

Crystal Water Beach Community Association
Annual General Meeting - Saturday July 12, 2025, 10am
Brackman/Moir Yard - 1991 East Waldron Place
Minutes

Call to order: 10:15am

Welcome and Remembrances - This past year we lost several community members and we send condolences to the families of:

Susan Ranta

Dave Grierson

Barb Milroy

Dave Bruce

Pam Poirier

1. Adoption for the 2024 Minutes: Moved-Christine Day, 2nd- Peter Bell, Carried

2. Community Reminders

- a. Speed – please use 30kph on all CWB roads, there are many kids playing; please tell any workers you hire about this also; and note STOP sign on Crystal Beach Drive at Waters Road
- b. Dogs – cleaning up dog poop, supervising, and leashed on beach 11am-5pm
- c. Fires – no fires on the beach
- d. Gratitude to community members – Huge thanks to:
 - * **Dan Watts** for all his work getting the raft in this year (he ended up doing a much appreciated solo effort to move the raft and fix the chains!
 - * **Ron Watts, David Poskitt and Donn Aven** for reengineering and replacing all the treads on the beach stairs (the eastern post had sunk that had to be dug out and a whole new post system had to be installed with 4 bags of concrete to hold it up; a few more tweaks needed, the old stair untreated wood at the top of the stairs is available for firewood, thanks to **Greg Sambrook** who will take any leftover wood to the dump)
 - * Bluff grass cutters **Donn Aven, Fred Culbert, Greg and Moira Sambrook, Dave McKenzie**
 - * we should thank **Joe from Waters Plat** with an honorarium; he keeps the path maintained and added bark mulch this year
- e. **Friendly visitors to common property** – with the Seabright stairs not usable, our bluff is seeing a lot more visitors from other communities. In the later evening they can gather around the benches and create noise and litter for bluff residents. Please remind such visitors you see to be thoughtful about this. Also remember that there are extended family community members living in Waters Plat and other areas who come to CWB regularly.
- f. **PR Tax Payers Association** – Our CWB rep is Harvey Delaney who explained that the PRTPA has been working away on several issues: trying to keep the US border guards nice to not deter visitors, to get roadwork done and footpaths

built, to get the road tax paid in PR to us to be used here, to get money from government to fix the Seabright stairs, to support the library tax levy, and to deal with telecom wires that hang down in areas. Harvey supports us continuing to support the PRTPA.

- g. **Welcome to new neighbours Joel and Holly Wright** who live on the west side of Crystal Beach Drive in the 2nd (turquoise) house in from APA Rd.

- 3. **Financial Statement 2024-2025** (attached) \$32,218.41 bank balance as of June 30, 2025. A receipt to come for repair of raft for approx \$800. US\$91.70 balance in petty cash,

**Acceptance of Financial Statement Moved-Mike Delf, 2nd Mary McConville.
Carried**

4. Old Business

- a. Stair update, Raft – see earlier Gratitude item
- b. Gabions, Road and Drain Update – see Budget / 5 year plan item above

5. New Business

- a. **Depreciation report & 5 year plan** – The Board has been discussing taking a more pro-active 5 year strategy around upcoming maintenance needs; something like a depreciation report strategy. The 4 focus areas are: 1) Roads, 2) Drainage, 3) Bluff and 4) Stairs.

Roads – There are currently a lot of pot holes on some roads and one section at the west end of Holiday Lane needed to be repaired due to unevenness that caused a resident to fall. could be divided into 5 sections of Robert Drive, Crystal Beach Road, Sylvia Drive and Holiday Lane divided into 2 sections. Each year we could tackle the resurfacing of 1 road. The resurfacing to be used (the current crushed rock or asphalt) would be discussed/decided at next years AGM. We can get quotes to present in order to decide.

Drainage – East drain is the priority; it is currently not in good shape. There are some homeowner yards on the west side where water is pooling that also needs to be addressed.

Bluff – There will be a Shore Friendly Site Assessment of the bluff on Thurs July 24th @ 1pm, done for free by the Northwest Straits Foundation. All are welcome to attend. A bluff committee was formed previously including Dave McKenzie, but hasn't met yet. A meeting will be called after the Assessment.

Stairs – Great for now given the recent repair.

- b. **Budget to align with 5 year plan** – Rough estimates for the works above is \$3,000-6,000 per road (x5), \$3-600 for any gabions needed and up to \$10,000 for a rock delivery (we're not supposed to sue rocks from the beach). Plus drainage costs and saving for future stair replacement. The committee proposes the budget attached and to raise annual dues this year to \$200C or \$175US rather than wait and ask for a levy later.

Accept the budget as attached with annual dues increase to \$200C or \$175US.

Moved - Mike Delf, 2nd – Sarah McNeill, Carried

Dues – should be paid ASAP by e-transfer to

Treasurer@crystalwaterbeach.com, dropped off to the Aven house at 1973 Holiday Lane or a drop box will be available at the bluff races and bluff dinner.

- c. **The Cloud** – It was suggested that perhaps the committee should look into putting all the community information into a cloud based sharing folder system that all residents could access. The likely cost would be about \$100/month. It was pointed out that all the information is currently stored on our website for access. This topic could be further investigated and could be brought back to next years AGM for discussion and decision.
- d. **Community Map** – A map of all the residents and addresses of CWB is being updated to circulate to all households. A pencilled in large version was presented at the meeting for residents to make revisions to the information. The revisions will be added and Nicola will email out the map when we have the updated version ready.
- e. **Liability** – In addition to the signs on roadways and at the top of the stairs, it was suggested that a “Use at your own risk” sign be added to the dock. Christine Day will look after getting a sign.
- f. **Reminder- Bluff is common property!** – We all own the bluff collectively and all residents from CWB can use the bluff.
- g. **Reminder – Compost dumping on vacant lots is not permissible!** We can all put out yard waste bags every 2 weeks on trash pick up days

6. Crystal Water Beach Days

- a. Children’s Races: Saturday August 2 @ 10am on the bluff
- b. Picnic: Saturday August 2 @ 5:30pm, Bingo to follow
- c. Sandcastle Contest: Sunday August 10 starting @ 11am (or whenever), judging @ 1pm

7. Elections: 4 members completed their 2 year term, 2 members in year 2 (Rae Leslie and Kathy McGrenera), (Barb Aven is offering to stay on as Treasurer)

3 Directors willing to stand for another term: Devon Kennedy, Warren Groom, Greg Sambrook.

Thanks to Annemarie Corrigan who is stepping down after her 2 year term, (so 1 position open)

Donn Aven nominated Cam McNeill, 2nd Mary McConville, Carried

8. Motion to Adjourn Moved Gayle Moir, 2nd Donn Aven, Carried

CWB Financial Statement 2024 – 2025

Balance forward -CDN \$ \$24,707.51

Income

Dues – 2024- 2025	\$12,302.15	
Bingo	\$345.00	
	<u>\$12,647.15</u>	<u>\$12,647.15</u>
		<u>\$37,354.66</u>

Expenses

PRTA	\$350.00	
Stairs	\$1,685.67	
Office – photocopies	\$190.66	
Bingo/AGM – microphone	\$140.97	
Website	\$265.00	
Sandcastle	\$92.15	
Races	\$86.75	
Roads	\$1,424.60	
Raft – lift, ladders	\$900.45	
	<u>\$5,136.25</u>	<u>-\$5,136.25</u>
		<u>\$32,218.41</u>
		Balance in BMO as of May 23 2025

Petty Cash US\$

Balance fwd		\$382.00
Raft storage	\$250.00	
cement for stairs	\$40.30	
	<u>\$290.30</u>	<u>-\$290.30</u>
		<u>\$91.70</u>

CRYSTAL WATER BEACH COMMUNITY ASSOCIATION					
PROPOSED BUDGET – 2025 – 2026					
Bank balance as of May 23 2025				\$32,358.41	
INCOME	Dues – 80 x \$200		\$16,000.00		
	Bingo		\$400.00	\$16,400.00	
			\$16,400.00	\$48,758.41	
EXPENSES					
	PRTA		\$350.00		
	Website etc		\$300.00		
	Stairs		\$300.00		
	Gabions -4 - 1/2 size		\$1,000.00		
	Races		\$100.00		
	Sandcastles		\$150.00		
	Marina Lift for raft		\$80.00		
	PA system rental	2 x\$ 50	\$100.00		
	Newsletter		\$100.00		
	Office		\$300.00		
MAINTENANCE	RESERVE “A”				
	Bluff vegetation		\$2,500.00		
	Roads		\$1,000.00		
	Reserve A	stairs- future maintenance	\$3,000.00		
	Drain – east side bluff		\$500.00		
			\$9,780.00	-\$9,780.00	
		Balance		\$38,978.41	Balance at the end of May 2026 with
					dues at \$200