

Condominium Plan 9612304
Board Meeting Minutes
August 16, 2015 1:00 pm

In Attendance: Gary Coombe, Bev McAllister, Pat Coupland, Val Summers, Ford Mallett, Linda Muggleston

Regrets: Mark Mackenzie

1. **Call Meeting to Order:** Gary called the meeting to order at 1:04 pm.
2. **Approval of Previous Minutes:** Moved by Pat Coupland, seconded by Bev McAllister to accept the minutes from June 28, 2015 and August 9, 2015. Motion carried.
3. **Additions to the Agenda:** Handicap Bars (Old Business)
4. **Old Business:**
 - a. **Caretakers Contract** – Negotiations will begin on the caretaker's contract. The current contract expires October 15, 2015. **Action** – advise the caretakers that XX and XX will soon begin those negotiations.
 - b. **Caretaker's Travel Trailer in Storage Compound** - The stall the trailer currently occupies was created specifically for the caretaker's trailer. Parking in this stall may be included in the new contract. It is currently thought that the unit the caretaker's own will be listed For Sale.
 - c. **Playground** - A second swing set would be approximately \$1000.00. It was agreed that this would be a good addition to the playground. A rock climbing apparatus was also of interest. **Action** – get some firm prices on a large rock climber and a swing set and send the information to the Board. Decisions will need to be made fairly quickly so that we can move forward with this project.
 - d. **Picnic Tables for the Clubhouse** – Current tables have been supplied by previous Social Clubs. The material kit for a table is about \$150.00. Nine or ten more tables will be required in the future. **Action** – A notice will be placed in the newsletter and any resident wishing to donate a table will be asked to contact riverrv@telus.net. The board will be responsible for having a plaque placed on the table recognizing the donors. The plaque may be a memorial as many of the current plaques are or just indicate a donation from a resident. If there is more response than we require another option would be to get benches which can be placed at various places around the park. Again a plaque would be placed on the bench recognizing the donation.

- e. **Crown Land across from Loop 4** – Following a situation which occurred on the August long weekend, a request has been made by residents of loop 4 for signage indicating “No Overnight Camping”. Three signs will be made and posted, two at the field, one at the clubhouse which also experiences similar issues. **Action** - Residents will be reminded in the newsletter that overnight visitors with trailers must be accommodated on your own lot. A request was also made that the caretakers mow the grass on the Crown Land. Due to wear and tear on park equipment and a number of rocks on this land this request has been denied.
- f. **Handicap Bars for Washrooms** – Three handicap bars are still required for our washrooms. **Action** – look into getting these.

5. New Business:

- a. **Bottle Bins** – Many residents are throwing empty bags of bottles into trash bins rather than placing them in the recycling bins at the front of the park. Two more bins are requested to place by the waste containers at the Clubhouse and loop 3. **Action** - get prices.
- b. **Smoking – Clubhouse Deck** – It has been brought to the board’s attention, by a resident, that the deck at the clubhouse should be a No Smoking Area as indicated by current Provincial Law. No Smoking signs will be posted and a smoking area off the deck and away from the playground will be created. **Action** – place a link to the provincial law in the next newsletter.
- c. **Clubhouse Rental Rules** – A question has arisen regarding Third Party use of the clubhouse. Booking the clubhouse is a privilege extended to owners for their immediate family functions. If an owner books the clubhouse for a friend or distant relative a fee will be charged to help defer costs of propane, electricity and wear and tear. **Action** – revamp the Clubhouse Rental Agreement to indicate the third party fee. There have also been issues arising in residents wanting to secure dates for next year and those bookings have been unable to be confirmed as the Social Club has not indicated the dates they wish to reserve. **Action**- contact the Social Club regarding having them indicate dates for the next season by September 1st each year. If those dates are not in place bookings will be taken and the Social Club will be requested to work around those dates. Alternatively dates could be reserved for the Social Club based on past experience. **Action** - contact Dan and Lila to check that they know they need to set up the time, as it suits them, to go through the clubhouse with the renters after use, to check for improper cleaning and any damages. They may already be aware of this.
- d. **Crosswalk at 79/80** – It has been indicated that many vehicles speed around that corner. Signs can be made for next season warning of Vehicular Traffic / Pedestrian Crossing.
- e. **Upgrading Laundry Machines** – This year we have spent over \$3300.00 repairing our current machines. Our plan is to phase in two new sets of machines beginning with next year’s budget. **Action** - get prices on new laundry machines. A card reader system for operation will be looked into, replacing the coin operation system currently in place.

- f. **Progressive vs. Waste** – The option of another service provider has been looked into and it has been deemed more economical for us to stay with Progressive. The new company only comes to Sundre twice a month which will not suit our needs. Progressive will be approached again for a cardboard recycling bin. Cameras at bins and the front may be deferred to next year's budget.
- g. **Napa vs. Home Hardware** – Antifreeze for blowdown: \$4.50 a jug at Home Hardware, \$3.99 a jug at Napa. Approximately 300 jugs are required. **Action** – get a price on 45 gallon drums and a decision of where to purchase will be made.

6. Reports:

- a. **Treasurer** – We still have funds. Refer to Sheet provided.
- b. **Rules and Regulations** –
 - 1. Power panel boxes are in need of repair. **Action** – Have caretakers look for and report any damage or repair required. **Action** - schedule repairs with Dan this fall.
 - 2. Club Car is not working again. **Action** - have the club car picked up for an estimate of repair costs and ask if there is any resale value in the club car. **Action** - Ask in the newsletter if anyone knows of a used ½ to ¾ ton truck that the park might purchase to use for park business.
- c. **Maintenance** – Deck painting has been completed. Deck expansion may not happen this year, but prep work will be done. Backyard of the mobile is nearly complete. Enclosing the steps and getting some more flowerpots are jobs still remaining. Dan is looking after a leak that has occurred in the mobile home. Stump grinding is coming up to remove the stump in front of the front washrooms. Power panel maintenance still needs to be scheduled.

7. Correspondence: none

8. Adjournment: Gary adjourned the meeting at 3:22 pm.