

**Lakeshore Road South Association  
Executive Meeting Minutes  
Nov. 24, 2018**

**9:30am at Evelyn Dean's**

**In Attendance: Len, Joanne, Evelyn, Val, Ian  
Regrets: Paula**

**1. Finalize Drainage Plan Cost Allocations**

**Actions:**

- Modify the cost allocation model portion of the Drainage Plan to read as follows:
  1. The cost of designing and installing a drainage system to get water a) from an individual's property to the road's edge (for properties west of the road), or b) from the road and then east to the Bay (for properties east of the road), is the full responsibility of each property owner.
  2. Under-road culverts will be 100% paid for by the Road Association.
  3. The roadside conveyance of water through either an open ditch or sub-surface culvert with catch basins, for existing and known problem areas, will be paid 1/3 by the property owner and 2/3 by the Road Association. This recognizes that everyone benefits from an efficient and effective conveyance system. The identified problem areas and remedies were evaluated as of November 30, 2018 and include:
    - A new catch basin and swale in front of Len Rhodes (1/3, 2/3 formula)
    - A new under-road culvert from Davie's to Dean/ Pugsley's (100% paid for by the road association)
    - A new open ditch to replace the problem culvert between Clement's and Mill's driveway (Note, as per the recommendation from the AGM the cost for this remedy will be paid 100% by the road association. Replacement of the culvert under Mill's driveway will be funded using the 1/3 landowner, 2/3 road association formula).
    - A new under-road culvert immediately north of Mill's driveway (100% paid for by the road association).
    - A new ditch/ culvert along the west side of the road at Gardner's (1/3, 2/3 formula).
  4. New property development including structures, grading and landscaping can affect local drainage. It is the full responsibility of the property owner to ensure that proper and adequate drainage is included as part of this development, at the owner's expense.
- Ian will contact Rob Gardner to inquire about the status of the planned roadside ditch/ culvert and also regarding any plans for a more substantial barrier across their property access.
- The final Drainage Plan should be forwarded to the association membership and appropriate municipal staff for their information.

**2. Future Budget Items (All)**

It was agreed the following expenses will be added to the 2019 budget.

- A. Administrative amount - AGM host, fees for photocopying
- B. Signage (as part of future capital)
- C. Website

**3. Web Site Demonstration (Evelyn)**

- The Executive is comfortable with it going live.
- There was agreement to keep the "Contact Us" section and it was suggested we get a free gmail account for that use.

#### 4. Snow Removal Update (Ian)

- Val confirmed proof of insurance has been received from Chris Juniper
- Chris Juniper will provide snow removal services again this year. Costs remain the same as last year.
- Len will track expenses ensuring to separate road costs from driveways.

#### 5. Council Lobbying

- Ian and Evelyn will prepare a letter for a January Council meeting lobbying to retain our road subsidy and requesting continuation of our ability to participate in municipal road resurfacing tenders.

#### 6. 2019 Road Project

- The executive will defer development of a road resurfacing RFP until after we know if we can still be part of municipal tenders.
- Evelyn and Ian will meet with Darcy Chapman ASAP to determine if staff support association participation in tenders and to let them know we will be forwarding a letter to council lobbying for continuation of the subsidy and inclusion in tenders.
- Val requested that the slope of the road be considered during road resurfacing. The slope should be in support of preferred drainage.

#### 7. Payments to Date? (Len)

- Len noted five members have paid their dues to date.
- Paula will send out a reminder notice in early December

#### 8. Other?

- No other business was brought forward

#### 9. Next Meeting

- Len and Val will be gone for most of January, February and early March.
- The next meeting will be at the call of the chair.