

CONDOMINIUM CORPORATION NO. 0311515
COUNTRY LANE ESTATES
Minutes of Special Meeting
June 14, 2022

1. Call to order at 10 am

2. Attendance

Ron Jones, Vice Chair
Charles McClain, Treasurer
Ron Zeegers, Assistant Treasurer
Robyn Ollett, Secretary
Mavis Forget, Director
Brian Langan, Director
Helen Thomas, Park Administrator

Absent:

Linda Presiloski, Chair

3. Banking Signatories

Motion 2022-23

Motion to remove Gordon Wingerak as a director and a signatory from the Servus Credit Union accounts.


Moved by Ron Zeegers, seconded by Mavis Forget.

CARRIED

4. Meeting Adjourned 10:01 am



Ron Jones, Chair



Robyn Ollett, Secretary

CONDOMINIUM CORPORATION NO. 0311515
COUNTRY LANE ESTATES
June 14, 2022

1. Call to Order 10:02 a.m.

2. Attendance

Ron Jones, Vice Chair
Chuck McClain, Treasurer
Ron Zeegers, Assistant Treasurer
Robyn Ollett, Secretary
Mavis Forget, Director
Brian Langan, Director
Helen Thomas, Administrator

Absent

Linda Presiloski, Chair

3. Approval of Agenda

Motion 2022-24

Motion to approve the Agenda as presented
Moved by Mavis Forget, seconded by Brian Langan

CARRIED

4. Approval of May 29, 2022 Special Meeting Minutes

Motion 2022-25

Motion to approve the Minutes as presented
Moved by Ron Zeegers, seconded by Robyn Ollett

CARRIED

5. Approval of May 30, 2022 Minutes

Motion 2022-26

Motion to approve the Minutes as amended
Moved by Chuck McClain, seconded by Ron Zeegers

CARRIED

6. Business arising from Minutes

- a. GM Mechanical provided quote of \$13,430.00 for pool boilers. This equipment will be a replacement reserve expense for the betterment of the Park and a not capital purchase

Motion 2022-27

Motion by Chuck McClain, seconded by Robyn Ollett to go ahead with the quote from GM Mechanical not to exceed \$13,430.00 (plus GST) for the pool boilers

Moved by Chuck McClain, seconded by Robyn Ollett

CARRIED

- b. Action log – Robyn Ollett has started the Action Log

7. **Administrator: Helen Thomas**

- a. Cameras in maintenance area need attention
- b. Starter for old backhoe – Chuck McClain to speak to Maintenance Manager
- c. Rock from Lot 284 – Chuck McClain to speak to Maintenance Manager
- d. Dustbuster can be purchased for Custodians for use on pool table and poker tables
- e. Custodian request that Social Club not tape notices on windows
- f. Fitfix – quote received dated June 5, 2022 in the amount of \$2,265.00 for repairs

Motion 2022-28

Motion moved by Chuck McClain, seconded Ron Zeegers to proceed with repairs to the gym equipment, not to exceed \$2,265.00 as set out in June 5, 2022 quote from Fitfix

CARRIED

- g. Received quote to repaint and stain ten (10) exterior wooden signs for \$150.00. Chuck McClain will speak to individual who provided quote.
- h. Received quote to repair cracks in road and paint lines in parking areas. Chuck McClain to discuss with contractor
- i. AHS requires pool operator certificate to be obtained. A course is available in Okotoks in July, 2022. Board consented to two (2) individuals from our maintenance staff to take the course (our Maintenance Manager and our Pool Maintenance Staff).

8. **New Business**

- a. Ron Jones – Meeting with Jeff Porter of the County and R.D. McHugh (Councillor). It was suggested in the meeting to leave Environmental Reserve as is or grant a 3-year lease to the Park in the amount of \$1 per year; however there are liability issues for the Park if they enter into a lease, such as, every year trees in the Environmental Reserve need to come down, which is a costly expense. In November, 2021 the County wrote a letter regarding encroachment of some owners on the Environmental Reserve. The deadline for owners not in compliance pursuant to County has come and gone. The Board discussed that Park not be involved in the Environmental Reserve and any items on Crown land be left for the County to deal with. Owners on river should deal with County on a one-on-one basis rather than through the Park. The County will not install a fence along the border of the Park and the Environmental Reserve land.

Motion 2022-29

Motion by Chuck McClain, seconded by Brian Langan to leave Environmental Reserve as is and not enter into a lease with County and Ron Jones continue as liaison with the County.

CARRIED

- b. The berm was initially put in place in case of sewer overflow and to insulate water pipes for winter water use spigot at the south east corner of the Clubhouse. Chuck McClain to discuss with Maintenance Manager. It had been suggested that wildflowers be planted; however that will cause too much work. The berm needs to be reduced so that it may mowed.

9. Directors' Report

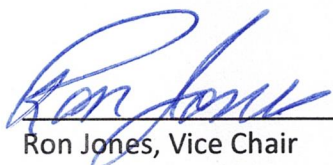
- a. Vice Chair – Ron Jones – Lot Improvements and bylaw infractions are being dealt with. The Application for Lot Improvement form will be updated to include reference to overburden (ie various materials such as sod, soil, gravel, etc.) being removed from an owners' site and taken to the local landfill at the owners' expense and not placed in the various locations at the maintenance area.
- b. Treasurer – Chuck McClain – sent a note to our Payroll personnel advising to follow labour standards. Chuck McClain will prepare a budget spreadsheet to show plan, actual and forecast to review with entire Board throughout the season.
- c. Assistant Treasurer – Ron Zeegers, suggested time be set aside for adults only in the gym.
Motion 2022-30
Motion by Ron Zeegers, seconded by Chuck McClain, 6pm – 8pm be designated for adults only in the gym. **CARRIED**
- d. Secretary – Robyn Ollett – Action Log will be kept in the Park office. The two (2) washing machines ordered last season have still not arrived. Supplier still waiting for machines from the manufacturer. Since order placed, one more washing machine has stopped working and is too expensive to repair.
Motion 2022-31
Motion by Chuck McClain, seconded by Ron Zeegers to purchase a third washing machine from Coinomatic **CARRIED**
- e. Director – Mavis Forget – lattice work was initialled discussed to be installed by the garbage bins. This is to be replaced by lilacs. May ask owners for cuttings to start the plants.
- f. Director – Brian Langan – Website – now has access to Website and will work on updating home page and owners' access.

10. In Camera: 11:35 am


Out of Camera: 12:15 pm

11. Next Meeting: June 28, 2022 at 10 am

12. Adjournment 12:25 pm



Ron Jones, Vice Chair



Robyn Ollett, Secretary