

March 3, 2013 CPCA Board of Directors Meeting 10:00am @ the home of Gerry Powers

Focus: Budget Meeting and Project List

Welcome and Opening: Harley Calkins

Members Present:

Harley Calkins, Jim Bland, Jim Waddell, Barry Cerny, Kevin Hughes, Gerry Power, Marlene Binda, Ted Wood, Garry Gray, Norma Grace Scott

Absent: Jason Vincent, Ted Hart

Minutes: Highlights of Dec. meeting: (see Dec. 9 minutes) Norma Grace

In the Dec. 9 minutes under INSURANCE UPDATE: it was recorded as "A fee of \$855 was charged..." It should read: "An overall increase of \$855 was the cost of the increase to the policy."

Norma Grace moved the minutes adopted as amended.

Secunder: Garry Gray Passed

Financials: Marlene

The treasurer is able to access our account in any branch with account information. Therefore, we have decided to stay with BMO.

CPCA Financial Highlights May 1 – Feb 28, 2013:

Current Assets:

Total Cash = \$28,297 with \$20,181 in GIC's and \$3,945 in chequing.

Includes current unpaid member dues 2012/13 = \$4,125 (likelihood of further collections is low)

Total Paid Member Lots = 225 or 87.2% Record high, past 83-86%. Credit new home buyers replacing older unpaying members.

Only 1 major asset purchased this year:

Capital Asset purchased YTD = \$1,723.30 Paddle Boards

Revenue:

Total revenue invoiced to members = \$32,125

Other member revenue = \$15.00

Uncollected dues 2011/12 to be written off = -\$4,255

Other revenue (Keys, barn dance, fund raising) = \$1,606

Total revenue = \$29,491

Expenses:

Total Expense (excl. depreciation) = 31,900 - 4,951 = \$26,949

Major Expenses May – Feb 2013:

Community BBQ = \$1,132

Beach Contract = \$6,900

Community Events = \$1,466 (Pancake Breakfast, New Year's Fireworks, shoreline clean up, etc.)

Donations = \$3,100 (Nature Conservatory \$3K)

Insurance = \$4,336

Newsletter = \$1,448

Repairs - Beach Fencing = \$363.25

(incl. in/out of golf cart accident costs which were offset by member paying for the damage)

Tennis Court = \$1,064 (resurfacing)

Beach Supplies = \$1,860 (refuse & recycle bins)

Security = \$1,516

Net Income for the period (excl. depreciation) = \$2,542

Noted: change in reporting for the unpaid member dues. In 2011 the dues written off were treated as an expense but in 2012 were treated as a reduction to revenue where it is more fairly reflected.

All major expenses for the year are paid to-date.

Marlene moved the financials be accepted as reported. Seconded by Jim Bland Passed
Identify Key Expense Areas & Budget for 2013

Budget for Yearly expenses:

These perennial costs need no increases.

- Pancake breakfast \$150
- Shoreline cleanup refreshments \$150
- Easter Egg Hunt \$50
- Fireworks \$500
- Barbecue \$2000
- Webhost \$162.62
- Insurance : \$775.00 plus \$5609.10 = \$6384.10
- Brochure & Invoicing: \$500.00
- Taxes \$376.66
- Tennis court yearly \$1000.00
- toilet pump out \$360/

These incurred an increase

- Beach contract (maintenance of community property) increase of \$100.00 to \$7000
- Beach Entrance Security: Due to the effectiveness, it was decided to increase the number of days from 12 to 20 budgeting \$100/day. Total: \$2000.00
- Night security: Because of the problems last summer, the board agreed we need to hire a professional night security in order to protect our community property and residents. Total: \$3200 (20 nights @ \$160/night) Action: Harley

** Ted addressed concerns about the tennis court repair from last fall. The hot tar repair will have to be removed in a few spots prior to paint and use, for safety.

** Gerry is going to channel, and put weeping tile, around the bathrooms to prevent spring runoff from going in the top of the holding tanks.

**Gerry suggested we see if there are members in the community that are also wanting to get their septic systems pumped in the fall and see if he can get a "rate" from Dehart.

** Norma Grace suggested looking into the "Neighborhood Watch" program in conjunction with the RCMP, if there was community interest.

Review & Update CPCA Project List

1. canoe rack - \$450 to be placed at the South end of the beach Action: Kevin & Ted
2. flower garden - \$100.00
3. landscape master plan - \$1000

** Ted Wood would like to withdraw from this task. Jim Bland offered to join the committee.

4. replacement &/or repair of equipment and amenities,
 - replace paddle for paddle boards \$500 Action: Kevin
 - padlocks (missing) \$150-\$175 Action: Harley
 - buoys \$400 (2 buoys) for the entrance to the marina [deteriorated]
Action: Harley

• Benches \$400 gradually replace boards with 2X6 composite boards. The cost will be approximately \$140/bench.

** Jim Bland and family are going to place a bench in memory of Mrs. Betty Sawatsky who passed away last year.

5. gravel and sand

- Gravel for parking lot & walking path \$1350
(Path = Columere Road to the tennis court, under the Osprey)
- Sand for sandbox \$300 Action: Garry Gray

Identify Capital Expenditures for 2013 (\$1,000+)

Shoreline repair: replacing the rock that was washed out by high water last year.

Garry Gray reported that, in consultation with Chris and Dave Rae, 2 loads of large rock at a cost of \$6 to \$8 thousand would be needed to repair and improve the damage to the beach by the high water erosion last year. There are two places, each about 6 feet long that need to be replaced and built up. Chris and Dave Rae have offered to contribute the bob cat and labour to help with the repairs. The board agreed that this is of major importance and we will waive the policy of taking this financial amount (over \$3000) to the members, at the AGM.

Garry Gray moved a maximum of \$8,000 be budgeted for the reclamation of the beach following last year's high water erosion. Seconded Jim Waddell Approved.

Action: Garry Gray

Harley suggested a long range plan for a major renovation of the beach area.

Drainage of tennis court area

A spring has developed across from Lot 4. Harley, a rep of the Minister of Transportation, Bob Coy and Ron Rutledge met last week and devised a plan to divert the water. The land will need to be reworked (with appropriate approval) so the water goes North along the road allowing it to drain into the pond. Harley moved we partner with the Minister of Transportation to address the drainage issues in order to preserve the tennis courts. He further moved a budget of \$6000 from the CPCA funds be used for the drainage repairs. Seconded Jim Bland Approved

Membership Dues

Harley and Marlene

Discussion: It is prudent to keep the Columere Park property in optimum condition. We have cut back where we can. With the expenses incurred this year (beach erosion, tennis court repair/drainage, safety and security to protect beach property), it is necessary to increase the membership dues. Dues haven't increased for about 8 years. Marlene ran the numbers using various percentages and various increases and staging increases. A raise to \$200 will keep the GIC intact. \$175 takes \$4300 out of our GICs.

Gerry Powers made the motion we raise the CPCA dues to \$200.

Seconded by: Marlene Vote: 6 in favor - 4 against.

Other Business

1. Minister of Transportation

Harley report

The main topic of discussion at the meeting with the rep. from the Min. of Trans. was the spring water that has caused saturated areas along lower Columere Road and the recommended solutions. (As in Tennis court Drainage)

Removal of cattle guards and placing culverts will allow the water to run along the edge of Coys' golf course rather than along Columere Road. Approaches without culverts may be dug out. This will be at no cost to Columere Community Association.

We are requested to put together a list of places within the park that pose a problem for water drainage.

Speed is an issue. Harley reported the Ministry is going to bring a moveable digital speed sign and monitor the speed within the park and relay the information to the police. Norma Grace supplied a map with current signage and asked for input into the areas the board feels a need for signs. This will be submitted to the Ministry for their input into what is allowed and available.

Harley also reported the old Columbia Lake Road to "Dead Man's Curve" (? km) is going to be resurfaced this summer.

2. Marina

Harley reported

Chris Rae is putting in the new docks. Nothing will change as far as the number of boats the marina will hold. There will be more space for larger craft.

3. Directors Liability- Norma Grace gave each Director a handout from a Nov. workshop at College of the Rockies. Due to the time, it was given as important information for volunteer directors of a non-profit community organization.

Arising from the handout: ** We need to create a contract for the Beach Security role.

**Correction on the notes - The CPCA does have bylaws within our constitution.

4. Constitutional Changes

In accordance of the CPCA constitution

Harley

Article III – Officers

3.1 At each annual meeting of the Association, the voting members shall elect a President from among the voting members. The President shall preside over all meetings of the Association and the Board of Directors and shall be an ex officio member of all committees.

The proposed change:

Article III – Officers

3.1 At each annual meeting of the Association, the voting members shall elect a President from the elected Directors, who have a minimum of 1 year on the Board. The President shall preside over all meetings of the Association and the Board of Directors and shall be an ex officio member of all committees.

This change in the constitution was passed by the board of directors in 2009. It will be published in the brochure and on the website then presented to the membership at the AGM for a vote, as per the CPCA Constitution.

5. Request from Columere Community Members NG

"A group of Columere Park full time residents met and discussed the possibility of having a 55th Columere Park Anniversary Project and/or Reunion in the summer of 2014. We feel Columere Park will benefit by hosting this project. It could be a fund raiser for the community. Some of the non-members of CPCA are interested in this proposed celebration and may decide this gives them a reason to join the CPCA. It will promote stronger community spirit and pride as people get to better know their neighbor. Most importantly we want to document the history of Columere Park."

"We need the support of Columere Park Community Association in order to apply for grants and because we believe this endeavour falls within the scope of the CPCA."

Question: Will the Columere Park Community Association Board of Directors agree to be the vehicle for a 55th Anniversary project of our community, by supporting a subcommittee interested in organizing a celebration?"

The board gave their approval unanimously. Marlene suggested having a representative speak at the AGM.

6. Calendar of Community Events 2013

Columere Park Community Association AGM May 19 in Coys' Barn

Pancake Breakfast @ 9 am Meeting @ 10 am

Shoreline Cleanup Sat. June 29 @ 1 pm High water dependant
Community Garage Sale dates discussed – date pending
Movies on the beach – Cancel due to night time beach closure.
Barn Dance July 20

Golf – make tee times on your own.

It was suggested the Community Association take on the golf.

No decision was made at this time.

Annual Community Beach Barbecue Aug.17, 2013

New Years' Eve Fireworks @ 7 pm. Dec. 31, 2013

Easter Egg Hunt Easter Sunday @ 11 am.

7. Jim Miller and Steve Levitt re: forest fire prevention contact with Jim Waddell (report)

They have offered to come to the AGM, Board meeting or separate meeting to discuss green zones and private lands that have over grown and cause a fire Hazard. We all have a vested interest in keeping our community safe. Harley reminded us of the gentleman from Parks Canada "Fire Smart" who spoke at our AGM 3 years ago. The community response was poor.

8. Brochure timeline - April 1 the brochure will go to Kevin to be printed.

Brochure content

- Pres. Report
- Clip & save Calendar of Events with AGM agenda on reverse side.
- Paddle board and kayak limit your time so everyone has a chance to enjoy
- Missing community property (padlocks, paddles)
- Night Security is in place.
- Membership dues. (With an explanation of the reasons for the increase.)
- Columere Anniversary
- Approaches without culverts may be removed by Minister of Highways

9. Beach and Property Maintenance Contract: Gabby Laub is the only applicant for the Beach/Property Maintenance Contract. Gabby will be available to begin May 1 and the contract ends mid Sept. Gabby's schedule allows work to be done Thursday and Fridays this year. Since the deadline is March 15, Harley moved we offer the contract to Gabby Laub. Seconded- Ted Wood Passed

10. AGM Agenda

- Constitutional change
- Police
- Major expenses
- Insurance
- Membership dues.
- Elections
- Regular items (minutes, financials)

11. Red Zone signage of the lake. Jim Bland is going to contact Wendy Booth to see if the RDEK will be responsible for appropriate signage. Action: Jim Bland

Directors intent:

The following Directors are up for re-election at the AGM in May:
Harley Calkins, Barry Cerny, Marlene Binda, Ted Wood, Jason Vincent and
Jim Waddell (fulfilled a one year term)

Harley Calkins will step down as president.

Barry Cerny is not running for re-election.

Marlene is stepping down this year.

Jim Waddell will let his name stand for re-election.

Ted Wood will stay as a director but will not run as the president.

Jason Vincent is also leaving the board.

There have been a few people who have expressed an interest in joining the board.

1:15 Harley adjourned the meeting.