



TBC Annual General Meeting Minutes

May 19, 2018 09:30 – 12:25 MST

TBC Owls Nest

Lac Sante, Two Hills County, AB

Board Members in Attendance	Position	Term
Dave Murray	President	2-year
Brenda Dalzeil	Vice-President	2-year
Ihor Bayduza	Treasurer	2-year
Yvonne Stern	Secretary	2-year
Mauro Pazienza	Director at large	1 year
Dave Bouchard	Director at large	1 year
Terry Short	Director at large	1 year
Craig Smith	Director at large	1 year
Kristina Mullen	Director at large	1 year
Tony Gray	Director at large	1 year
Darren Murray	Director at large	1 year
Gary Leddy	Director at large	1 year

Member	Street	Lot	In Attendance
Kevin and Debbie Strate	Catfish	1	no
Monika Lukas and David Jacobs	Catfish	2	yes
Jason and Shannon Kowal	Catfish	3	no
Lorne and Corine Publantz	Catfish	4	yes
Darcy and Heather Murray	Catfish	5	yes
Ric and Anita Klassen	Catfish	6	yes
Steve and Helen Whitehouse	Catfish	7	yes
Ed Engelking and Kristina Mullen	Catfish	8	yes
Duane and Angela Dyck	Catfish	9	no
Jeff and Shawna McConnell	Catfish	10	no
Vince and Janet Kath	Catfish	11	no
Terry and Corona Leonard	Catfish	12	no
Richard and Paula Shultz	Catfish	13	no
Kevin and Debbie Mueller	Jackfish	1	yes
Gary and Michelle Leddy	Jackfish	2	no
Bryan and Cathie Hayward	Jackfish	3	yes
Paul and Candance Giasson	Jackfish	4	yes
Al and Yvonne Stern	Jackfish	5	yes
Charles and Brenda-Lee Schmidt	Jackfish	6	yes



Member	Street	Lot	In Attendance
Ihor and Betty-Lou Bayduza	Jackfish	7	yes
Curtis and Jill Rich	Jackfish	8	no
Dean Nisbet	Jackfish	9	no
Dale and Jennifer Nisbet	Jackfish	10	yes
Raymond and Koreen Cyre	Jackfish	11	yes
Brad and Jill Bouchard	Jackfish	12	no
Vern and Marg Andres	Jackfish	13	by proxy (W14)
John and Dianne Calverley	Ling	1	no
Simon and Cari Cooke	Ling	2	yes
Philip and Jacqueline Newgard	Ling	3	no
Bruce and Sandra Currie	Ling	4	no
Terry and Naomi Noble	Ling	5	yes
Jeffrey and Michelle Simmons	Ling	6	yes
Randy and Laurene Buchanan	Ling	7	yes
Brian and Janice Barton	Ling	8	by proxy (W12)
Brian and Aleita Little	Ling	9	no
Darren and Laura Murray	Ling	10	yes
Tabby and Barbara Van Der Walt	Ling	11	no
Gord and Brenda Mueller	Ling	12	yes
Jeremy Chai and Rhonda Quewezance	Ling	13	no
Mauro and Marisa Pazienza	Ling	14	yes
Tony and Lora Gray	Ling	15	yes
Ed and Rose Short	Perch	1	yes
Troy Lymburner and Rhonda Borowski	Perch	2	yes
Craig Smith	Perch	3	yes
Gord and Gladys Bodnar	Perch	4	no
Don and Margaret Hnatiw	Perch	5	yes
Russ and Diane Letkeman	Perch	6	yes
Jim and Susan Wright	Perch	7	no yes
Linda Beaunaventura	Perch	8	no
Ron and Doreen Mizera	Perch	9	yes
Dennis and Cheryl Ducholke	Perch	10	yes
Ray and Sandra Leblanc	Perch	11	yes
Pat Lamb and Laura Crozier	Perch	12	yes
David and Karen MacKenzie	Perch	13	no
Dennis and Brenda Dalziel	Perch	14	yes



Member	Street	Lot	In Attendance
Dale and Jaime Brghardt	Pickerel	1	yes
Mylan and Melissa Worthington	Pickerel	2	yes
Dean Parson and Teresa Wiffen	Pickerel	3	no
Richard and Natalie Collins	Pickerel	4	yes
Brad and Neolita Bell	Pickerel	5	by proxy (Pi6)
Gordon and Joyce Bell	Pickerel	6	yes
Martin Gilett and Karen Bell	Pickerel	7	by proxy (Pi6)
Lori Kocken	Pickerel	8	yes
Dale and Jennifer Nisbet	Pickerel	9	yes
Bob and Marilyn Nisbet	Pickerel	10	no
Tim and Colleen McConnell	Pickerel	11	no
Richard and Paula Shultz	Pickerel	12	no
Clarence and Diann Elliot	Pickerel	13	yes
Chris and Pam Odynski	Trout	1	yes
Lucz Tumanowicz and Amanda Mills	Trout	2	no
Nick and Roesmarie Stovius	Trout	3	no
Raymond and Jeanne Golden	Trout	4	no
Rudy and Cheryl Wouters	Trout	5	no
Shuane and Robert Altarui	Trout	6	yes
Greg and Michele Rowan	Trout	7	yes
Joe and Eileen Bilyk	Trout	8	yes
Rob and Adrienne Little	Trout	9	no
Dennis Miciak and Barbara Taylor	Trout	10	no
Jeff and Tammy Trembecky	Trout	11	no
Murray and Pat Nikolaichuk	Trout	12	no
Terry and Debbie Nikolaichuk	Trout	13	yes
Adolfo and Sylvia Tonn	Trout	14	yes
Peter and Geraldine Sarapuk	Trout	15	yes
Dave and Maureen Leslie	Whitefish	1	no
Alex Grenier and Krista Heidebracht	Whitefish	2	no
Ralph and Mary Fowler	Whitefish	3	yes
Ben Richmond and Cindy Campbell	Whitefish	4	yes
Terry and Debbie Short	Whitefish	5	yes
Ron and Helen Starchuk	Whitefish	6	yes
Dennis and Tina Dmytryshyn	Whitefish	7	yes



Member	Street	Lot	In Attendance
Mike and Cyndra Brooks	Whitefish	8	yes
Chad and Allison Rich	Whitefish	9	no
Todd Borse	Whitefish	10	no
Bob and Marilyn Nisbet	Whitefish	11	no
Dave and Tammy Murray	Whitefish	12	yes
Hans Jesch and Dido Tiede	Whitefish	13	yes
Dave and Sharon Bouchard	Whitefish	14	yes

Note: No members were in attendance by proxy.

There were 59 of 97 (91%) members in good standing in attendance in person.

Meeting called to order at 09:30.

AGENDA

- 1) Adoption of Agenda
- 2) Approval of Minutes from July 2, 2017 Special General Meeting
- 3) Review of 2017 Season
- 4) Cooperative Formation Status and Next Steps
 - a) Vote to “make” the cooperative bylaws official.
- 5) Review and approval of the 2017 financial statements.
- 6) Review of the 2018 budget.
- 7) Review of the Revised Rules and Regulations
 - a) Vote to approve the revised rules and regulations.
- 8) Additional items as required
- 9) Election of Directors and Officers
- 10) Committee Reports – Tree, Social, Canada Day, Security and Compliance
- 11) Adjourn

NOTE: Information presented to the membership at the meeting is appended to these minutes.

1. Adoption of the Agenda

Motion to: Approve agenda

Motion by: Perch 3

Second by: Jackfish 1

Vote: All in favor

Result: Motion Carried

2. Approval of minutes from July 2, 2017 Special General Meeting

Motion to: Accept minutes from July 2, 2017 Special General Meeting

Motion by: Perch 3

Second by: Jackfish 10

Vote: All in favor

Result: Motion Carried



3. Review of the 2017 Season

- See attached presentation for details.
- Additional note:
 - Ed Engelking and Kristina Mullen purchased and donated the paint to repaint the entire Owls nest. Kristina also donated her time and considerable effort and single handedly repainted the community center. Miles and Terry repainted the main hall ways.
 - Men's bathroom renovations were completed by Miles and Terry Fairbarn, Mauro Pazienza, Kristina Mullen, Dennis and Brenda Dalziel. Many thanks for all their hard work during the winter.
 - Women's washroom is next on the renovation list.
 - New sign with our new cooperative name is up at the corner leading to the park. Dave and Karen MacKenzie generously donated the sign to TBC with Miles doing the lettering.

4. Cooperative Formation Status and Next Steps

Motion to: Approve the bylaws of Tranquility Bay RV Park Cooperative as presented.

Motion by: Whitefish 3

Second by: Ling 12

Vote: All in favor

Result: Motion Carried

- Question was posed regarding what type of financial auditing is required as a cooperative. Answer: Internal auditing performed by members, as we have been doing for years, is acceptable.
- Terri-Lynn McLaughlin (TBC Legal Counsel representing Jenkins & Jenkins Law) was present to answer any questions members had regarding the cooperative formation and specifically around the share certificates and the type of tenancy each member chooses and what the implications are of each type. Of note from the discussion:
 - With joint tenants ie: husband and wife, the shares will get transferred to the remaining joint tenant(s) but with tenants in common, the deceased person's share forms part of their estate and its heirs through the will which will possibly involve the probate process. TBC counsel does not recommend more than two persons named on the share certificate, but it is ultimately every member's decision. For example, if you had children on the share certificate and that child goes through a divorce the share of that child could form part of the division of property.
 - At no time can funds be borrowed against TBC shares since there is no property title included with shares (membership or investment). Members are not permitted to borrow against the overall titled TBC property.
- The share transfer process and was explained at length including what TBC's and Jenkins and Jenkins roles are in the transfer.
- TBC bookkeeper is working on the banking and CRA requirements for the conversion from association to cooperative.

5. Review of 2017 Financials (appended to minutes)

- Further explanation was provided on the "Other Income" line item. See presentation for details.



Motion to: Approve the 2017 financial statements as presented

Motion by: Jackfish 7

Second by: Whitefish 14

Vote: All in favor

Result: Motion Carried

6. Review of 2018 Budget

- Increased fees for 2018 has significantly improved our ability to operate effectively and efficiently. No fee increase planned for 2019 fiscal year. See presentation material for highlights.
- Park is undertaking numerous projects to maintain an aging park as well as make continuous improvements. See presentation material for list of projects.

7. Review of Revised Rules and Regulations

- Significant revision was made to the rules and regulations based on member feedback and to provide clarification and details to allow more clear application. Since changes were made throughout the document each page was reviewed and approved individually. The following is the list of pages, associated motions to approve and the motion results.

Page #	Motion to Approve	Second	Vote	Result
1	Perch 14	Whitefish 12	all in favor	Motion carried
2	Jackfish 10	Perch 3	all in favor	Motion carried
3	Whitefish 4	Trout 6	all in favor	Motion carried
4	Jackfish 11	Jackfish 1	all in favor	Motion carried
5	Whitefish 8	Trout 14	all in favor	Motion carried
6	Jackfish 1	Whitefish 12	all in favor	Motion carried
7	Pickrel 9	Whitefish 4	all in favor	Motion carried
8	Ling 5	Perch 13	all in favor	Motion carried
9	Perch 14	Whitefish 12	all in favor	Motion carried
10	Jackfish 11	Perch 13	all in favor	Motion carried
11	Perch 3	Catfish 1	all in favor	Motion carried
12	Trout 6	Whitefish 11	all in favor	Motion carried
13	Pickrel 2	Ling 10	all in favor	Motion carried

- Based on the result of the motions above the Rules and Regulations dated May 19th, 2018 are approved and in effect.
- Additional Discussion:
 - Informal question to revise the noise rule time from the current 11:00 pm - 9:00am to 12:00 am - 9:00am. Hand vote from membership indicated membership was not in favor of changing the related rules.
 - Pets must be under owners control at all times. Dogs are not permitted off-leash



within the park. Violations were issued in the 2017 season.

- Motorized vehicles in the park boundaries must follow the age and/or license restrictions. Rule 1.r has been revised this year to provide more specific guidelines and restrictions to make it clear to members.
 - Trial Rule 5.a.vii was added this year. This rule will be tested for one year and re-evaluated in 2019 for its inclusion in the official rules. A demonstration schematic was presented at the meeting to explain the application of the rule.
 - Rule 1.t was added in September 2017 to address threats or acts of violence on TBC property.
 - New measurement points were added to a number of rules that have height restrictions.
 - Requests for wooden boat sheds have been submitted however they are currently not in consideration until the land development plans have been drafted.
 - Reminder to members that permits are mandatory for any type of development that alters a member's lot profile. This includes: buildings, decks, landscaping, etc... A permit is not required for painting or repairs to existing infrastructure as long as the profile will not be altered.
 - Rule (7a) regarding decks have been revised to incorporate different frontage finishing strategies.
 - Reminder that TBC well water is softened and should not be used for watering lawns on regular basis.
- Compliance
 - Reminder to all members that we are all owners, stewards of the park and as such should endeavor to be good neighbors, take care of and respect the park property and treat our Park Managers and each other with respect.
 - Explanation was provide regarding the application and enforcement of the Bylaws and Rules & Regulations. This included the structure designed for administering fines and levies as well as escalation for concurrent incidents. See presentation material for further details.

8. Election of Officers and Directors

Nominations for Officers & Directors	Position	Term	Accepted
Dave Murray	President	1-year	Yes
Brenda Dalziel	Vice-President	2-year	Yes



Yvonne Stern	Secretary	1-year	Yes
No nomination/volunteer	Treasurer	2-Year	—
Tony Gray	Director at large	1-year	Yes
Craig Smith	Director at large	1-year	Yes
Dave Bouchard	Director at large	1-year	Yes
Darren Murray	Director at large	1-year	Yes
Terry Short	Director at large	1-year	Yes
Kristina Mullen	Director at large	1-year	Yes

Motion to: Elect the directors and officers as presented

Motion by: Jackfish 11

Second by: Jackfish 10

Vote: All in favor

Result: Motion Carried

Follow-Up Note: Following this meeting, On June 5, 2018 the Board of Directors appointed Tony Gray as Treasurer.

9. Committee Reports

- Long-Term Planning Committee
 - Reserve study is available on the TBC website.
 - Current reserve fund = \$30,245
 - Items that came off the reserve fund in 2017
 - Culvert Cleaning \$1500
 - Hot water Tank \$1000
 - Electrical system \$1050
- Social Committee
 - Members
 - Tina Dmytryshyn (Whitefish 7)
 - Laura Murray (Ling 10)
 - Had a great 2017 season and have great plans for 2018.
 - Survey forms were passed out to gauge interest in different activities.
 - Always looking for volunteers and ideas for new events.
- Security Committee
 - Members
 - Darren Murray (Ling 10)
 - Terry Short (Whitefish 5)
 - Installed 8' pipe lengths extending 450' around the west side of the property to prevent would be thieves from gaining easy access to boat sheds, etc...
 - No thefts reported last winter.
 - Plan to install an additional 450' this fall.
 - Investigated electronic security monitoring system. Very expensive and may not suit our needs. So far the pipe has been a more proactive better deterrent.
- Lakeshore Tree Committee.



- Terry has spoken to various people with County of Two Hills, Alberta Environment and Fish and Wildlife who are all involved in the lands from trees to lake, etc.
- Pat Porter looks after government lands from Red Deer to Fort McMurray, he is coming out to lake in June 2018 for inspection.
- Terry Noble has asked that board to extend the Tree Committee for Phase II. This will enable them to gather written input and photos from residents, including a solid determination of our property line.
- Terry would like to prepare a draft letter for the Board for submission to Alberta Environment detailing the park's plans.
- Also would like to establish a program for members for activities and behaviors at TB and the effects on the lake.
- We need to consider the short and long-term good of the park, for trees, shore line and lake.
- See attached presentation material for details.

10. Adjourn

Motion to Adjourn: Dave Bouchard @ 11:00

Respectfully submitted,

Yvonne Stern
TBTA Secretary

**TERRY ZIMMERMANN PROFESSIONAL CORPORATION
CERTIFIED MANAGEMENT ACCOUNTANT**

#300, 13220 St Albert Trail
Edmonton, Alberta
Canada T5L 4W1

Work ■ (780) 756-0464
Fax ■ (780) 756-0463
Email ■ terry@tzpc.ca

**TRANQUILITY BAY TRAILER ASSOCIATION
FINANCIAL STATEMENTS
DECEMBER 31, 2017**

NOTICE TO READER

On the basis of information provided by management, I have compiled the balance sheet of Tranquility Bay Trailer Association as at December 31, 2017 and the statement of income and retained earnings for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Edmonton, Alberta
May 11, 2018

**TERRY ZIMMERMANN
CERTIFIED MANAGEMENT ACCOUNTANT**

TRANQUILITY BAY TRAILER ASSOCIATION
STATEMENT OF INCOME AND RETAINED EARNINGS
FOR THE YEAR ENDED DECEMBER 31

	OPERATING FUNDS	RESTRICTED FUNDS	2017	2016
REVENUE				
Membership fees	\$ 116,400	\$ 9,700	\$ 126,100	\$ 121,250
Special assessments	364,742	-	364,742	-
Cost recoveries	33,474	-	33,474	35,019
Other income	16,239	14	16,253	10,826
Playground fundraising	-	-	-	-
	530,855	9,714	540,569	167,095
EXPENSES				
Advertising and promotion	-	-	-	675
Amortization	7,787	1,050	8,837	10,016
Bad debt expense	-	-	-	437
Bank charges and interest	460	4	464	365
Caretaker residence	4,017	837	4,854	8,546
Fuel	7,643	-	7,643	8,261
Insurance	6,292	-	6,292	5,964
Office	1,218	-	1,218	2,115
Professional fees	12,759	-	12,759	9,139
Property taxes	21,586	-	21,586	20,990
Recreation centre expenses	3,680	-	3,680	5,200
Rent	670	-	670	1,136
Repairs and maintenance	35,075	525	35,600	30,517
Supplies	6,055	-	6,055	7,153
Utilities	35,239	-	35,239	31,737
Wages and benefits	45,409	-	45,409	29,532
	187,890	2,416	190,306	171,783
NET INCOME (LOSS) FOR THE YEAR	342,965	7,298	350,263	(4,688)
RETAINED EARNINGS (DEFICIT) BEGINNING OF YEAR	38,322	19,002	57,324	62,013
RETAINED EARNINGS END OF YEAR	\$ 381,287	\$ 26,300	\$ 407,587	\$ 57,325

TRANQUILITY BAY TRAILER ASSOCIATIONBALANCE SHEETAS AT DECEMBER 31

	2017	2016
ASSETS		
CASH (Note 1)	\$ 35,315	\$ 30,658
ACCOUNTS RECEIVABLE	5,507	5,307
PREPAID EXPENSES	2,747	339,370
PROPERTY, PLANT AND EQUIPMENT (Note 2)	378,300	47,613
	<u>\$ 421,869</u>	<u>\$ 422,948</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 5,574	\$ 4,297
Deferred revenue (Note 3)	8,708	354,050
Current portion of long term debt	-	7,276
	<u>14,282</u>	<u>365,623</u>
MEMBERS' EQUITY		
RETAINED EARNINGS (Statement 1)	407,587	57,325
	<u>\$ 421,869</u>	<u>\$ 422,948</u>

ON BEHALF OF THE BOARD



Director Dave Murray



Director Brenda Dalziel.

TRANQUILITY BAY TRAILER ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017

1. ACCOUNTING POLICY

CASH

The cash is comprised of the following:

	2017	2016
Restricted	\$ 24,069	\$ 15,720
Operating	11,246	14,938
	<u>\$ 35,315</u>	<u>\$ 30,658</u>

AMORTIZATION

Property, plant and equipment are recorded at cost and are being amortized using the straight line method and the following rates:

Computer equipment	- 33%
Equipment	- 10%
Land	- 0%

2. PROPERTY, PLANT AND EQUIPMENT

Details of the property, plant and equipment are as follows:

	2017		2016	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
UNRESTRICTED				
Computer equipment	\$ 1,026	\$ 1,026	\$ -	\$ -
Equipment	110,667	74,122	36,545	44,332
Land	339,524	-	339,524	-
	<u>451,217</u>	<u>75,148</u>	<u>376,069</u>	<u>44,332</u>
RESTRICTED				
Equipment	5,250	3,019	2,231	3,281
	<u>\$ 456,467</u>	<u>\$ 78,167</u>	<u>\$ 378,300</u>	<u>\$ 47,613</u>

3. DEFERRED REVENUE

The deferred revenue is composed of funds received from the members to purchase land.

TRANQUILITY BAY TRAILER ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017

4. RESTRICTED FUNDS

The restricted funds are comprised of the following

	2017	2016
Playground	\$ 2,410	\$ 2,410
Reserved	23,890	16,592
	<u>\$ 26,300</u>	<u>\$ 19,002</u>

Tranquility Bay Trailer Association

2018 Budget

January through December 2018

TBC	2018 Budget
REVENUES	
Yearly Maintenance Dues	135,800.00
Camping Fees	5,500.00
Laundry and Shower Revenue	1,200.00
Miscellaneous Revenues	200.00
Late Payment Revenues	-
Lot Transfer Fees	4,000.00
Electrical Recovered	23,000.00
Property Taxes Recovered	12,000.00
Violations/Fines	-
Special Assessment/Levies	-
Reserve Fund	9,700.00
TOTAL REVENUES	191,400.00
EXPENSES	
Salaries	
Total Payroll Expenses	49,850.00
Residence Propane	1,000.00
Telephone/Internet	2,800.00
Bottled Water	300.00
Repairs and Maintenance	100.00
Miscellaneous Expenses	-
Life Cycle Upgrades	-
Total Caretaker Residence	4,200.00
Electrical Utilities	35,000.00
Property Taxes	22,000.00
Property Maintenance & Repairs	15,000.00
Equipment Maintenance	3,500.00
Equipment Repairs	3,000.00
Security	4,000.00
Plant (well) Maintenance	
Plant (well) Repairs	
Total Water Treatment System	4,000.00
Rec Maintenance	
Rec Repairs	
Rec. Propane	
Rec. Septic Pump out	
Total Recreation Centre	7,000.00
Diesel	

Tranquility Bay Trailer Association

2018 Budget

January through December 2018

TBC	2018 Budget
Gas	
Total Fuel	7,000.00
General Liability Insurance	
Director Liability	
Total Insurance Expense	6,426.00
Advertising	-
Bank Charges	400.00
Office Supplies/Expense	1,500.00
Waste Disposal	3,500.00
Small tools and Equipment	2,500.00
General Supplies	2,000.00
Canada Day	1,100.00
Social Activities	150.00
Rental Expense	1,000.00
Park Improvements	3,000.00
Professional Fees	5,500.00
Interest Expense- late penalty	-
Bad Debt (Write Off Losses)	-
PayPal Fees	200.00
Kubota Tractor Payment	-
Reserve Fund Allocation	9,700.00
Total Expense	191,126.00
Net Ordinary Income	274.00



Tranquility Bay RV Park Cooperative

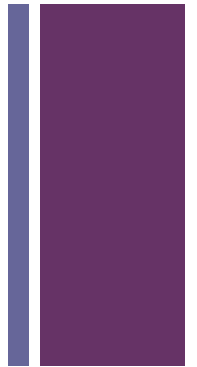


Annual General Meeting

Lac Sante, AB

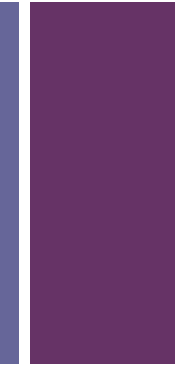
May 19, 2018

+ Agenda



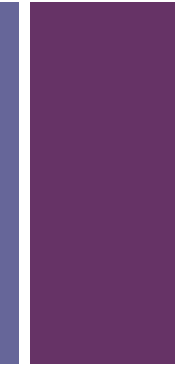
1. Approval of the Agenda
2. Approval of the July 2, 2017 SGM Minutes
3. Review of 2017 Season
4. Cooperative Formation Status and Next Steps
 - a. Vote to “make” the cooperative bylaws.
5. Review and approval of 2017 financial statements
6. Review of the 2018 budget
7. Review of the Revised Rules and Regulations
 - a. Vote to approved the revised rules and regulations.
8. Additional items as required.
9. Election of Directors & Officers
10. Committee Reports – Tree, Social, Canada Day, Security and Compliance
11. Adjourn

+ Administration



- Motion to approve agenda
- Motion to approve the meeting minutes from the July 2, 2017 special general meeting.

+ New Members



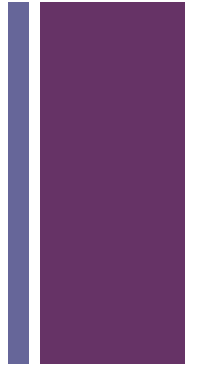
- Trout 1 Chris and Pam Odyński
- Trout 2 Lucz Tumanowicz & Amanda Mills
- Ling 4 Bruce and Sandra Currie
- Jackfish 12 Brad and Jill Bouchard



Review of 2017 Season

The good, bad and the ugly...

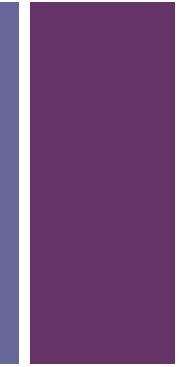
+ The good...



- Many boat sheds were repaired
- Men's room renovated for double sinks
- Hall painting
- Security improved with 450' of posts installed.
- Spread gravel on bottom 3 roads
- Purchased rock picker for beach clean-up

+ The good...

- 9 Culverts cleaned
- Sold hay for \$3,200



+ The good...

- Horseshoe tournaments x 2



+ The good...



- Pig roast – September 2017
 - \$1,200 raised toward “rock picker”
 - Overwhelming participation

+ The Good... Pig Roast!!



Wine Raffle

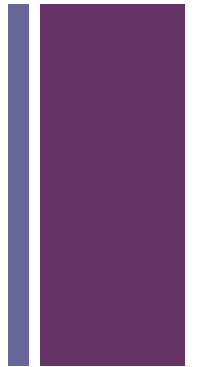


+ Security Improvements





The Bad...



■ Violations

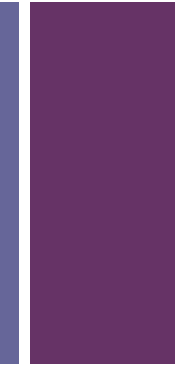
- 11 first offence notices – no fines
- 6 fines, totaling \$3,921
- Range of violations
 - Development/lot Condition
 - Dogs of leash (some aggressive)
 - Destruction of property & Vandalism
 - After hours ATV's
 - Guest camping rules
 - Noise
 - Etc...

+ The Bad...

■ Burn Pile Abuse



+ Allowable Burning Materials



- Brush and fallen trees
- Straw, grass, leaves, tree pruning's
- Wood not containing preservatives
- Cardboard and paper products

+ Not permitted:
Asphalt shingles, siding, plastic,
etc.



+ The Ugly...

■ Unkept lots

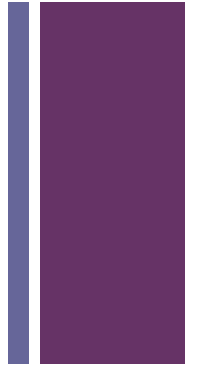


+ Boat Sheds

- ALL SHEDS MUST HAVE their original stakes removed and upgraded 30 inch pegs installed.



+ Storage area – 2018 clean up initiative

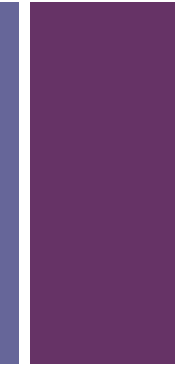




Cooperative Formation

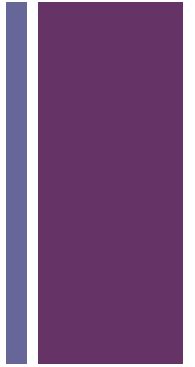
Status Update

+ Bylaws



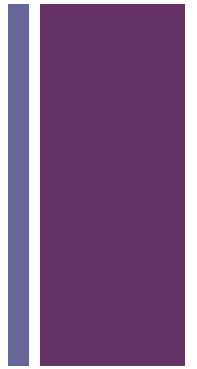
- Motion to “make” the cooperative bylaws as presented.

+ Status



- Working on banking and CRA requirements with accountant and bookkeeper.
- Share certificates pending issuance. Pending member information for investment certificates.

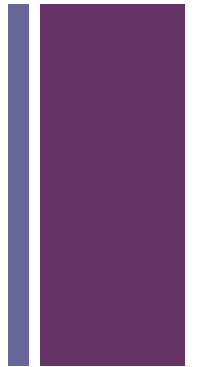
+ Types of Shares for Issue



- Investment Share
 - Limited to the 97 members when the share certificates are issued.
- Membership Share
 - Provides benefits of TBC membership.
- Shares are tied together.
 - Cannot have an investment share without a membership share.



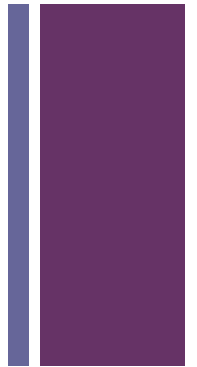
Details for Investment Share



- **JOINT TENANCY:** If there are to be two or more owners of your new property and you are described as "joint tenants", it means that if one of the owners dies, then the other(s) will be automatically entitled to ownership of the whole of the property. It also creates a presumption of equal ownership among the owners. If this is not what you intend, please discuss alternatives with us immediately.
- **TENANTS IN COMMON:** Tenancy in **common** allows two or more people ownership interests in a property. Each owner has the right to leave his share of the property to any beneficiary upon the owner's death.



Questions?

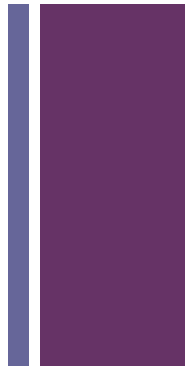


- What happens if a shareholder dies in either type of tenancy scenario?
 - The investment certificate will need to be re-issued and the associated legal fees apply. Share transfer will be on a cost recovery basis only since member remains.
- Is there rights of survivorship on shares?
- How does probate apply?
- How much of the share transfer fee is associated with legal and how much is profit to TBC?
 - \$1000 legal + \$2000 TBC Profit



Share Transfer Process

TBC and Jenkins & Jenkins Role



■ TBC

- TBC staff and Board will confirm member lot is in compliance with bylaws, rules and regulations, and that taxes, utilities, fees and levies are up to date. Board will provide seller and buyer with written notice of clearance for lawyer.

■ Jenkins and Jenkins

- We will handle the payment of funds for the purchase/sale of the share and any trailers or personal property;
- We will do a personal property search to ensure that there are no registered liens against the property with a searchable VIN number;
- We will do a bill of sale for the trailer and goods;
- We will transfer the shares from the vendor(s) to the purchaser(s)
- We will keep the Minute book up to date with the current shares and shareholders;
- We will provide a copy of the share to the purchaser and collect the old share;
- We will forward remaining transfer costs to the Cooperative;
- We will report to the parties about the transaction status;



+

Financial Review

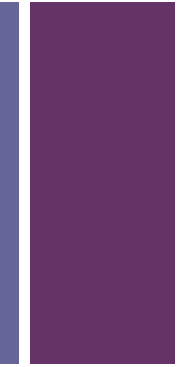


Financial Review

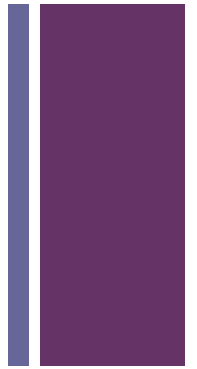
2017 Financial Statements

+ Review of 2017 Financial Statements

- Treasurers report

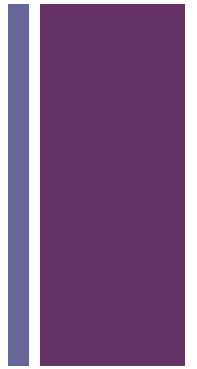


+ Review of 2017 Financials



- Other Income \$16,239
 - Camping fees - \$5,940
 - Laundry/shower - \$1,286
 - Lot transfers - \$1,500
 - Violations/Fines - \$4,021
 - Miscellaneous - \$3,510
 - Fundraising (pig roast) - \$260
 - Hay bales - \$3,200
 - Gate pass replacement - \$50

+ Review of 2017 Financial Statements



- Motion to approve the 2017 financials as presented.

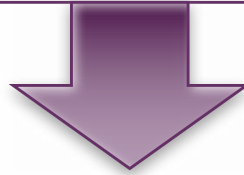


Financial Review

2018 Budget

+ Membership Fees

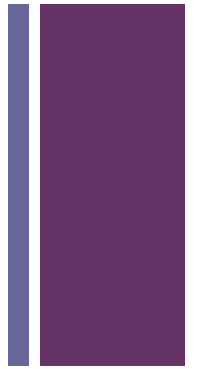
Membership Fees 2018	\$1,400
Reserve Fund 2018	\$100
Total 2017 Fees	\$1,500



Membership Fees 2019	\$1,400
Reserve Fund 2019	\$100
Total 2019 Fees	\$1,500

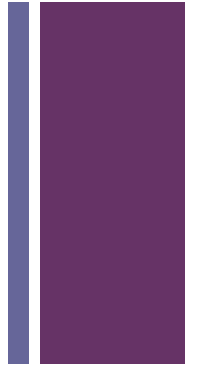


Review of 2018 Budget



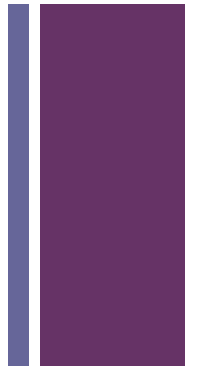
- Increased fees for 2018 has significantly improved our ability to operate effectively and efficiently.
- Highlights
 - Park Managers Salary Increase
 - Property Maintenance budget increased
 - Hall renovations, culvert cleaning, gate repairs, boat launch.
 - Added Park Improvement line item.
 - New playground planned near horseshoe pits. (\$2410 in playground fund + operating)

+ Review of 2018 Budget



- Unanticipated Costs to Date
 - Electrical repairs
 - Hydrovac/Splicing - \$1800
 - Boat Launch - \$
 - Water System - \$620

+ 2018 Projects



- Hall Renovations
- Purchase and install playground equipment
- Continued culvert cleaning
- Complete gravel spreading
- Assess drainage after road repairs
- Park flower beds redevelopment
- Gate repairs
- Common area trees trimming by arborist

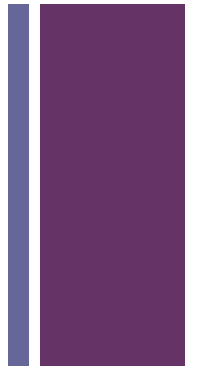


+ Rules and Regulations

Revisions



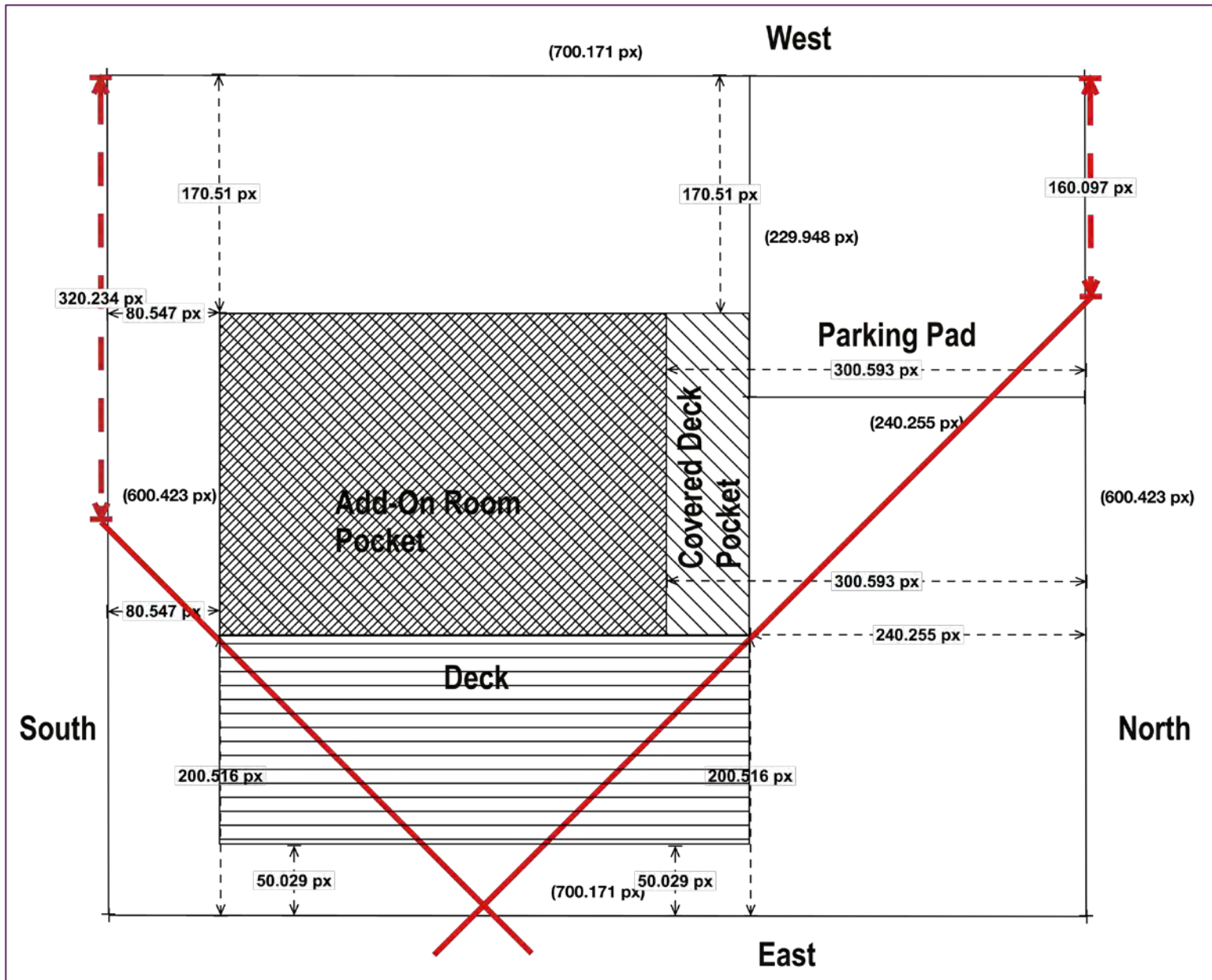
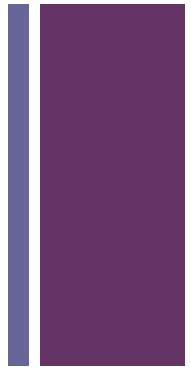
Revision Review



- Purpose of revisions
 - Member feedback
 - Clarification
 - Added detail to allow more clear application
- Some minor revisions from version sent recently.
 - Additional feedback
 - In yellow highlight.

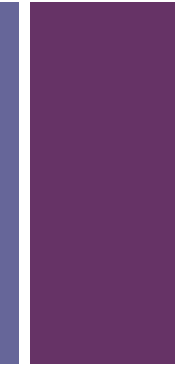


Trial Rule Example



10 px = 1 ft

+ Revision Review



- Motion to approve the rules and regulations by page.

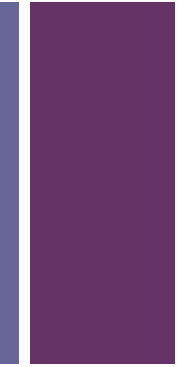


+ Rules and Regulations

Compliance

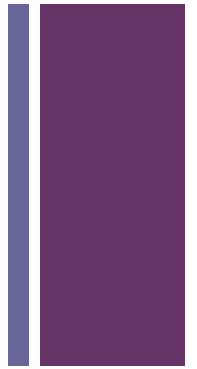
+ Rules and Regulations

- Bad neighbors...
- Respect for Park Managers position
- Adding progressive consequences for rule violations.
 - Conduct
 - Development





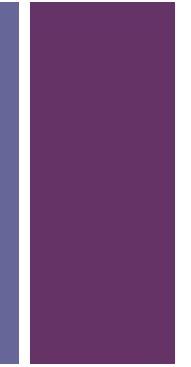
Rules and Regulations



- Violation Consequences
 - 1st Offence = X
 - 2nd Offence = Y
 - 3rd Offence = Z
- Severity of violation will dictate skipping from 1st to 3rd or beyond.
- ie: violence or verbal abuse towards members or Park Manager will not be tolerated and will be escalated to the highest level.



Rules and Regulations



- Violation Consequences May Include:
 - Warnings
 - Fines/levies
 - Suspension of park privileges
 - Termination of membership



Rules and Regulations

Violations Matrix Example

Incident Severity	1	2	3	4	n...
1	Warning	X	x 2	x 3	x (n-1)
2	Y	x 3	x 4	x 5	x (n)
3	Board discretion up to and including suspension of TBC privileges as per Bylaw 41				

Failure to comply with previous notice within the timeframe indicated will automatically escalate a violation to the next severity level.

Concurrent incidents in 14 day period may be additive.

- Dog off leash(1/1) + Noise (1/1) = Severity 2/2

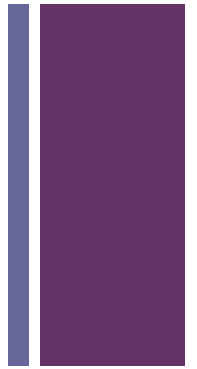


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Additional Items



Additional Items for Discussion



- Laundry lines
- Site maintenance
 - Painting on boat sheds
 - Weed removal around boat sheds
- Wooden boat sheds
 - Board struck a committee in January 2018 to investigate land use planning and development.
(Dave Bouchard, Ihor Bayduza)
- Lawn watering

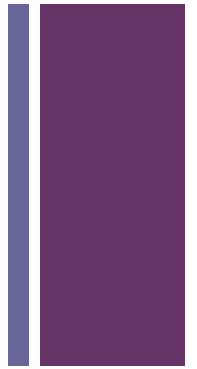


Election of Directors

What you need to know...



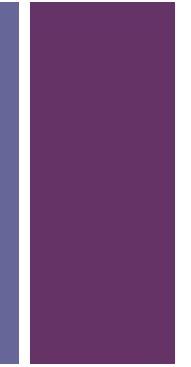
Directors Election



- Scrutineer volunteers x 4
- Nominations from the floor?
- Process
 - Directors in random order from 1-9
 - First 5 will have 2 year term
 - Remaining 4 will have 1 year term.

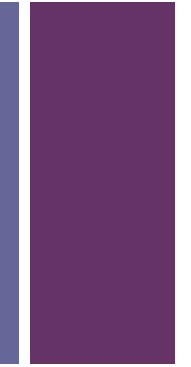


Current Directors Nominations



- Dave Murray
- Brenda Dalziel
- Ihor Bayduza
- Yvonne Stern
- Darren Murray
- Dave Bouchard
- Terry Short
- Craig Smith
- Tony Gray

+ Officers Election



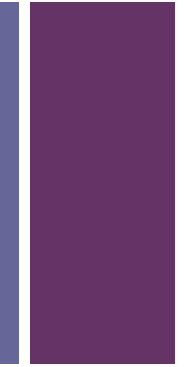
- Nominations?
- Simple hand vote using voting cards.



Committee Reports

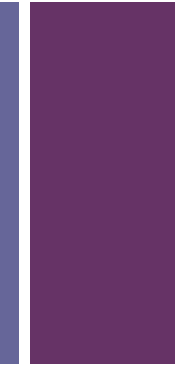
Long Term Planning, Social,
Canada Day, Security

+ Committee Reports



- Long Term Planning – Dave B.
- Social – Tina D, Terry F, Laura M
- Canada Day - ?
- Security – Darren M.

+ Committees



■ Volunteers needed

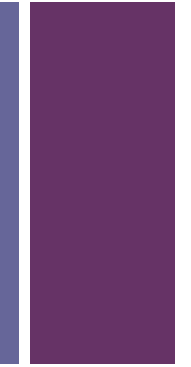
- Social committee
- Canada Day
 - Events
 - Fireworks
- Clean-up and site maintenance
- Playground development
 - Bring your tools...



+ Lake Shore Tree Committee Report

Terry Noble — Committee Chair

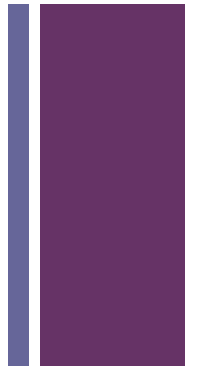
+ Lake Shore Tree Committee



- Committee History
- Committee Mandate
- Committee Activity
- Investigation Findings
- Move Forward Recommendations
- Summary



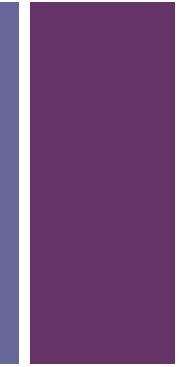
Committee History



- Committee formed at 2017 AGM
- Committee to address shoreline tree issue
- Volunteer/representative membership
- Committee reports to the TB Board



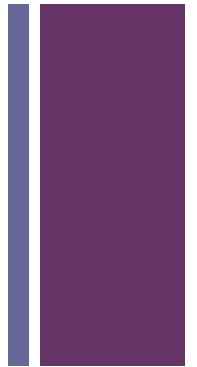
Committee Mandate



- Investigate the known facts, member concerns, regulatory compliance of the shoreline and tree issue related to site lines of the lake



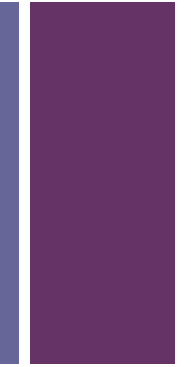
Committee Activity



- Summer of 2017
 - Representative Volunteers
 - Responsibilities
 - Discussion of key issues
 - Terms of reference
 - Time lines
- Fall/winter of 2017
 - Limited activity
 - Committee Chair issues
- Spring 2017
 - Government Contacts
 - County of Two Hills
 - Alberta Environment
 - Alberta Fish and Wildlife
 - Site Tour
 - County of Two Hills



Investigative Findings

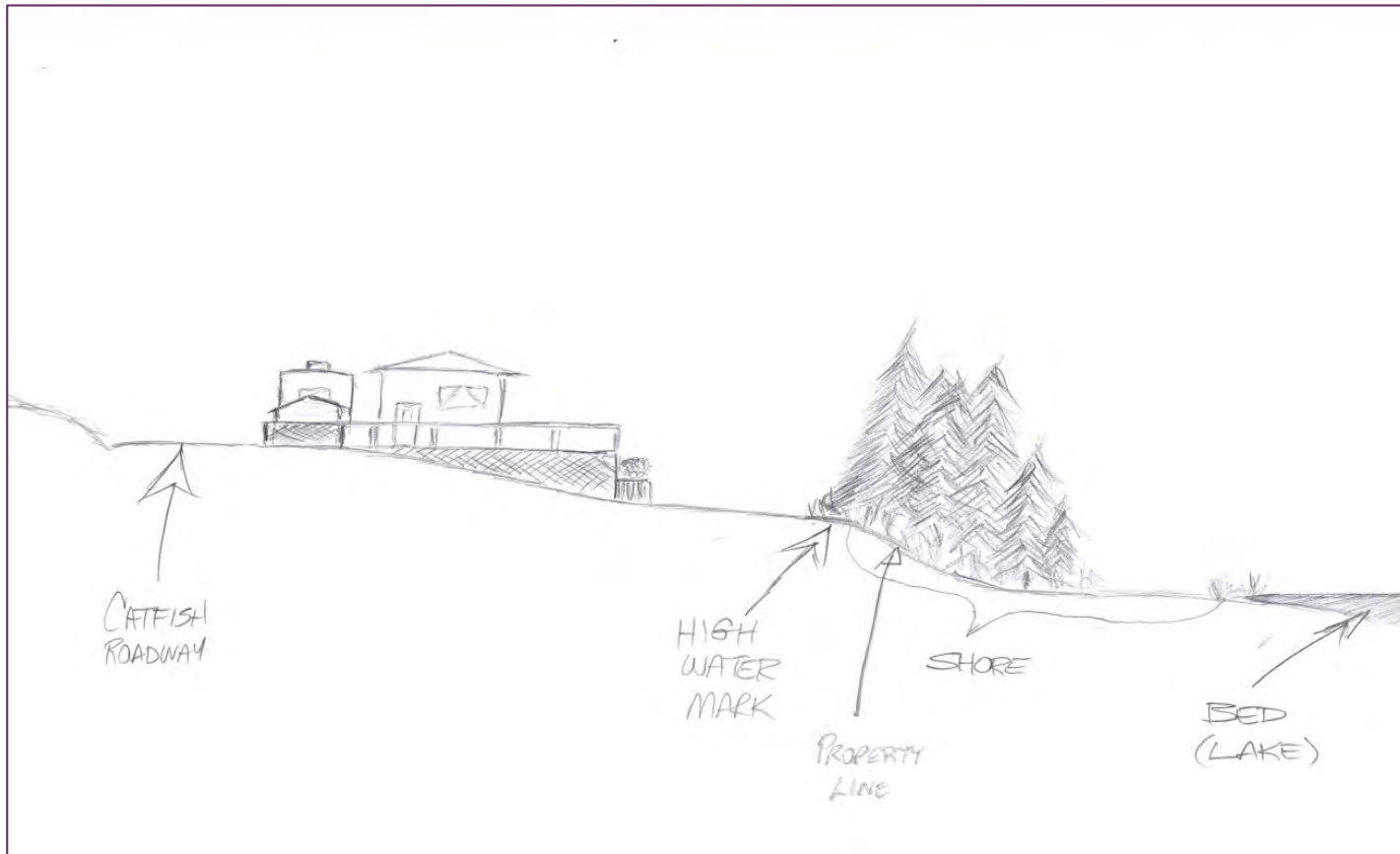


- Getting volunteers together is challenging
- Property line issue
- Dealing with Government agencies is even more challenging
- Public Land Act (previously sent out)
- County of Two Hills
 - Letter



Investigative Findings

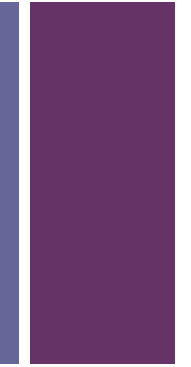
■ Site Sketch





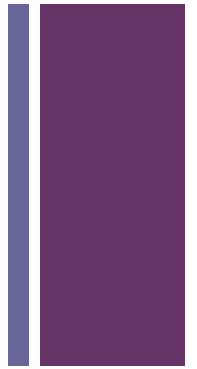
Investigative Findings

- Other government comments
 - Pat Porter site visit





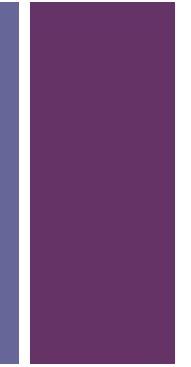
Moving Forward Recommendations



- Based on current Committee findings
 - Have the TB Board approve extending the Tree Committee activity (Phase II)
- Continued Committee activity
 - Gather written input and photos from residents (particularly those most effected)
 - Definitive determination of property line
 - Prepare a written draft letter for the TB Board for submission to Alberta Environment detailing a strategic plan to address the entire shoreline vegetation issue. (trees, quad trails, lake access etc.)
 - Establish an education program for TB residents concerning the environment and responsibilities related to activities and behaviors at TB and their positive and negative effects on the lake.



Summary



- Trans Mountain Pipeline Comparison
- There is opportunity to continue to move forward
- Member Patience, Understanding and Support is required
- The greater short and long term good of our RV Park is a key moral and ethical consideration



+ New Business



+ Adjourn

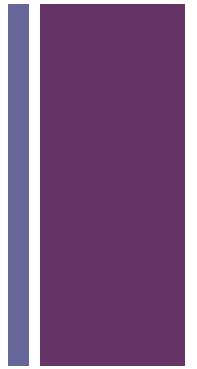
Enjoy your long weekend!!

+ Development Permits

Tutorial



+ Development Permit Basics



- Must be submitted prior to starting work.
- Carefully read the current rules and regs
- Drawing must include references to all measurements.
- Allow 14 days for approval so plan ahead!!