

**Condominium Corporation 9612304
Riverside RV Village
Board of Directors Meeting
April 21, 2018**

In Attendance: Rob Berlando, Tanya Boudreault, Valerie Summers, Pete Threlfall, Bev McAllister, Linda Mugleston

Regrets: Vince Kostas

1. Meeting Called to Order: Rob called the meeting to order at 10:29 am.

2. Park Managers:

- a. **Eco flush toilet** costs are rising to \$577.50. We are in need of 2 more to complete our replacement project at the clubhouse. XX will look into seeing if we qualify for any business discount. The go ahead to replace was given last Sept.
- b. **Skylight** removal and roof repair is now complete at the clubhouse. The skylight will be offered to the Social Committee as a raffle item. A suggestion was put forth to see if we would like to request donations of flags to hang in the repair area to help to deaden the sound. Sizes needed would be 4 by 6 and 3 by 5.
- c. **Rugs** at the clubhouse are in need of replacing. XX will get dimensions of requirements to Rob who will contact a supplier.
- d. The **ant** problem at the clubhouse continues. Ant powder will be applied as a short term solution. XX will proceed to investigate a long term solution with the advice of pest control.
- e. Our **Waste Collection Company** name has changed.
- f. Water is being pumped away from the road at Loop 3 where a large puddle has formed.
- g. No update yet regarding the **Gravel Rascal** discussed in September. Our roads may have to be graded this year due to the extreme number of potholes from the heavy snows this past winter.

3. Approval of Previous Minutes: Moved by Tanya, seconded by Pete to accept the minutes from September 30, 2017. Motion Carried.

4. Additions to the Agenda: - 8.c. Mail Communication, 8.d. Lot XX Snow Complaint, 8.e IT equipment liaison person, 8.f Propane

5. Correspondence/Emails: Fairly quiet over the winter.

6. Director Reports:

a. President/Vice President:

i **Thank you** XX for snow removal.

ii **Storage Compound:** Three lots have not yet renewed and three lots have decided not to renew. One new application has been received.

iii **Golf Cart Stickers:** **Action** Look into a removable type of sticker which we can have owners position on to their cart.

b. Treasurer:

One large expense will appear next month regarding mobile home sewer repair. **AGM: Encourage owners to use Pad agreements rather than cheques. Reserve Fund study complete. Review at AGM.**

c. Park Operations:

i. **Suggested wording addition to Rules and Regulations 41 as there is often not** enough time between a request for an estoppel and compliance certificate and a closing sale date. It was agreed that the Board would need 14 days to process a request in season and one month in the off season. An additional fee of \$250.00 would be assessed for locating lot pins since that is an owner responsibility as per Rules and Regulations 21 and/or for Rush documents. **AGM: Discuss pre lot sale procedures.**

New Wording: Add to 41: *As stated in Rules and Regulations Section 21, it is the lot owner's responsibility to have lot lines clearly defined by permanent flush stakes or markers. A compliance certificate will be provided by the Board within two weeks of a request during the in season and within one month during the off season. Rushes MAY BE considered at an additional fee of \$250.00.*

ii. **Lot XX Move Date:** With current road conditions an April 30 move in may not be possible. **Action:** Advise new owners.

iii. **Lot XX** request to replace a step. **Action:** Discuss with Lot 153, approval and possible relocation of unit as per advice given at time of sale.

iv. **Three snow dams** at the clubhouse need to be replaced and caulked. **Action:** Have XX order and attend to the repair.

v. **Receipt** from XX for **fuel:** **Action:** Reimburse from petty cash.

vi. **Loop 2 damage** to electrical box by propane truck from Coop. XX will repair and Coop will cover the cost of the repair.

vii. **XX will be away** for some of their summer relief days and XX will be covering. They should arrange reimbursement with XX directly. **Action:** Advise XX.

7. Old Business

a. **Rules and Regulations:** Motion by XX, seconded by XX to accept amended Rules and Regulations and post on the website: 6 for, 1 against (as previously noted via email). Motion Carried. Also post the Checklist for Electrical Upgrading on the website. **Action:** Send to XX for posting.

8. New Business

- a. **Park Model Sizes:** One request was received to place a 44ft by 14 ft. unit. This was refused as per Riverside RV Bylaws, Town of Sundre Bylaws and Provincial guidelines regarding RV parks.
- b. **Mail Communication:** Board members please check mail in Treasurer's mail box. Treasurer often gets mail not directed to the position.
- c. **Lot XX Snow Complaint: Action** Draft a response.
- d. **IT Equipment:** We have one request for a purchase. XX will be the liaison for sales of equipment. **Action:** Find out what XX has in mind for his potential sale and let XX know.
- e. **Propane: Action: Park Operations:** Check in to pricing and providers. Wayne Stewart Lot XX may be able to provide information on a contact out of Eckville who has better pricing. Other suppliers are available out of Red Deer, Eagle Hill Coop and Feegs from Didsbury. There seems to be discrepancies in various suppliers pricing.
- f. **Update on Park Road/Sewer Study:** Details were provided on the studies by Calgary Sewer Scope Inc. and MPE Engineering Ltd. for the recommendations and cost estimate on the repair of the sewer system in Loops 1 and 5. A tentative date for commencement of repairs will be in September after the long weekend. This will affect those owners in Loops 1 and 5 who will have no water during repairs and alternate routes to access their lots. XX and XX will oversee the operations. **AGM: Explain implications of repair to owners at AGM and review waste disposal procedures for all owners in the park.**
- g. **Clubhouse Booking: Action:** Check with XX as to who has the clubhouse booked for the May long weekend and advise that the water may not yet be on if necessary.

9. **Adjournment:** The meeting was adjourned at 12:50 pm.

Next Meeting: May 12 at 10:30 am.