



CLRC Secretary &lt;cowichanlakerv@gmail.com&gt;

---

## Expenditure Authorization - Roadway Resurfacing

---

CLRC Secretary <cowichanlakerv@gmail.com>  
Draft

Fri, Jun 16, 2023 at 12:57 PM

**From:** Elaine Dagg-Jackson [edaggjackson@gmail.com](mailto:edaggjackson@gmail.com)  
**Sent:** Thursday, May 25, 2023 6:55 AM  
**To:** Elaine Dagg-Jackson [edaggjackson@gmail.com](mailto:edaggjackson@gmail.com)  
**Subject:** Expenditure Authorization Vote – Roadway Resurfacing

Dear Shareholders,

Thank you so much for taking the time to vote. This is to advise you that the motion was passed with 86% votes cast in favour.

As of 7:00 pm May 24 the results were:

YES - 36  
NO - 4  
ABSTAIN - 2

One additional 'yes' vote was received after 7:00 pm.

MOTION:

*The CLRC Board of Directors is authorized to undertake the resurfacing of the previously paved roadways in the Park using 100% crushed asphalt (recycled), including preparation of the road base, at a cost of approximately \$90,700. Financing will be completed using the existing Line of Credit and repayment options will be determined by the shareholders at the 2023 Annual General Meeting in December.*

PASSED

Again, thanks so much for your prompt response.

**Elaine Dagg-Jackson, CLRC Communications**  
**Elaine Dagg-Jackson, Ch.P.C.**  
National Team Program Manager/ Lead  
IST Manager

C. (250) 888-5432  
E. [edaggjackson@gmail.com](mailto:edaggjackson@gmail.com)

**CURLING CANADA**  
1660 Vimont Court, Orleans, ON, K4A 4J4  
[www.curling.ca](http://www.curling.ca)

----- Forwarded message -----

From: **Elaine Dagg-Jackson** <[edaggjackson@gmail.com](mailto:edaggjackson@gmail.com)>  
Date: Tue, May 23, 2023 at 9:04 AM  
Subject: IMPORTANT FINANCIAL INFORMATION & VOTING REQUEST  
To: Elaine Dagg-Jackson <[edaggjackson@gmail.com](mailto:edaggjackson@gmail.com)>

Dear CLRC Shareholders:

The water and wastewater project (WW System) will be completed soon, and some time-sensitive decisions are required regarding finishing. A response is requested by **7:00 pm May 24**.

### STATUS:

At the [June 29, 2022 Special General Meeting](#) shareholders approved the WW System project, with a projected impact of \$13,000-\$15,000/shareholder. CLRC has collected three draws of \$4,000 each (\$12,000/shareholder) to date. The project is on-track and expected to be within the original range of \$13,000-\$15,000/shareholder. The Board anticipates providing a full reconciliation presentation to shareholders at the **Saturday, June 17<sup>th</sup> Shareholder Information** session following the scheduled Board Meeting.

### FINISHING

There has been considerable disruption to the roadways, including additional work required to fix the roadbed from the Entrance of the park to Site 6 (This work has been completed at a cost of \$33,000 as communicated to shareholders by email April 13) and trenching for services:

- between Site 59 and the Caretaker House
- between Sites 59 and 60
- between Site 60 and boat launch.

The original project scope included finishing the disturbed roadways with ¾" clear crush. Paving was not included, with the understanding that resurfacing would be discussed following project completion.

The Board feels it is prudent to seek shareholder input regarding resurfacing at this time. A decision on resurfacing is time sensitive.

### OPTIONS:

The Board has identified several options for moving forward with project completion:

#### 1. **Status Quo** (no additional roadway remediation at this time)

Disturbed roadways/trenches will be finished with a top dressing of ¾" clear crush gravel. No improvement of remaining asphalt.

COST: \$33,000 (entrance road base repair, **already completed**) or **\$600/shareholder**

The Board has concerns about this option namely:

- Concern for sloughing of gravel/silt into lake during high water.
- Concern for dust due to traffic.
- Concern for park remediation/aesthetics (visually unappealing).

#### 2. **Patch**

Patch disturbed roadways/trenches with 100% crushed asphalt (recycled). No improvement of remaining asphalt.

COST: \$33,000 (entrance road base repair, completed) + \$11,500 = \$44,000 or **\$800/shareholder**

The Board has concerns about this option namely:

- Concern for viability of patching to existing asphalt, given poor condition of existing asphalt
- Concerns about durability
- Concern for park remediation/aesthetics (visually unappealing).

#### 3. **Resurface**

Resurface all disturbed roadways AND all other asphalt areas with 100% crushed asphalt (recycled). Costs include removal/disposal of existing asphalt, road base preparation and resurfacing.

- Exit road base (Sites 9-14) will require similar remediation to Entrance (remove organics/logs/other and replace with road base material). Without road base improvement any future roadway subject to slumping, potholes and failure.
- 100% crushed asphalt (recycled) is compacted in place. This option is an alternative to asphalt paving and suitable for parking lots and low traffic areas, and has a lifespan of up to five years or more if maintained. It is

dust-free, durable, and easy to repair.

COST: \$33,000 (entrance road base repair, completed) + \$57,700 = \$90,700 or **\$1600/shareholder**

- Directors recommend this option

#### 4. **Pave**

Prepare and pave all areas originally asphalt.

COST: \$33,000 (entrance road base repair, completed) + \$250,000+ = \$283,000+

or **\$4950+/shareholder**

- This option can be considered at a later date.

### **RECOMMENDATION**

The Board is strongly recommending **Option 3** at a cost of total cost of approximately \$1600/shareholder.

A decision is required urgently, as this cost estimate is provided by Plan Contractors and is contingent on commencing this work prior to removal of equipment being used for the WW System. This represents a cost savings of ~\$15,000. Additionally, the 100% crushed asphalt (recycled) is being provided at cost by Sean Gibbs (Site 52) whose company is sole commercial supplier of the product. Both of these components represent a substantial savings to the Park and to shareholders.

### **FINANCING**

Two options for financing have been considered, should the resurfacing project proceed:

#### 1. **Line of Credit**

Use the existing Line of Credit (LOC) to finance the resurfacing project. At the AGM in December shareholders can consider payment options, including another cash draw, increasing monthly fees or other options.

#### 2. **Cash Draw**

Ask for a cash draw from shareholders now.

The Board recognizes that shareholders have been asked to provide a significant cash contribution for the WW System, and that the resurfacing project is an additional impact.

### **SUMMARY**

The Board met informally with shareholders at the Park on Monday, May 22, individually or in groups (approximately 25 shareholders) to explain the options and rationale for recommending Option 3 (resurfacing) and to seek feedback. There was strong support for Option 3 from those shareholders.

The Board would have preferred to have a meeting for all shareholders, however given the need to have a decision prior to completion of the project this has not been possible. Shareholders with questions are encouraged to reach out to the Board via [cowichanlakerv@gmail.com](mailto:cowichanlakerv@gmail.com).

The Board proposes the following resolution for a vote by shareholders. Please vote by replying to [edaggjackson@gmail.com](mailto:edaggjackson@gmail.com) by **May 24 at 7:00pm**. In the subject line please indicate your Site # and your vote (yes/no/abstain). Elaine Dagg-Jackson will receive the votes.

### **MOTION**

*The CLRC Board of Directors is authorized to undertake the resurfacing of the previously paved roadways in the Park using 100% crushed asphalt (recycled), including preparation of the road base, at a cost of approximately \$90,700. Financing will be completed using the existing Line of Credit and repayment options will be determined by the shareholders at the 2023 Annual General Meeting in December.*

Thank you for your consideration, and for your prompt response.

**Elaine Dagg-Jackson**  
**CLRC Communications**

