

LRSA Executive Meeting Minutes

June 7, 2023

Hosted by Bob and Joanne Clement

In Attendance:

Evelyn Dean
Len Rhodes
Bob Clement
Joanne Clement
Ian Wilcox

Agenda and Meeting Notes:

1. Review of Agenda and any additional items
 - No additions.
 2. Review of Jan 10th meeting minutes. Adoption of minutes.
 - Moved by: Bob
 - Seconded by: Len
 - Carried
 3. Financial Update- Len
 - \$27,806.11 is current balance.
 - All members' dues have been paid.
 4. Draft Drainage Plan- Ian
 - The Draft Drainage Plan has been circulated to the Road Maintenance Committee and Executive for review. Comments are due June 14.
- Executive Comments/ Discussion:
- Suggest the "Current Drainage Problems/ Concerns" be modified to add a high, medium or low priority ranking to each item so there is some guidance for annual work plans.
 - Comment that the New Construction By-Law may have to be revised to cross reference with the final Drainage Plan. Bob Clement will include this as part of the By-Law Committee's work.
 - Ian to prepare a list of questions as part of AGM package. This will help focus the members' attention on those elements of the plan that need the most input e.g., Is the funding approach fair and reasonable?
 - Add a paragraph making it clear that it is the homeowners' responsibility to move/convey water from their property to the roadside ditch or culvert, including all costs.
 - Some discussion about whether the swale outlets (e.g., between Cash and Pugsley/Dean) should be officially part of the Association's drainage system and, if so, who pays? This should be one of the questions put to the members as part of the agenda.

- Question raised: If one culvert is added that's bigger, do downstream ditches and culverts have to be upsized as well? Probably yes.
- Add a fourth column on the standards list to indicate who is responsible to pay. Then have a paragraph at the bottom that repeats that it is the private landowners responsibility to move/convey water from their property to the roadside ditch or culvert, including all costs.
- Add a paragraph that says any work on private land cannot negatively impact the drainage system or road.

5. North End Fence Update

- Evelyn will approach contractors about fence construction and provide details such as design, gate, width, length.
- North End Sign- Joanne shared images of a new sign recently installed at Kiawana Beach as an example for what we could produce and install on the new north fence. The design is more friendly in appearance but still conveys the same messages e.g., private road and its use is at the individual's risk. Joanne will request a draft design and will circulate to the Executive for review.

6. AGM

- Date: Sept. 16 - Circulate agenda by August 16.
- Question- Do by laws need to be updated too? Yes- have them cross reference the Drainage Plan.
- Executive Member Nominations? A request asking for new members will be sent with the agenda package.

7. Other Issues and Outstanding Action Items

- Ian filled potholes in May. Very pleased with fill material from the local Home Building Centre. Our goal will continue to be to repair potholes as soon as possible to minimize road deterioration.
- Current By-Laws indicate road damage resulting from construction traffic or deliveries will be the responsibility of the property owner, including all costs. At present there is no process or mechanism to explain how this process would be implemented. Bob and the By-Law Committee will start looking at this.
- Ian to update the web site with latest minutes as well as the Draft Drainage Plan.
- Concern was again expressed about the municipal snowplough leaving a snow pile at beginning of our road. Bob will draft a letter to the municipality noting our concern and asking for a change in practice to keep our road entrance clear.
- All Committees are to provide an update report for the AGM agenda package.
- Ian and Len to prepare a draft budget for the AGM.
- Len to prepare a finance update.

8. Meeting Adjourned.

Moved by Bob Clement.

Carried.