

Board Meeting January 14, 2018

Attendance:

In Person: Mike Dix, Brenda Rafter, Lloyd Ferguson, Susan Fox, Laura Smallwood

Via Phone: Jack Pagani, Ken Burke

1) Approval of minutes from Board Meeting on October 7, 2017

Approved.

2) Minutes for 2018 Board Meetings

Laura Smallwood will take minutes for 2018 Board Meetings

3) Caretaker Update

- a. No more water leaks detected
- b. Elk still a problem, keeping elk out of the park as best as possible
- c. Blocks removed in front of Lot 45
- d. Need to obtain master copy of septic field diagram
Action: Jim to follow up with Jack (and Randy Prettie)
- e. Need to transition and document infrastructure, start-up and shut down knowledge
Action: Jim to follow up with Jack and Roy
- f. Wall in men's main washroom has mould
Action: Short term – Jim to plug in portable fans. Longer term – fill in wall frame where meets roof
- g. Neighbour's (Doug's) lake filled with stagnant water, dam is still up.
Action: Jim to continue to monitor
- h. Garbage on beach a continual problem. Some lot owners have stacked fence panels against other lot's fences and causing damage.
Action: Jim will dispose of anything that is not secured and making a mess or causing damage. Lot owners are responsible for any damage.
Action: All lot owners need to store their fence panels in an appropriate place or take home, not against the boundary fences or fences of other lot owners.
Action: Laura to update rules accordingly. Only items to be left on beach must be secured items and fence panels must be stored elsewhere.

4) Financial Update

- a. Van City needs 2 signatures to allow online access
- b. \$133,600 in bank, approx. \$15K in Accounts Receivable and \$6,600 in Aged Receivables
Action: Lloyd to follow up on Aged and Accounts Receivable
- c. Still receiving cheques for 2018 fees. Lot owners need to provide quarterly postdated cheques. Too much effort to chase down outstanding monies owed.
Action: Lloyd to notify lot owners to provide quarterly postdated cheques.

- d. Property Assessment shows a 3% increase in assessed value (from \$4.104M to \$4.247M)

5) Admin Update

- a. Sale of Lot 42 – To be completed in February 2018. New lot owners bringing in smaller unit than they had previously used when renting. Need to ensure fence panels are placed on lot according to site/development plan.
Action: Mike to confirm with Todd and Lisa Walker that fence panels are in correct location. Confirmation required before sale can be completed.
- b. Lot 60 hydro – determined that meter was faulty and has been replaced. Board to determine if it is fair to absorb some of the hydro costs. Further investigation is needed.
Action: Lloyd to follow up by checking main meter and slave meter consumption.
Action: Mike to look for infrastructure DVD.
- c. Water bill was revised to \$1500 and cheque has been sent.
- d. Lot 10 (Wingo’s)
Action: Mike to follow up on rent for January and bill of sale.
Action: Jim to talk to Norm that everything he has purchased from the Wingo’s needs to be off the lot by January 31, 2018.
- e. Property Tax allocation – defer discussion to another meeting.
Action: Mike to circulate assessment with minutes from this meeting.
Action: Brenda to research what is currently occurring in other parks.
- f. Lot 4 Tidiness
Action: Mike to draft a formal letter addressed to Lot 4 renter stating that the lot must be cleaned up to the standard of the other lots in the area, the date this must be completed by and the consequences if not done. Mike will also attach a copy of the current Rules and Regulations document.

6) Task and Project Assignments

#	Project Name	Project Lead	Comments
1	Lot 10 (Wingo’s)	Jim (with Mike)	Conduct assessment and develop plan
2	Lot 42 – 45 Wall	Ken (with Mike)	Conduct assessment and develop plan
3	Washroom Row Electrical Upgrade	Ken	Conduct assessment and develop plan. Scope, timeline and approx. cost for next meeting.
4	Detailed Design for Protective Roof Structure	Jack	Draft design for next meeting. To include an option for porch cover.
5	North Fence Replacement	Jack	No usable panels left. Scope, timeline and approx. cost for next meeting.
6	Bottle Deposits	Susan	Find a local charitable organization to take
7	D’Arcy Lubin issues	Mike	
8	Lot 53 Boundary Fence	Mike	Jim to assess and provide feedback
9	Park Road/Area Naming	Brenda	

10	Fire Pit/Central Gathering Area Point	Jack (with Ken)	
11	Main House (Basement/Deck changes)	Ken	Conduct assessment and develop plan with scope, timeline and approx. cost
12	Replace Garage	Ken	Conduct assessment and develop plan that addresses location, supporting bank behind house, design for workshop and approx. cost.
13	Asphalt/Drainage at Lot 59/Speed Bumps	Jack	Conduct assessment and develop plan with approx. costs
14	Golf Cart	Jack	Purchase and fix golf cart for caretaker use. Approved for \$1200 expenditure.
15	Docks – require 2 – 3 more pilings. Winter water and wind problems resulted in swim dock going over its pilings and boat dock pulling its chains and is now swaying approx. 8 ft.	Ken	Conduct assessment and develop plan with scope, timeline and approx. cost.

7) Future Vision

- a. Lot 11 – Entertain notion of purchasing and subdividing. All in favour if numbers make sense.
Action: Lloyd to assess different scenarios
- b. Lot 13 – Entertain notion of offering to sell lot to Mr. and Mrs. Powers. All in favour if numbers make sense.
- c. Billy Goat Island – Determined it does not make sense to consider/pursue at this time.

8) Other Items

- a. Hydro Upgrade for Lots 54 – 59
Action: Lloyd to check and ensure hydro is charging commercial rates
- b. Protection of Lot Owners Views – very few lots have a guaranteed view, however, all lot owners must do their best to ensure they minimize any negative impact on another lot owners view. All options must and will be considered with any LIRF request to ensure impact is minimal. All lot owners are aware of their lot limitations when they purchased their lot.
- c. Mike is extremely busy and would like another Board member to take over the LIRF process.
Action: Laura will take over LIRF process. This also involves an assessment and update of our current process to streamline where possible. Include an ability to approve “simple/straightforward” requests immediately and work with committee on those that are more complex.
- d. Caretaker role/remuneration – maintaining year round. Need to assess role and compensation.
Action: Laura to draft and cost different scenarios (status quo, enhanced caretaker and park manager).
Action: All Board members to send their input to Laura by end of week.