

## COWICHAN LAKE RECREATION COMMUNITY

Shareholder Meeting and Q&A  
Sunday, August 21, 2022 @ 10:00am

---

All Shareholders were invited to attend this informal gathering to provide Park and Project updates.

Directors attending:

Rick Jeffery (Chair), Kim Chadwick, Elaine Dagg-Jackson, Lloyd Ferguson  
Sue Fox, George Hillier, Michele Gibbs (minutes)

---

### 1) Welcome and Chair's Comments

Thank you to everyone who volunteers in the Park - we cannot do it without the volunteers! (applause)

Our newest Shareholders were invited to introduce themselves:

- Site 10 - Dave & Marlene Hamer
- Site 32 - Shayne & Wendy Watt
- Site 28 - Wendy Berghorson
- Site 6 - John & Katya Liggett

### 2) Water & Waste Water Project

Rick provided an overview of the Water & Waste Water Project:

- CLRC has paid a \$250K downpayment
- Financial schedule expected soon from MSR, which will identify payment schedule for Shareholders (SH)
- Site meeting scheduled for Tues, Aug 23 to address questions (locations, schedule, electrical, etc.).
- Project will run Fall 2022 (starting Sept 12 on the beach) to Spring 2023, with break(s) for high-water. CLRC is expected to be fully operational for Summer 2023, and during the project SH can expect access to services but may have limited access to Site during construction.
- An update will be sent to SH following the on-site meeting.

Questions / Comments:

- Can CLRC provide direction with regard to connections for each site? Who pays for connection? Will there be a box, and can it be driven on (as many SH park on their sites)?

*There are many practical questions. The project costs include services to the Site perimeter (SH can indicate where services should be on perimeter); SH are responsible for costs to connect from there to their unit. CLRC will confirm details with MSR and advise SH.*

- What about existing septic tanks?

*Where there are tanks, they'll be filled/abandoned/landscaped. Contractor will work directly with SH to determine access*

- Will the boat launch be out of commission?  
*CLRC will confirm the project schedule and advise.*
- Does the project include asphalt replacement?  
*The intent is to limit impact to asphalt as much as possible because of cost. There is no budget for patching or re-paving at this time.*
- Given that each SH will require materials for connection, can a single large order be placed to obtain volume savings?  
*Yes, that would be possible. CLRC will discuss with MSR.*
- Is the new connection for just septic, or water too?  
*The new connection will be for both water and waste water. There will be a water shut-off, and a septic clean out at the connection point.*
- What is happening with the shed behind Site 15?  
*It was identified as an asset and will be properly sited during the project, with consistent exterior finishes.*

### 3) Project Financing

- Lloyd has been liaising with Shareholders (SH) re: payment and financing options. While not all SH have responded, only two have indicated they may need assistance with financing.
- The intent of offering financing via CLRC was to ensure no SH hardship, however the complexities of providing financing (liens, etc.) probably exceeds the capacity of CLRC's volunteer board.
- Site 4B has been sold (\$290,000), however Site 4A has not which impacts financing. There is a contingency plan if Site 4A does not sell and additional financing is available from the Bank. Note that Site 4A is being sold serviced (ie/ water/waste water project costs are included in sale price)
- The cash call of \$12,000 per Site is anticipated to be invoiced as three payments of \$4,000 each.
- When feedback and/or payments are requested, please respond promptly. It is a significant workload to "chase" shareholders for payments or responses.
- CLRC is in good shape financially, with ~\$180,000 in the bank.

#### Questions / Comments:

- Doug B (Site 48): Would CLRC consider financing more of the project to reduce the immediate costs to Shareholders?  
*The Board is taking a fiscally prudent position on this issue. Consideration has been given to current concerns (CVRD high water mark and TimberWest ownership of foreshore), and the Board would discourage mortgaging future assets for current projects. Given a significant majority of SH are willing/able to self-finance, it is felt this is the most fiscally prudent direction.*
- Shelley (Site 18): Are SH able to join the site meeting on Tuesday?  
*Shareholders are welcome to join the meeting.*
- Brent (Site 40): Is there a penalty or holdback if the Project is incomplete by Summer 2023?  
*There is a holdback (10%), but will need to check re: penalty.*

#### 4) Legal Update

- CLRC has a new lawyer: John McLeod at Reed Pope
- A number of compliance issues have been identified, including that CLRC is technically a “developer” with the subdivision of Sites 1, 4 and 14, and subject to the Real Estate Development and Marketing Act (REDMA), and that the Disclosure Statement is out of date.
- Disclosure Statement is anticipated to be completed by end of August (thanks to Rick, Lloyd & Michele for their work) and is required to complete the sale of Site 4B. It will be reviewed and updated regularly to reflect ongoing changes at CLRC.
- Disclosure Statement protects CLRC, ensuring everything is disclosed to a purchaser. Shareholders selling their share will be required to use the Disclosure Statement also.
- Legal fees payable by SH when selling their share have increased from \$650 to \$1200, which reflects the complexity of the Disclosure Statement, REDMA, etc.

#### 5) Operational Update

- Ladder on swim dock has been replaced (applause)
- Sites 4A & 4B look great (applause)
- Because of the closing delay on Site 4B (for Disclosure Statement), purchasers have rented for August with rental going toward purchase price

#### 6) Swim Area / Marina Update

- Ropes and buoys have been adjusted to better mark the boat and swim areas.
- Stairs have been installed to the south of the swim walkway to encourage use of all beach areas (including in front of Site 53).
- There is now a good balance between boats and swimmers at very low cost.
- While there are some ideas for swim area improvement, they are expensive and there is little interest in new capital expenditures at this time.
- Ideas for improvements are welcome; please send to [Kim](#) (Site 20).

#### Questions / Comments:

- Sean (Site 52): Beach area is working really well and it's great to see so many kids this year (applause)
- Dave (Site 31): Would CLRC consider a common-use buggy or wagon for hauling fuel on the docks?

*Board will consider*

- Marie-Jose (Site 39): Could CLRC create a common area/space for beach toys to be shared?

*With regard to questions from Dave and Marie-Jose, while they are fun ideas there is concern for the liability and maintenance issues that become the responsibility of “someone”.*

- Drew (Site 18): Please keep an eye on your kids! It is much busier in our marina.
- Jackie (Site 59): Has the Board considered hiring someone to remove the milfoil weed in the swim area?

*Volunteers have done so in the past. Jackie will provide information to the Board for*

consideration. Our clear, open swimming area is a valuable asset and should be maintained.

## 7) Electrical Upgrades

- There is one final area to be assessed and upgraded: Sites 18-22 and 35-45.
- Kim (Site 20) and Doug B (Site 48) will lead a sub-committee to assess the current situation and provide options to be considered for upgrade.
- Volunteers for the sub-committee are welcome (contact [Kim](#)).

### Questions / Comments:

- Doug (Site 48): The electrical room in the alley is beyond repair; a quick solution would be to take Sites 18-22 from there to the house.  
*The Board encourages options be brought forward. There are also bigger picture considerations (ie/ 50 amps required for both lift stations in Water & Waste Water Project). The sub-committee will consider assessment and options and make a recommendation to the Board, and recommended option(s) might include short-term fixes.*
- Shelley (Site 18): Glad that this electrical shed concern will be considered by the sub-committee. It is a fire-hazard.

## 8) Gates

- When asked about SH interest in Park gates, approximately 40% in attendance raised hands.
- Gates will not address concerns for elk entering the park.
- Primary purposes for gates is to improve security, and to reduce people walking through the Park
- There is considerable foot-traffic between Lubin's and CLRC via the Beach. Visitors (from or to Lubins) should use common area to traverse, and should respect Site 53 (no other SH would welcome through traffic on their site). Concern was expressed that Lubin guests are using CLRC showers and bathrooms.
- Cost of catapulting gates are estimated to be \$30,000
- There were questions about gate access:
  - How do guests enter? Vehicle and man-gates; gates unlocked/opened morning & evening during summer seasons, and locked/closed during winter season; use code when locked/closed.
  - How noisy are the gates? Gates being considered are sliding not swinging, so they run on a rail.
  - Will there be security cameras? Not being planned currently, although there will be security cameras installed at the garbage container to ensure SH no longer dispose of rocks or cardboard
  - At Paradise RV guests have to be admitted manually (high level of security).
- Brent (Site 40) to liaise with George re: gates contact.
- Electrical for gates has been allocated in electrical box on Site 1A
- Gates are a longer-term capital item to be considered following completion of the water & waste water project.

## 9) Q&A and Comments

*Where questions/comments apply to one of the above items, it has been noted there rather than here.*

- Thanks to the Directors for their work on complex issues (applause)
- There is interest in a Social Committee (applause)! Please contact [Kim](#) (Site 20) with ideas and to join committee
- Could the Board consider alternate date for AGM - November or January?  
*November is not viable as financial statements would not be ready; Board will consider January*

Elaine thanked Shareholders for their feedback and encouraged everyone to continue to be open with Directors: if you hear there are questions or rumours, please liaise with the Board and we'll get answers or advise when answers can be expected.

It's been a really positive year - thank you to all Shareholders!

Meeting adjourned at 11:00am