

Board Meeting April 29, 2018

Attendance:

In Person: Mike Dix, Lloyd Ferguson, Susan Fox, Ken Burke, Laura Smallwood

Absent: Jack Pagani, Brenda Rafter

Start Time: 10:00 a.m. End Time: 12:00 p.m.

1) Approval of minutes from Board Meeting on March 25, 2018

Approved.

Apologies to all lot owners that a notice for the April Board meeting was not sent out.

2) Caretaker Update

- a. **Action:** Jim to contract out and oversee cleaning of main washrooms. Gable ends were closed years ago – no mold before that. Remove front gable ends and put up a mesh to see if that handles the mold issue.
- b. Swim and boat docks. Ken installed new swim dock hinges. Contractor coming on Wednesday to assess and provide estimate on new pilings required.
- c. Lloyd confirmed that Jim has been added to email distribution lists.
- d. 1 truck load of pea gravel needed for beach area. **Action:** Jim to order when water level is lower.
- e. All septic lids located except the one on Lot 22. Septic lid on Lot 4 is down 3 feet. **Action:** Jim to put on a collar in the fall.
- f. Perimeter fence between Lot 53 and Lubins is almost complete. Owner of RV on Lubins side is encroaching on our property and would not move unit. **Action:** Jim to address in the fall.
- g. Lots 23 thru 34 have no domestic water. Jim and Roy currently working on problem.
- h. Proposal to add to the end of the existing boom in the fall to stop debris from floating in. **Action:** Jim to draft design and estimate.

3) Financial Update

- a. \$155,000 in bank, plus \$22,000 for hydro upgrade. Collins Barrow adding budget into financial statements.
- b. Will remain with process that allows Jim and Roy to pay contractors directly and then receive re-imbusement from CLRC (all within Director oversight). Works better for all (contractors and CLRC). **Action:** Jim to put on a collar in the fall. **Action:** Lloyd to investigate option of company credit card for caretaker.
- c. **Action:** Lloyd to confirm with Donna that there will not be any negative implications (i.e. relationship, special pricing) as a result of the selling of Lot 12.

4) Project Updates

#	Project Name	Project Lead	Update
1	Electrical Upgrade Washroom Row	Ken	<p>No design/estimate has been received from BC Hydro. Can not proceed until we have this.</p> <p>11 Of 12 lots have paid their portion. Those that do not pay will be assessed the fee plus interest, the first of numerous escalation steps.</p> <p>Lot 31 fence will need to come down to allow bobcat access for trenching. Fence is in poor shape. Shared cost between lot owner and CLRC to install new fence.</p> <p>Lot owners may be without power for a few days during this upgrade. Action: Ken to communicate with all impacted lot owners.</p>
2	Lot 42 – 45 Wall	Ken (with Mike)	<p>Lot 44 is not great but usable. No further action until permanent solution can be implemented.</p> <p>Lot 45 needs piling, rip-rap and blocks (2 high). Quote from Mitchells was \$2,000. Board approved expenditure but need to wait for water level to recede.</p> <p>No issue with current lot fencing on Lot 42.</p> <p>Neighbour approached CLRC about cost sharing on new perimeter fence bordering Lots 41 and 42. Estimate cost to CLRC of approx. \$2,000. Action: Jim to work with neighbor and bring design/cost estimate to Board for approval.</p>
3	Detailed Design for Protective Roof Structure	Jack & Laura	<p>Action: Working closely with the Board, Lot 29 will pilot draft design for protective roof structure. Once completed, design specifications will be documented for inclusion in LIRF documentation.</p>
4	Bottle Deposits	Susan	<p>Find a local charitable organization to take – In progress</p>
5	D’Arcy Lubin issues	Mike	<p>Action: Jim/Roy to remove walkway attached to concrete</p>

			blocks.
6	Lot 53 Boundary Fence	Mike	Almost complete. Action: At the end of the season, Jim to make fence higher where Lubin's unit is on CLRC property.
7	Park Road/Area Naming	Brenda	In progress
8	Fire Pit/Central Gathering Area Point	Jack (with Ken)	In progress
9	Asphalt/Drainage at Lot 59/Speed Bumps	Jack/Ken	Action: Ken to get quotes on 5 speed bumps (2 at entrance, 2 at exit and 1 opposite wall at Lot 7) plus small berm for Lot 59
10	Golf Cart	Jack	No update
11	Property Tax Review	Brenda	Consult with other parks and gather information regarding how they handle property taxes.
12	Lot 10	Mike/Ken	Ken is handling cleanup of lot to accommodate hydro access. Mike to work with contractors to provide estimate on cost to update/repair unit.

5) LIRF Update

a. LIRF Process

- i. Process Changes – In order to make the LIRF process more efficient, the following changes have been implemented:
 1. If the request is for something extremely straightforward (e.g. repair of a broken fence with same type of panels or replacement of a unit with unit of similar size), the Chair of the LIRF Committee will review and make a determination.
 2. If the request is for something slightly different, but well within the rules/guidelines (e.g. new gazebo but different size in same location), the LIRF Committee will review and make a determination.
 3. If the request is for something new and/or could impact neighbours, the LIRF will be circulated to all lot owners for input.
 4. The results (approved/not approved) of all LIRF requests will be reported at each Board meeting and captured in the minutes.
 5. All LIRF requests must be in hardcopy or printable electronic form. Please no pictures.

b. No LIRF's From Lot 4

- i. Renter of Lot 4 has a new gazebo (different size) and installed curtains on his deck. Renter committed to providing 2 LIRFs but has not provided despite numerous discussions. What should our approach be?
- ii. Has also indicated that he would like to install a fence. LIRF (with details and diagram) has been requested prior to any work commencing.

c. LIRF Requests

- i. Lot 31 – replace gazebo. Approved

- ii. Lot 14a – lay sod and construct shed. Approved
- iii. Lot 9 – install 2nd set of steps. Approved
- iv. Lot 6 – trim tree, plant trees, install new gazebo. Not approved
- v. Lot 57 & 58 – replace rotten fence. Approved
- vi. Lot 33 – change in trailer with new owner. Approved
- vii. Lot 54 – revision to previous LIRF to add walkway. Approved

6) Any Other Business

- a. Caretaker contract negotiations concluded. Contract signed. **Action:** Lloyd to file with lawyer. **Action:** Laura to draft washroom cleaning log and rule infraction report.

7) In Camera: Lot 4 Speeding

- a. **Action:** Jim to speak to Lot 4 renter regarding complaints of speeding in the park.

Meeting adjourned