

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
July 24th, 2023 HELD VIRTUALLY BY ZOOM

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

| Board Members Present: (Quorum = majority of Board members)) | Present | Regrets | |
|---|---------|---------|--|
| Michelle Bruecker | Yes | | |
| Heather Ferguson | Yes | | |
| Karen Madsen | Yes | | |
| Jim Richards | Yes | | |
| Lezlie Smith | Yes | | |
| Robbert Visscher | Yes | | |

1 Call Meeting to Order: 7:06 pm

1.1. Adopt Agenda – Motion to adopt – Lezlie Smith, Seconded – Heather Ferguson

1.2. Adopt Draft Minutes of June 26th, 2023

1.3. Action Items & Business Arising from Minutes of June 26th, 2023

Action: Card received and activated, need to make sure others deleted and notify Go Daddy of change of card. DONE

Action: Schedule work party in July when Jim is on the coast to review maintenance issues: – July 14th with team of members and board DONE

2. Executive Business Reports

2.1. President’s Report— Lezlie Smith

Presidents Report – July 24th 2023 Directors meeting

Spoke with Tillicum Bay marina manager regarding issues with security. She lives in the home and office that is on site, it is fully fenced with camera system. Trail cam at the mouth of the marina entrance. They are having Telus come in to review security system and have signs indicating surveillance. There haven’t had recent issues, but everyone has been part of the marina some for generations and all are well known, strangers are quickly noticed. I sent her the picture of the stolen boat in case it shows up there and she recognized the picture as one of the Vortis brothers.

Her current concern is with regards to the renewal of their lease. It was up in 2020 and is currently not finalized as the federal government is requiring an aboriginal consultation prior to renewing. It is a new requirement and there is likely a learning curve to figuring out what that involves. This should become clearer when our lease is renewed several years from now. Their rates are varied depending on time frame – annual, ½ year and monthly ranging from \$9.00 to \$11 per foot.

Re: Canada Day report in new business

I think it was a big success – Entertainment great, fun to see so many members and kids playing around and enjoying the day. Everyone was fed in timely fashion; precooking burgers made a huge difference. One of the BBQ’s wasn’t working so there wasn’t enough space to warm the buns. We may need to buy a new BBQ for next year. Only two Veggie burgers served, hot dogs eventually ran out as members liked having one as dessert. Cookies and chips were great options. Was able to serve faster when we put the meat item on the buns. Relish was popular, maybe cut back on lettuce as there was a lot left over.

Didn't go through nearly as much bottled water as expected. Small pops and lemonade were good. Time of 2 pm to 5 pm allowed for ease of set up and not too tired for clean up. Good scheduling of help before and after. Recycling always a problem with garbage getting mixed in despite big sign.

Discussion items:

- Music is integral part of success, but it should be balanced with other activities and time for conversations, setting up of intermissions suggested.
- When making plans for next year, making sure musicians are available should be a priority.
- Inclusion of other activities should be considered – sand castle contest? mixing game?
- Unauthorized addition to stage area was partially completed, not clear if it was meant to be permanent or temporary. As it stands today, it is considered a risk, and as a result, the unfinished work will be dismantled.
- Board to make sure to reach out to membership in advance of celebration next year to solicit volunteers.
- Board discussion on roles and responsibilities

2.2. Treasurer's Report – Robbert

SHORA Treasurers Report

24 July 2023

As of July 24, 2023 the total amount in the current account is \$33,796.77. This represents a net decrease of \$75.79 from the June 30, 2023 amount of \$33,872.56.

Received in July:

1. Total of \$50 in membership fees; One person paid twice
2. \$180 in kayak fees, including \$50 key deposit; no membership fee
3. \$722 for a new boat contract
4. \$175 cash at Canada Day

Paid In July:

All expenses for the month were for the Canada Day Party and totalled \$1,252.79. (We received a total of \$175 during the Canada Day party, see above)

Cash Flow:

| | | |
|-----------------------|------------------|-------------|
| Bank at July 1, 2023 | | \$33,872.56 |
| Cash In: | Member Fees | \$50 |
| | Kayaks | \$180 |
| | Key deposit | \$50 |
| | Boat Contract | \$722 |
| | Canada Day Cash | \$175 |
| Cash Out | Canada Day Party | -\$1252.79 |
| Bank at July 24, 2023 | | \$33,796.77 |

Other Accounts:

Savings: \$29.10

Shares: \$30.15

2 yr non-redeemable deposit: \$5,000

1 yr redeemable deposit: \$5,161.62

2.3. Wharfinger's Report – Heather**Boats in Marina**

During the past month a new member's 17 ft Bayliner has been assigned a contract. Remaining slips are 1 x 12 ft. There was a boat stolen and we need to fit the replacement back into the marina, possibly a larger slip. There is 1 SHORA neighbourhood applicant on the waitlist for a slip. Two boats may be leaving the marina so we are on a wait and see basis.

Kayaks, Canoes

Two new contracts have been added in July. The remaining spots are 2 x upper level spots on the dock which are quite difficult to reach. Possibly one spot on the land rack for a very slim, narrow kayak.

Security Issues

In July three thefts were reported. First a kicker motor, second a small outboard motor and battery, third a 10 ft rigid inflatable with a propane motor that was pad-locked to the boat. Actions to follow.

Maintenance Crew Top Priority Actions for 2023

1. Install motion lights, cameras and signs at the marina to try to deter further problems and accumulate evidence when needed for the RCMP. We have a volunteer to help with installation of cameras.
2. Water lines work crew to be organized thanks to Dave King. No date yet.
3. Inspect kayak decking to be organized thanks to Dave King. That is a required initial step. Scoping will determine whether we'll be fully replacing the decking this year and everything, including kayaks, will need to be moved off the deck in order to do it. Timing fall 2023.
4. Unwanted items and garbage attracts more garbage so a 2 hour site clean up and dump run is to be scheduled this summer. A lead person with a truck or a trailer and volunteers will be needed.
5. The dock's gangway ramp is in poor condition and needs to be resurfaced with mesh for safety. A lead person and volunteers needed for work crew fall 2023.
6. Call SCRD about running water down the embankment behind the sewer lift station. Completed and water has stopped.
7. Print a new sign for the top of the gated entrance at Harbour Way - suggestion, ie.
"Entry to Water Lot
of the Sunshine Heights Owners and Residents Association
Security Cameras in Use
SHORA Logo"

Action items:

- Security Camera options discussed, agreed upon initial solution that costs \$250 for camera and \$20 per month for wireless subscription – motion to purchase – Heather Ferguson, All in favour.
- Clean up party and dump run scheduled for Aug 19
- Signs at gate and on breakwater to be updated and include language around security camera
- Question regarding breakwater – could it be used as moorage? – Heather to talk to Peter and Dave

2.4 SCAF meeting update – Michelle

- Meetings ongoing with council – notes shared from June 20 mtg, main discussion points include: short terms rentals, water issues, strategic planning

2.5 Emergency Preparedness- Michelle

- Emails sent out to membership; posters put up – recruitment drive under way

3 Maintenance planning for 2023 (for ongoing references and updates)

3.3.1 Work recommended by Mackenzie Sea Services included

- Wooden pilings need repair above the water line with epoxy or wood – to be monitored and repaired as required.
- Spot paint exposed metal on gangway ramp
- Remove decking from kayak dock to confirm condition of wood underneath and to confirm the estimated five-year life span
- Monitor plastic-coated floats under the metal docks that may be deteriorating due to sunlight. Last year only one was found to have minor damage
- Examine floating concrete breakwaters for possible life-extending options.

3.3.2 Additional Maintenance issues

- Secure Water piping along docks – Dave King volunteered to do
- Solutions to the upcoming water meter issues.

4. New Business

4.1 Canada Day BBQ Event Summary- Successes and Challenges – discussion concluded

4.2 Additional Social events – not discussed, to be included in next meeting

4.3 Facebook page for SHORA – not discussed, to be included in next meeting

4.4 Security System Options – discussion concluded

4.5 Traffic on Fairway Ave – complaint from member regarding speeding, not stopping and fawn being recently hit and killed. Agreed that issue will be raised with District at annual review meeting.

5. End of Meeting Administration

5.1 Next meeting date: September 11, 2023

5.2 Meeting Adjournment: 8:15pm