

**SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION**  
**Minutes, May 15th, 2024**

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

<b>Board Members Present:</b> (Quorum = majority of Board members))	Present	Regrets	
Michelle Bruecker	X		
Heather Ferguson	X		
Jim Richards	X		
Lezlie Smith	X		
Robbert Visscher	X		

**1 Call Meeting to Order: 7:04**

**1.1. Adopt Agenda**

Moved – Lezlie Smith, Seconded – Robbert Visscher, Carried

**1.2. Adopt Draft Minutes of March 18th, 2024**

Moved – Lezlie Smith, Seconded – Robbert Visscher, Carried

**1.3. Assignment of Board Positions –**

Discussion and agreement between all for the following roles:

President & Secretary: Jim Richards

Vice President (to include Emergency Preparedness and SCAF Relations): Michelle Bruecker

Treasurer: Lezlie Smith

Wharfinger: Heather Ferguson

At Large: Robbert Visscher

**Action Item:** Jim to draft suggested division and channels for regular communications with membership

**1.4. Action Items & Business Arising from Minutes of March 18th, 2024.**

**Action:** Flashing Light at Breakwater: Replacement ordered – not yet arrived

**Action:** Water hose system repaired – leak at source still needs to be fixed – repairman has been retained and confirmed intention to complete work to solve problem at the source, estimated at 2 to 4 weeks before functioning

**Action Item:** Heather to send note to boat membership in coming days

**2. Executive Business Reports**

**2.1. President’s Report:** Lezlie Smith – nothing today

**2.2. Treasurer’s Report:** Robbert Visscher – all reconciled and P&L from last year completed and shared, Robbert to pass cash deposit onto Lezlie to complete

**2.3. Wharfinger’s Report:** Heather Ferguson –

The new SHORA season started May 1st, 2024. Most boats have renewed their moorage and some new boats have been granted moorage based on the priority system that was sent out to all Members on March 1st of this year.

Boats - 26 slips paid, 2 new boats in the marina, 2 slips still under negotiation with those on the waiting list with the right sized boat for the slips.

One late payment is still due.

Kayaks/Canoes- all renewals done and paid for, 2 berths up high remain open.

The new map for the boats in the marina will be posted on the bulletin board.

The water for the marina is currently not available due to a repair needed at the source. It is expected to take 2-3 weeks after May 15th.

The flashing light for the north end of the breakwater is on order but it has not arrived yet.

We'll be looking at upgrading the chains on the second breakwater after fixing the first one over the winter.

The kayak decking was 3/4 replaced in April and the remaining 1/4 portion will take place in the late fall of 2024.

**2.4 SCAF and Emergency Preparedness update:** Michelle Bruecker – SCAF hosted town hall last Saturday, 100 ppl present, good session, widening interest and momentum to include entire coast, Chris G shared information and will be distributed by Michelle

**Action Item:** setting a meeting for the volunteer group to get together

### **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.

### **4. New Business**

#### **4.1 Water meters are starting to be installed.**

- Long term solutions may be needed – direct connection not possible, is there a way to collect runoff or rainwater as a supply source. Planning options needed, perhaps ask for a team to prepare a plan at the AGM (did this occur? Should we strike from the meeting minutes?)

#### 4.2 Reports, Filings & Activities required.

- BC Registry Service, District of Sechelt Community Application – **Action Item:** Lezlie to complete, fees to be paid with BC Reg,
- Possible changes with signatories with Sunshine Coast Credit Union and with Collabria Credit Card – **no changes**
- List of Board of Directors at Community Boards – **Action Item:** to be updated by Lezlie with pages laminated
- Web page list adjusted – **Action Item:** Lezlie to talk to Doug

#### 4.3 Canada Day planning – June 30

Discussion as follows:

- Letter to be prepared (hold the date, request for volunteers)
- Karen and Chris were in contact with Lezlie and would like to assist
- Lezlie's prepared planning page – all jobs to be assigned
- Reminder that Heather is unable to attend this year
- Timing suggestion for 2 to 4 pm, with more of a schedule so musicians can take a break, to be managed by emcee (Jim volunteered), suggestion for games and activities to be prepared, as it looks like low tide, what about a sandcastle competition?, bean bag activities, 3 legged race, giant jenga?
- **Action Item:** Another meeting to discuss roll out is required

#### 5. End of Meeting Administration

- 5.1 Next meeting date – June 10, 7pm
- 5.2 Meeting Adjournment - 7:55 pm