

CONDOMINIUM CORPORATION NO. 0311515
COUNTRY LANE ESTATES
September 6, 2022

1. Call to Order 9:58 a.m.

2. Attendance

Linda Presiloski, Chair

Ron Jones, Vice Chair

Chuck McClain, Treasurer

Robyn Ollett, Secretary

Mavis Forget, Director

Brian Langan, Director

Helen Thomas, Administrator

Absent:

Ron Zeegers, Assistant Treasure

3. Approval of Agenda

Motion 2022-55

Motion to approve the Agenda, as amended

Moved by Chuck McClain, seconded by Mavis Forget

CARRIED

4. Approval of August 23, 2022 Minutes

Motion 2022-56

Motion to approve the Minutes, as amended

Moved by Brian Langan, seconded by Ron Jones

CARRIED

5. Guest – Mr. Tom Hill (Owner of Lot 217)

Tom Hill of Lot 217 thanked that Board for their volunteerism. Mr. Hill acknowledges assistance he has received from the Board and Maintenance staff. Mr. Hill is seeking clarification pertaining improvements on his lot and wants to adhere to bylaws and regulations. In particular, he obtained approval from the Park to install a deck on his lot; however, as a result of the type of foundation he would like to install, the deck will not be in compliance. Mr. Hill provided information to the Board as to new technology he would like to utilize, and he advised that the ground screws will be temporary and removal which will comply with the Park and County bylaws. The type of foundation will not disturb the environment. The Board inquired if an engineering study had been done, as his lot is close to the river and Mr. Hill advised that he had not obtained an engineering study.

Ron Jones and Ron Zeegers met with the County in late August. The County confirmed that all structures must be temporary. The Board suggested to Mr. Hill that he approach the County directly to obtain approval as Country Lane Estates does not have a specific bylaw allowing screws in the ground.

6. Approval of August 30, 2022 Minutes

Motion 2022-57

Motion to approve the Minutes, as presented

Moved by Mavis Forget, seconded by Robyn Ollett

CARRIED

7. Business arising from Minutes

a. Action Log – Robyn Ollett

- i. Fix stucco – one quote received to date and are looking for more quotes
- ii. Signs in Maintenance Yard complete
- iii. Repair of cracks in sewer still to be done
- iv. Removal of berm still to be done
- v. Boilers for pool have arrived
- vi. Bulletin board at entrance gate still to be moved
- vii. Waiting for estimate for a pool liner

8. Helen Thomas, Administrator

- a. Directories are ready for distribution. Board decided every lot can receive a copy and there will be no charge.
- b. Proposed Services Agreement from Fitfix (gym equipment) – Chuck McClain to review.
- c. Dates for storage for winter and spring. Board decided winter storage to commence October 15, 2022 and end on April 15, 2023.
Bylaw 3B(d)(i)(C) states:
“an Owner may park a boat on a trailer or cargo trailer on their hard-surfaced parking pad from November 1st in one year to March 31st of the following year for storage purposes” and
Bylaw 3B(d)(i)(C)(1) states:
“Extensions or modifications of these dates must be approved in advance by the Board”

Motion 2022-58

Motion by Chuck McClain, seconded by Robyn Ollett, that an additional 2 weeks at each shoulder season be added for storage purposes

CARRIED

Owners are to plan ahead and make their own arrangements. No exceptions will be made.

- d. Fire Ban – Board confirmed that fire ban is still in place.

9. Directors' Report

- a. Director – Brian Langan
New cameras and lights have been installed. Night vision to be tested.
After giving his report, Brian Langan left the meeting.
- b. Director – Mavis Forget
Still waiting and pursuing information regarding grants for the playground.

- c. Secretary – Robyn Ollett
Winter Stay Application interviews were conducted. There are three Winter Support Services monitors, one Winter Janitorial Support and one Winter Facilities Support.
- d. Treasurer – Chuck McClain
 - i. 2023 Budget was distributed to all owners.
 - ii. JD Accounting Services Inc. will reconcile books each month for the fee of \$50.00 per hour.
- e. Vice Chair – Ron Jones
Main laundry room door, at front of Clubhouse, to be locked at all times during the winter.

10. New Business

Discussion to install a fence for an off-leash dog area to be located at the southwest corner of the Park, in front of the garbage bins.

Motion 2022-59

Motion by Chuck McClain, seconded by Mavis Forget, to install fence at the southwest corner of the Park, at a cost not to exceed \$6,500.00. **CARRIED**

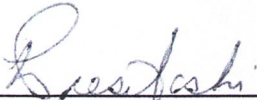
It is to be noted in the records that one Board member was not in favour of this motion.

11. In Camera: 12:15p.m.

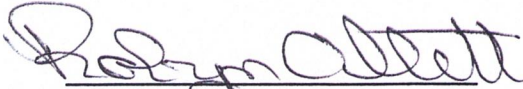
Out of Camera: 12:20 p.m.

12. Next Meeting: September 20, 2022 at 10:00 a.m.

13. Adjournment: 12:25 p.m.



Linda Presiloski, Chair



Robyn Ollett, Secretary

COUNTRY LANE ESTATES OWNERS BUDGET REVIEW

	Budget for 2023	Budget for 2022	Reviewe d 2021	Reviewe d 2020	Audited 2019	2021 vs 2020	2021 vs 2019	2023 budget per lot per month
INCOME								
Condo fees	754,290	712,170	712,170	707,767	668,260	4,403	43,910	435.00
To reserve fund	(78,444)	(78,030)	(78,030)	(58,561)	(78,100)	(19,469)	70	-45.24
Winter Residency	25,200	29,000	31,965	28,028	20,930	972	8,070	14.53
Laundry	12,372	12,105	12,659	11,656	15,973	449	(3,868)	7.13
Misc income	4,935	4,935	4,228	11,022	7,882	(6,087)	(2,947)	2.85
Total Operational income	718,353	680,180	682,992	699,912	634,945	(19,732)	45,235	414.28
OPERATING EXPENSES								
Bank chgs, interest, financial charges	1,650	1,650	2,096	2,705	2,367	(1,055)	(717)	0.95
Insurance (Buildings & vehicle)	33,779	32,997	29,587	25,662	22,264	7,335	10,733	19.48
Office	10,450	9,664	10,988	15,438	11,049	(5,774)	(1,385)	8.86
Park Functions	2,890	2,200	2,787	6	1,716	2,194	484	1.67
Park Maintenance	52,937	50,536	55,727	45,348	27,810	5,188	22,726	27.71
Pool maintenance	11,000	9,000	7,709	6,704	10,785	2,296	(1,785)	6.34
Professional Fees (Legal & Accounting)	10,615	15,290	8,367	15,289	21,572	1	(6,282)	6.12
Salaries & Wages	145,950	134,297	134,676	132,941	119,526	1,356	14,771	84.17
Utiliites - Natural Gas	6,451	8,180	8,636	8,571	7,541	(391)	639	3.72
Utilities - Electricity	199,278	183,600	177,282	162,744	181,375	20,856	2,225	114.92
Utilities - Garbage & dump fees	18,936	15,375	19,119	12,213	12,322	3,162	3,053	10.92
Utilities - internet & satellite TV	6,320	5,233	28,459	12,661	13,390	(7,428)	(8,157)	3.64
Utilities - Water	30,700	30,900	30,500	22,012	57,448	8,888	(26,548)	17.70
Utilities - Sewage Disposal	179,000	152,705	144,788	128,880	154,992	23,825	(2,287)	103.23
Vehicle maintenance & fuel	4,250	3,550	2,546	2,866	3,616	684	(66)	2.45
TOTAL OPERATING EXPENSES	714,206	655,177	663,267	594,040	647,773	61,137	7,404	411.88
NET INCOME/(LOSS)	4,147	25,003	19,725	105,872	(12,828)	(80,869)	37,831	2.40