

# LITTLE BOW RESORT CONDOMINIUM ASSOCIATION

CONDOMINIUM CORPORATION NO. 931 1680

April 3, 2012

**TO: Little Bow Resort Owners**

**FROM: Little Bow Resort - Board of Directors**

## **GENERAL ANNOUNCEMENTS AND REMINDERS**

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**AGM** – Our annual meeting is scheduled for Sunday May 6, 2012 at 1:00 pm at the Bible Camp. Notices will be sent out shortly. It is expected that there will be four board vacancies arising. Please consider providing your valuable voice to the governance of our Resort. The time commitment is very reasonable (3 in-person meetings last year – each lasting about 3-4 hours) and no specific background or experience is required. All that is required is a desire to help make the Resort the best possible place it can be.

**Garbage Bins** – these bins are for household waste only. We continue to incur significant costs having to address large non-household items that have been wrongfully disposed. Please do NOT dispose of combustible material, tools, appliances, paint in either the bins or the recycle building.

**Construction Dump** – a reminder that the Construction Dump has been closed since December 31, 2011. All construction waste must be transported to the appropriate landfills.

**Boat Sheds** – a reminder that there are 4 new boat sheds that are unsold. The cost is \$15,000. If you have any interest in acquiring a new boat shed, please contact Braemore.

**Grease Traps** – the Board estimates that the cost to clean grease traps is approximately \$5000 per year. The cause of this unnecessary expense is directly related to Unit Owners pouring grease and fat down their drains. Unit Owners can avoid this expense by simply disposing of this waste in sealed containers (like a jam jar) in the main garbage bins.

**Deer Issues** – Any and all temporary fences on Unit Owner's property to deter deer encroachment on their property must now be removed. The hay bales purchased by the Board did seem to help with the deer population and the Board will revisit this approach next fall.

**RCMP** – the Board has been advised that the RCMP has been attending the Resort with increased frequency. We remind Unit Owners and their guests that the Resort is not exempt from Provincial laws regarding all road use rules such as operation of ATV's, insurance requirements and other such matters. It is a Unit Owner's responsibility to be familiar with all laws relating to the use of the public roads and other such rules of general application. The Board is not notified in advance of any visits by the RCMP nor any enforcement actions contemplated.

**Emergency Contact** – Does Braemore have your emergency contact e-mail and phone number? If not, how can they contact you to advise of an emergency such as a boil water requirement? Please ensure Braemore has your emergency contact e-mail and phone number.

## **INFRASTRUCTURE COMMITTEE**

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Perry Wilford (chair), Richard Thomas, Bill Pusch, Jon Hodal, Ray Kienlein, Warren Lyckman

**Resort Drainage** – The drainage work is nearly complete. All that is remaining is to address a solution to prevent erosion on the newly constructed ditches. We are waiting on proposals and will proceed as soon as possible. A further \$15,000 has been allocated from our Capital Reserve Fund to address these requirements. The Committee anticipates using rock in the ditch and hyroseeding the upper sides of the ditch.

**Diesel Tank** - A new diesel tank and pad is required and has been approved by the Board. The existing diesel tank (used for Ray's equipment) is nearly leaking and is presently located on top of a hill overlooking the lake near the water plant. A new tank will be purchased and relocated near the main fuel tank. A total of \$8,000 has been allocated for purchase of the tank, a new concrete pad and fencing. The source of funds is our retained earnings.

**Main Fuel Tank** – The main key lock fuel tank supplied by Robertsons for the benefit of key lock holders must now be insured by the Resort. It was formerly insured by Robertsons who has advised that it will discontinue coverage. Accordingly, the Resort has sought insurance quotes for both this tank and the new diesel tank, described above. 75% of the cost of the insurance will be allocated to the key lock holders on an annual basis in a similar fashion to the allocation of insurance for the boat sheds. The remaining 25% of the insurance costs will be paid for by the Resort which accounts for its usage of the diesel tank.

**Hedges** – There are a number of areas where the existing trees and hedges require maintenance or replacement. \$12,000 from our Capital Reserve Fund has been allocated to address this issue. The Board will seek to maintain existing hedges. Where replacement is required, the Board has authorized, as an experiment, the use of pole and chain fencing as an alternative. This approach will be first attempted in phase IV. Unit Owners that have property adjacent to these new trial fences are encouraged to approach the Board to seek assistance and support to plant and maintain hedges on their property.

**Grass Cutting** – The Board has authorized the purchase of a 10 foot pull behind mower attachment and will keep the existing Z track tractor. This approach will save about \$14,000 against the budgeted mower replacement allocation. In addition, Ray will now be able to mow 10 feet per side on the mile improving the Resort entrance aesthetics.

**Swim Platform at Breakwater** – A proposal was considered to build and place a new swim platform near the Breakwater between phases 1 and 2. The Board considered the overall use for the area, regulatory requirements and the potential for liability by installing a swim platform outside a designated swim area. It was decided that the risk of injury between a child using the platform and a boat outweighed the benefit of the proposed swim platform. Further, it was concluded that a new swim platform would attract more children into waterways used by boaters and this created a high safety concern. It was decided that a new swim platform will not be authorized.

**Speedbumps and Signage** – New signage will be placed at the entrance to the Resort and in locations to be determined. \$250 has been allocated from our operating budget. Ray will continue to create and maintain speedbumps throughout the Resort as required. Any Unit Owner that wishes to add additional speed bumps should contact Ray and NOT attempt to address the issue directly.

**Breakwater** – We have received all required approvals to construct a breakwater adjacent to the boat launches except for federal Fisheries Dept approval. Subject to the sales of the final boat sheds (whose profits are intended to finance the construction of the breakwater), work to construct is planned for the fall after the water level is lowered to its lowest level.

## **WATER COMMITTEE**

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Dale Hildebrand (chair), Barry Bohn, David Kristensen, Allan Maltais, Jon Hodal, Ron Girvitz, Jon Gartly (SABC), Mark Bellamy (SABC)

**Back-Up Generator** – The most recent planned power outage gave Ray a good opportunity to test drive the new back up generator. Ray reports the generator handled the load well without operational difficulties.

**Water Plant Operator Manual** – project is completed as required by Alberta Environment.

**Plant Upgrade Design** - the Committee will now be required to engage a design consultant to provide a more detailed water plant upgrade proposal and submit this proposal to Alberta Environment. The Committee will engage a consultant within the next month and target submission of the proposal by September 1, 2012.

**Water Supply to SABC** – as part of the renegotiated agreement to supply water to Southern Alberta Bible Camp, the Board is now charging SABC its actual costs to produce drinking water. The actual cost is approximately \$2.95 per cubic meter.

**2011 Water Usage and New Water Charges** – The Board is very pleased to report that 2011 water usage by unit owners is down significantly. Usage by unit owners is calculated at 17,450 cubic meters with Resort usage estimated at approximately 25,000 cubic meters. This is very good news and shows the results of excellent water conservation practices by Unit Owners. Some credit is due to a cool and wet summer. For information, our water license allows us to use 50,000 cubic meters per year.

There will be some changes to the water use charges for 2012 as approved by the Board. As most of you are aware, there is a \$100 water credit applied to all unit owners (except empty lots) and the first 100 cubic meters of usage is charged at \$1 per cubic meters. We have a good problem to address in that the Board actually paid out to Unit Owners approximately \$4200 in 2011 as a result of low water consumption to many unit owners using much less than 100 cubic meters. In an effort to balance water charges, the Board has decided to lower the water credit to \$50 (from \$100) and to increase charges for water used in excess of 101 cubic meters. Unit Owners are reminded that actual water charges exclusive of cost of capital is approximately \$2.95 per cubic meter. To encourage low water usage, the fee for usage for the first 100 cubic meters will stay the same. 2012 water charges are now as follows:

0 – 100 cubic meters	\$1.00 per cubic meter (no change)
101 - 150 cubic meters	\$2.00 per cubic meter (increased from \$1.50)
151 - 200 cubic meters	\$3.00 per cubic meter (increased from \$2.00)
201 - 300 cubic meters	\$5.00 per cubic meter (increased from \$4.00)
Over 301 cubic meters	\$6.00 per cubic meter (increased from \$5.00)

## **FIRE COMMITTEE**

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Mike Geisler (chair), Jason Feit

**Fire Suppression Requirements** – The Committee has provided its water flow rate and duration requirements to enable fire suppression at the Resort. The Committee has also provided it recommended conceptual design requirements. These design requirements will be provided to the Water Committee and will form part of the Water Plant upgrade design proposal to be submitted to Alberta Environment.

## **BY-LAW COMMITTEE**

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Tom Taylor (chair), Jason Gouw, Gordon Lenz

**OH&S Requirements** – the Committee will continue to work toward final implementation of the recommended Occupational Health and Safety (OH&S) requirements at the Resort. The Board has approved the purchase of communication equipment for Ray to ensure he can communicate with third parties in the event of an emergency, accident or injury.

**Trailer Clean Up** – Last Fall, the Committee required the removal of all trailers at the Resort as the final building commitments have expired. The Committee will take steps to ensure the removal of all debris left behind by Unit Owners who have removed their trailers.

**Speed Bumps** – The Committee is not aware of any concerns expressed with the implementation of the new speed bumps last summer.

**By-Law Infractions** – The Committee has not considered any issues concerning by-law infractions since the summer.

## EXTERNAL RELATIONS COMMITTEE

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Jon Hodal (chair), Harvey Hillaby

**Highway 529 Paving** – The Committee is advised that the paving project is planned to start in the spring and is planned to be completed by August.

**Regional Water Line** – The Committee has not been advised of any further progress of a regional water line that is planned to be built from Champion to Lomond.