

MINUTES

Attendees:

Randy Sylvester / Gwen Frith / Shelley Della Costa / Glenn Fraser / Reeve Martin / Lani Rouillard / Stuart Peters
Regrets: Kelly Bowles

Agenda:

1. Call to Order **10:04 am**
2. Establish Quorum - **established**
3. Approval of Minutes of May 28th, 2016 BOD Meeting - **Following discussion
UPON A MOTION DULY MADE AND CARRIED IT WAS RESOLVED THAT the corporation
accept Minutes as presented**
4. Notice of Change of Directors – submitted to Land Titles
5. AGM Review - **discussion**
6. Financial Review – Randy Sylvester
 - a. Current Income Statements
 - i. **\$25 is nsf cheque**
 - ii. **Power is street lights**
 - b. Current Invoices
 - i. **Scan and send to BOD monthly**
 - ii. **Special Assessments all paid**
7. Special Resolution Common Lease Space Review – Glenn Fraser



- a. **To lease on common space the developer requires 75% agreement from owners to use the back 15 feet of property behind each lot. 30 yes and 1 NO so far – Glenn to talk to all owners by end of summer**
- b. **Advantage/s include lots are more attractive to own with additional square footage and raises some money for the condo corporation**

8. Garbage Review

- a. **Lonnie wants additional bin at Clubhouse - \$2091 – Glenn to purchase and install and bill Condo Corp – Motion to accept – Shelley/ 2nd Randy – Motion carried**
- b. **Glenn moved bins to front of property – send email to owners regarding bagged garbage ONLY – there is a sign on the bins already**
- c. **Agree to use Larry for the remainder of the year for garbage removal**

9. Paving

- a. **Local contractor has done pads for \$3000 – Gwen to forward contact information to send to all owners**

10. Security

- a. **Stuart to buy remote video camera for surveillance – condo to reimburse**

11. Trailer on Road

- a. **Reeve to notify owner about setbacks – spoke in person with Mr. Haan about issue**

12. Other Business

- a. **17 lots left out of 99 – when 200 units sold – start Community Centre**
- b. **Decks on ground not part of lot coverage calculation – only raised decks**
- c. **Social committee to be asked about “rock pick” party**
- d. **Friends and Family abuse – rules are: owner needs to be present/ 10 days max per year/ revoke privileges at any time / booked through Developer office**
- e. **Check AED Battery**
- f. **Developer send out community notes**
- g. **Gate codes changed monthly by developer and emailed**



- h. The Property Shop Inc. to send emails regarding contact information and garbage rules and mooring boats in swimming area – 100 meters on both side of pier**
- i. Underage Drivers – find out the abusers and send information to The Property Shop Inc. to notify**

13. Next Meeting – August 6th, 2016 10:00 am

14. Adjournment 11:25 am



#104, 281 Burnt Park Drive
Red Deer County, AB T4S 2L4
Ph: 403.346.6970
Fax: 403.347.5810
www.thepropertyshop.ca



DeGraff's Board of Directors Meeting - Saturday May 28th, 2016 10:00 am

MINUTES:

Attendees:

Randy Sylvester / Shelley Della Costa / Kelly Bowles / Glenn Fraser / Reeve Martin Regrets:
JoAnne Bernard / Stuart Peters / Gwen Frith

Agenda:

15. Call to Order **10:07**

16. Establish Quorum **(4 quorum established)**

17. Approval of Minutes of April 16th, 2016 BOD Meeting – **Motion to accept – 1st Kelly Bowles
2nd Shelley Della Costa - carried**

18. Outstanding issues

- a. Update on Garbage tender process – **quote sent to BOD**
- b. Update on cleaning person for shower house. – **Tammy Palmer \$20 hr**
- c. Update on cypher lock for shower house office door – **ordering new size**
- d. Adding key press inside shower house for key to the maintenance area and cleaning supplies. – **going to leave door unlocked**
- e. Year in review - discuss highlights and lowlights of BOD and park activities for inclusion in the BOD report to owners at the AGM. – **Reeve is doing summary**
- f. BOD included in the review of all current and new lot site plans and changes. – **Riser will email to the BOD and the BOD will have 48 hours to respond**
- g. Sinkhole damage **Developer is paying for repairs**
- h. Common space usage – **in review with Developer and BOD**
- i. Location of boat/pwc mooring lines . – **Make it clear at AGM where to park – create reminder notice for owners**



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j. Suggested Topics for AGM –

- a. 2015/2016/2017 BOD plans – **BOD Report**
- b. Year round sewer and water for phase 1 – **Developer will update**
- c. Location of boat/pwc mooring lines – **as above**

k. Dredging boat launch –**Cannot dredge until after July 1 spawning – water level up 4” last week, can use public launches, email lake map sent out May 30 to all owners**

19.AGM Overview - **Reeve**

20. Other Business - **Glenn**

- a. **working on one stall for each owner/s boat**
- b. **Town of Blackfalds has “skate ramp” to give away**
 - i. **Costs? Was considered a insurance liability in the past**
- c. **County Road Bans apply to “inside” the park as well**

21. Other Business – **Shelley**

- a. **Social Club wants to build lean-to at clubhouse – getting costs**
- b. **Vonnie wants condo to pay for recycling bins**

22. Other Business – **Randy**

- a. **\$900 for garbage on IS – that is the amount paid over budget**
- b. **Explore how condos get financing for larger projects – Reeve**

23. Other Business – **Kelly**

- a. **Golf Course timing? Start in 2017 and ready in 2018**
- b. **When will external road be paved – when more lots sold – 1M cost to the developer**
- c. **Security camera for gate – Glenn to get assessment**
- d. **Asphalt stall paving – Reeve will forward quote from Red Deer contractor this week**

24.Adjournment 11:40



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Notice of Change of Directors

Form 8

Condominium Property Act

Sections 28(5)

Condominium Corporation No. 1022165 hereby gives notice that effective on the 15th day of June, 2016 the following persons are the directors of the board of Condominium Corporation No. 1022165:

NAME

ADDRESS

Stuart Peters

213 Avena Circle, Leduc, AB, T9E 0L7

Glenn Fraser

30 - 39152 RR 280 Red Deer County, AB T4S 2C8

Gwen Frith

#1401 - 4902 - 37 Street, Red Deer AB T4N 6M9

Kelly Bowles

2703 Evercreek Bluffs Way SW Calgary, AB T2Y 4V7

Randy Sylvester

6 Calico Drive, Sherwood Park, AB T8A5P2

Shelley Della Costa

6103-52nd Avenue, Beaumont, AB

Lani Rouillard

c/o Rouillard Law Office, 101 – 37 Beju Industrial Drive,
Sylvan Lake T4S 0K9

The seal of Condominium Corporation No. 1022165 was affixed on June 15th, 2016

In the presence of Mr. Glenn Fraser

(Director)

(Corporate Seal)



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Degraff RV Resort Condominium Plan #1022165

Minutes for Annual General Meeting

Lincoln Hall Sunday June 5th, 2016 – 12:00 pm

Chairperson - Stuart Peters – President

1. Establish Recording Secretary for the Meeting
– Gwen Frith- Secretary & Reeve Martin – The Property Shop Inc.
2. Call to Order 10:03
3. Establish Quorum 48 owners attended (representing 33 units) plus the Developer and 5 proxies accepted – quorum established
4. Proof of Notice or Waiver of Proof of Notice- *attached*
5. Approval of Minutes for 2015 – Motion to accept as circulated 1st Vonnie Glenn/2nd Dale Hrbachek
Following discussion UPON A MOTION DULY MADE AND CARRIED IT WAS RESOLVED
THAT the corporation accept minutes as presented
6. Review 2016/2017 Budget, Income statement & Balance Sheet – Randy Sylvester- Treasurer
 - Reserve Fund has \$25,000
 - Contingency fund \$12, 855
 - Special Assessment to keep fees low
 - Vandalism \$2000
 - No GST on lots
 - Fee increase from \$97 to \$110Motion to accept Financials as presented 1st Larry Glenn/2nd Tara Killeen

Following discussion UPON A MOTION DULY MADE AND CARRIED IT WAS RESOLVED
THAT the corporation accept financial statements as presented

Report from Board of Directors – Stuart Peters



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- Highlights Included:
 - Financial position
 - Operations overview
 - Web Updates
 - Boat Club donation
 - Park rules and enforcement
 - Friend and Family status
 - Lake dredging
 - Increase County costs
 - Board terms of reference and service

7. Report from Developer – Glenn Fraser

- Directional Boring has started for the sewers to be able to circulate and then allow for year round water to be ready in 2017
- Pay based on consumption
- Lease of Common Space behind each lot
 - Special Resolution required
 - Only pay if you use common area
 - Fees would go to Condo Corporation
 - What constitutes “exclusive use”
 - No permits for sheds required
 - Resort has 50% green space / 20% required by County
 - Developer needs 75% of owners to approve
 - Developer to address if lot coverage can straddle common area
 - \$30 per used foot per year fee
- Working on Lincoln Ranch reading and building wastewater plant
- Paving of exterior road – 1M to developer when next phases are sold
- Developer is designating “boat parking” for each unit
- Groundwater issues – why leaking / no Alberta Environmental issues

8. Election of Officers

- Joanne Bernard resignation accepted
- Current Board will continue to act as Directors of the corporation one new Board member – Lani Rouillard accepted by acclamation

10 New Business

- Location of mooring lines and swimming safety
- Watershed Society looking for donations
- Gopher issues – developer killed 300 this year
- Spray of dandelions – with approved products
- For Board questions regarding the park please EMAIL the Board at DeGraffs BOD degraffsbod@gmail.com

Vonnie Glen: - Presented Motion “to get all rules and regulations from County of Lacombe on common area property prior to the Developers presentation of a Special Resolution” 1st Don Kendal/2nd Brad Scott

Following discussion UPON A MOTION DULY MADE AND CARRIED IT WAS RESOLVED THAT the corporation accept motion as presented – 1 opposed

9. Adjournment 1:35 pm

Stuart Peters – Chairman _____ Reeve Martin – Recording Secretary _____



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The Property Shop Inc.
INCOME STATEMENT
For the 1 Months Ending May 31, 2016
DeGraff's RV Resort

July 8, 2016 10:56 AM
Page 1

YTD Actual

REVENUE

Condominium Contributions	5,865.75
Fines / Fees & Penalties	25.00
Interest Income	<u>26.51</u>

TOTAL REVENUE	<u>5,917.26</u>
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EXPENSES

R & M General Maintanance	421.10
R&M Dock	1,961.15
Utilities - Electricity	543.73
Security Office Utilities/Showerhouse	147.91
Outside Maintenance - Lawn Care	1,297.50
Outside Maintenance - Beach	612.50
Insurance	1,225.00
Admin - Management Fees	1,039.50

TOTAL EXPENSES	<u>7248.39</u>
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NET INCOME <LOSS>	<u>(1331.13)</u>
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The Property Shop Inc.
BALANCE SHEET
For the 1 Months Ending May 31, 2016
DeGraff's RV Resort

July 8, 2016 11:10 AM
Page 1

YTD Actual

ASSETS:

Bank	29,290.70
Capital Reserve Savings	25,030.10
Accounts Receivable	(8,084.25)
 Total Current Assets	 46,236.55
 TOTAL ASSETS	 46,236.55

LIABILITIES:

Accounts Payable	7,917.49
 TOTAL LIABILITIES	 7,917.49

EQUITY

Capital Reserve Fund	25,082.91
Retained Earnings	35,710.28
Transfer to Capital Reserve	(25,000.00)
Current Year Income	2,525.87
 TOTAL EQUITY	 38,319.06

TOTAL LIABILITIES & EQUITY	46,236.55
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