

## Board Meeting May 26, 2019

### Attendance:

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

Absent: Mike Bourne, Ken Burke

Start Time: 9:58 a.m.            End Time: 12:00 p.m.

### 1) Approval of April 7, 2019 Meeting Minutes

Moved: Lynn    Seconded: Lloyd    All approved

### 2) Caretaker Update

- a. Everything running smoothly.
- b. Thanks to all the volunteers who helped with new concrete for wall buttresses on lots 18 and 57, plus washroom sidewalk.
- c. A number of lot owners have not provided copies of liability insurance for unit/lot, boat and/or seadoo. **Action:** Shelley to send email to those who have not yet provided. **Action:** Shelley to notify lot owners who are renting their units/lots that they are responsible for ensuring their renters provide copies of liability insurance to Caretaker prior to launching any motorcraft.

### 3) Finance Update

- a. \$143K in bank as of end of April
- b. Invoices now being received for hydro upgrade.
- c. Annual Report requires Director's signatures.
- d. A/R situation remedied.
- e. **Action:** Lloyd to send copy of new Rules and Regulations to lawyer.

### 4) Operations Update

- a. Wall lots 57 and 58 – Buttress completed. Landscaping and fill still required.
- b. Wall lot 18 – 3 new buttresses completed. Need to fix remaining older buttress. Straps have been made and will be mounted once primed.
- c. Fences –
  - i. Fence along Upland Row needs staining but need to wait for warmer weather.
  - ii. Lot 41 to water – agreed to cheaper temporary fencing solution as decision on lake wall will not occur soon. Will have access to pump.
  - iii. Lot 53 – lot owner will complete.
- d. Signs – additional ones are coming.

- i. Parking for lots 47 and 48.
  - ii. Please stop at office
  - iii. Emergency exit
  - iv. Lot #'s for dock slips
- e. D'Arcy Lubin Issue – **Action:** In progress, Rick leading
- f. Parking
  - i. Mike implementing proposed plan.
- g. Golf Cart – **Action:** Mike to install lights next week
- h. Garbage – Only kitchen scraps and bathroom garbage can items are to be put in park disposal bin. Some lot owners are putting in such items as ladders, cushions, bbq covers, etc. and putting park in a position where the park will lose the garbage pickup privilege and the disposal company will remove our disposal bin. **Action:** Laura to send reminder email to lot owners.

## 5) Future Projects

- a. Gates at Entrance/Exit. **Action:** Jack to provide options/estimates
- b. Workshop. **Action:** Jack to provide options/estimates
- c. Space below Caretaker's suite. **Action:** Jack to provide options/estimates
- d. Deck off Caretaker's suite. **Action:** Jack to provide options/estimates

## 6) Infrastructure Update

- a. Wall Lots 42 – 45
  - i. \$1700 spent on biologist who spent time with Regional District and assessed the situation.
  - ii. A permit is needed.
  - iii. We need to demonstrate that it's our property, and it probably isn't
  - iv. Survey needed. Moved: Laura Seconded: Shelley. Will request one based on 1906 boundary and one based on current boundary.
  - v. May need to approach Mosaic (formerly Timber West) regarding lease of property.
- b. Electrical Upgrade
  - i. Costing details are required to ensure costs are allocated correctly between company and lot owners. **Action:** Laura, Jack, Lloyd and Ken to review all documentation and invoices and make recommendation. Rick and Dave Seivewright will forward any pertinent emails.

## 7) Caretaker Contract

- a. Caretaker contract signed at end of April.
- b. WorkSafe BC expressed concern that caretaker may be employee not contractor. Jim Bourne will keep Board apprised of situation.

- c. Anyone with questions regarding the Caretaker's duties should contact the Park Operations Director, Jack Pagani. The details of the contract will not be posted on the CLRC website.

**8) Lot 4**

- a. Estimate of \$30K to subdivide including retaining wall and electrical upgrade.
- b. There is no decision regarding subdividing the lot. The Board will take any decision to the shareholders for ratification.
- c. **Action:** Laura to consult with CVRD regarding the impact of reducing the number of mobile home lots.
- d. **Action:** Jack to organize work party to start clean-up of lot
- e. No date yet for movement of unit. **Action:** Jack to continue to work with mobile homeowner on movement of unit.

**9) Lot 10**

- a. Will be moved first but no date yet. **Action:** Jack to continue to work with mobile homeowner on movement of unit.

**10) Lot 13**

- a. Price increase to \$60K for unit.
- b. No movement on sale
- c. **Action:** Laura to send letter to renter regarding:
  - i. Sign in window
  - ii. Condition of lot
  - iii. Copy of liability insurance
  - iv. Copy of content insurance from renter

**11) Lot 17**

- a. Some interest expressed. **Action:** Shelley to obtain For Sale sign.
- b. **Action:** Lloyd to speak with current renter regarding interest in purchasing, maintenance of lot during rental period and interest in winter rental.

**12) LIRF Process**

- a. Status of LIRF's received
  - i. Approved
    - 1. Lot 7 – Cover for wood storage
    - 2. Lot 40 – Purchase of 18.5' boat
    - 3. Lot 50 – Purchase of 22' boat
    - 4. Lot 44 – Replacement of soft top gazebo
    - 5. Lot 28 – Replacement of front fence panels
    - 6. Lot 48 – Purchase of 5<sup>th</sup> wheel
    - 7. Lot 47 – Purchase of 5<sup>th</sup> wheel

ii. Not Approved

1. Lot 58 – Shed replacement. Old LIRF dormant
  2. Lot 11 – Fence at lot frontage. LIRF rescinded
- b. Comfortable with existing LIRF process, no changes required other than all LIRF's will be posted on owner's section of CLRC website. **Action:** Mike to gather all historical LIRF's available and provide these plus any new LIRF's received to Shelley for posting on website.
- c. Lot owners discouraged from using the "Reply All" feature. Need to send LIRF feedback directly to the LIRF Chairperson or the LIRF Committee.
- d. Comfortable with existing process for new boats and seadoos. No changes required. (According to the Rules and Regulations, all lot owners should submit a LIRF prior to purchasing a new boat or Seadoo. It is the responsibility of the lot owner to ensure they have a moorage spot that can accommodate their new purchase.)
- e. Discussion regarding rules/guidelines for Mobile Home lots deferred to next meeting.