

### General Meeting - Minutes

**Date:** 19-Feb-2019, 6:30 pm  
**Location of meeting:** Union Hall, Hinton AB.  
**In Attendance:** Rita Hindle, Reg Cook, Pat Kynock, Dan Walker  
**Regrets:** Derek Chewka  
**Also in Attendance:** None  
**Recording Secretary:** Reg Cook  
**Elected Chairperson:**

1. **Call to Order;** by Rita Hindle at 7:00 pm.
2. **Additions to Agenda;** None
3. **Approval of Agenda;** Motion by Pat Kynock to approve the agenda as presented.  
Seconded by Reg Cook; All in Favor; CARRIED
4. **Approval of Minutes;** General Meeting:17-Oct-2018  
Motion by Rita Hindle to accept the minutes as presented;  
Seconded by Pat Kynock, All in Favor; CARRIED.  
  
General Meeting: 21-Nov-2018  
Motion by Dan Walker to accept the minutes as presented;  
Seconded by Dan Walker, All in Favor; CARRIED.

5. **Reports of Officers and Committees;**

Treasurer Report by Reg (as per attached Report)

Board agrees that some long-term problematic units / repeat offenders – needs to be addressed. Appropriate measures to be initiated to bring the repeat offenders in line with Condominium Property Act, Bylaws, Policies & Rules.

Motion by Pat Kynock: Be it resolved that Legal Unit #38 pay condo fees in arrears and provide postdated cheques for the remainder of the year by the 7<sup>th</sup>, Feb, 2019, after a long documented history of failure to comply with the Condominium Bylaws and Alberta Condominium Property Act with respect to Conde Fee Assessment for Common Expenses, AND failure to comply with this directive that the board pass this Resolution as per Bylaw 47(h) that the unit will pay an accelerated payment for the remainder of the year.

Seconded by Dan Walker      FOR: 4                      AGAINST: 0              CARRIED

Legal Unit #16 will be notified that if Arrears are not cleared immediately that Legal Action will commence.

Legal Unit #25 is problematic with NSF cheques and if this continues alternate arrangements will be looked into for condo fee payments.

Rita motions to accept treasurer report as presented, Seconded by Dan Walker, All in Favor; CARRIED.

Maintenance Report by Pat

No Maintenance Issues, General Snow Maintenance in progress for winter months.

- Dan Walker commented that the front steps are not cleaned during snow removal operations. This is common property outside of the fenced area and should be considered. Pat will advise Contractor to include these steps in snow removal operations.

**6. Unfinished business;**

- West End Gate Replacement Action by Dan Walker(Summer Project)
- Parking Barriers at visitor stalls – Tabled for further meeting
- Parking Lot Painting – Spring – Tabled for further meeting
- Gas Appliance Inspections – Follow-up by Reg,  
Unit #11, #33, #47 Pending repairs or proof of repairs.

**7. New Business;**

- Election of Directors Positions
- President Rita
- Vice President Open
- Treasurer Reg
- Secretary Open
- Privacy Officer Open
  
- Review of Duties of Directors – Handouts distributed
- Signing of (Schedule A) Code of Ethics for Board of Directors Forms
  - Dan, Rita, Reg, Pat Signed, Derek Pending
- Dan Walker to be signed up for signing authority with Servus.

**8. Round Table;**

News Letter – Topics: Empty Units – Checking during winter months, Condo Insurance Requirements by Owners, Parking Issues – Tenants parking in others private parking stalls and visitor parking, some signs made up to post on vehicles, Vehicles driving to fast for winter conditions in back laneway, some signs made up to post of offending vehicles, Tenant Registrations.

**9. Adjournment;** Motion by Pat to adjourn the meeting. Meeting adjourned at 8:44 pm

**10. Next Meeting date;** DATE – Union Hall – 6:30pm.27-Mar-2019

Approved Date: \_\_\_\_\_

Signature:

X

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Secretary

Treasurer / \ Report  
WLC General Meeting; 19-Feb-2019

31-Jan-2019

**Member Number: 5169610**  
For the period ending January 31, 2019

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***MEMBERSHIP SUMMARY***

<b>Deposit &amp; Investment Accounts</b>	<b>Balance(\$)</b>
Chequing Accounts	36,905.25
Savings Accounts	* 100,959.98
Common Shares	45.69
Investments	150,804.06
Accrued Interest	17.60

**Total** **\$288,714.98**

Petty Cash Balance \$80.60

GIC - 90 Day T-Bill, #6, #10, #11 (exp. 25-Apr-19)

Units in Arrears -

LUnit #16 Outstanding NSF from Oct/18, Jan & Feb / 2019 in Arrears  
Repeat Problematic Unit, Action to be determined

LUnit #37 Owes \$200 from Feb

LUnit #38 Owes Feb

Repeat Problematic Unit, 8 arrears months from 2018 and 2 arrears months  
from 2019 (2/2) Action to be determined

LUnit #25 - NSF Chargeback received from Bank

Was a replacement for Dec NSF cheque. 4 NSF cheques in last 8 months.  
Action to be determined

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1. Call to Order; by Chairperson
2. Additions to Agenda;
3. Approval of Agenda; General Meeting;
4. Approval of Minutes; General Meeting;17-Oct-2018& 21-Nov-2018
5. Reports of Officers and Committees; N/A
6. Unfinished business;
  - West End Gate Replacement
  - Parking Barriers adjacent to the visitor parking stalls
  - Painting of Parking lot lines
7. New Business;
  - Election of Directors Positions, Post AGM 23-Jan-2019
  - Review of Duties of Officers of the Board
  - Signing of (Schedule A) Code of Ethics for Board of Directors Forms
  - Creation of a set of Rules, Policies and Procedures
  - Fine for late payment on Condo Fees, Unit checking when vacant,
  - Tenant Registrations, Notice of zero tolerance policies.
8. Round Table;
9. Adjournment;
10. Next Meeting date.