SUNSHINE HEIGHTS OWNERS & RESIDENTS ASSOCIATION

Minutes, July 20th, 2026

Board Members Roll Call (quorum = majority of Board = 4/7 Board members)

Board Members Present: (Quorum = majority of Board members))		Present	Regrets	
	Michelle Bruecker	X		
	Rob Ferguson	X		
	Paul Jones	X		
	Daryl MacPhail	X		
	Jim Richards	X		
	Michelle Schmidt	X		
	Lezlie Smith		X	

1 Call Meeting to Order: 7:05

1.1. Adopt Agenda

Moved by: Rob Ferguson

Seconded by: Daryl MacPhail

1.2. **Adopt Minutes** of June 15, 2026

Moved by: Michelle Schmidt

Seconded by: Michelle Bruecker

1.3. New and on-going Action Items & Business Arising from Minutes of May 27, 2026.

Action Item: Dates and activities in support of Canada Day –

Discussion and Agreement as follows: **BBQ set for Sunday June 28 from 1 to 4 pm**

- COMPLETED – any follow up discussion required?
- Special guests should be included going forward, music and visit time mix was a nice shift, game on tv was not a distraction

Action Item: SHORA membership hang tags for cars in marina parking area

Discussion and Agreement as follows: design to include 'overnight' to ensure that members don't feel a need to use these each time they park in the marina parking area, Jim to finalize design and circulate for comments, printing at the copy shop, goal to have tags ready for Canada Day distribution – PARTIALLY COMPLETED – distribution to key holders – Rob and Heather to place on boats and send note to owners with kayaks on dock – thank you!

Action Item (on-going): Review of options for larger maintenance projects, particularly the replacing of non-conform floats (all agreed at last mtg that no need for MacKenzie to provide a diver to inspect all of the floatation cubes)

Discussion and Agreement as follows: Daryl to obtain cost estimate and timeline for one marina finger this spring, possibly followed by another section in the fall – issue that size of floats required are not available locally and have to be ordered from USA, likely 6 week delivery window, Daryl to confirm costs once estimate confirmed, work date based upon delivery, boat and diver to be invoiced, small crew of volunteers

(Paul, Daryl, Rob, Jim ready to help once floats received), once this 'sample finger' is completed, evaluate work and design of kayak dock. – DM HAS LOCATED APPROPRIATE FLOATS, DELIVERY TO BE CONFIRMED – **July 20 update** – possibility to piggyback on an upcoming order – timeline is late summer, early fall … possibility to do entire dock if crane boat is in place – plans for increased kayak storage to be considered

Action Item (on-going): Kayak dock needs repairs, some uncertainty as to whether can or should be repaired. If repaired, it may need to be repaired with plastic grating to meet Dock Management plans. Floating system for the kayak dock also needs to be reviewed or possibly redesigned. Until we are certain of Dock Management requirements, we may need to replace some of the rotting boards for safety purposes.

Discussion and Agreement as follows: See above

Action Item (on-going): Dock management Plan – communications with DOS and follow ups are underway. Apparently was not inspected at the date they indicated, no further updates

Discussion and Agreement as follows: on standby for now – no action to be taken until there is a clearly endorsed legal requirement

Action Item (on-going) – Bulletin Boards need support - Jim to investigate – they could all use some attention. Agreed that we schedule a couple work parties after AGM. We will need some basic materials, bags of concrete, 4x4's, 2x4's, screws, etc – but it's a straight forward job of replacing the posts and securing the boards. Ripple Way is supposed to receive new bulletin board through SCAF, still pending

Discussion and Agreement as follows: to be completed 2nd half of July - Jim to engage and organize – **July 20 update** – on hold for now, to be considered in early fall.

Action Item (on-going) – re-investigation of gate issue possibly catching user's feet – from comments at AGM

Discussion and Agreement as follows: Rob to take another look – **July 20 update** - pool noodle and zap straps being considered

Action Item (on-going) – RF and LS to check on camera subscription rates – on it, 2 of 3 cameras

Action Item (on-going) – examine if there is a possible service we can offer to community members beyond the marina activities – question around matching volunteers with those who have timely relatively simple requests –

Discussion and Agreement as follows: agreed to continue discussion, build timeline for possible fall launch - **July 20 update** – agreed for – Sunday 20 sept – hot dog sale fundraiser, also craft fair, flea market, swap meet bake sale – communications required for a 'hold the date' as well as invitations to participants. Need to consider capacity, registration process, how tables would be assigned, etc

2. **Executive Business Reports**

2.1. **President's Report**:

- BBQ success
- Hang tags ready for distribution
- Express appreciation for Board members

2.2. **Treasurer's Report**:

- Current Financial Status - We have four Long Term Deposits of $31,667 and a current chequing account with $62,515. Total funds $94,246.
- The Financial Statement for the first three months of our fiscal year is attached. We are very close to what was reported for the same period last year. Revenues are just about $2,000 more. The bank statements for June are attached. Expenses are not all yet in for the Canada Day Celebrations but based on the food invoices it looks quite close to what it was last year – at this point $550. Last year we had to rent a generator due to electrical issues – Saved about $65.00
- I have forwarded the list of all paid members so that Michelle S had update her email list. We do have some new members but there are several that haven't renewed. I wonder if we shouldn't leave them on the email list – as they receive newsletters or updates it might make them more likely to renew as members next year. If we stop emailing, they may just lose interest and commitment to the neighbourhood.

2.3. **Wharfinger's Report**:

- We welcome one new marina member, Carl Shilling, who has taken a slip for his 18.5ft double Eagle.
- There have been a couple other inquiries for slips (on hold) and kayak storage. There has been a request for kayak storage on shore however all spots are taken. There is good potential to expand our on shore storage which I would like the board to consider.
- There has been minor dock repairs since the last board meeting including the ramp and a water value replacement.
- No security issues have been reported in the last 30 days.

2.4 **Vice-President's Report**:

District of Sechelt held two Committee of the Whole - meetings and one OCP Touchpoint Committee session. Highlights relevant to SHORA:

- ***Septage facility*** (June 24): A long-term replacement plan for the Dusty Road facility (lease expires 2031) is underway, with a $4.56M capital estimate and new cost-allocation models likely.
- **Community Services Master Plan** (June 24): Draft 10-year plan approved for final public engagement, with growing reliance on volunteers.
- **Noise Bylaw motion** (June 24): A proposed review of the Noise Bylaw was defeated; no action needed.
- **Peace Garden proposal** (July 8): Rotary Club's proposal for Mission Point Park was supported in principle, pending a more detailed site plan.
- **OCP Touchpoint visioning** (June 16): Strong community interest in waterfront access, low-impact water recreation, and downtown vibrancy. We should watch for upcoming OCP consultation opportunities.
- ***Kinnikinnick childcare/housing project*** *(*July 8): Funding agreement signed; project proceeding.- ***Jim to f/u with renee***

2.5 **Director of Communications and Member Engagement Report:**

Communications

During this reporting period, communications efforts focused on keeping members informed about SHORA activities, community events, and issues affecting our neighbourhood. Communications were shared through email.

Highlights included:

- Promoted the SHORA Pre-Canada Day BBQ through multiple reminder posts and email communications.
- Shared a post-event thank you recognizing volunteers, musicians, children's activities, sponsors, and community partners.
- Updated members on community opportunities and events, including:
    - District of Sechelt Community Services Master Plan consultation.
    - Official Community Plan (OCP) survey and open house.
    - Sechelt Public Library DIY Air Cleaner Workshop.
    - Free Webinar: Community Responses to Wildfire Smoke and Air Quality, highlighting promising practices, lessons learned, and policy approaches to improving community resilience during wildfire smoke events.
    - BC Ferries service updates affecting the Horseshoe Bay–Langdale route.
- Continued to ensure communications are timely, accessible, informative, and community focused.
- Signed up for alerts on X from:
    - @CapHwy
    - @COAST_RCMP
    - @SunshineCoastRD – SCRD
    - @SecheltBC – District of Sechelt
    - @EmergencyInfoBC
    - @sunshinecoastca Sunshine Coast Tourism
    - @BC Wildfire Service
    - @DriveBC
    - @BC Hydro
    - @Environment Canada
    - @Vancouver Coastal Health (heat advisories, water quality, etc.)

Subscribed to:

- District of Sechelt
- BC Ferries
- Town of Gibsons
- Boot Tales Newsletter
- Coast Cultural Alliance weekly newsletter

Strategic Communications

- Communications Plan (DRAFT) attached
- SHORA Monthly Update Template attached
- "Did You Know?" – One Year of SHORA Update Features
- One Year of SHORA Poll ideas attached

Member Engagement

- Responded to member feedback and incorporated suggestions where appropriate (for example, providing alternate links when accessibility issues were identified).

Community Partnerships

Supported awareness of initiatives led by community partners, including:

- District of Sechelt

• Sechelt Public Library
• BC Lung Foundation
• Sunshine Coast FireSmart Team
• BC Ferries

These partnerships help connect SHORA members with valuable community resources and opportunities.

Upcoming Priorities

• Develop Strategic Communication Plan.
• Continue regular member communications through email (website and social media?).
• Consider sending out a SHORA UPDATE (monthly), draft template attached; see also introductory email attached (Introducing the SHORA Monthly Update)
• Increase opportunities for member participation and volunteer engagement (see Poll Ideas and Did You Know, attached).
• Continue recognizing volunteers and community partners.
• Promote upcoming SHORA events and District initiatives relevant to residents.
• Explore additional strategies to grow membership and strengthen community engagement.

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
- 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.

Marina Committee established to oversee collection of estimates, assessment of work required, supervision and/or taking care of repairs, and the completion of the self-assessment for the Dock Management Plan. Members of the committee include Rob, Paul, and Daryl

4. **New Business**

4.1 Review of annual calendar of events, activities and meeting times - July BBQ, dock repairs, District Submissions and Meeting, Winter campfire, AGM, Board Mtgs, other?

- Discussion around identifying and fulfilling a service to the community - What about matching volunteers with needs? – should we consider a once-a-year drive? Possible launch in the fall … discussion to continue …we would need to brand it … build a timeline of activities – further discussion required
- What about hosting a 'flea market / garage sale' to encourage membership gathering in the fall?

5. **End of Meeting Administration**

5.1 Next meeting date: 24 Aug 7:00 pm – JR house

5.2 Meeting Adjournment: 7:59 pm