

SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION
Minutes, February 15th, 2025

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: 1:02 pm

1.1. Adopt Agenda

Moved: Michelle Brueckner, Seconded: Lezlie Smith

1.2. Adopt Draft Minutes of October 28, 2024

Moved: Lezlie Smith, Seconded: Heather Ferguson

1.3. Action Items & Business Arising from Minutes of January 11, 2024.

Action Item: house to house flyer drop to occur in the spring ahead of the AGM, goal to encourage attendance and membership, secondary goal to inform community of actions of Board and results of budget meeting with District – DRAFT REQUIRED – Michelle to draft – tentative date for AGM, April 24

Action: invite Annie to Board Mtg to understand best practices with regards to neighbourhood Watch type activities – agreed to initiate contact in the new year – TO BE COMPLETED – Jim has sent note to Annie

2. Executive Business Reports

2.1. President’s Report:

Jim Richards –

Nothing to report at this time.

2.2. Treasurer’s Report:

Lezlie Smith –

Current Financial Status: \$31,814.87 in chequing; \$20,568 in Long Term Redeemable as at the end of January. (\$52,000 current assets) Bank Statement at end of January is attached and the accounts were reconciled in Quickbooks. Only expense was Collabria for Vosker, refreshments for Campfire and Quickbooks online.

Budget/ Forecast Planning: The current Financial Statement for this year to January 31st is attached and is compared to the same period last year. Overall revenues are up 10%, Membership fees are steady, moorage fees up 10% and storage fees up 9% Net income for this year is almost \$19149 about \$1959 higher than last year. Office expenses are higher and reflect the 3-year renewal charges with GoDaddy web site, and the new online fees for Quickbooks.

ACTION ITEM: Lezlie to speak with Mackenzie and Tuwanek to find out what they know and / or are doing to their docks with the Dock Plan in place, and to obtain an estimate for costs and possible timing of services to replace items that may be considered deficient.

COMPLETED: I did speak with Don of MacKenzie Sea Services at length primarily to get an estimate of what will be required for upgrades to meet the new dock management plans. He said nothing is signed off yet and he is planning on meeting with Randene Neil this spring to see what the status is. He said the aluminum frame floats will be expensive. He suggested our long breakwater should be the last thing to be done as it is still in good shape. He will come by boat when the weather is better and check our floats and estimates for the long breakwater and the kayak docks. The size of the kayak docks at roughly 275 square feet may not meet Dock Management Plan guidelines. He said his lease ran out a couple of years ago and they have repeatedly said not to worry about it. He is gradually changing over his wood docks to perforated docks. Garden Bay Marina is gradually changing over theirs.

2.3. Wharfinger's Report:

Heather Ferguson –

It's been a cold month but the cameras continue to work which is a pleasant surprise. Very few boats are in the water. Not much traffic to report at all in and around the marina.

Request for moorage for 2 fishing sea-dos. This is new for SHORA and should be considered in light of membership, precedence, compliance with our lease terms, and the upcoming Sechelt Swiya dock management requirements. There are a lot of unknowns.

DISCUSSION: Debated the pro's and con's of leasing space in the harbour to the smaller, jet-propelled vessels (which has not been done in the past, so there are no 'lessons learned'). Determined that it was in the overall best interests of the community, harbour and marine life to continue with leases restricted to the current vessel type that is commonly using the harbour.

Agreed that renewal communications process to begin March 1, Peter Schmidt on waiting list

DISCUSSION: Debated merits of leaving the price per foot as is, or increasing by \$0.25 (as has been done the past few years), in spite of our treasury being healthy, it was agreed that we would follow the long term financial plans that were laid out by the previous Board to continue to build resources to support planned upcoming maintenance work and any possible revisions that might be required as a result of the DMP.

ACTION ITEM: Heather to speak with Kerriane to find out what the District might know about how Dock Plan requirements might be applied to our community (not for profit, therefore, not commercial) dock.

COMPLETED: Action to write to Kerriane Paulson to see whether she is a contact for us at District of Sechelt regarding compliance with the Dock Management Plan. The question has been asked about whether the SHORA marina is considered "private" or "commercial" which appear to be the only two categories. No reply yet but when she replies, it will go to the SHORA email address.

2.4 SCAF and Emergency Preparedness update:

Michelle Bruecker –

Next SCAF meeting in 3 days.

Citizens On Patrol email to be discussed, Emergency Preparedness ongoing, house to house visits have started. The big goal is getting neighbors connected and more personal preparedness underway, which seem to be happening! The SCR D Fire Smart Program might be another good initiative to introduce to community, will find out more, could have a person to inspect houses (possibly helping with insurance rates).

3 Maintenance planning for 2025 (for ongoing references and updates)

3.3.1 Work recommended by Mackenzie Sea Services in 2023 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 Email received from Sechelt Citizens on Patrol requesting an audience with community members**
– discussion to occur regarding possible options: invitation to membership at dedicated meeting, presentation at AGM, on-line meeting, other ideas? **Jim to respond and follow up with Annie in effort to ensuring alignment / continuity**
- 4.2 Rates 2025 Season** – agreed increase of \$0.25
- 4.3 Returning Board Members and options for obtaining more participation on Board** – all members present at meeting have agreed to return for next year, but all agree that there is a need for at least 2 more Board members going forward. This is to assist with the work required as well as to ensure continuity in years to follow. There may be some interest in incentivising community members to join the Board. All agree that the Intangible benefits are the greatest reward, but perhaps we need to consider an initiative to facilitate a thank you?

5. **End of Meeting Administration**

- 5.1** Next meeting date: **March 17 – 7pm**
- 5.2** Meeting Adjournment: **1:55 pm**