

## DEANLEA BEACH ASSOCIATION

### ANNUAL GENERAL MEETING – MINUTES (DRAFT)

Wyevale United Church Hall, Wyevale, Ontario

June 23, 2018 | 1:00 pm – 3:30 pm

Item #	Item	Discussion / Decision
1.	Call to Order, Welcome and Introductions	<p>The Chair of the meeting, Bill Palmer welcomed everyone to the meeting and called the meeting to order at 1:08 pm.</p> <p>Bill Palmer read the “Welcome Letter” that has been developed to welcome new people to the beach.</p> <p>Board members who were present introduced themselves: Bill Palmer, Lorrie Locke, Petra Wolfbeiss, Connie Wheeler</p>
2.	Quorum	<p>Quorum achieved.</p> <p>In order to establish quorum, 20% of members are required to be in attendance.</p> <p>46 members plus 4 Board Directors = 50</p>
3.	Motion to Adopt Agenda of 2018 Annual General Meeting	<p>The following items were added to the agenda:</p> <ul style="list-style-type: none"><li>▪ Beach Erosion</li><li>▪ Unwanted Grassy Areas</li><li>▪ Dangerous Trees – Glen S; Lakeside</li><li>▪ Fire Hydrants</li><li>▪ Fun Day / Fund Raising</li><li>▪ Update on Legal Representation</li><li>▪ Request for five-year financial summary of road maintenance</li></ul> <p><b>Moved; Seconded; CARRIED.</b></p>
4.	Motion to Adopt Minutes of 2017 Annual General Meeting	<p>The minutes of the 2017 AGM held on June 24<sup>th</sup> were adopted.</p> <p><b>Moved; Seconded; CARRIED.</b></p>
5.	Motion to Ratify Directors' Decisions Over Past Year	<p>Bill Palmer reviewed the key decision points and action items of the Board of Director's for the 2017 term. These included:</p> <ul style="list-style-type: none"><li>▪ Road Maintenance: Issues with large trucks and damage to laneways was identified as a concern over the past several months. <b>Action: The owners of the new builds on Lakeside took own action to rectify damage.</b></li><li>▪ Dead Trees: Prior to the AGM, the Directors were advised about potentially dangerous trees that are causing concern. See New Business.</li><li>▪ Membership Dues</li><li>▪ Insurance</li><li>▪ Importance of water testing and membership with FoTTSA</li><li>▪ New Fire Regulations – implications for members on dirt roads/laneways</li><li>▪ Addition of Fire Hydrant(s); and possible location(s)</li></ul> <p><b>Moved; Seconded; CARRIED.</b></p>

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6.	President's Report	<p>Bill Palmer spoke on behalf of Phil Spademan who resigned as President of the Deanlea Beach Association due to other obligations. Phil offered to continue to provide website/email support, as required as well as helping out with various DBA activities.</p> <p>Bill Palmer thanked Phil for his commitment and continuing on as the DBA webmaster.</p> <p>Bill Palmer also recognized that Linda Phillips and Lorne Nystrom have resigned; thanked them for their contributions to the Board; and advised there are several openings on the Board.</p>
7.	Treasurer's Report Motion to accept the audited Financial Statement for 2017	<p>Lorrie Locke presented the Treasurer's Report. Specifically, Lorrie directed attendees to page 4 as the financial report (see attached).</p> <p>Lorrie suggested adding approximately \$10,000 from the DBA bank account to the DBA's existing GIC of \$38,000.</p> <p>Number of paid membership fees = 167 down from 181</p> <p>Net loss for 2017 was \$381 due to less membership dues collected, no fun day raffle and significant increase in road maintenance costs.</p> <p>The 2017 DBA Financial Statement is available in full on the DBA website: <a href="http://www.deanleabeach.ca">http://www.deanleabeach.ca</a></p> <p>Lorrie Locke advised that as Treasurer she has been able to use her personal business to manage the DBA finances and ensure all administrative requirements are carried out; however with her impending retirement, Lorrie is recommending the DBA look at hiring a bookkeeping firm to take on this work. This approach will provide consistency as Board members/Treasurer change over time and will allow the Treasurer to focus on the collection of membership fees.</p> <p>There was some discussion about the annual audit and/or if this could be completed every 2 or 3 years? Lew Rubino supported not having an annual audit; however Michael Ryan indicated that due to non-profit rules and regulations, an annual audit may be required. <b>Action: This will be further investigated and information provided to members as it becomes available.</b></p> <p><b>Moved; Seconded; CARRIED.</b></p>
8.	FoTTSA Report	<p>FoTTSA - Federation of Tiny Township Shoreline Association</p> <p>Bill Palmer noted there is no formal report; however Bill Palmer indicated that Deanlea Beach is not currently represented and although this is not a requirement, it would be helpful to be at the table. There are approximately 6 meetings per year. <b>Action: Members can get more information on the FoTTSA website (<a href="http://www.tinycottager.org">www.tinycottager.org</a>); and if interested contact the DBA president at: <a href="mailto:president@deanleabeach.ca">president@deanleabeach.ca</a> .</b></p>
9.	<b>Committee Reports</b>	
	a) Property & Maintenance – <i>Bill</i>	Fire Access / Fire Hydrants: Fire Chief Tony Mintoff met with Board members to discuss fire access and hydrants. <i>NB: Since the time of the initial</i>

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	Palmer	<p><i>meetings, the Fire Chief retired and Ray Miller is the new Chief for Tiny Township.</i></p> <p>Fire Access: The DBA was advised that all laneways must be clear of vegetation, snow, etc.; and that "No Parking" must be enforced to ensure appropriate access for fire vehicles <u>at all times</u>. <b>Action: A review of the roads will be conducted and appropriate action will be taken, as needed.</b></p> <p>Fire Hydrants: Bill Palmer noted there may be an opportunity to add a fire hydrant(s) to the area; and Lorrie Locke, Bill Palmer and John Kerk agreed to work on letter to Tiny Council requesting an opportunity to depute on the matter before Council. Petra noted there is a small window due to the upcoming election and the lame duck period for Council leading up to this, therefore if the DBA is going to submit a request, it needs to be quickly. <b>Action: Dates for upcoming council meetings will be reviewed; and the working group will work towards submitting request for delegation, etc.</b></p> <p>Winter Maintenance: With new fire regulations being enforced this past year, the winter maintenance on the dirt roads/laneways was reviewed. Many thanks to Loris Gaiotto who took the lead and coordinated the snow-ploughing contract for DBA members. This issue will continue to be monitored and more information will be shared, as required.</p> <p>Road Maintenance: This year a different type of gravel is being used to groom the roads (3/4 crusher). See item XXX</p>
	b) Communications	<p>The Spring Newsletter was emailed and/or mailed to all DBA members. The website is current and any correspondence from members can be sent to the President at: <a href="mailto:president@deanleabeach.ca">president@deanleabeach.ca</a> or the Board of Directors at: <a href="mailto:board@deanleabeach.ca">board@deanleabeach.ca</a>.</p>
	c) Fun Day	<p>Lorrie Locke provided an update regarding Fun Day and the decision to change the format for the day. This year, the focus is on the "kids" and there will be games for the kids, sand sculptures and a pizza lunch.</p> <p>In preparation to get the beach ready for the day, there will be a "beach clean-up" on Friday August 1<sup>st</sup> at 6:00 pm. Meet on the beach.</p> <p>Fun Day will start with games/sand sculptures at 10:30 am and any donations for prizes can be dropped off at 8 Highland Avenue (Anna).</p> <p>The raffle is also back this year, and donations for the raffle can be dropped off at 44 Glen Avenue North to Wendy Spademan.</p> <p>Also new this year, is a pizza lunch vs. the late afternoon BBQ.</p> <p>A special 'thank you' to members Armstrong, Madill, LaRose, Spademan and their extended families who ran the BBQ for many years.</p> <p>Discussion:</p> <p>Anna Dragert suggested looking at other ways to generate revenue, e.g. Horseshoe Tournament, etc. <b>Action: Bring forward when discussing next year's event.</b></p>
10.	2018 Board of Directors	<p>a) Call for Nominations</p> <ul style="list-style-type: none"> <li>▪ Anna Dragert</li> </ul>

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	a) Call for nominations b) Motion to elect the Board	<ul style="list-style-type: none"> <li>▪ Peter Rossborough  <b>Moved; Seconded; CARRIED.</b></li> <li>b) Motion to elect Board  <b>Moved; Seconded; CARRIED.</b></li> </ul> <p>Update: The following appointments were confirmed at a meeting held on July 7, 2018:</p> <p>Bill Palmer – President            Connie Wheeler – Secretary            Lorrie Locke – Treasurer            Petra Wolfbleiss – Member-at-Large            Claudio Renini – Member-at-Large            John Gordon – Member-at-Large            Peter Rossborough – Member-at-Large            Anna Dragert – Member-at-Large</p>
11.	Matters Arising From Previous Meeting(s) a) Proposed draft DBA By-laws <ul style="list-style-type: none"> <li>i. Review of draft bylaws</li> <li>i. Discussion</li> <li>ii. Next steps</li> </ul> b) Other	<p><b>a) Bylaws:</b></p> <p>Members were reminded that the drafting of the Bylaws came about on the request of the membership at the 2016 AGM to both update the Bylaws and provide clarity on the role and function of the Board of Directors and membership.</p> <p>The Bylaws were developed using a template provided by the Ministry of Government and Consumer Services. The template was provided to support Not-For-Profits and Charity's in establishing their governance structures and processes. The proposed draft By-laws have been circulated to the membership on a number of occasions for feedback.. Feedback received to date has been reflected in the proposed draft Bylaws. The Board urges members to continue to provide feedback.</p> <p><u>Discussion:</u></p> <p>How does DBA enforce the by-laws? Not for Profit entities are required to be governed by a set of Bylaws. The Bylaws are intended to define the roles and responsibilities of both the Board of Directors and the DBA membership. Overall, the Bylaws exist to protect the membership. Governance and enforcement comes through membership, e.g. if Board is not adhering to the Bylaws, etcThe Bylaws do not exist to give more power to a Board, rather provide guidelines and processes for a Board to adhere to.</p> <p>Michael Ryan offered to work with the Board on the proposed draft Bylaws. Petra Wolfbeiss to follow up with Michael.</p> <p><b>Next Steps:</b> It was agreed that the DBA will continue developing the Bylaws with member feedback and will bring back for discussion at the 2019 AGM.</p> <p><b>b) Other:</b></p> <p>Dues Collection: Lorrie Locke plans to do more door-to-door canvassing this year so that members understand what the dues cover, e.g. if the taxes</p>

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		<p>are paid or insurance laps, the township could attempt to take back beach area...</p> <p>Annual General Meeting Agenda Items: A member suggested that getting the agenda sooner that included “new business items” may help to increase attendance at the AGM.</p> <p><b>Action: Board will discuss how best to solicit new business items prior to meeting.</b></p> <p>A member suggested receiving the agenda with the newsletter.</p> <p><b>Action: Board to consider this request.</b></p> <p>The Board continues its efforts to provide information to the majority of the DBA electronically. Still missing 70 residents email addresses.</p> <p>A member suggested posting agendas/minutes, etc. on bulletin board.</p> <p><b>Action: Board to consider this request.</b></p>
12.	New Business	<p>Beach Erosion: One member spoke to the rising water/beach erosion and provided the Board with a report that spoke to putting in groyne which is a low wall or sturdy barrier built out into the water from a beach to check erosion and drifting. Discussion identified that another beach tried this approach and it ‘destroyed’ the beach; while another member reminded those in attendance that Deanlea Beach did try this in the past and while it worked for a while, it created other issues including flooding.</p> <p><b>Next Steps: Board will further investigate.</b></p> <p>Grassy Areas: There is an area at the north end of the beach believed to have been ‘hand-seeded’ with water seeking grass that now has roots 2-3 feet down and moving towards the shoreline. Members who use that end of the beach are asking that the area be removed.</p> <p><b>Next Steps: Board will investigate further.</b></p> <p>Dangerous Trees: Members have identified several dead trees on DBA property and ask that these be taken down.</p> <p><b>Next Steps: Board will conduct a walk-about and identify trees that should be removed asap to eliminate potential hazards, e.g. falling tree limbs, etc.</b></p> <p>Fire Hydrants: See item under Board Decisions</p> <p>Fun Day / Fund Raising: See Fun Day item 9c)</p> <p>Legal Representation – With the retirement of Gary French, the Board is seeking new legal representation for the Association. A brief update was provided. One member suggested the new lawyer should be someone with a sense of history; maintain the DBA records; and the DBA should secure someone sooner than later.</p> <p><b>Next Steps: Board to contact FoTTSA to see who they use; and will continue the search. More information will be provided as it becomes available.</b></p> <p>Mirror on Henry’s Road: Last year a suggestion to erect a mirror on Henry’s Road was reviewed and it was agreed that one would not be erected due to additional liability for DBA. John Varga wanted to go on record that he</p>

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		<p>is not happy with this decision. There are many blind-spots and he very worried that someone will be seriously injured.</p> <p>Next Step: Re-visit the issue to see if there is an alternative to a mirror, e.g. speed bump, additional signage, etc.</p> <p>Road Maintenance: Discussion re potential maintenance options, e.g. paving, type of gravel being used, etc.; and request to leave stone/gravel at the top of street/laneway, and members will take it upon themselves to fill in pot-holes, etc., as required.</p> <p>Next Steps: This was a popular resolution and the Board will look at having gravel placed accordingly; as well as continue to investigate other methods.</p> <ul style="list-style-type: none"> <li>▪ Request for five-year financial statement for road maintenance</li> </ul> <p>Next Steps: A five-year statement will be developed and shared with members, as requested.</p>
13.	Adjournment	Moved. Seconded. CARRIED.

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