

**SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION**  
**May 18th, 2021 HELD VIRTUALLY BY ZOOM**

**Board Members Roll Call** (quorum = majority of Board = 3/5 Board members)

| <b>Board Members Present:</b> (Quorum = majority of Board members)) | Present | Regrets |  |
|---|---------|---------|--|
| Peter Borgmann (President)  | Yes     |         |  |
| Ron Leclerc (Member-at-Large)                                       | Yes     |         |  |
| Lou Moniz (Wharfinger)  | Yes     |         |  |
| Lezlie Smith (Secretary/Treasurer)                                  | Yes     |         |  |
| Michelle Bruecker (Member-at-Large)                                 | Yes     |         |  |

- 1 **Call Meeting to Order: 7:04**
  - 1.1. **Adopt Agenda** Motion- Lezlie S Seconded - Lou Moniz
  - 1.2. **Adopt Draft Minutes** of April 14th, 2021 Motion - Michelle B Seconded - Lou Moniz
  - 1.3. **Action Items & Business Arising from Minutes of April 14th 2021**
    - 1.3 Small repair projects to be completed as time permits.
2. **Executive Business Reports**
  - 2.1. **President's Report**– Peter Borgmann -
    - 2.1.1 Discussion around the Racoon family in shed - it has been vacated but the roof will need to be replaced. Considering possibility of replacing with metal to ensure long life but questioned what is being currently stored in the shed and if needs to be kept as it is, or whether just the stage and back wall is needed.
    - 2.1.2 The Province is conducting a review of the foreshore lease and is questioning the District of Sechelt on the location of the breakwater floats that are showing beyond the assigned lease area. Also questioning the sheds and the access of public to the boat launch. Some history has been requested regarding any formal approvals for the adjusted locations of the breakwater. It may be that additional fees will be levied once the uses and structures have been reviewed. The roof will not be repaired until such time as the Province has completed its review and fees that could be levied for keeping the shed.
  - 2.2. **Treasurer's Report** – Lezlie Smith
    - 2.2.1. **Current Financial Status:** Chequing: \$13,016 at end of April. As of May 18th the chequing balance is \$16,470 with additional payments received. All members only from last year are paid up, except one who actually paid \$10 too much last year. Lezlie to communicate with them and let them know that credit will be applied to this current year. Long Term Redeemable is \$5,112.94, due March 2022
    - 2.2.2 **Budget / Forecast planning:** There are still outstanding payments needed for storage of kayaks and canoes. Also a couple

of boat owners need to complete payment. Budgets and forecasts for the current year will be prepared once all the revenues are in for the current year of operation.

**2.2.3. New Action Items:** Discussed option for adjusting depreciation and capitalization of major repairs. This has not been undertaken for several years. Board agreed that it should be done. Final reports will be forwarded to M.Taylor Accounting Services once that has been adjusted for the 2020 year end.

**2.3. Wharfinger's Report** – Lou Moniz -

2.3.1 The dock lock is in for repair and will take sometime as it is a complicated adjustment needed so that keys can only be removed when the lock is in the locked position. The breaker for power to the pole needs checking. Portapotty will be ordered for this weekend and will be cleaned 2 X week for COVID protection measures. will need to be handed in and deposits returned. Lou to submit copies of invoices for dock repair supplies,

**ACTION :** Peter to follow up with District to check on breaker box.

**2.4 SCAF meeting update** - Michelle Bruecker

2.4.1 SCAF has not had any meetings, preparing for article in the Coast Reporter on community associations located in the Sunshine Coast.

**3. New Business**

**3.1. Long Range Planning**

3.1.1 In response to the request made during the AGM a more accurate estimate of major repairs and life expectancy of facilities is needed.

**Action:** Peter to ask MacKenzie Marine what might be involved with the preparation of a expense forecast for significant maintenance and repairs over the next 10 years. This could involve underwater surveys of structures and possible estimates for when replacement could be required. To be discussed as an option at next meeting.

**4. End of Meeting Administration**

4.1 Next Board Meeting Date June 22nd, 2021 7 pm,

4.2 Meeting Adjournment 7:59 pm

Note:

After the meeting, all the board members elected at the AGM agreed via email to continue in the board positions they held prior to the AGM, specifically:

Peter Borgmann – President

Michelle Bruecker – Vice President

Lezlie Smith – Secretary/Treasurer

Lou Moniz – Wharfinger and Director-at-Large

Ron Leclerc – Social Committee Coordinator and Director-at-Large