Minutes of the 2025 Annual General Meeting
Sunday, January 25, 2026
10:00am – 11:25am

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1) Welcome & Introductions

Chair Rick Jeffery called the meeting to order at 10:05am. He welcomed everyone to the meeting and reviewed the agenda.

Rick thanked Directors for their service to the Park, and noted that Directors Elaine Dagg-Jackson (#50) and Matt Rutherford (#1B) were not able to attend the meeting.

2) Attendance/Quorum

Of 60 Class A shares:

- Class A shares represented in person – 29 (48%)
- Class A shares represented by proxy – 5 (8%)

26 shares (43%) were not represented.

Quorum achieved 34 (57%); AGM declared official.

Articles of Incorporation, Section 10.3: A quorum shall be two persons present and being, or represented by proxy, members holding not less than one-twentieth of the issued shares entitled to be voted at the meeting.

3) Approval of the Minutes of 2024 AGM

MOTION: To approve Minutes of the 2024 Annual General Meeting (Dec. 8, 2024)
Proposed by Dave Seivewright (#29)
Seconded by Mike Lidgate (#27)
Carried unanimously; 2024 AGM Minutes APPROVED

4) President's Report – Rick Jeffery

a) New Shareholders

Welcome to:

- Brendan Herlihy (#17)
- Brandon Feil & Jenny Milligan (#34)

b) Board Priorities

The key responsibilities of the CLRC Board are governance; legal compliance; fiscal management; capital planning; and business operations. Rick thanked Shareholders for a drama-free year.

c) Volunteer Recognition

Rick spoke to the contributions of those who helped with work parties, with a shout-out to out-going Operations Director **Mike Bourne** for his considerable efforts and commitment, and **Jim Bourne** (Caretaker) for his ongoing work. Thank you!

5) Infrastructure Report – Rick Jeffery.

a) 2025 Capital Projects - Completed

- Replacement of water outlets (Sites 46-53 & 17)
- Final redevelopment of Site 9
  - fence painting outstanding
- Lower lift station repair
  - Working with MSR's insurer to recover repair costs of ~$35,000
  - The decision to proceed with the repair was made without Shareholder approval because of the anticipated cost recovery, and because of the short weather timeline to handle the repair.
  - Q: Do the new drains feed into septic? No, the drains address ground/rain water which is drained off to the lake.
- Drainage at NW manhole (was taking on water)
  - $7,500

b) 2025 Capital Projects – Planned or In Progress

- Marina Improvements
  - Repair boat launch (~$10,000)
  - Repair retaining wall (at Sites #51 & 52) (~$5,000)
  - Expand marina (docks) for rentals and personal watercraft (PWC) Reinstall the breakwater logs to the piles securely and more permanently
- Redevelop swim area and swim dock to optimize safety and use (~$5,000)
  - better access to swim area from beach
  - better separation of swimming and power boating areas
  - create more swim dock space to alleviate overcrowding
  - remove partially submerged log from harbour
  - Handicap access plan – defer
- Electrical upgrage for Sites 18-22; 33-45
  - Waiting for BC Hydro approval on proposed option
  - SH will be engaged to consider costs
  - Upgrades from 30amp is at Shareholder's cost.
- Exterior finishing for WWTP shed - defer
- Completion of basement suite at Site #8 (Caretaker's House) - defer
- Lawn repair and irrigation (~$5000) – Jay and Mary (#12) have agreed to take this on.

Shareholders had questions/comments as follows:

- *Washroom/Laundry building needs a re-fresh (paint; insulation; mold remediation). Board will consider options/costs*
- *Lilypads in marina - can be addressed by work party. Dave Hamer (#10) to organize. Tim Christie (#44) offered his weed cutter.*
- *Could sand be added to the beach? Board will consider.*
- *When will plans for marina improvements be available for review and feedback? There will be "walk-arounds" in the early season, with feedback opportunities at the mid-summer SH Info Meeting.*

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6) Operations Report – Mike Bourne

a) 2025 Projects

- Continued maintenance of WWTP system
- Retaining wall near garbage bins
- Dock maintenance (rotten boards, rubber transitions)
- Washroom pathway (in progress)
- Fencing on Site 13

b) 2026 Projects

- Roadways – sweep and patch with asphalt fines as needed (August) - $3,000
- Roadways @ Sites 18-22 – level and add material - $1,000
- Retaining walls @ boat launch - $1,500
- Complete washroom pathway safety upgrade, including lighting - $500
- Demoss washroom roof - Randy Sanderson (#28)
- North perimeter fence - $1,000

c) Waste Water Treatment Plant (WWTP)

- Ongoing monitoring for periodic smells and mitigation options.
- Installation of filters for smell abatement; potential need for venting pipes
- Replacement of broken pipe on Train B

Shareholders had questions/comments/suggestions as follows:

- *Training for WWTP monitoring – Weekly/monthly monitoring is contracted to MySeptic (Nathan Bestwick) at a significant savings over MSR ($2,000). Monitoring is more complex than anticipated, and MySeptic is local, well staffed, and the best option for CLRC. Nathan does not handle computer issues, so external support may be periodically required*
- *Filters have arrived and will be installed. If no improvement is noted the next option is to move to pipes with elevated exhaust. Lack of use impacts composting and breakdown and can impact filters (dry-out).*
- *Is there a maximum capacity and how will the system handle peak periods? Code requirements are for 60 sites x 4 people or 240 people.*
- *Lighting is required in stairwell by Site 18-22. Solar lights may be an option.*

7) Treasurer's Report – Linda Fox

a) YE2025 Draft Financial Statements

Linda reviewed the 2025 Financial Statements and noted the following:

- Amortization – the WWTP is amortized (expensed) at 20%/year
- "Due to Shareholders" – this figure cannot be verified and would only be paid out if the whole Park were liquidated.
- Accountant Ben Lanyon sold his accounting practice and CLRC has moved to **Chan Nowosad Boates**. Linda has experience with this firm, and they provided the lowest quote for the 2024 Audit ($15,000 vs $20-25,000)

b) YE2024 Audited Financial Statements

- As there was not a unanimous vote to waive the requirement for an audit in 2024 the Board undertook an audit with Chan Nowosad Boates at a cost of $15,000.

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This cost was not allocated in the 2025 budget, so that cost will be charged to SH directly (~$250; invoices will be sent by end of January).

- There were some reclassifications, but there was no change to the 2024 Financial Statements. The audit concluded a "fair representation of all material aspects of the financial statements and position of CLRC".
- It was a "qualified" audit due to the lack of access to original documents (ie/ lots purchase in 1991). Concerns about audits need to be taken seriously.

Rick spoke to the provincial requirement to annually waive an audit, noting that this resolution specifically requires unanimous written consent of all 60 shareholders, and cannot be overridden by Articles or other governance mechanism. In 2025 the CLRC resolution failed with one NO vote, one ABSTENTION, and five NO RESPONSE.

Shareholders were asked to consider what might be an appropriate schedule for an audit (ie/ 3, 5, 7 or 10 years). Shareholders were also invited to review financial statements with the CLRC Treasurer or Accountant in advance of AGMs. Linda noted that all questions are welcome.

ACTION: Based on Shareholder feedback, the Board will budget for audits every five years.

c) 2026 Draft Operating Budget

Linda reviewed proposed YE2026 Budget, including increases in insurance, property taxes (land value increased; improvements decreased), park maintenance, WWTP maintenance, internet for WWTP, and possibly hydro.

Linda noted that rental income from Sites 9A&B and 13 are projected to bring in ~$35,000. The Board proposes that 50% of rental income for the next three years ($17,500 in 2026) be allocated to capital projects or exceptional expenses.

d) Rental Revenue

- In 2025 - $35,400
- In 2026 - $35,400 + slip rental fees (allocated for dock maintenance)

CLRC has limited slips available. Each Shareholder is entitled to one boat slip. There were several unused slips in 2025, and the Board will be working to better utilize docks space/slips before expanding the docks further.

Slip rental fees will be charged for those using PWC (personal watercraft) slips in addition to boat slip. PWC owners should use their slips if possible.

Any dock expansion will be part of the marina improvements and will have opportunity for shareholder input.

Shareholders had questions/comments/suggestions as follows:

- *Will the basement reno become an income generating space? No, it will be a CLRC community space.*

MOTION: To approve the YE2026 Draft Operating Budget
Proposed by Ross Hawthorne (#39)
Seconded by Tim Christy (#44)
Carried unanimously; APPROVED

MOTION: To receive the 2024 Audit

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Proposed by Drew Porter (#18)
Seconded by Doug Burnett (#48)
Carried unanimously; RECEIVED

MOTION: To approve the Financial Statements (2024 and 2025)
Proposed by Jay Cousins (#41)
Seconded by Jay Thomas (#12)
Carried unanimously; APPROVED

8) Communications Report – Elaine Dagg-Jackson

Michele presented Elaine's report.

Elaine highlighted the Board's efforts to provide regular communications in a timely and accurate manner, and thanked shareholders for their commitment to a friendly and respectful atmosphere, and for bringing questions, suggestions and concerns to the Board by email.

There were three social events in 2025:

- Canada Day Potluck & Games – June 28th
- Golf Tournament & Potluck – August 16th
- 1st Annual Baseball Social – August 30th

Shareholders were invited to join the Social Committee (aka Fun Committee) and plan events for 2026 that contribute to the wonderful community at CLRC.

9) Rules & Regulations – Shay Williams

Shay provided an overview of the proposed changes to the CLRC Rules & Regulations.

Shareholders sought clarification as follows:

- *Secondary RV on Sites 5, 6, 7, 15 (9 & 13 removed)*
  Yes, secondary RV may be parked and used on short-term basis, but no hook-ups permitted
- *Vessel limit is physical tip to stern, including any/all extensions (outboard motors, motor brackets, fittings, attachments, extensions)*
- *Park model and RV limits are defined but also indicate "where the site can accommodate"; each site is unique and shareholders were reminded to seek input from neighbours and CLRC (via improvement request form).*
- *Lot 3 willing to rent/sublet*

MOTION: To approve the revised CLRC Rules and Regulations
Proposed by Glen Jackson (#50)
Seconded by Tobey Eilertsen (#25)
Carried unanimously; APPROVED

10) Standard Resolutions

a) Confirmation of Acts - THAT all acts, contracts, resolutions, proceedings, appointments, elections and payments made, done and taken by the Directors and Officers of the Company since the last meeting of the Shareholders referred to in

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the Reports of the Company be, and the same are hereby approved, ratified and confirmed

b) Appointment of Accountants - THAT Chan Nowosad Boates be appointed Accountants of the Company, until the next annual reference date at the remuneration to be fixed by the Directors, the Directors being hereby authorized to fix such remuneration.

c) Selection of Annual Reference Date - THAT the 25th day of January, 2026 be selected as the annual reference date for the company for its current annual reference period.

MOTION: Approve Standard Resolutions A, B & C (as a package).
Proposed by Wendy Bergthorson (#38)
Seconded by Randy Sanderson (#28)
Carried unanimously; Confirmation of Acts, Appointment of Accountants, and Selection of Annual Reference Date APPROVED

d) Change to Corporate Year End – THAT the fiscal year end for CLRC be changed to December 31.

ACTION: There will be an additional AGM in June 2026 (for Oct 1, 2025-Dec 31, 2025)

MOTION: Approve fiscal year end change to December 31 (two AGMs)
Proposed by Drew Porter (#18)
Seconded by Stephanie Sand (#4A)
Carried unanimously; Fiscal year end change to December 31 APPROVED

e) Waiving Appointment of Auditors

- Under the BC Business Corporations Act, this waiver needs to be in writing and requires unanimous written consent of all shareholders.
- Once Financial Statements are reviewed and approved by the shareholders the Board will be seeking unanimous approval in writing to waive the appointment of an Auditor.
- Auditing the financial statements is expensive and given the non-profit and straightforward nature of CLRC Inc. finances the Board believes the expense of annual audits is unwarranted.
- Shareholders were asked to provide feedback on a proposed audit schedule (3, 5, 7 and 10 years); general feedback was five years.

11) Election of Directors

As is required, the current Board of Directors resigned. The following Shareholders put their names forward for election for 2025/2026:

- Elaine Dagg Jackson (#50)
- Lloyd Ferguson (#7)
- Linda Fox (#41)
- Sue Fox (#15)
- Michele Gibbs (#52/54)
- Rick Jeffrey (#30)
- Matt Rutherford (#1A)
- Shay Williams (#1B)

There were three calls for nominations from the floor. There were none. CLRC Rules allow for a minimum of seven (7) and maximum of nine (9) Directors.

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MOTION: Nominees be appointed by acclamation.
Carried unanimously; Directors appointed by acclamation APPROVED

Rick noted that many Directors have volunteered for some time, and that new Directors are welcome. With only eight Directors elected (acclaimed) there is a need for someone to lead Operations, and to work with Jim (Caretaker).

12) Other Business

None

13) Adjournment

DECISION: Motion to adjourn 28/44 (11:23am).
Proposed by Randy Sanderson (#28)
Seconded by Tim Christie (#44)
Carried unanimously; ADJOURNED

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