

**Sunshine Heights Owners and Residents Association, Sechelt, BC**  
**Annual General Meeting Minutes**  
**April 25, 2024**

**Call to Order** 7:01 pm

**Chair:** Lezlie Smith

**Confirmation of Quorum:** Confirmed 19 in attendance

**Agenda:** Motion to approve: Paul Bokowski; Seconded: Hugh Monroe; Carried

**Minutes from AGM April 27, 2023:** Motion to adopt minutes as circulated: Peter Borgmann; Seconded: Gautum Rakhit; Carried

**Treasurer's Report:** Robbert Visscher

M.Taylor completed a review of the 2023-year end and prepared Final Financial Statements with no changes or concerns with the Preliminary statements. The statements she prepared are not considered full audit reports and are cautioned as such.

Assets as of March 31<sup>st</sup>, 2023, were \$65,432 including \$16,788 current cash and \$48,643 in Capital Assets. Preliminary data for the current year ending March 31s, 2024, were \$33,924 in current Assets showing a net cash increase of just over \$17,000. As of March 31<sup>st</sup>, we had cash in the bank of \$23,575 and \$10,568 in term deposits.

Insurance costs continue to increase and were at \$4,024, in 2019 insurance costs were only \$950.00. The lease costs also increased from \$863 in 2021 to \$3,116 in 2023 and 2024. The lease expense is expected to stay at that level at least for a few years but insurance costs could continue to increase despite not having any claims against insurance. Net income for the current year before Depreciation was \$16,866.

The Line of Credit is still in place with the Sunshine Coast Credit Union in the amount of \$25,000 and has not been used but is there in case.

Motion to accept Treasurer's Report: Ed Beketa; Seconded: Lynn Haeber; Carried

**Appointment of Auditor:** M Taylor Accounting Services. Motion to Remain: Paul Bokowski; Seconded: Rob Ferguson; Carried

**Confirmation of General Membership Dues:** Motion to remain with the current \$10 rate: Donna Arvidson; Seconded: Peter Borgmann; Carried

## **President's Report: Lezlie Smith**

### Social Events

Canada Day big success – many members attended, Entertainment was enjoyed, and the food service was on time and plentiful! Thanks to all the members who helped to make this a success! Held a Campfire first week of December, with some Christmas music, cookies and hot chocolate, the best thing was the amount of Food Bank supplies that were distributed the following week. Filled the whole back trunk for which they were very happy. We hope to hold again. SHORA also donated \$200 to the Food Bank in December. SHORA is trying out new facebook page which any member of our community can join and post – Michelle is overseeing and there are rules around how it can be used. Minutes and financial information will continue to be posted only on the SHORA web page.

### Financial

Credit card for SHORA is now automatically processing payments easing any worries over missing a payment, with limits put as a maximum as to what can be processed at any time.

Upgraded desktop QuickBooks to online QuickBooks with the ability for two people to access and process accounting steps. This was done as the SHORA computer had aged considerably and was taking far too long to open and process.

Two long term deposits are in place and one renewed until 2025 with interest rates of 4.9% - bonus of interest income of \$400.

1. We are continuing to use the MacKenzie Sea Services estimated required repairs and costs for the time being and will continue to do so until we see a significant shift in the timeline, requirements or costs.
2. We are steadfastly preparing for a significant outlay in the years to come, but that we will continue to monitor conditions and undertake repairs on our own when and where possible (recently replaced  $\frac{3}{4}$  of decking on kayak dock for less than \$1500 – so tracking well)
3. We will continue to operate with financial prudence and transparency in preparation for these major repairs (purchasing term deposits and the interest earned helped underwrite a significant portion of the wood purchased for the 4 kayak dock).

To that end a Forecast for the next 6 years was revised as it is every year. There were fewer major repairs in the 2023-2024 fiscal year and the net income was \$20,000. With the rates forecasted at this point to gradually increase to \$5.00 in the 2026-2027 year we have improved considerably the cash flow and alleviated a possible cash crunch should the docks need complete replacements in 2028. A forecast will be revised each year, as expenditures change, and replacements become more evident.

### District Meetings and requests

Once per year generally in the Fall SHORA is asked to meet with District of Sechelt to present requests for their budget planning. This September we requested that the :

- Beach access sign and stairway approved behind 6240 Gale Avenue,
- Stairway between marina and Esplanade be repaired – there are large holes in the mesh
- Kinnikinnick trail – some upgrades up by Heritage Road to prevent water flow but pathway really needs to be repaired – a lot of our members and neighbours use that access point even though it has been closed.
- there will be no District support for new dedicated water line – logistical and cost issues are too great.

The 2023-2026 Strategic Plan and Shared Water values prepared by the District was also sent for us and our members to review and comment on. We sent the request out twice to our members and those comments were forwarded to District. We greatly appreciate the thoughtful comments that were contributed. SHORA strives to maintain communications with the district and SCR.D.

Motion to accept President's Report: Chris Georges; Seconded: Dave King; Carried

**Wharfingers Report:** Heather Ferguson

For the past year the marina was fully subscribed with the exception of one small 14 foot slip. The kayak racks were 100% full and there was 1 canoe berth up high that remained available.

The Maintenance activities at the marina included several items:

- 1) Dock gangway was upgraded with new wire mesh and slats
- 2) Site wide clean-up with a big crew who took things to the dump/recycling
- 3) Kayak decking  $\frac{3}{4}$  replaced
- 4) South breakwater repair, new chains.
- 5) Camera
- 6) New signage

All the maintenance was provided by our own volunteers with helpful input from our past board members who provide valuable continuity.

Last year in late spring the marina suffered the theft of 2 motors and a rigid inflatable boat. These were all reported to the RCMP and none recovered. We implemented a new security camera and visible signage. The main objective is to create a deterrent and avoid problems. All members are asked that if they see something, say something, keep the gate locked all the time, and make sure to take your key home, not leave it in the lock. A second camera will be placed to provide more coverage now that we have experience with the cameras through all seasons.

Over the course of the year, we had some issues with a boat being stored on the breakwater which is not permitted. It is against our leasehold agreement and it could cause damage. Also, a tent was set up behind the shed which was resolved using notes and signage - No camping.

Members may have been reading about a new Dock Management Plan under review with the Ministry of Water, Land and Resources. The goal is to minimize the impact of docks on the environment. There has been a lot of discussion and nothing is confirmed however based on the presentation by The Ministry, in November, an important strategy is to minimize the area of docks and to use safe materials. The Ministry prefers a small marina compared to a series of private docks for boats. Their draft proposal showed a maximum float area of 40 square metres per vessel (subject to change) and SHORA measures about 10 square metres per vessel when all the slips are filled, so we are in good shape towards compliance. We also have encapsulated foam floats which are safest. We'll be keeping an eye on the new plan.

Prior to last upgrade – survey was completed, DFO will have approval report  
Herring spawn netting was done in the past, request for board to consider this initiative in the future

Motion to accept Wharfinger Report: Jim Richards; Seconded: Gautum Rakhit; Carried

**Vice President's Report: Michelle Bruecker**

In British Columbia, as well as worldwide, we are witnessing an increase in climate-related emergencies due to the impact of climate change. In response, SHORA has taken the initiative to establish a Neighbourhood Emergency Preparedness Plan (NEEP), led by Michelle. A needs assessment survey was distributed to SHORA members a few weeks ago, and we are grateful to have received the participation of six individuals who have agreed to join the future NEPP committee.

SHORA actively participates in SCAF, which serves as a platform for all neighborhood associations within the District of Sechelt. Recently, SCAF has placed a strong emphasis on emergency resiliency and has been engaging with neighboring communities that have already implemented NEPP plans. We have discovered impressive models that SHORA can leverage as valuable examples.

We would like to remind everyone about the upcoming town hall on emergency preparedness, organized by SCAF, taking place on May 11th at the Seniors Activity Center. Our keynote speaker for the event will be Stephanie Dunlop, the Fire Chief of Metchosin. The town hall aims to foster personal readiness and community support. SCAF's NEPP approach prioritizes the well-being of individuals and encourages cooperation among neighbors.

Motion to accept Vice President's Report: Dave King; Seconded: Ed Beketa; Carried

**New Business:**

New marina rate of \$4.50 / foot / month which is an increase of 0.25 from previous year, this increase is to support increased costs in rent and maintenance.

Chris Georges offered comments on emergency planning and preparation in support of NEEP efforts.

**Opening of Nominations:**

Lezlie, Heather, Michelle, Robbert and Jim (all current Board members) have agreed to stay on the Board for another year. Lezlie asked for nominations in advance via email and from the floor at the AGM. No more nominations came forward, for which the nominees consented to stand for election.

Motion to elect the SHORA Board for the 2024-2025 season: Lynn Haeber; Seconded: Paul Bokowski; Carried

**Meeting Adjourned:** 7:54 pm Motion to Adjourn: Lezlie Smith; Seconded: Jim Richards