

November 21, 2017

Board Members Present: Mark McAndrew, Cheryl Dawes, Lance Armstrong, Pete Cote and Amber Pastoor

Meeting was held at Springbank Links Golf Course Clubhouse Event Centre and was **called to order at 7:06 pm**

Quorum was established with 6 proxies registered
Lance Armstrong chaired the meeting.

Pete Cote made a **motion to approve the minutes** of last AGM meeting. Amber Pastoor seconded, motion passed.

Directors Reports:

President – Lance Armstrong

a) Rocky View County

➤ Road Ownership / Snow Removal

The condo association does not own the road – the developer still owns the road. But the developer about 3 years ago decided he wasn't going to plow the road anymore. So, we went to the county to ask them to take care and control of the road – and they responded that it was not their road.

There is conflicting debate between the RRCA and Rocky View as to whether or not RVC has to take the road. It is in our development plan that they do, but they argue that it is a mistake that it is there.

The bottom line is that RVC will monitor our road as they have for the past several years and will plow it with their heavy equipment and put down gravel when they feel it has come to an atrocious state.

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Kristine Cote asked if the county would use the same equipment to plow our road that is currently being used to plow Emerald Bay. The board responded yes.

If members of the condo association phone the County, they will just come out and look at the road, not necessarily plow it. *Amber Pastoor* noted that she called the county when cars were sliding into the road sign at the T intersection and the County came out and graveled it.

Kristine Cote asked if we have any other options beside relying on the County to plow/sand our road?

Lance Armstrong noted that this is a rural road and so we cannot expect the same standards as the city gets.

We have the opportunity to plow with a private plow/sanding company to the standard that the members are happy with. The two downsides to plowing privately are 1) the additional cost and 2) the risk in relation to the ownership of the road as we don't own the road and we don't ever want to own the road due to the cost to maintain it. There is a small legal argument that if you are taking care and control of the road that you are indirectly assuming ownership of it – but we do have a legal opinion that the County cannot force us to own the road.

Pete Cote said that we are taking the position that we are plowing the road for safety reasons as no one (Developer or MD) is willing to take ownership of the road.

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Pearle Cattani asked if we can pay for plowing and forwarding invoices to the Developer for reimbursement to keep a paper trail. *Lance Armstrong* noted that the board has been keeping a paper trail to mitigate any risk and state that we are not intending on taking ownership of the road. The Developer will not pay the bills, but we are establishing that it is his responsibility.

Cheryl Dawes noted to answer Christine's question, this is why the board has raised the issue at the AGM – we felt that that community should decide if we want to engage a private plowing company to maintain our roads.

MOTION: Christine Cote moved that we hire a snow plow company to plow our roads. *DeeDee Fransen* seconds. Motion passed.

We have installed reflective markers along the park for the snow plows to know where the edge of the curb is to minimize damage.

Treasurer - Mark McAndrew

Mark distributed the 2018 budget and 2017 forecast.

Mark highlighted the following:

- Balance in bank account at the end of Oct is \$312,805 with the majority of the funds being invested in GICs.
- 2017 Forecast vs 2017 Budget based on October actuals and Nov/Dec estimates. Revenues are higher than budget by \$790 mostly due to Estoppel Fees from home sales. Expenses – garbage collection is up \$500 due to an environmental surcharge/carbon levy, whereas most other expenses are less including

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landscaping costs due to kids in community mowing lawn, irrigation hoses were not purchased, and no snow plowing was done at beginning of year.

DeeDee Fransen raised a question as to whether or not we should be looking into composting options. *Lance Armstrong* noted that if DeeDee wants to look into it and come up with a proposal, the board is always open to reviewing proposals.

- 2018 Budget vs 2017 Forecast. Revenue required is a result of the expenses. Expenses – garbage collection costs have been increased by 3%, supplies, landscaping, park irrigation, website and insurance are all left at 2017 budget amounts as we don't expect any increases, legal fees are for road issue, street lights costs are stable and we have added in snow plowing estimating \$300 per plow twice per month for Nov-Mar plus street cleaning in April.
- Based on budgeted costs, we are proposing to maintain condo fees at the same level they were last year, namely \$360 per year.

Lance Armstrong commented on the reserve fund as we often get the question – what do we need almost \$300k for. But until the road issue is resolved, we are in limbo, so we have decided to not collect more for the reserve fund and to hold our annual fees to our annual expenses.

Questions in respect to the Budget from *Melanie Spagrud*:

1. Is the Park Irrigation to have a water truck come out and water the trees? No, it was for fittings to attach to water

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coop river water irrigation system and hoses for watering.

2. Legal fees are in relation to road ownership, do you know how much has been spent on legal fees? We have spent less in 2017 vs 2016, but Mark did not have the amounts with him. Lance thought we spent approx. \$5k the prior year.

MOTION:

Mark McAndrew made a motion to approve the 2018 budget as presented and to hold the condo fees at \$360 for the year. *Melanie Spagrud* seconds. Motion passed.

Design Committee (DC) – Pete Cote

- *Pete Cote* asked if there were any questions for the DC. *DeeDee Fransen* asked what was going on with the empty lot? Pete noted that as far as the DC knows, it is owned by the same family that is building the new house by Kevin Heise and we have no plans for the house to be built on the lot, so we have no update.
- *Andrea Hood* asked if there was a time limitation for them to build. Pete noted that the time limit is long exhausted for the lot and it is the Developer's responsibility to enforce the building commitment.

Nominations & Elections of New Directors

Mark Johns has accepted a position in Banff and so he has resigned from the board and is living in Canmore. Mark McAndrew has come to the end of his term and will not be running for re-election, so we would like to thank both Marks for the service they have provided to the community over the past several years they have spent on the board.

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Mark McAndrew, Amber Pastoor and Cheryl Dawes' terms as directors are up this year, which means we have 4 vacancies for a 2 year term to vote on.

Nominations for council:

Amber Pastoor has agreed to have her name stand for another term. All in favor, passed – elected to board.

Cheryl Dawes has agreed to let her name stand for another term. All in favor, passed – elected to board.

Lance Armstrong asked if there is anyone that is willing to put their name forward to serve on the board.

Pete Cote moved that *Melanie Spagrud* be nominated for a board position. *Melanie* declined.

There will be two vacancies on the board.

New Business:

- a) Speed Limit is 30 km/hr
 - Friendly reminder
 - If you are not comfortable discussing with neighbors, you can send an email to board and they will have conversation with homeowner to facilitate good relations among members
- b) Pet responsibilities
 - Friendly reminder - pick up after your dog
- c) Fire Suppression Kit
 - We are getting 5-6 shovels and gloves
 - Cost approx. \$300 and they will be put in mailbox hut
 - It will be wrapped in a plastic bag and labelled

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Other Business:

a) Mailbox Hut

- *Melanie Spagrud* has concerns about the aesthetics and spider webs in the mailbox hut and asked if we could spend part of the condo dues to pay a landscaping company to come in and clean up the flower beds etc. It is starting to look run down, cedar shakes are turning black.
- *Amber Pastoor* and her husband cleaned the mailbox hut last year during the annual cleanup.
- *Lance Armstrong* feels it is up to the community to maintain. If you want to spend condo dues – will need a motion and an amount to spend.
- Suggest send out a community notice and set a date to clean up – can do a part of community cleanup day.
- *Melanie Spagrud* would like to propose that we look at sending a note out to the community and ask if there is a volunteer to maintain the inside of the mail box hut. If not, look into maybe hiring a neighborhood kid to go in once a week to clean up.
- *Melanie Spagrud* would like to propose that we look at doing something to the mailbox area ie the beds.
- *Lance Armstrong* said we will assess the mailbox for maintenance & repair.

Meeting adjourned at 9:05 pm