

Minutes Approved as Corrected at the Annual Membership Meeting July 14, 2024

**MINUTES OF THE GENERAL MEMBERSHIP MEETING
HELD AT PINE LAKE CAMPGROUND – REC HALL
ON SUNDAY MAY 19, 2024 – 10:00 A.M.**

Present: Rick Drummond (President), Steve Huff, Jamie Legault, Nancy McNaughton, Brenda Bray, Serf Koebel, Doug Carson, Brenda Wilson, Dave Schieckoff, Christine Lehmann (Recording Secretary)
Absent: N/A

Roll Call: Present: A-23; B-14, C-19, E-22, F-23, P-15, S-16, T-24
Total - 156

1. Meeting was called to order @ 10:02 a.m. by President Rick Drummond.

2. A moment of silence was held for those who passed since last meeting.

3. Introduction of the Board:

A Section – Treasurer, Steve Huff	A20
B Section – Jamie Legault	B14
C Section – Vice President, Nancy McNaughton	C42
E Section – Brenda Bray	E45
F Section – Serf Koebel	F43
P Section - Doug Carson	P33
S Section – Brenda Wilson	S51
T Section – Dave Schieckoff	T53
Recording Secretary – Christine Lehmann	S9

4. President's Opening Remarks:

The president thanked the scrutineers for their time, as well as all volunteers we have in the Park. He also thanked the office staff, store staff and maintenance crew. A final thank you was to the Board of Directors.

The President recapped that new generators have been purchased, put in place around the Park and have already been utilized. The generator by the canal will go to satellite hill to ensure TCC services continue to run in the event of a power outage. TCC has installed a backup battery which will work until the generator kicks in. The general consensus from Members has been that they were a great investment.

On April 1, 2024 our Stubb's contract expired. We reached out to a number of other providers and TCC was the only one that responded. Feedback from Members has been very positive with respect to the transition and service from TCC.

The dock has been repaired and the deck replaced by Serf Koebel. A company came in to put a coating on the dock which is light in colour so should not be hot on the feet. The previous Rec Committee had donated \$20,000 to this project.

The Emergency Preparedness Plan has been revised and Members will be provided with fridge magnets and handouts. The Emergency Text Blast system has been put in place and tested. It will be used for Emergencies only (for example, severe weather, boil water advisories). For those who do not use cell phones it was suggested that they partner with a neighbour, family member, etc. to keep them informed. If a Member would still like to sign up for the Emergency Text Blast there is a form available at the office. A special thank you went to Jackie Rohfritsch for her time and skillset with helping to get the Emergency Text Blast system up and running. A reminder was provided that Section Director Elections are coming up for Section A, B, C and E. If a Member is interested in becoming a Director they should submit their name to the Recording Secretary.

A reminder was provided that the Presidential Election is coming up. If a Member is interested in becoming President they should submit their name to the Recording Secretary by Friday, May 31, 2024 by 4PM.

The President asked that if a Member wishes to speak to please come up to the podium and state your name and Site number.

A member filed with the Landlord and Tenant Board. When the Board was made aware of this it was investigated and the Park is currently zoned as a Campground. The Residency Act does not apply to Campgrounds so unsure how this application to the Landlord and Tenant Board will be relevant. The Board will not identify the Member's name who filed with the Landlord and Tenant Board. The President threw out a comment/question asking the Members if they'd rather be owners or renters.

T44 - asked that the Members talking amongst themselves at the back of the room keep it to a minimum as it makes it very difficult to hear what's happening.

F28 - asked what the Landlord and Tenant Board was. The President responded that if a person is a tenant and they have an issue with their Landlord they can go to the Landlord and Tenant Board.

F28 - asked if there was something specific the Member who went to Landlord and Tenant Board was hoping for. Also asked what the reason was for the application made to the Landlord and Tenant Board. The Application is available to the public on the Landlord and Tenant Board website.

The President read a portion of the application. The Member who filed this Application indicated the following:

- Out of the 8 Board members and President, only 2 Board members live outside the Park.
- They would like the Landlord and Tenant Board to represent them, however was told that Campgrounds are omitted.
- How are we a campground if only 250+ sites, or 50% of the Park, use Pine Lake as their only Canadian residence?
- We are a mobile home park pretending to be a campground
- The Board and Members lie about where they live. How do I get them on the Record to tell the truth?

E21 – has lived in the Park for 11 years and feels it's a beautiful place. She indicated that if one person has to do this to ruin this beautiful environment that we live in, there are three exits in the Park, pick your choice.

C24 – MPAC says we are a mobile home, they assess us a mobile home, not a campground. She doesn't understand what the big hub bub is if that first rule in our Bylaws which says we cannot use this as our main Canadian residence. Either change the bylaw rule or comply with it. Half of the people in this Park are breaking rule #1 in our bylaws. This Board is trying to make everyone comply to all the bylaws, but more than half of them are breaking rule #1. That's what this guy is saying.

The President replied that when the Board was made aware of the application they asked the Park lawyer for his opinion as to whether we're breaking the rules. Was told that as long as Members have an alternate address on file then they're not breaking the bylaws. He read rule #1 – campsites shall be used for seasonal occupancy only. Pine Lake has been granted the use of the Park on a 4 season basis. Campsites cannot be used as your only address and an alternate address must be on file and updated as required. If someone is accusing another of living here in the Park all the time, they'd need to prove that person never, ever left the Park during the year. From the standpoint of legality, our lawyer's opinion is that we're fine. The President then asked Cathy Smith to go to the podium as she just had a conversation with MPAC about the classification of the Park. Cathy indicated our zoning is R2C zoning which means we are allowed to be open 12 months per year and operate 12 months per year. MPAC indicated there are 3 different zones for taxing and we are on the borderline. Campground is the lowest, then mobile home. We are right in the middle of both. MPAC indicated MPAC cannot be used/referenced in any legal issues.

F45 – Jerry Staples was on the Board a few years ago and he went to a meeting and discussed all this. It was in the newspapers. If you can go back and look it up it was quite informative as to what goes on here. Who is going to police every time someone goes away? We may not leave for 3 or 4 months at a time but that does not mean we do not leave the premises. We have an alternate address on file. We can go on vacation, visit our kids, etc. and that should be no one's business but your own.

F30 – said that if someone has something to say they must come up to the microphone because everyone wants to hear what you're saying.

E21 – a few years ago there was a meeting and the President at that time had investigated with the municipality – the municipality were aware that we were all here and living here and they were good with it.

F14 – thinks people are misunderstanding what's going on. Our zoning says we have access. Everybody knows we live here 12 months per year. So why not change the bylaws to say we can live here 12 months per year. Half a year plus one day makes this our main residence. We are breaking a bylaw and we could all be not in good standing. Or change the zoning to a mobile home park gives us access year round with no problems and actually ends up giving us some discounts for hydro, etc. It doesn't change anything physically in the Park. We would not have a Board of Directors but would be under the Landlord and Tenant Board. The most simple fix would be to change the bylaws.

F6 – what does it mean that we are borderline between a campground and a mobile home park? How will it impact our taxes for those who are here only one or two seasons? Would everyone pay the same amount? If taxes go up does that apply to only those who live here year round or to everyone?
The President responded that currently each membership pays a trailer tax based on what they have on their site. That's between the Member and Central Huron based on the value of each trailer. The Corporation of Pine Lake pays property tax on the approximate 88 acres of land here. The Park pays the tax bill to Central Huron from the Membership Fees. Therefore the property tax would be the same for all Members, but the trailer tax could and does vary from Member to Member.

F30 – used to be an assessor and it makes no difference if you live somewhere for one day or year round, the taxes are still the same. They're based on the value of the unit and is assessed differently than a house.

A20 – last year Rudy Bowers and Rick Rysnik looked into how we could get a discount on our hydro. With Ontario Hydro we have one meter out at the road for the entire park. Ontario Hydro does not want to come into the Park and install 429 meters. Therefore there is no discount available to Members.

F28 – flabbergasted because really likes the community here and thought these meetings are where we should be able to exchange thoughts. To have taken this to an outside organization, don't know what the consequences are. Should have had a discussion with the Membership first.

T44 – we have people coming forward wanting to change our rules and bylaws to suit their own personal needs. Every bylaw likely has a glitch and we could sit here all day to try to change them. I'd like to see a show of hands as to how many people are happy living at Pine Lake and are happy with how Pine Lake is run. A Member shouted out that that was two different questions.

E21 – a firm believer in that if it's not broken why fix it. As far as she's concerned this Park runs beautifully as it is. We have a great Board, thank you very much. I think this is a conspiracy against the Board. Thinks we should move forward, this is crap.

The President said the reason for bringing this forward is if there's a scheduled hearing with the Landlord and Tenant Board the Park would need to involve the lawyer. There will be a cost involved, but it's not brought on by the Board.

4. New members were welcomed to our park by Christine Lehmann, Recording Secretary.

Don and Bev Bartlett	B39
Don Stuebing	F38
John Clarke & Jenny Overmok	P4
Joan Cluff	P31
Paul Fex	C15
Dan Vogt & Brenda Cooper	A15
Jade Ernst	E25
Ray & Marion Hartin	B42

5. Adoption of Minutes:

Motion: To adopt the minutes for Budget & General Meeting on October 7, 2023 (43-10-a)
Motioned by: T44; Seconded by P15 All in favour **Motion CARRIED**

6. Treasurer Report – Steve Huff

Bank Balance as of April 30, 2024	\$ 286,924.53
Postdated cheques to May 31, 2024	\$ 20,748.11
Visa/Mastercard payments to May 31, 2024	\$ 9,574.29
Estimated expenses as of April 30, 2024	\$ 160,716.50
Total balance, less expenses	\$ 156,530.43
Money Market Balance	\$ 10,157.66
Money Market Interest	\$ 688.96
Total Money Market	\$ 10,846.62
GIC	\$ 967,369.89
Interest accrued since last payment	\$ 21,646.88
Total GIC	\$ 989,016.77

C13 – is that all of the fees that we've paid this past year? Steve Huff said that if there is something that is not in the budget in excess of \$20,000 in the reserve it must be approved by the Members.

C8 – suggested that people use only the one microphone as the other is very difficult for people to hear.

Motion: To approve the Treasurer Report for April, 2024.
Motioned by: T44; A19 All in favour **Motion CARRIED**

7. Committee Reports

Rec Club Report: - Presented by Chris Murdoch, President

I'd like to start by thanking all the volunteers who have the Rec Committee run all the activities to date. We have a busy summer coming up with activities like a golf cart poker run, two brunches, a beach party, happy hours, adult challenges and a variety of kids activities. As usual, every Friday night we have a BBQ on the patio from 5-7 PM, with draws at 8PM. The money we raise is going towards lake beautification, redoing the baseball diamond and running kids activities. I hope to see everyone participating in the activities this summer and want to encourage new members to come out and see how much fun we have at Pine Lake!

Pine Rock Golf Club Report: - Presented by Steve Spencer

Due to the golf course being closed due to the Septic Bed issues, there's very little to report. We have suspended selling memberships for now. Those who have already purchased their memberships will get full value, once our schedule is determined. In the mean time we are still putting out money for seed, fertilizer and mower maintenance. We are cutting the grass as usual so that the course can be opened as soon as we get permission. Anyone wishing a refund can contact our treasurer Margie McMillan, but if you leave it with us you will receive full value. If you are interested interested in joining our cutting crew, please either see me or send me a message. Thanks again to our volunteers and our mechanic Mike Wybo.

Sales Marketing Report – Presented by Rhonda Deeves

Membership sales slowed down in the late fall of 2023 and winter of 2024. They

started to pick up again in February 2024.

Since the last report, we had one closing in October/23, one in November/23, one in December/23, three closings in March/24, one closing in April/24 and three will be in May/24. To date, we have 10 listings of memberships/trailers up for sale in different price ranges, lots and models of trailers. We have another one coming up in early May which will bring the total to 11 listings.

In April, the Membership Sales Team got a designated phone (226-543-2213) and email (pinelakemembershipsales@gmail.com) set up so that our personal phones and email no longer need to be used. Also, it has been decided that we will take turns having the phone and monitoring the email. So please direct any enquiries or emails to either of these options and one of us will answer them promptly.

Thanks to all our members, volunteers, staff and Board of Directors for your support!

Rhonda Deeves and Gayle Ernst
Pine Lake Membership Sales Reps

8. New Business

1) The President provided an update on the drainage pipe in P section. P&T drainage installed the pipe and holding tank, etc. at a cost of \$6,600. It is draining into the small lake. The Park could possibly run additional piping along Evergreen St. Thanks to Roger O'Brian, P45, donated the pipe to the Park. If it still requires more drainage the cost will be the responsibility of the member.

2) The President mentioned that the bylaws state the cost of maintaining or removing trees on Member sites are the Member's responsibility. Members have mentioned that the trees technically belong to the Park. The Board can consider having the Park handle this cost, however there will be an increase in membership fees.

C24 – when this Member was previously on the Board there was \$37,000 in the budget to take down trees that may affect power lines in the Park. Where did that tree budget go?
The President replied that there currently still is a tree budget.

B34 – when they purchased their membership 8-9 years ago, they were told they purchased a membership and do not own the land. How am I responsible for a tree that is on someone else's land? Disagrees with the current process and believes that we need to make adjustments so that we as Members bear the burden of all we own.

B2 – is a horticulturist, comes to the park only a few days per year, and is very concerned about the trees. Suggested hiring someone from the University of Guelph (perhaps a summer student) to take the trees down. Could we get a credit for taking trees down as the wood is sold by the Park back to the Members?

F30 – sounds like a great idea to hire someone to take down trees, however to ensure it's done properly they need to be licensed and insured.

C17 – what is the procedure if there is a dead tree on an adjacent property?
The President said to first try to talk to your neighbour. If that doesn't work then raise your concern with your Director.

3) Sewer Issues

May 1971 is when Pine Lake opened as a Campground. In the early 1980's, beds #1 and #2 and maybe #3 were installed at the golf course. The typical life span for a sewer bed is approximately 40-50 years. When we were going to get the Lake sprayed the Ministry of Environment was in the Park. Last year there were test digs done and beds #1 and #2 had significant blockages, forcing some of the effluent to

reroute to beds #3 and #4. Bed #3 has been taking the brunt of the overflow and has had some breakouts. Since Richard Penhale joined the Park we've installed new holding chambers, pumping stations, etc. In 2019 we put into place the \$100 special membership fee was used to move some of these chambers as they were under trailers, under the road, etc. Septic beds #1 and #2 must be dealt with immediately. To open them up and fix them will be more costly than to shut them down and have a new septic bed built elsewhere. That's a decision we rely on from the Engineering firm (Cambium Engineering), per the Ministry of Environment. The new septic bed could go on the 8th fairway, but will trust the engineering firm where best to put the new bed. We are waiting on that report from Cambium as to where to put it as well as maybe how many. A member took it upon themselves to contact Central Huron who in turn contacted the Ministry of Environment. To prevent too much effluent overflow so we are currently having bed #1 and #4 pumped out on a daily basis, at a cost of \$450 + HST per day. We've had such a wet winter, so much rainfall and not enough freezing, it basically becomes a sponge. Because the water table is so high it doesn't have anywhere to go, and therefore we have breakouts. We need to report weekly to the Ministry of Environment what it is that we're doing to prevent any more breakouts. Steve Huff had previously mentioned that the cost of pumping is not budgeted for, and we'll need a motion to take this money from the reserves. If we need to replace two septic beds, it will be in the area of \$500,000. It cost \$180,000 to rebuild septic bed #4. We have \$1,000,000 currently sitting in the reserve. It is not an option to do nothing – the Ministry of Environment will not allow it. The question the Board will ask the Members is how do we pay for it? Do we take it all from the reserve? Do we take half from the reserves and have a one time fee for the other half? Do we pay one fee to have it all paid and leave the reserves at \$1,000,000. We are not asking for this today as we don't know the exact dollar amount it will cost.

E10 and E11 – how many firms will we need to do this work? The President replied that we typically ask for three quotes from vendors in the area to have the work done.

P3 – if it's decided that Members need to pay half of this cost, will payment be accepted over the course of a year? The President mentioned that these are only suggestions. Ultimately the Membership could say we do not want to replace the reserve money at all (although not highly recommended).

B34 – purchased a personal analog water meter to make himself aware of how much water he's using and contributing to the septic issue problem. If anyone wants to know how much water he's using he'll be installing it next week.

B18 – with septic bed #3 handling the overflow from beds #1 and #2, will bed #3 go back to normal function? Richard Penhale believes reconstructing beds #1 and #2 will cost far more than developing a new one. It will be in the engineers hands to determine if bed #3 would function normally.

T9 – would be helpful if we were made aware of any other projects. Would like the capital project projection going forward, cost estimates and cash flow

A51 – are the engineering firm costs included in the half million dollars or is it on top of that? The President indicated that the pumping fees are coming out of the sewer fund, special levy fee. As to moving forward with the rest of the project we do not know yet at this time. The cost for the work to date on the septic beds is \$21,000. We'd like to take that from the reserves as that amount was not budgeted for.

S11 – beds #1 and #2 are down? Richard Penhale mentioned they are operational but not working properly. Richard Penhale asked when we receive the engineering report? The President said they have not yet started the report as they need confirmation that yes, we will be proceeding with their firm and will pay them. Rick Rysnik asked when we found out this information. Richard Penhale mentioned that when Cambium came into the Park in August 2023 when we had to do our Environmental Compliance Approval, they did some test digs and confirmed that the pipes were plugged. Rick Rysnik asked if we can clear the plugged lines. Richard Penhale indicated that beds #1 and #2 put in 40 years ago the sand mantle is not deep enough. It would be far more costly to unplug all the pipes than to put a new bed in. Jeff Rellinger, T30 indicated that even if we could unplug the pipes, the weeping bed would need to be replaced. Unplugging the pipes is not really an option. When they put in the new beds they will decommission beds #1, #2 and #3.

F6 – is there a suggested or required level that we as a campground need to have in our reserve? This is a time

when we need this fund. The President indicated that there is not a mandatory amount to be in our reserve. Thankfully we're in a position to have money in the reserve.

C13 – if we take all the money out of the reserve do we put money back in to build it up? Steve Huff confirmed we do put \$20,000 to \$30,000 back in the reserve every year. He also mentioned that any extra money left from expenses goes into the reserve.

Motion: To take the money from the reserve for the expanded scope of work from Cambium which is costing \$20,950 + HST and the cost of PP Pumping which is costing us \$15,255 every 30 days for possibly another four months. Approximate total cost is \$85,000.

Motioned by: A20; Seconded by: T42

All in favour

Motion CARRIED

The President mentioned that Cambium will be preparing the draft impact assessment report and concept layout asap. They are aware that it's required by the Ministry of Environment as well as our cost for pumping the stations out so they should move quickly.

C8 – her understanding is that in the 1990's the amount of the reserve fund was increased specifically for septic issues. Believes in a way we prepaid for these septic issues. She's looking for verification, not saying it is a fact We could build a plan on how to fund the reserve for future big projects.

E38 – how close are we to the Ministry of Environment shutting us down as a Park? The President indicated that as long as we keep pumping out the stations we are fine. Richard Penhale mentioned that the Ministry of Environment is satisfied with our reports and what we're currently doing.

C24 – as treasurer of two other non profit organizations, you are allowed to have as much in the reserve as you spend in a year. You can have access if you have it earmarked for a specific project. There is no minimum or maximum and ours is earmarked for sewage, hydro and water issues.

A20 – the \$100 special fee since 2019 is raising \$42,900 every year. It's been put towards septic tanks and improving the septic system. We are nearing the completion of that. One option is to continue this \$100 per year and put that money back into the reserve if we use the money from the reserve.

F39 – the holding tank that's been put on hold on the island – the purpose is to allow solids to settle there so we're pumping effluent from the island to the system. The island is the problem. Is the installation of this holding tank part of the \$500,000 or is it on hold or is it already in? Richard Penhale said it has already been installed but is not yet operational. The Ministry of Environment has put it on hold until the Environmental Compliance Approval is completed.

F28 – can the Board offer a series of advisements as to how we can help this situation until the new beds are installed? IE – shorter showers, throwing toilet tissue in the garbage, etc. The President said he can't enforce that but could put the word out there.

F30 – personally feels the committee, Richard Penhale and all the people working on this situation deserve a round of applause.

The President said that once we have the report from Cambium we will share all the information. He also iterated that the Board and the President are not withholding information from the Members. They cannot share information they do not yet have.

4) Dispute Resolution Committee

Last year Bev Mathers who is a professional mediator approached the Board to ask if we can put something into place to mediate or negotiate these issues. Rudy Bowers, B34 also made this suggestion. Bev Mathers took the initiative to approach the Board and ask for permission to form a committee and potentially come up with new rules/regulations/bylaws to address issues in the Park so that we do not need to get legal counsel involved. After numerous meetings they have a recommendation on what changes to make to Article 21 Dispute Resolution.

These bylaws have been in place for some time and could be updated. At the July meeting there will be a Notice of Motion for Members to vote on based on their recommendations.

Member to member issue – they should try to resolve it.

If you cannot, go to your section Director.

If it's Member to Director that's another issue.

These are just a few examples of the changes they're hoping to adopt. A mediator will be part of the Dispute Resolution Committee.

The entire Dispute Resolution Committee would get involved if there is absolutely no resolution. If that doesn't work then we go to arbitration. Arbitration is binding on both parties' sides.

F28 – is arbitration a lawyer? The President responded that no it is not a lawyer.

T44 – if at any time you want to hire a lawyer that will be at your expense.

5) Member Questions

P15 - last summer the pear tree along the pathway along the canal dropped the pears and we had a massive yellow jacket infestation. We need to clear the pears every night or cut the tree down. Jeff Rellinger, T30 one part of the pear tree is on park property, 2 parts are on private property. The maintenance team was going daily to clean the pears off the path and rinsed the paths down with hot water. We are trying our best to address this issue. His other question to the Board is are they going to use the Dispute Resolution Committee? The President confirmed that yes they will. Jeff also mentioned that the drainage pipe in P section is supposed to go from Pump Station #4 and up so far and then have people be able to tie into it at their own cost.

F28 – There are three purposes of the Dispute Resolution Committee – to resolve issues Member to Member, Member to Representative of the Park, Member and the bylaws of policies of the Park. It's pretty comprehensive.

S11 – status of the pool? The President confirmed that the pool heater and pump have been installed and should be functional now. We initially tried fixing the heater but to no avail. We have had issues with the supply chain, hence the wait.

B49 – wondered if the Board could provide an update on the recent lawsuit, the cost, the outcome? The President indicated that the case was resolved in favour of the Novak's. The Park paid \$20,000 to the Novak's towards their legal fees. They were given the opportunity to park their car on Sumac. From the Board's perspective the case is over. The President cannot get into too much detail as we've received a letter indicating that the Novak's are taking action against the Park.

T44 – are the Novak's suing the Park or the President or the Board? The President indicated that he can only say we've received a letter from their lawyer saying they are taking action against the Park.

F14 – what did the Park have to pay for our lawyer? The president confirmed that the Park paid just under \$30,000. Chris also asked on behalf of another member – where did that money come from and why were you allowed to spend it without getting our approval as it's over \$20,000. The President said the lawyer's fees were paid from our operating account, not reserves. We require Member approval for anything over \$20,000 in the reserves.

C8 – Was it the Park suing the Novak's? The amount that was paid is normally covered under our insurance by certain conditions, but because these conditions weren't met the Membership had to pay for these legal fees. That's her understanding but is looking for clarification. The President indicated that the Park took the action to have the car in question removed from Sumac St. Based on the advice of our lawyer the only way to get the car moved was to take legal action. The President said he is confused as to how Julie would know what our insurance company has or has not done as she does not have access to them. We have not submitted anything to the insurance company. We can try if that's what the Membership wants.

F14 – can we have the email bulletin back in it's former state? The Rec Committee information isn't getting out. The President indicated that the email bulletin that was formerly coming out was done for TV purposes which is

no longer an option. The President has received feedback that the former format is done, and the new format is much easier to read. Chris also asked when the new website will go live? The President indicated that he's frustrated it's not yet live. It's been built and is in the development stage. When one has a web address it's registered with a certain government entity. When you want to change from one provider to another they have to send some sort of registration number from person A to person B. Our person B is trying to get that, however haven't heard from if he's having trouble getting that done.

C24 – treasurer of the Rec Committee – our Secretary, Deb Jefferson has created a brochure for the campers and new comers and those who don't have email. It is available in the office and indicates a monthly events schedule.

The President turned his laptop around and said that the new website is better looking, more functional. Phase 3 will be so that the Rec Committee can post their events, as well as other groups in the Park.

11. MOTION: To adjourn the meeting at 12:28 p.m.

Motioned: by T44; Seconded by: C24

All in favour

Motion CARRIED

Next Meeting is the Annual Membership Meeting July 14, 2024

Minutes Recorded by: Christine Lehmann