

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
Minutes, September 30th, 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: 7:00 pm

1.1. Adopt Agenda

Moved: Lezlie Smith, Seconded: Michelle Bruecker

1.2. Adopt Draft Minutes of July 15th, 2024

Moved: Heather Ferguson, Seconded: Lezlie Smith

1.3. Action Items & Business Arising from Minutes of July 15th, 2024.

Action: Chains on northern breakwater to be inspected – replacement of chains has occurred - completed

Action: Michelle to locate possible funding options from SCAF conversations - next mtg in October

Action: Discussion required on initiatives to increase membership – in general terms, non-boat owner membership has dropped, belief among Board that safety and scaf will be of interest to community and possible members – pod leaders to consider a house to house initiative, also to be considered is a flyer drop to inform community of shora initiatives – timing tbd

Action: Marina lock to be serviced – regular maintenance is underway - completed

2. Executive Business Reports

2.1. President’s Report:

Jim Richards – As I have been away the past couple months and with limited connectivity, my Board activities have been almost non-existent. With this in mind, it seems appropriate to note my sincere appreciation for the efforts and professionalism with which the other members of the Board approach their duties throughout the year, but especially at this time when we were effectively ‘short staffed’. It’s a genuine pleasure to be a part of this team of individuals who maintain the highest standards across their responsibilities for regular and timely communications, meetings and reporting.

2.2. Treasurer’s Report:

Lezlie Smith – Financial Statement and Profit and Loss were distributed to Board members ahead of the meeting. Since the end of August there have been no changes of note to date.

Assets are approximately \$51,000 and balanced to bank statement.

Moorage fees are up 10% this year, in line with projected requirements.

Lezlie has asked the District for the lease invoice and contacted Milynda Taylor for Financial Statements.

DMP – as it is still a work in process, it was agreed that if/when we rebuild under the kayaks, we need to consider materials used and general size of dock, to remain on standby for now.

As there are little anticipated forthcoming expenses, question raised if we should purchase another \$10,000 term deposit? Rate for 1 year is 4.1%. Board is in agreement that this is preferable to maintaining balance in current accounts and a motion to purchase should be noted.

Motion for purchase \$10,000 term deposit: Lezlie Smith, Seconded: Jim Richards, All in favour, motion carried

2.3. Wharfinger's Report:

Heather Ferguson – The marina was fully subscribed this summer with a final few late arrivals in the month of August. We have one non-member mooring a boat and the rest are members within the SHORA catchment. We have one non-member storing a canoe and all the rest of the spots are used by members. Overall, we had far fewer problems this summer compared to last year.

- No thefts were reported. Although one attempted theft was reported.
- The fresh water supply has remained available due to only Stage 2 management all summer.
- Chains on north breakwater replaced in July as on-going maintenance
- There was one problem related to people staying overnight in their car at the marina in August and a procedure to report an incident was created. RCMP said to go down to the parking lot at night before lock-up and if people are there that do not belong, do not approach them but call the police when out of their view. Next, leave the gate open later so the police can get down there.
- There was a 3 week interruption to the power supply at the light pole but it was reported to the District of Sechelt using the on-line work submission form. It was subsequently repaired. As a note, they do not acknowledge the work request or tell you they have done it, you just have to go down and keep checking yourself. Thank you to a member who helped to change out the power plug-in box.

2.4 SCAF and Emergency Preparedness update:

Michelle Bruecker –

SCAF

SCAF will meet on October 23 next. The two notice boards SHORA will be receiving are being built (Ripple Way and Fairway). Alternate being requested, Jim Richards has volunteered.

NEPP

1. Adapt questionnaire to send via e-mail to SHORA members, hang on notice boards and hand out door-to-door. (Donna Arvidson)
2. Create an e-mail to inform SHORA residents (Michelle Bruecker):
 - o inform of Pods, their current leaders and how to contact them,
 - o ask for 3 more Pod leaders (we have eight already for 11 Pods)

- inform of upcoming notice board placement and their intended purpose as a communication hub in case of an emergency
 - reminder of our FB group.
3. Pod leaders will go door-to-door to inform about NEPP and gather contact info. (all Pod leaders)

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 District of Sechelt meeting attended by Lezlie and Heather – draft notes prepared, to be distributed to membership once we have District notes, to be sent following next mtg

4.2. Bear aware initiatives and community email – posted on Facebook and sent by Lezlie

4.3 Neighbourhood Watch type activities – invite Annie to Board Mtg to understand best practices

4.4 Christmas campfire – agreed that it should go ahead

5. End of Meeting Administration

5.1 Next meeting date: Oct 28, 7 pm

5.2 Meeting Adjournment: 8:04 pm