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**Board of Directors Meeting
Owners Condominium Plan 7520358**

February 11, 2013

Meeting called to order: 12:07

Meeting held at: Hinton Alliance Church

Members Present: Jim Toews, Ed Chewka, Marg Fester, Pat Kynock, Brenda Mullan

Regrets: James Wheeler and Danny Walker

Approval of Agenda: Moved to accept - Marg. Seconded by Jim.

Approval of Minutes from last meeting: Minutes from Dec. 3/12 meeting were read by Brenda. Minutes approved and motion to adopt the previous minutes as read made by Pat, seconded by Marg. Motion carried

Treasurer's Report:

As per the previous minutes, a sum of \$60,000.00 was transferred from our Chequing account to our Savings account.

Balance in Savings: \$70,890.41

Balance in Chequing: \$42,551.08

Old Business:

- 1) Extra Parking:** This item was tabled as James was looking into this and was not present at the meeting to offer his input.

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- 2) **Green Space:** Marg and Brenda looked into the issue of green space that we must keep for our condo units to be legal, and there was no such requirement. This was confirmed in conversation between Marg and Veness Denman from CCI. Her phone number is 780-708-4360.
- 3) **Maintenance:** We have hired Zane Kreider (3rd Planet Enterprises) as our maintenance person to take over for Ed Chewka. He started effective December 1, 2012 at a cost of \$30.00/hr. He has his own WCB coverage so we will be able to recover \$87.96 from WCB premiums. He is logging his hours and submitting them on a monthly basis.
 - **Downspout #21** - A longer downspout has been installed on the outside of the building to prevent further water from running into the window well.

New Business:

- 1) **Outstanding Condo Fees:** Invoices have been sent to the condo owners having outstanding condo fees. These fees have not been paid to this date. A motion was brought forward by Jim that a registered letter be sent on March 1, 2013, to all persons in arrears - stating that all condo fees must be brought up to date or further legal action would take place. Further to this, all residences that have outstanding fees will not be getting repairs done if required until all arrears have been paid. Second - Ed. All in favor - motion carried.
- 2) **Switzer Drive:** The Town of Hinton has sent a letter to the Landowners proposing the Switzer Drive improvements. Construction is proposed to commence in May 2013. We are to meet with Charmaine Blackman between Feb 20 - 22, 2013 to discuss this proposal. As this is before our

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2) cont. AGM, Pat made a motion that Board Members meet with Charmaine in the time allotted to apply for an extension until after the Annual General Meeting Feb. 25/13, so that all condo owners could be apprised of what the Town is proposing. Second - Brenda. All in favor.

3) Ratio of Owners to Renters: The question had been raised as to what the ratio of owners to renters must be for a condominium. The answer to that question - there is no set ratio according to the CCI.

4) Picture Windows:

- **#16** - There appears to be mold and moisture in their front picture window. It needs replacing. Marg talked to Mountain Park Glass and he is going to have a look and come back with his recommendations.
- **Price Quotes** - Ed is looking into a price quote for Mountain Park Glass to replace the front picture window. There was a quote given of \$1476 - but this was for the wrong thing. Window style will depend on the price and the decision made by the Board. All upgrades to this (ie. Tinted glass, triple pane, etc.) will be at the owners cost.
- **Recaulking of the windows** - The Board is going to ask Dan to look into whether all the windows that were installed by MidWest Glass need to be redone. Seals are leaking and air coming in through the windows.

Marg made a motion to adjourn the meeting. Brenda seconded. Meeting adjourned at 13:12 pm. Next meeting to be Feb. 25/13 - AGM.