

2020-21 Lakeshore Road South Annual General Meeting
Saturday September 18, 2021 Minutes
Virtual Meeting hosted via Google Meets

Attendance: Evelyn Dean (President), Bob Pugsley, Bob Clement (Vice President), Joanne Clement (Executive Member), Val Brodrick (Executive Member), Len Rhodes (Treasurer), Ted Cash, Cheryl Cash, Tom Fellows, Brent Flanakin, Mike Bester, Dave Kearns, Ian Wilcox (Secretary), Paula Wilcox .

Proxies: Mary Davie (Proxy- Ian Wilcox), Chuck and Marj, (Proxy- Bob Clement), Floyd Wilcox (Proxy- Ian Wilcox) ,Dr. Sauriel (Proxy- Evelyn Dean)

Introduction Evelyn welcomed attendees to the 2020-2021 LRSA AGM.

1. Review and Approval of the Agenda

Evelyn Dean reviewed the Agenda and asked if there were any additional business items.

Motion to approve the Agenda: Mover: Bob Clement, Seconded: Mike Bester -Approved

2. Review and Approve the Minutes of 2019-2020 LRSA AGM Minutes

Motion to approve the minutes from November 25th, 2019-2020: Mover: Len Rhodes, Seconded: Dave Kearns -Approved

3. Review and Approve the LRSA's Current Statement of Financial Position:

Treasurer, Len Rhodes reviewed the Treasurer's Report. **(Attached as Appendix A)**

Move to accept the 2019-2020 Financial Report as provided: Mover: Joanne Clement, Second: Mike Bester -Approved

4. Year in Review:

Joanne Clement provided a report summarizing the work of the executive over the past year. Members complimented Joanne Clement for her thorough summary. The report was received for information. **(Attached as Appendix B)**

5. Review and Approve the List of Proposed Activities

President Evelyn Dean reviewed the purpose of the three committees planned for 2021-2022

A. By-Law Review and Update Committee- Examples recommended for updates include:

- Proxy and email voting
- Investigate the pros and cons regarding incorporation
- Investigate and assess need for changes to our policies, insurance and bylaws that result from discussions related to risk management and liability
- Road and shore erosion damage from construction and deliveries
- A general review/update of all by-laws

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- B. Road Signs Committee. Address areas of concern that have arisen, such as:
- Assess need for more signs based on review of risk management and liability reduction- examples of issues that may need to be addressed are:
 - Assess need for improved signage at south end
 - Assess need for signage at the north end
 - Speed limits
 - Additional no parking signs
- C. Road Maintenance and Risk Management Committee
- This committee will provide guidance to address all issues arising regarding the maintenance of the road and drainage matters.
 - During the course of the work completed in 2019-2020, many additional issues arose that require further attention, ie., Assess implications of different ownership along the stretch along the water and maintaining shore erosion protection

The committee's membership, following the new Executive's first meeting this Fall, will be confirmed. Volunteers will be requested.

The following is a summary of the suggested changes to the planned work for the committees:

- By-Law Committee- Look at policies related to damage from construction and deliveries.
- Signs Committee- Discussion regarding the need for further signs and issues with park users at Centreville. How would we enforce "no parking?" Brent Flanakin shared his discussion with police regarding "no parking" and this summer's issue of people parking and swimming along the newly completed erosion project. Suggestions for sign placement, a sign saying "no access" to or over the erosion project rocks as further protection from liability
- Issue of police jurisdiction on private property; needs further investigation and clarification.
- The need for signage at the north end were discussed. Comments were made that maybe this is not a current issue. Users have been courteous and respectful. Background was requested regarding history of the northern-most section of road owned by the Douglas'. Ian provided some history. Signage committee asked to study issue further.
- All issues of liability need to be identified and addressed.
- Road Maintenance Committee should manage the snow plowing contract. There was general agreement and this will be added to the Committee's Terms of Reference.
- It was noted that risk management and liability should be an element of the work of all three committees.

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- There was general support from all in attendance for the committees to address all these issues and the scope of work of the three committees as laid out.
- The Executive will address how risk and liability issues will be coordinated.

6. Review and Approve the 2020-2021 List of activities based on the above and added suggestions:

Motion to approve the proposed activities for **2021-2022**:

Mover: Bob Clement Second: Mike Bester- all Approved

7. Review and Approve the Draft 2021-2022 LRS Association Budget

Ian Wilcox presented draft budget (attached as Appendix C). Discussion arose regarding the \$2,300 annual municipal subsidy. Background was provided that four years ago the municipality considered and recommended the elimination of all private road subsidies so, as context, we are appreciative that the subsidy remains.

It was moved that the recommended budget Appendix C be approved: Mover: Cheryl Cash
Second: Brent Flanakin – all Approved

8. Discuss and Approve the Revised Bylaws

Bob Clement summarized the committee's work and report noting it was a difficult topic but that the committee is comfortable with the recommendations they are bringing forward. Bob, on behalf of the committee, offered further minor changes beyond those presented in the report.

These included:

- Suggested further change that (b) in-camera meeting minutes should not be posted on the web site.
- P 22 (g) some redundancies.
- Question if the new drainage policy and strategy is different than the past document (Drainage Plan- 2018). The new Drainage Policy and Strategy has not yet been shared with the membership. Evelyn shared the proposed Drainage Policy and Strategy through Google Meet's screen share function. Bob read the document for the benefit of all meeting participants. This included how funding the work was currently operating
- Discussion arose regarding:
 - Once new drainage works are installed, any changes undertaken by the adjacent property owner or future development of the property, all drainage requirements should be covered by the property owner. -Maintenance yes but not increased capacity due to development by the property owner. Those costs should be 100% the property owner. This should be added to the Drainage Policy and Strategy. It was noted this is already covered under (i) in the by-laws. By-laws may need some additional definitions to distinguish maintenance from development.

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- All of these minor changes should be shared with the membership and recommended for a vote as part of next year's AGM.
- Suggestion to recommend "Expectation of a two year commitment to the Executive but recognize that term is not binding."
- As part of the Secretary's responsibilities, item (f), add "except where privacy is an issue."
- It was suggested the AGM have a fixed date. A motion was put on the floor proposing the AGM be scheduled on the third Sunday of August each year.
- Change for AGM quorum from 41% to 51% to ensure accountability. Technology (video meetings) and proxies allow greater meeting participation by the membership so it was suggested the threshold for quorum be increased.
- Ian noted that the tabulation of quorum is based on property representation, not the number of people at the meeting. Representatives of 51% of the 23 member properties need to be in attendance. This will be addressed under "membership" in the By-Laws recognizing they already state "one vote per property."
- Will the Road Committee provide a report back to the membership? Yes. If money is required, a plan will be presented first
- It was noted ByLaws are always a work in progress. The Chair expressed thanks to the By-Law Committee and Val Brodrick who is stepping down.

A Motion was made for AGM to be held on third Saturday of August: Moved by Tom and Seconded: Brent -Approved

(OVERSIGHT- NO MOTION OR VOTE WAS HELD TO APPROVE THE UPDATED BY-LAWS BUT A SUBSEQUENT EMAIL VOTE BY THE MEMBERSHIP APPROVED THESE CHANGES)

9. Review and Approve Confirmation of Acts

It was moved that all acts, contracts, bylaws, proceedings, appointments, elections, payments enacted, made, done and taken by the executive of the Lakeshore Rd South Association (LRSA) or in the annual reports of the LRSA, be and the same are hereby approved, ratified and confirmed. Mover: Cheryl Cash, Seconded: Val Brodrick – all Approved

10. Election:

Confirmation of the LSR Association Executive for 2021/ 2022

(Six members in total, five positions available for renewal this year), Robert Clement, Joanne Clement, Ian Wilcox, Len Rhodes, Evelyn Dean

Motion to confirm the names above as Members of the LRSA Executive for 2021-2022.

Mover: Cheryl Cash, Seconded: Mike Bester -Approved

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Committee Appointments- It was decided this issue will be reviewed by the new Executive at their first meeting with a request for volunteers to follow.

Meeting Adjournment: moved by Evelyn Dean and seconded by Robert.

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Appendix A

Lakeshore Road South Association
Financial Report: May 31, 2020 to May 31, 2021

May 31, 2020 Bank Balance			\$46,833.85
Revenue:	Member's Dues	\$17,913.00	
	Road Subsidy	\$2,560.00	
	Interest	\$23.57	
	Road Damage Payment	\$904.00	
	Total	\$21,400.57	
Expenses	Cade Insurance	-\$1,358.64	
	FOCA	-\$205.5	
	WIX (Web Site)	-\$50.48	
	Postage	-\$10.40	
	Bank Fees	-\$3.00	
	Snow Removal	-\$5,791.25	
	Sanding	-\$226.00	
	Road Signage	-\$533.02	
	Cold Patch	-\$282.66	
	Hot Rock (Road Resurfacing)	-\$41,132.00	
	Extreme Excavating (Drainage)	-\$5,169.75	
	Total	-\$54,762.70	
May 31, 2021 Bank Balance			\$13,471.72
Snow Clearing Detail:			

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Revenue from Dues	\$9,142.00	
Expenses	-\$5,791.25	

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Appendix B

LRSA 2020/2021 Year In Review

Prepared By Joanne Clement

It was a very busy year for your executive and committee members. Three committees: By-laws and Drainage Plans, Road Reconstruction and Drainage and Signs Committee, were formed. Each developed their Terms of Reference including a purpose statement, membership, expected deliverables and a start and completion date. Your executive met 8 times formally, both virtually and in-person and had many informal meetings as well. The Road Reconstruction and Drainage Committee along with the entire executive met informally at numerous places on the road too many times to count. We looked like a masked posse and acted Covid Responsibly! The signage committee met at both ends of the road informally many times and formally 4 times. The By-law committee met many, many times by phone, zoom and in-person to update and fine-tune your By-laws. We believe that we have left the LRSA in good shape for future executives who hopefully will have to navigate through much calmer waters.

Our Shoreline Restoration Project has stood up over one winter and protected us as planned. We negotiated a fair and equitable four-year repayment plan with the Municipality of Meaford for each property owner.

It became apparent to us that drainage from the clear-cutting of the trees behind the properties at the south end of the Road would require careful monitoring over the course of the construction. To improve drainage a culvert was replaced. Ditching took place at the north end of the 4-acre lot and French drains were installed along the properties near Centreville. A French drain was also installed to improve drainage along the edge of the Rhode's property.

Our road has been resurfaced, tar and chip, for the first time since 2007. We were very pleased with the quality of the work and the work ethic of our contractor, Hot Rock Paving. We were concerned for the integrity of the new road surface when to our amazement we witnessed a very long and very heavy truck/ trailer combo carrying a very large industrial back-hoe with all lights ablaze drive down our road at 11pm one night. Obviously, it was lost! It had not read the street numbers on the Municipal sign or the DEAD-END sign and had paid no attention to our private road sign. We assisted it, in the darkness of night, to back up and turn around on the empty lot. The road survived unscathed! On another occasion, before the road was resurfaced, a 53-foot-long semi-trailer drove to the end of the road and could not get out. Again, we assisted him in backing up and turning around on the empty lot. This time damage was done to the edge of the road in a number of places. The transport company paid to have the damage repaired.

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Signs were created for both ends of road and along the road. The Municipality reviewed the signs and their locations. Unfortunately, the sign for our northern border had to be taken down, along with the No Parking sign at that end because of a request to do so from a neighbour on Lakeshore Road North. We will revisit these sign locations in the fall. An addition has been made to the sign at the south end which simply states our association's website. It was felt that prospective buyers for road properties could educate themselves about our association and its by-laws, if they so wished, by visiting our website. I am pleased to report that traffic using the road and turning around at the north end has been significantly reduced because of our rather imposing sign.

The By-law Committee, met many times over the year as new information was required and new issues surfaced. The By-laws from 2018 were studied to identify needed changes, deletions and additions. This proved to be a very time consuming and intense project as great attention had to be paid to detail. Information was gathered from: contacts through FOCA, consultations with FOCA's lawyers, our association members and the Municipality. The draft revised Bylaws were sent out to all members to ensure our members had enough time to review them and provide any feedback in late July 2021. A final version with some additional changes to the roles and responsibilities of members was sent out along with all the annual meeting materials on September 1st, 2021.

On a lighter note, our Founding member, Floyd, enjoyed a 90th Birthday Celebration on his front lawn with family members and LRSA members, all of whom obeyed covid restrictions. We enjoyed cupcakes and sang Happy Birthday. Floyd got down on his knees to blow out the candles on his cake, which was placed on a very low table. The incredible part of this event was that he put us all to shame by standing up quickly, unassisted and without realizing what amazing shape he is in. He continues to build gazebos, build rock walls, fell trees, split and pile wood on his own and probably at a faster speed than most of us would be capable of. Well -done Floyd.

We all enjoyed each other's company and the myriad of dogs behaved themselves. We are indeed blessed to live here.

Regards from your 2019/2020 LRS Executive

Ian Wilcox, Joanne Clement, Evelyn Dean, Len Rhodes, Val Brodrick, Bob Clement

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APPENDIX C

Draft 2021-22 Budget

Expense	2019/2020	Proposed for 2020/2021	Difference
Road Snow removal and Maintenance	\$200	\$200	\$0
Insurance	\$65	\$65	-\$0
FOCA	\$10	\$10	-\$0
Signage	\$22	\$0	-\$22
Future and current Capital	\$150	\$200	\$50
Total Dues per Lot	\$447	\$475	\$28
<i>Optional Driveway Snow Removal</i>	<i>\$350</i>	<i>\$350</i>	<i>\$0</i>
Total Dues Including Optional Driveway Snow Removal	\$797	\$825	\$28

Note:

1. With completion of the Road Sign Project, the \$22/property in dues collected last year is being eliminated- if there is a need for more signage, it can be covered in overall road maintenance.
2. Future and other Capital costs (mainly road resurfacing, drainage and erosion) is being increased by \$50/property to better position the Association to manage small and large future projects while minimizing the expense of one-time payments from members for large scale projects. The life expectancy of the road's surface is 10+ years and, given this annual contribution rate, the Association would have \$44,000 towards road replacement in 10 years.
3. The municipality provides our Association with an annual subsidy of approximately \$2,300.