McAllister

**1. Call Meeting to Order:** Rob Called the meeting to order at 10:01 am.

**2. Park Managers:**

- a. A new metal detector was purchased for the park. The old one will be sold.
- b. Volunteers are needed to put up the snow dams on the clubhouse roof. **Action:** Put a message on the white board for a work party for the afternoon of Friday, June 29<sup>th</sup>.
- c. Maintenance Shed: No update.
- d. Deck painting: Thank you to Helmut Lot 214 and Andy lot 54 for replacing tables back on deck.  
**Action:** Thank you to all volunteers. The new portion of the deck will need to redone again in the fall.
- e. The lawn mower is at Murf's for service. Blades are being replaced and an oil change is being done. Old blades will be sharpened and kept as spares.
- f. Gravel Rascal quote: The cost is \$ 4500.00 US including shipping.
- g. New carpets for the clubhouse should arrive by the weekend.

**3. Approval of Previous Minutes:** Moved by Pete and seconded by Val to accept the minutes of May 12, 2018. Motion Carried. Minutes will be redacted and posted on the website.

**4. Additions to the Agenda:** to 8.b. Deck Tables, to 8c. Board Dinner, to 8d. Thank you.

**5. Correspondence/Emails:**

- a. Lot XX complaint regarding unsafe burning: **Action:** Reminder to all owners.
- b. Lot XX: Request to the board to not allow smoking on the deck at the next AGM. No smoking signs are already posted. **Action:** Make a note to announce the request before the next AGM.

**6. Director Reports:**

**a. President/ Vice President:**

- i. The sewer line draft is coming and 4 quotes will be sought.
- ii. Lot XX meeting regarding the storage compound has not yet happened. **Action:** Meet with them. A suggestion is that Lot 6 be kept for larger units.

**b. Treasurer:** An updated financial will be available online.

### c. Park Operations:

- i. Lot XX: The plan seems to have gone missing. A new plan was approved. **Action:** Send out approved plan to owner.
- ii. Lot XX: 3 of 4 pins have been located and the lot is approved as compliant on that basis. Cutting trees as requested is not approved.
- iii. Lot XX: **Action:** Deliver existing lot plan and have them submit a current one with any changes noted. **Action:** Explain what is involved in updating your current plan in terms of redrawing and locating pins.
- iv. Lot XX: **Action:** Check lot for approval of change of unit and move of services.
- v. Lot XX: **Action:** Check lot for a conformity certificate.
- vi. Lot XX: Complaint regarding Lot XX: too many trailers after 14 days. Owner has been notified.
- vii. Lot XX: Electrical upgraded without following protocols: **Action:** Draft a response to the owners indicating what is required by the Board and consequences. Email to the Board for input.

**d. Secretary:** TELUS hub not working XX determined it will need to be reset after being turned off for the winter. TELUS bills being reviewed by XX as the contact. **Action:** Send out Dropbox info. to Board members.

## 7. Old Business:

**a. Rules and Regulations:** Two changes to the Rules and Regulations were agreed to: **Rule 36.**

**Rewrite:** All recreational vehicles must retain their travel ability and be livable with the removal of any additions. Axels, wheels and hitches must remain on the vehicles well as all original doorways and doors. Park Models may have hitches removed but they must remain available on the lot for immediate reinstallation if required. **Rule 41:** Remove the wording *before an estoppel will be issued* and add *prior to a request for an estoppel* in its place. **Action:** Revise and send to website for posting. As an aside to these approvals discussion arose regarding moving of units in and out of the park and the timing and the checklists for buyers and sellers on the website. **Action:** Review the two checklists for a further discussion on possible updating.

**b. Gravel Rascal:** More investigation needs to be done: **Action:** Investigate.

### c. Sewer Project:

- i. **Lot XX Request: Sewer Issues:** **Action:** Investigate Lot XX issue now and if necessary schedule repair to coincide with the fall project.
- ii. **Lot XX:** Email taken on advisement.

**d. Electrical Upgrades:** XX is keeping track of and collecting documents pertaining to those lots that have upgraded their electrical. **Action:** Revise Electrical Checklist to indicate what needs to be supplied to the Board after inspection. Also Park Ops should be doing the final inspection for approval after receiving the final documents. Final inspection stamp is available.

**e. WiFi Equipment:** XX will oversee sales of WiFi equipment.

## 8. New Business:

**a. New Speed Limit signs:** It was decided to reuse the old ones if possible. Three stop signs will be purchased to be placed at the entrance to the main road from loops 1, 2 and 3. A No Overnight Camping sign is required for the Clubhouse parking area. **Action:** Reminder of road caution.

**b. Deck Tables:** We will move forward with investigating some alternate designs for the new portion of the deck and possibly purchasing more fold up tables that could be used outdoors for larger functions.

**c. Board Dinner:** Date set as September 22. Budget meeting at 10:00 am and cocktails and dinner at 5:00 and 6:00 pm. **Action:** Book the clubhouse. **Action:** Look into food truck for catering. Policy for condolences: Donation: \$50.00.

**d. Thank You:** **Action:** Thank you to Norm Gunderson for the rocks and brush clean up. **Action:** Thank you to Park Managers for a delicious lunch.

**9. Meeting Adjourned:** The meeting was adjourned at 12:25 pm.

**Next Meeting July 29 at 10:00 am**