COWICHAN LAKE RECREATION COMMUNITY

Board Meeting (at Site 7)

Sunday, September 1, 2024 @ 9:00am

Attending: **Rick** Jeffery (Chair), **Elaine** Dagg-Jackson, **Lloyd** Ferguson, **Linda** Fox, **Sue** Fox, **Michele** Gibbs (minutes), **Mike** Bourne

Regrets: None

Guests: **Matt** Rutherford (1A), **Shay** Williams (1B)

DECISION ACTION RECORD

1. **Board Appointment**
   - Kim Chadwick resigned from the Board in July 2024
   - Article 13.6 allows Directors, between successive AGMs, to appoint Director(s)
   - Motion AGM2018-8b allows a maximum on nine Directors
   - Matt Rutherford and Shay Williams are willing to take Director roles

MOTION: Appoint Matt Rutherford (1A) and Shay Williams (1B) to 2024 CLRC Board (MG/EJ)
APPROVED

   - Welcome to Matt and Shaylin!
   - Matt will take on Dockmaster
   - Shaylin will join Lloyd as a Director at Large, assisting with various projects

2. **Caretaker Contract and Salary**
   - Mike declared a conflict of interest (JB is MB's brother)
   - Directors discussed salary increase (see in camera minutes)

3. **Wastewater Treatment Project**
   - Working on soliciting a minimum of two maintenance quotes.
   - There will be a pump-out in September, and those willing to be trained should be invited to attend. Ideally a video would also be made.

ACTION: **WHO** is ensuring volunteers are invited to pump-out and that a video be made?

   - There are ongoing concerns about the smell experienced by SH near the treatment plant. SH have been asked to track when they notice an odour and generally it is thought to be related to "churning" which occurs based on volume. Options for remediation include adding filters and fence panels to limit airflow (increased airflow as a result of tree removal at property across Sa-seen-os Road). Additionally, a drop/dump schedule could be considered.

4. **Electrical Upgrades - Sites 18-22 & 35-45**
   - Responses regarding interest in an electrical upgrade (50amp/240volt service) for these sites were as follows:
     - Yes 12
     - NO 3
     - N/A 1
   - Next steps: engage BC Hydro provide a design plan so that costs and implications can be fully understood, and to determine if the affected SH wish to proceed.
   - CLRC will bear the cost of the initial Hydro consult, and if the project goes ahead the cost will be charged back to the shareholders involved.

5. **Tax Appraisal - Site 12**

   i. Site 12 email re: Tax Appraisal (240830)

   - There was significant discussion on this item. Directors are concerned that inviting BC Assessment to appraise CLRC is very likely to result in significant tax increases for all SH. There is some concern within the Park not all Sites have been appraised and there is a perception of lack of fairness.
   - Directors agreed to task a sub-committee to further consider options and make a recommendation: Lloyd, Linda, Sue, Michele

ACTION: Lloyd, Linda, Sue and Michele to liaise on next steps

6. **Financials**
   - Linda provided a brief overview of the current financial situation:
     - $47,000 in bank
     - $23,000 in receivables ($10,700 expected by Sept 30)
   - Four SH are significantly in arrears, and phone calls then registered letters will be sent.

ACTION: **Linda** to contact those SH in arrears, by phone and/or registered letter

7. **Marina**
   - Directors discussed possible options for expanded swim dock and south dock.
   - Directors discussed marina fees for PWC (personal water craft or sea doos)
   - Matt, Elaine, Mike and Rick will discuss further

ACTION: **Matt, Elaine, Mike** and **Rick** liaise on next steps re: marina improvements

8. **Improvement Requests**
   - There have been some complaints about the unsightliness of the “elk abatement” efforts by some SH. Any fencing “additions” should be tidy between May-Sept. Rick will address with those concerned.

ACTION: **Rick** to liaise with SH re: unsightly elk abatement

9. Social

- Mike requested a budget ($200) to procure a propane firepit for social gathering space near the boat dock. There were no objections.
- Directors discussed options to increase social interaction at CLRC, including Friday socials, a pig roast, nametags, and planning CLRC social events around neighbourhood events (Fireworks, Rock the Docks).

10. Other Items

- Site 13 Rental: The current renter is interested in 2025. Directors agreed on the following rate schedule:
    - May, September - $1500/month
    - June, July, August - $2000/month
- Winter Storage: Site 13 will be made available to SH for winter storage. Rates to be confirmed. NOTE: camping is not allowed; humidifier use only

11. Next Meeting Dates:

- Week of Oct 21 (TBC)
- AGM pre-meeting TBC
- AGM on Dec 8 @ Youbou