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**Sturgeon Point Association (SPA)**

**2016 Annual General Meeting - Minutes**

August 26, 2016 12:30pm

**SPA Directors in Attendance:** Philip Robertson, Debra Taylor**,** Judy Haverkort, Jim Milford, Bob LeCraw, Trevor Biasi, Sue Milling, Jacqui Mutch, Clare Pendergrast, Rebecca McMurray

**Absent:** Sandy Holt, Stephanie Wall

**Minutes**

The meeting was brought to order and chaired by Phil Robertson, President of the Sturgeon Point Association.

1. **Approval of 2015 Minutes**
* Motion to approve: Norm / Second: Jeannie / Carried

**2. Trustee Report**

Phil Robertson spoke on behalf of the Trustees:

* Reminder on the Village Lands Trust – set up 15 years ago, to protect 5 pieces of community lands (public beach, upper wharf, leaf dump, park and one other undeveloped piece of land)
* Municipal Benefit Trust owned by Trustees: Biz Agnew, Jean Debrisay, Tom Anders, Leslie Thomas and Phil Robertson
* Trust lands currently insured by the CoKL, but there are no taxes on the land
* We are allowed to maintain control of these properties, as long as we work in conjunction with the CoKL, but we are required to pay costs to maintain the lands and buildings
* The Trust cannot sell the land, if we ever decide we can’t afford to maintain them, our only option is to go to the CoKL and offer them back, and they are obligated to take them back
* In that scenario, we would lose control over what happens to the lands
* SPA manages/operates the lands on behalf of the Trustees
* Question: How were Trustees selected?
* Answer: Trustees were appointed at the time the Trust was created, members have resigned over the years and new members have been assigned

**3. Financial Report**

Bob LeCraw provided the following update:

* Current balance $3590.92
* With outstanding expenses balance expected to be $950
* If we achieve the membership numbers we achieved last year we would have a balance over $3000
* This year we topped up the wood chips in the playground, based on the guidelines to maintain safety standards, about $2000 expense
* Future work, we have more work to do on the Wharf repair, the steel beams needed to have slack to install them, but they vibrate; when the water level is low we will have Jackett modify them and also look at the other end that is cracking and pulling away
* Report reflects an annualization of the costs
* Membership currently at 193 members, last year we had 248 by year’s end
* Question: for new people who have moved into the community, how do they find out about SPA?
* Answer: Rely on community events.
* Should we consider putting together a little welcome package?
* We will discuss at the Board meeting later today?
* Question: Should membership be raised? It has remained the same for a few years. We had successful
* There are people who own properties and rent them, should we consider having those owners pay an annual fee to cover
* Recommend a brochure be prepared
* Motion to approve financial report: Heather / Second: Andrea / Carried

**4. Park Update**

Bob LeCraw provided the following update:

* Playground is inspected every year
* As mentioned during the Financial Report the wood chips were topped up this year
* Question: When installed, annual insprection was required.
* Answer: Bob does this every year as part of his responsibility as a Board member
* If there are any issues with bolts etc., Henderson
* Basketball nets may need to be looked at and either fixed or replaced
* Port-a-potty is maintained until after Thanksgiving, if there is ever an issue contact SPA

**5. Social Report**

Judy Haverkort provided the following update:

* 200 people attend each event every year (Canada Day & Civic BBQs)
* Several new families have become part of the volunteer base
* Halloween trick-or-treating on Saturday October 29th

**6. Communications Report**

Jacqui Mutch provided the following update:

* Second year of using online email marketing tool called MailChimp to manage communciations
* We get some bounce-backs from obsolete email addresses
* 12 new subscribers this year
* All web page posts are automatically posted to the SPA Facebook page
* We did not do physical mail-outs this year for membership renewals due to the cost
* In mid August we send targeted emails to those who have not registered, we will do another follow up in the next few weeks to encourage membership sign-up
* The general SPA email receives a lot of general questions, and we try to accommodate and answer as much as we can
* Question: A suggestion has been made for a membership directory, we couldn’t afford to print one but could we do one online?
* Answer: We could create that, every individual would have to grant permission for information to be shared, and we would ensure that it was password protected available to members only
* Question: I got notice of this meeting Thursday, could more advanced notice be given?
* Answer: It was posted on SPA website, Facebook, paper notices posted on boards and announcement made in Church, we have done our best to communicate it across various channels
* Suggestion: Given the dry summer and fire ban, could that have been communicated?
* Answer: Open fires are against the law in Sturgeon Point, especially when there is a fire ban. It is the CoKL duty to communicate the fire bans, not SPA.
* Suggestion: It’s worth checking the secondary plan for the rules, and include them in future communications (email,
* Suggestion: Used to have a bulletin board at the Public Dock, could we consider for there and the Upper Wharf?

 *Action Item:*

* Plan for development of brochure to be discussed as part of next SPA Board meeting

**9. Roads & Maintenance Report**

Jim Milford provided the following update:

* 4th Street was repaired as planned
* Forest Rd was partially repaired, it has been paved in sections which is not consistent with the discussion SPA Board had with the CoKL earlier in the year where they indicated they will be doing entrie streets not sections to provide longevity for the road surface
* Henry St & Lake Ave it is not clear if they will be repaired in 2017, the list has not been made available
* Lake Ave brushing will be taking place this fall, by hand not with the big machine that was used on Golf Links Rd
* Question: Do we know what the deep brushing will entail, eg have trees been marked for removal?
* Answer: Earlier this summer, Brian Junkin was notified about the intent to do brushing and came to SPA and a meeting was set to discuss how to do the brushing. Snowplows in the winter are having trouble getting through in a few sections, notably in front of the Nelson property
* Question: This spring there was aggressive removal of branches along Lake Ave, do we know why?
* Answer: The CoKL started this work because they felt it was necessary and if it is on road allowance they have the right. SPA has tried to soften how they approach future work, which has resulted in the decision to do hand vs mechanic brushing this fall
* If you see street lights out, notify Jim. They will come once several lights need repairing
* Question: Along the way there have been some replaced with new ones that look like the old ones. What happened to the old ones? Are the old ones scrapped? They are antiques and worth a lot of money, is there an opportunity to reclaim them and/or repair them?
* Answer: The city owns them
* Leaf Dump
* Snow fencing will be put up
* Suggestion: A sign should be put up to encourage people to
* Question: What happened to the lock?
* Answer: It didn’t work. People didn’t lock it, and complained when it was locked (in one instance, the gate was taken off the hinges)
* Suggestion: Should the leaf dump be closed because it is a cost? A consideration, not a demand
* A temporary speed sign was installed at the entrance to the Village, it doesn’t seem to have had an impact on speed, compliance with the 40km limit seems to be just as bad (just an observation, not confirmed)
* A Community Officer attended the Sailing Club in the first week to speak about bike safety and wearing helmets, and we still have some work to do to support our kids and bike safety
* Comment: The officer said it starts with parents. We have a responsibility to enforce our own children wearing bike helmets.
* Question: Is there any way to have smaller snowplows to avoid altering the streetscape?
* Answer: The Board will continue to work with CoKL to ensure they respect our area
* Question: Is there any way we can put signs about children on Lake Ave? Very concerned about speeding and potential impact on children
* Recommendation: We should have signage at several spots along Lake Ave
* Answer: SPA Board has continued to speak with the city, brought in police officers, and arranged for the community officer to put the speed sign at the entrance of the village, it’s an ongoing issue that we have as a community, and we will continue to liaise the the village
* Suggestion: Opportunity to continue to hammer the message about driving slowly in the Village in all our communication and events
* Question: how do you get green signs with number for 9-11?
* Answer: contact the city, must be purchased, but not required as we have street addresses
* Suggestion: each community member should contact Brian Junkin, register a request for signage that the Village is a park area
* Suggestion: each land owner could put up signs on your property
* Answer: each of us needs to be diligent about our own behavior, and we will continue to communicate to the community
* Question: would the city provide temporary speed bumps for the summer season?
* Answer: we will inquire

**9. Upper Wharf Committee Update**

Trevor Biasi provided the following update:

* We have submitted an application for a Canada 150 Grant throught the federal government for approximately $200K, in partnership with David Wesley from the Lindsay Museum, we had expected to hear by now
* We have started an application for a Trillium Grant through the province of Ontario
* It’s a two-step process, first step is to register SPA as an association, this was completed
* The second step is to identify the project that requires funding, then make the application
* If approved, money would be received in December and must be spent in 2017

**10. President’s Report**

Phil Roberston provide the following update:

* Thank to everyone who attended the AGM today (small group of individuals)
* Thank the 2015/16 SPA Board Members for their contribution
* Jim Milford for constantly being in touch with CoKL on roads and lights, Jacqui for continued work on communications and tying together the Church, Golf Club and Sailing Club so each organization is kept aware of everything going on, Trevor, Greg, Debra, Lynne & Tom on continuing efforts on the Upper Wharf, Sue & Claire for assisting with grant applications
* All the volunteers in supporting the Social events, it is appreciated and thank you
* Please check with Bob to make sure your membership has been paid (and if you’ve already paid, make a donation ☺)
* The idea was to make the membership fee low so everyone over the age of 18 feel included be considered an important member of the community
* How do we get new members aware? It’s on us, knock on doors and be an ambassador for SPA, provide them Phil’s contact info he would be happy to speak with them
* We will plan to continue working on safety in conjunction with the Sailing Club
* Bob, Jim and Phil welcomed Mayor Andy Letham to Sturgeon Point, gave him a tour and let him know about the history and uniqueness of the Village
* We will look into a membership directory in 2017
* Comment: Thank you for Phil’s leadership and efforts as President

**11. Election of the Board**

* We have a full slate of returning Board members for 2016/17
* Proposed members for 2016/17: Phil Robertson (President), Debra Taylor (Vice President), Bob Le Craw (Treasurer), Rebecca McMurray (Secretary), Judy Haverkort (Social), Trevor Biasi (Wharf Committee Liaison), Jim Milford (Roads & Maintenance), Jacqui Mutch & Sandy Holt (Communications), Sue Milling, Stephanie Wall & Claire Pendegrast (Directors at Large)
* Motion to approve nominations: First George / Second Lynne / Carried

**12. Other Business**

* Consider moving AGM back to Labour Day long weekend to increase attendance
* CoKL will only pick up clear garbage bags as of January 1, 2017, SPA should include in future communication

**13. Meeting Adjournment**

Motion to adjourn: Norm / Second: Jeannie / Carried