

**Lakeshore Road South Association  
Executive Committee Meeting Minutes  
May 21, 2018**

**In Attendance:** Floyd Wilcox, Valerie Brodrick, Len Rhodes, Evelyn Dean, Joanne Clement, Ian Wilcox, Paula Wilcox

**Location:** Wilcox Home

**Purpose:**

- Review Drainage Plan as proposed by municipality
- Update regarding road resurfacing
- Plan for AGM

1. Additions to the Agenda- Evelyn reinforced the need to get the bylaws finalized and to talk about insurance. We need to send a notice to all property owners re bylaws, to let everyone know reasons why they need to become members of the Road Association, including need for insurance and to invite all to the annual meeting or to send a proxy.
2. Ian provided copies and reviewed a DRAFT Lakeshore Road Drainage Plan based on a meeting and drainage plan proposed by Phil Taylor, Drainage Superintendent of Municipality of Meaford. See DRAFT Lakeshore Road Drainage Plan attached. The current proposal is that each individual property owner can decide how they wish to manage the drainage along the frontage of road on their property, either with a ditch or with a culvert and catch basin. With either method, there would need to be maintenance of the system.
3. Consider Drainage Plan Cost Allocations - refer to the DRAFT Plan for proposed cost allocation. A fair cost allocation system is needed. At this stage of the plan, much of the planning, cost allocation and implementation of the plan relies on the cooperation and good will of the residents. Concern was expressed regarding existing problems and understanding the needs and concerns of where the current owners. my not be able or willing to change what is there, or to afford the repair.
4. Finalize and Approve Drain Plan Key Concepts - For the next executive committee meeting the executive are to consider the cost allocation model and bring their suggestions and preferences to finalize and approve the draft plan
  1. Action Item: Ian will talk to Carolyn - this area needs to be fixed before winter, or the road will be damaged again.
5. Road Resurfacing Quote and Plan -Ian has gone ahead and let Phil know we would like to participate in the Municipality's tender. The quote was for \$5700 but does not include work that needs to be done before the resurfacing is completed. Road re-surfacing should take place around the 3rd week of August. The resurfacing itself should be a smoother finish as the chip is finer than we have currently. Concern was expressed about the quality of the product with a finer chip. Concerned it may not last long enough.
6. Ian let the executive know that Phil Taylor thinks we may only own the road from the corner to the fence. This is to be investigated by the Municipality with a definitive answer by Fall.
  1. Action Item: Ian to call Rob Armstrong (Meaford Planner) to clarify who owns the road.
7. Len reported we currently have \$11, 167 in the bank. Ian suggested in the future we should have an annual capital contribution.

Action Item: Ian will inform all the members regarding the plan for culverts, road prep, road resurfacing.

Action item: Val will re-circulate the Bylaws to the executive as they are currently written, for comment/additions based on today's meeting

Action item: Executive members to review Bylaws, make comments or additions relating to the following: a description of the AGM, defining membership eligibility, roles and responsibilities of members, voting, costs (annual capital contribution) , process for informing new membership, any damage to road by individual

#### 8. Lakeshore Road Association Inaugural Meeting

Date: Aug. 18, 2018 2:00-4:30 for the business part of the meeting, potluck to follow

Location: Valerie Brodrick (will confirm)

#### **Draft Agenda for Inaugural Meeting**

- Elections
- By-Laws- For Approval by the Membership
- FOCA Membership FYI
- Insurance Costs- For Approval by the Membership
- Road Resurfacing Update and Costs (should be emailed to all as soon as we know)
- Drainage Plan and Costs- For Approval by the Membership
- Statement of Financial Position and proposed budget for the following year (Snow Ploughing Account, Subsidy, etc.)
- Food...

#### 9. Next executive meeting:

Date: Saturday June 9 9:00am

Location: Wilcox home

Purpose: Finalize Inaugural Meeting Agenda and Materials

Agenda items:

Review and approve current membership list/invitees to the Inaugural Meeting

Finalize Draft Bylaws for circulation to membership including voting eligibility and procedures

Membership and Insurance through FOCA

Road Status, Costs for Resurfacing

Review comments and Approve Draft Drainage Plan

Develop Statement of Financial Position