

## Board Meeting April 7, 2019

### Attendance:

In Person: Ken Burke, Lloyd Ferguson, Sue Fox, Rick Jeffery, Shelley Milligan, Jack Pagani, Laura Smallwood, Lynn Ross

Absent: Mike Bourne

Start Time: 10:05 a.m.      End Time: 11:47 a.m.

### 1) Approval of January 20, 2019 Meeting Minutes

Moved: Shelley      Seconded: Lloyd      All approved

### 2) Caretaker Update

- a. Several water leaks have been repaired. Beach clean up completed.
- b. Park opening: Beach area is operational, will turn on water and septic on Upland Row. Goal each year is to open as soon as possible.
- c. Registered letter received from renters on Lots 9 and 13 regarding snow removal. **Action:** Laura to draft response indicating removal of snow was performed to park standards. Also include lot access requirements (ongoing projects, 24 hr notice where feasible, emergency access allowed)
- d. Beach lot owners removing fence panels at the end of the season and leaning on fences in other lots are causing damage to those fences. Board permission is required to leave removed fence panels onsite and must be left laid flat.

### 3) Finance Update

- a. \$151K in bank (includes \$24k from 12 lot owners for hydro upgrade)
- b. Lot owners making queries on back monies owed resulting in Accountant time spent investigating and responding. **Reminder:** All post dated quarterly cheques for this year are overdue and must be provided to Lloyd asap.
- c. **Action:** Lloyd to work with accounting firm on Quarterly Statement production/presentation and report out at next meeting.

### 4) Operations Update

- a. Wall 57 and 58 – Wall in front of lot 57 repaired (formed and poured). Backfilling to be completed, owner responsible for landscaping. Buttresses will be next.
- b. Fences –
  - i. Lot 41 to water – last year's estimate was approx. \$4,300 (materials only). Needs to be fixed properly using concrete blocks. Need to ensure fence on lot line (allows access to

- irrigation pump). Approved providing cost sharing with neighbor and pending outcome of the lake wall in front of lots 42 – 45.
- ii. Lot 53 – Panels closest to the water need to be re-done. Lot owner to be involved. First panels will be made removable, use additional concrete blocks on last panels. **Action:** Jack to revisit design with lot owner. (Note: Walkway on Lot 53 is for exclusive use of lot owner and family.)
- c. Beach requires a fresh load of gravel.
- d. Signs – additional ones are coming. Need signs for lots 47 and 48 parking.
- e. D’Arcy Lubin Issue – **Action:** Rick to speak to D’Arcy regarding:
  - i. Wharf - Lubin’s walkway is attached to our piling. D’Arcy had previously agreed to move to his piling. Need to establish an agreement whereby D’Arcy would agree to rent use of our piling and take on liability;
  - ii. His tenants trespassing and using our facilities; and
  - iii. 3 ft hydro easement – Lubins tenants have filled easement with decks and junk, difficult to access and needs to be cleared. **Action:** Terry to provide Rick with contact name.
- f. Parking
  - i. Approval of plan Mike submitted regarding parking on Uplands Row. **Action:** Mike to implement, contact Jack if signage required.
- g. Golf Cart – **Action:** Mike to install light

## 5) Infrastructure Update

- a. Wall Lots 42 – 45
  - i. Biologist is speaking with Regional District
    - 1. Possible permit extension?
    - 2. Lake still very low in our favour
  - ii. What’s the fine without permit? At risk as wall is unsafe.
  - iii. Mike Dix passed files on this issue to Rick.
  - iv. If wall repair can not be completed in the next 3 weeks, proceed with temporary fix to Lot 45 (approx. \$2K pre-approved) and push off to fall. Lot owners of lots 42 – 45 must be prepared to move off lots at the end of August.
- b. Electrical Upgrade
  - i. Electrical room ready
  - ii. Tree trimming set for Tuesday, 9 April
  - iii. Hydro hook-up scheduled for April 22
  - iv. Full project costs are yet to be determined. **Action:** Ken to provide project costing at next meeting, including determining if there are additional costs for 12 lot owners.
  - v. Next steps will be to address power requirements for lots 18 – 22.

- c. Lot 18 Wall
  - i. Ken met with engineer who has recommended installing 4' X 5' footings with tapered buttresses.
  - ii. Cost approx. \$3K
  - iii. Moved: Jack    Seconded: Laura    All approved

**6) Caretaker Contract**

- a. Laura sent draft of updated caretaker contract to all Board members
- b. **Action:** Jack and Laura to meet with Jim to review/sign

**7) Lots 4, 10, 13 and 17**

- a. Mobile homes on lots 4 and 10 have been registered with the new owner. New owner now arranging for removal and transport.
- b. Lot 4 – Board agreed to subdivide lot into 2. **Action:** Jack to provide cost estimate.
- c. Lot 10 – Asking price of \$185,000 (bare lot). **Action:** Lloyd to list once unit removed.
- d. Lot 13 – Asking price of \$185,000. Renter currently in negotiations regarding sale of unit.
- e. Lot 17 – Currently rented for \$5,500 for the season. Will continue to advertise for sale at \$125K. **Action:** Lloyd to place ads in Used Victoria, etc.

**8) Property Tax Review**

- a. At the AGM it was decided that, effective July 2019, lot owners are responsible for the increase in property tax costs associated with a lot improvement.
- b. Lloyd provided impact summary (by lot).

**9) LIRF Process**

- a. No changes required
- b. **Action:** Laura to meet with Mike and provide overview of process

**10) Liability Insurance**

- a. All lot owners are to provide copies of their liability insurance for unit, boat and/or seadoo. Copies are to be provided to Jim Bourne (caretaker), who will make a copy for CLRC records. Motorcraft are not to be launched without first providing Jim with proof of liability insurance.

**11) Garbage Pickup**

- a. **Action:** Lloyd to arrange for May 1 start

**12) Lot 52 Septic**

- a. **Action:** Jack to add to end of season maintenance list to implement a proper fix for access to septic system.

**13) Lot 4**

- a. **Action:** Laura to prepare a timeline of events regarding Board actions in response to lot owner concerns regarding behavior of Lot 4 renter.