

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
Minutes, July 15th, 2024

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

Board Members Present: (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: Heather Ferguson, Carried

1.2. Adopt Draft Minutes of June 10th, 2024

Moved: Heather Ferguson, Seconded: Lezlie Smith, Carried

1.3. Action Items & Business Arising from Minutes of June 10th, 2024.

- Action:** Reminder email regarding Canada Day to be sent by Jim - **completed**
- Action:** Board Members to meet Doug at Canada Day event to discuss interest / benefits of being copied on emails – **no longer required**
- Action:** Heather to post new marina map - **completed**
- Action:** Chains on northern breakwater to be inspected – **inspection completed, replacements required, process to occur in next 10 days**
- Action:** Michelle to locate possible funding options from SCAF conversations -

2. Executive Business Reports

2.1. President’s Report:

Jim Richards –

BC Ferries Engagement Session

Engagement session held on June 26 at the Botanical Gardens as a part of the BC Ferries Authority’s annual community plans. In attendance were BCF Authority board members as well as the Sechelt Mayor, along with representatives from the Sechelt Chamber of Commerce, Business Development, SCAF, Halfmoon Bay, Sandy Hook, and the SCR.D.

The Authority’s purpose is to look at the long term and strategic plans of BC Ferries and ensure that the general public’s interests are a priority. With this in mind, participants were split into two groups for round table discussions based upon two suggested topics; ‘How do you see people moving, working and living in the Sunshine Coast in 20 years’ and ‘What tools will be necessary to improve the coastal ferry experience’

Each group presented their major points and a general discussion ensured that everyone had an opportunity to share their thoughts. In terms of Shora’s interests, there was nothing particular to be gained at the sessions, but it’s good that we were invited to participate.

Canada Day BBQ

Preparations went according to planning and the site, food and entertainment all went relatively smoothly. The weather was not great earlier in the day, perhaps that affected attendance, as our number of participants was about half of the two previous editions with 72 attendees instead of the expected 140. We were able to sign up 6 new members and 1 family donated an additional \$10.

Two Board Members were present, and the Emergency Preparedness group was well represented by Sarah Payne who circulated with maps and sought out volunteers to become zone leaders.

Having an assigned emcee also went well as he was able to make announcements as the day progressed. Clean-up was very efficient as several people assisted.

A 'thank you email' was sent directly to all volunteers, but it should be noted that without the following people, the BBQ would not have been a success: Dave King, Guy and Lynn, Peter Borgmann, Jody and Alex, Ron Leclerc, Lezlie and Gautum, Cathy Richards, Karen and Chris, Nicki, Donna and Wayne, Chris Georgas and Lynn and Reg.

Archives

The SHORA archives are now located at Jim's house, they include past budgets, photo albums, reports, meeting minutes and the like.

August Board Meeting

I would like to propose that we do not schedule an August meeting and that we look for a date in September.

2.2. Treasurer's Report:

Lezlie Smith -

Current Financial Status: \$50,374 in chequing; \$10,568.27 in Long Term Redeemable as at the end of June. The banking information is now disconnected again to Quickbooks, I found it more confusing than it needed to be. Reconciliation for the month balanced to the bank statement.

Budget/ Forecast Planning :

The current Financial Statement for this year to June month end is attached and is compared the same period last year. Overall revenues are up 6%, Membership fees up 7%, moorage fees up 4% and storage fees up 20%

Canada Day Expenses might be less than last year despite increases in grocery costs. \$598.62 for groceries, ice and food service supplies purchased through the credit card. There may be other outstanding costs I am not aware of. We planned for 128 burgers, 4 vegetarian options and 36 hot dogs. We had many burgers left over as attendance was not as high despite good weather. Karen and Chris took the cooked burgers and buns to the homeless section by the food bank as it could not be taken to the food bank, several SHORA members also took some precooked burgers home. Precooking the burgers is the best way to go considering our limited BBQ space. Entertainment cost \$225, the same as last year. There were not many drinks left over, chips all went (72 packages) and all the cookies. Lots of people helped with the set up and take down duties.

The kids party games went well and great to see them playing the Jenga and Cornhole Toss. The scavenger hunt was cute.

Discussion – what can we do differently to get numbers up next year? To be considered at future meetings.

2.3. **Wharfinger's Report:**

Heather Ferguson –

July has been a good month down at the marina. Signs up, lights up and cameras up. It's also very tidy following the foreshore clean-up efforts, thank you! Moorage is filled except for 1-2 small boats, if there are new inquiries. There were discussions with potential new members but nothing has been confirmed to date. Some members have not yet put their boats into the water so the marina is more full than it appears at first glance.

The kayak racks have received 2 more members who we are able to accommodate. One action item required is to remove the top level, green canoe on the docks so the spot can be officially assigned to a new member. It has already been paid for as of July 14th.

Two security cameras are tested and fully operational. Service costs have been \$20/month in the past. The cost now is either 2 x \$20 for the Elite plan on both cameras or drop down a notch to the Alerted Plan at \$15/month/each now or perhaps in the fall.

There is an action plan initiated to get the marina lock serviced as a preventative measure.

2.4 **Vice President - SCAF and Emergency Preparedness update:**

Michelle Bruecker –

NEPP

We've had a first meeting which was well attended. As per Jim's report, Sarah Payne presented Peter Borgman's suggestion to define "pods" within the SHORA boundary and have one or two "contact" persons for each pod to the neighbours at the bbq. We managed to sign up representatives for 5 of the 11 pods at the event. Posters looking for more contact persons are hanging on all notice boards and I will follow up shortly with an e-mail. The NEPP committee will meet to follow up with those who have signed up. In parallel we'll introduce neighbours to personal preparedness.

SCAF

There has not been a recent meeting. I have ordered 2 additional notice boards for SHORA for the two mailbox locations which don't have them yet. I am also ordering NEPP materials through SCAF which can be distributed to interested neighbours.

Funding Sources

I have not been able to get detailed information yet.

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 Canada Day wrap up from June 30 event

4.2 Meeting with BC Ferries June 25

5. End of Meeting Administration

5.1 Next meeting date: [September 30th at 7:00 pm](#)

5.2 Meeting Adjournment: [7:44](#)