

# **Sherwood Forest Lot Owner's Association**

## **Board of Director's Meeting**

**Sunday October 15, 2023**

**Present:** Kevin Green, Jo Marchand, Michael Connors, Goldie Betts, Bob Betts, Peter Short, Aaron Mason, Laurie Fraser

**Convened at 3:00 pm**

### **1. Status of Road Dues Petition – Jo**

- On Thursday Oct 12, 2023, Jo spoke with Sylvie Dixon from the Municipality of Chester who advised that we now have 34 “yea’s”, 7 “no’s” and 5 “no response” (4 are the ROW’s)
- Sylvie will send registered letters to anyone who has not responded to ensure everyone has had the ability to respond
- We have now met our obligation to the council to proceed with the municipality of Chester to collect our road dues as part of our annual property taxes
- Once all is said and done, the municipality will send us an annual cheque to cover our road dues
- The municipality charges our association 5%, annually in order for the municipality to collect these funds
- **NOTE:**
  - Sylvia Dixon will provide a package to the Director of Finance which will include our certificate of registration with the Registry of Joint Stock Companies (RJSC), the minutes of our AGM voting in favour of the petition, our proposed budget, the site map and all petition signatures.
  - The Director of Finance will review. If the Director of Finance has questions, he will contact us. Otherwise, he will contact the municipal court clerk to have it scheduled for the next council meeting.
  - The municipal clerk will schedule and post the date of that meeting on Chesters’ website.

- Council will either approve our petition or they may have questions.
- We, as members of our board of directors, are able to attend this council meeting, if we wish to speak to our petition, however we are required to schedule our attendance with the municipal clerk.
- Jo asked Sylvia how often the petitioning organization presents at council. She said it's about 50-50. It is up to us to attend or not.
- We are charged \$31/annually by the RJSC in order to maintain our status as a registered association
- We are mandated to be registered with the RJSC in order for the municipality to collect road dues, as part of our property taxes, on our behalf.

**ACTION:** Jo to follow up with Sylvie in a couple of weeks to determine council's final decision.

## **2. Board of Director's Duties – Jo**

- Productive discussion re updating the duties of the Board of Directors, i.e. President, Vice President, Treasurer, Secretary and new position of Road Director

**ACTION:** Jo to provide Aaron with a list of contractors contact information

**ACTION:** Jo to update the Board of Director's duties and provide to Laurie to attach to minutes

**ACTION:** Laurie to attach to minutes

**ACTION:** Laurie to send to Brenda/Cece to post on the SFLOA webpage

**ACTION:** Aaron would like to "map" out the road as to when projects were completed

**ACTION:** Peter, Kevin, Aaron to reach out to Cecil for his historical knowledge

## **3. Financial Update – Michael**

- Bank account

- **\$12,200 (total available funds)**
- Paid - \$120 – clearing stream around lot 325 (reflected in above total)
- 4. All **ACTION** items reviewed and marked **COMPLETED** from Wednesday October 4, 2023 meeting
- 5. **Miscellaneous – ALL**
  - **NOTE:** because of all of the volunteer work and Keven and his excavator, we have saved considerable funds because we haven't had to hire a contractor to complete work
  - **ACTION:** Road Committee, including Kevin, will take inventory of all culverts along the road to ensure they are clear from debris before the winter months and will take any corrective actions

ADJOURNED: 3:53 pm