

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
Sept 17th, 2020
HELD VIRTUALLY BY ZOOM

Board Members Roll Call (quorum = majority of Board = 4/5 Board members)

Board Members Present: (Quorum = majority of Board members))	Present	Regrets	
Peter Borgmann (President)	Yes		
Ron Leclerc (Member-at-Large)		No	
Lou Moniz (Wharfinger)	Yes		
Lezlie Smith (Secretary/Treasurer)	Yes		
Michelle Bruecker (Member-at-Large)	Yes		

1. Call Meeting to Order: 7:02 p.m.

1.1. Adopt Agenda Moved: L Smith Seconded : M Bruecker

1.2. Adopt Draft Minutes of July 15, 2020 Moved: M Bruecker Seconded P Borgmann

1.3. Action Items & Business Arising from Minutes of July 15, 2020

1.3.1. ACTION: (All Pending Breakwater repair);

1. **Breakwater Lights:** Installation pending repair of breakwater
2. **Flag for Marina:** Install Canadian flag t Community notice board, needs flag pole for windssock installation on breakwater

1.3.2. ACTION: Wharfinger Action Items

1. **Marina Contracts:** Outstanding payments for two kayaks - owner has removed items.
2. **Ladders at marina-** ladder on outside arm a bit loose, will need repair- STATUS: pending ... Interior ladder is solid, 2 person job to tighten bolts of second ladder : Lou and Peter to handle next week
3. **COVID sign** needs laminating and attaching to gate STATUS: This was done, but the sign has blown away Lou to laminate and Peter to hang - to use Grommets this time - scheduled for same time as ladders.
Still pending
4. **Temporary fix to the south connector arm** – pin needs securing STATUS: needs cauter pins to be done by Peter and Lou same time as the ladder. Still pending

1.3.3. ACTION: Bulletin Board / Flag and Dog bags box –

1. **Community box needs repair,** disposal bag holder to be checked - Peter reviewed and made temporary fix, needs better repair, not urgent. Will move to in front of the light standard when it is rebuilt.

1.3.4. ACTION: Treasurer Action Items

1. **Year end reports :** Received both soft and hard copies.
2. **Keys received :** refunds sent and keys returned to Wharfinger.

2. Executive Business Reports

2.1. President’s Report– Peter Borgmann

Status of Floating Breakwater Repair as of Sept 16: After removing the decking, Mackenzie reports that the breakwater has deteriorated far more than originally thought. Visual inspection by Ron & Peter verified this, with observations that many metal braces have rusted almost completely away. Mackenzie has provided a revised quote for \$24,675.00 (about \$6000 more than the original quote) that involves making repairs with treated 4x6's. The life expectancy of the repaired breakwater would be very roughly 5 to 10 years. Mackenzie offered that a brand new breakwater made of wood (not metal) would cost roughly \$60,000. There are used fish farm floats available from the Howe Sound, but purchase and transport costs would be at least around \$25,000 and then they would then have to be rebuilt to suit our situation; and being used light weight fish farm floats there is no guarantee as to life span, and they would be no better as a breakwater than the existing unit. Mackenzie suggests that on a prorated annual cost (i.e. cost divided by the possible life expectancy), we are probably best off to repair the existing breakwater. SHORA has the funds to repair the current breakwater, but not much more. The decision to be made is whether it makes more sense to repair the breakwater with existing funds and use to the next 5 to 10 years to save for a replacement, or whether it makes more sense to go into debt to pay for a replacement now.

2.2. Treasurer's Report – Lezlie Smith

2.2.1 Current Financial Status

1. Chequing: \$28,018.98 in chequing as at August 31st, 2020. Long Term Redeemable \$5,074.96 matures March 20th 2021. Revenues received so far almost the same as last year. Paid Insurance and for Web page maintenance. Big thing missing is the lease charge - I haven't received any invoice for this. It usually comes from the District after they receive it from Federal Gov
2. Refunds for keys returned have been issued. One still has not been cashed - Torin Lee, and had been mailed months ago.
3. Two new Members - Aurora Gowler includes an 18' boat and Heather Ferguson. I will need the contact information details for the Gowler's to input into the system. Also Heather had mailed in a cheque with her mailing address as of Sept 11th but no details on phone or email were included. Both were inputted into the system with names but other details missing.

2.2.2 Budget / Forecast planning:

1. The forecast has not been revised since the expected increase in the breakwater. The budget plan for 2020-2021 year had been prepared with an expected loss of (\$11,475) for the full year. We would need to add at least \$6,000 to that expected loss. We do still have sufficient funds to cover off the possible expense of just under \$25,000 for the second breakwater estimate that provides for the replacement of the steel supports with wood supports.
2. Milynda Taylor Accounting has completed the review and Financial Statement preparation. Electronic copy is attached. I haven't picked up the hard copy yet.
3. Attachments in email include ;
Banking statement for August
Banking Reconciliation Summary for August
Profit Loss YTD comparison to last year.
Milynda Taylor Financial Statements for SHORA 2019-2020 Year

2.2.3. New Action Items:

Follow up on lease invoice- not yet received.

2.3. **Wharfinger's Report** – Lou Moniz Couple new kayakers - one is a friend and one is here - wants on the dock, one on the racks. put everything under one name, one key, one name on contract -

reminder that the light and the post needs to go back up when breakwater is rebuilt, wants to duplicate other post. Only one 16' spot and one 26' spot were still available.

3. New Business

3.1. Contact info for Aurora Gowler, Fergusons, new kayakers and Kellei Baker needed for email and for accounting system

3.2. Status of Floating Breakwater repair Get it done, approved. Peter to send update to members and will send approval to MacKenzie.

3.3. Moorage Fees for 2021 Increase to \$2.50 \$60.00 for members, Non members pay \$70.00 P
Borgmann Moved: Seconder L Moniz All in favour

3.4. Lease charge for Marina from DOS; Statutory Declarations overdue ... no response from DOS? Not received invoice, emailed the corporate officer about the Statutory Declaration but no response.

3.5. SCAF rep. M Breucker to volunteer to attend / communication.

4. End of Meeting Administration

4.1. Next Board Meeting Tuesday November 17th

4.2. Meeting Adjournment 7:52