

CONDOMINIUM CORPORATION NO. 0311515
COUNTRY LANE ESTATES
Minutes
May 26, 2021

1. Call to order at 6:30 pm

2. Attendance

Linda Presiloski, Chair
Chris Knight, Treasurer
Ron Zeegers, Vice Treasurer
Mavis Forget, Secretary
Ron Jones, Board Member
Helen Thomas, Park Administrator

Attendance via Zoom

Todd Walton, Vice Chair

Absent

Gord Wingerak, Board Member

3. Approval of Agenda

Motion 2021-36

Motion to adopt Agenda as presented.

Moved by Ron Zeegers, seconded by Mavis Forget

Carried

4. Approval of May 5, 2021 Minutes

Motion 2021-37

Motion to approve the minutes as presented.

Moved by Chris Knight, seconded by Mavis Forget

Carried

5. Communication

a. Todd Walton to prepare an email to the Owners regarding WIFI, as well as responding to a complaint/concern received by an Owner.

b. Video at the Maintenance yard captured improper disposal of a substance by an Owner. Ron Zeegers and Ron Jones will set up a meeting to discuss the situation with the Owner.

6. Business arising from May 5, 2021 Minutes

a. AGM

Linda Presiloski will be speaking to the Condo Corp.'s lawyer to arrange setting up a virtual AGM, as was done in 2020.

Motion 2021-38

Motion to approve Online AGM no later than June 18, 2021 at 5p.m., with nominations for new Board of Directors to be done between May 31-June 5

Moved by Mavis Forget , seconded by Todd Walton

Carried

b. Website

Chris Knight advised that Shing provided a quote of \$1,500 to fix the currently unstable and non-functioning website. Chris Knight has discussed with a freelancer a different platform called Square Space that will perform better and cost substantially less. She will forward a link to the Board members for their review and comments.

7. Reports

a. Chairman Report

There was a discussion regarding the hiring of a bookkeeper. Helen Thomas is working with Chris Knight doing the Accounts Receivable. Chris Knight also requested that employees' timesheets be approved prior to being processed for payment. All timesheets are to be approved by Todd Walton.

b. Administrator - Helen Thomas

Owners' files are up to date.

An email distribution list has been created for Renters.

Rental Pool suggestion – Board has decided that a rental pool will not be pursued at this time.

Telus contacts have been changed to Chris Knight and Helen Thomas (from member of the previous Board and a former employee). One cell phone service has been cancelled.

A new phone has been ordered for the office as the current phone is not working well.

Laundry machines have been repaired and maintenance is able to call technician directly for minor adjustments; however, we are still having problems with machine number 9 near the ladies' washroom.

Canada Post – Chris Miller has been added as a contact in order to pick up packages if necessary.

Quotes – still having difficulties obtaining quotes for eaves, asphalt, concrete and installation of fire wall in Clubhouse.

Ron Zeegers advised he would try contacting Home Hardware and Home Depot to inquire about trades people to install fire wall in Clubhouse.

A list is to be compiled of Owners that would like service on any trees on their lot when an arborist comes into the Park.

Some Owners have requested additional speed bumps at NE corner of the Park and signage for no thru road or dead end at NW area of Park.

Helen Thomas will be closing the office on Saturday, May 29, 2021 (in lieu of Monday, May 24, 2021) and will send an email to notify all Owners. For future long weekends, the office will be closed on the Saturday preceding the long weekend and an email will be sent to notify all Owners.

c. Grounds and Internet - Todd Walton

Grounds – Camera at the maintenance yard should be moved and/or another camera should be installed. Use of the large bin brought in for spring clean up is going well. Todd Walton has not yet heard back from the arborist. It may be some time in the fall before an arborist can come to the Park.

Internet – A meeting is being held on Saturday, May 29, 2021 with an individual consultant to view the Park's current equipment and provide ideas.

d. Building & Bylaws – Ron Zeegers

Ron Zeegers has been in contact with Frank Lutz of Alberta Environment regarding water permit/license. He has been advised that the Park's application has been put in the queue for Director's Approval.

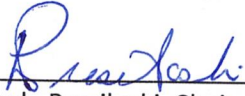
Bylaws – The Owner of Lot 150 has cleaned up his lot. The issue with the Owner of Lot 232 is still ongoing at this time.

e. County & Lot Improvement – Ron Jones

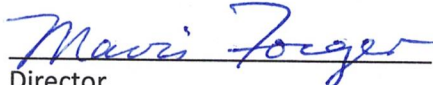
Ron Jones has not heard anything further from the County on any matters. Several lot improvements are being processed and are going well.

8. Next Meeting, June 9, 2021 at 6:30 pm

9. Meeting Adjourned 8:50 pm



Linda Presiloski, Chair



Director