



Bluewater Dunes Ratepayers Association Meeting Minutes

| Attendees | |
|---------------------|-----------|
| Present | Regrets |
| Jessie Garland | Steve Ott |
| Kelly Clements | Petra Ott |
| Ania Nowaczyk | |
| Ken Venables | |
| Carla Venables | |
| Gordina Shellenberg | |
| | |
| | |

Meeting Date: 16-Nov-2022

Reference Number: 0001

Meeting Type: Board member mtg.

Location: 50 Nicole Blvd., Tiny, ON & via Google Chat

Quorum: 6 out 8 members present

1.1 Governance Issues

Identify the criteria required to maintain a Not for Profit Corporation status.

| Discussion Item | Details |
|--|--|
| Review the Ontario Not-For-Profit Corporations Act. (ONCA) | <ol style="list-style-type: none"> 1. The BDRA is a not-for-profit corporation so we are governed by the ONCA. Revisions to this act require that the BDRA update by-laws and articles of incorporation by October 18, 2024. 2. We determined that each year the BDRA must file a statement with the Ontario Business Registry. As our assets and revenues are below the threshold, we do not have to file a financial statement. However, a financial review by two non-board members should be conducted each year to verify income & expenditures. BDRA financial year end is April 30. 3. Board Meetings must be scheduled; an agenda must be sent in advance to all board members; minutes must be recorded and retained for 7 years. 4. Definition of a member |
| Action Items | <ol style="list-style-type: none"> 1. Jessie to create account with Ontario Business Registry and file statement before December 31, 2022. For reporting purposes of the ONCA, the head office of BDRA will be 50 Nicole Blvd., Tiny (Jessie's address). 2. Jessie to find 2 non-board members to review financials. 3. Board must be responsible for agenda, minutes and record retention. Board meeting minutes may be shared with members but details to be determined. We need to devise structure and recording mechanisms. 4. Membership is per household, not per person. Consequently, at the AGM if there is more than one person residing in the household, only one person is legally permitted to vote. This will only be a problem if there is a contentious issue. |



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2.1 BY-LAWS

Confirm the By-laws of the corporation and update the official document.

| Discussion Item | Details |
|-------------------------------------|---|
| Review the BDRA Corporation By-laws | <ol style="list-style-type: none"> 1. Ken drafted new by-laws which we reviewed and discussed. Board must have minimum of 3 members and maximum of 9. Quorum is a majority of board members. 2. Directors will be elected for a term of one year at the AGM. There is no maximum number of years that person may serve on the board. 3. An annual general meeting must be held each year in June, July, August, September. (Perhaps date range of May 1 to October 1?) 4. Quorum of Members for AGM is 1/5. We have 61 households, so 12 members for 2023 AGM |
| Action Items | <ol style="list-style-type: none"> 1. Ken will amend by-laws and send to board members before we send to the members for review. Members will need a few months to review and we must ensure that we receive written comments to show that the by-laws were reviewed by members and not just the board. |

3.1 Tiny Council Inaugural Meeting Nov 23rd

Ensure that the BDRA maintains a amicable relationship withTown Council so our voice can be heard

| Discussion Item | Details |
|-------------------------------------|--|
| Review the BDRA Corporation By-laws | <ol style="list-style-type: none"> 1. Jessie to send congratulatory email to new council once inauguration is complete. BDRA will need to follow up for bike rack and removal of the picnic table from the beach. We need to ensure that the bike rack is included in the township budget for 2023. 2. Speeding in our area is still a problem. At our AGM, we stated we would get another speed monitor which should be placed on Tiny Beaches Road South between the 50KM speed sign and the mailboxes. Speeding on the 4th Concession is a problem as well but only part of the 4th is in our neighbourhood |
| Action Items | <ol style="list-style-type: none"> 1. Jessie and Kelly will review to ensure all paid members are included. |