

BALSAM



CHUTES

Box 62, Bracebridge, Ontario P1L 1T5
balsamchutesra@yahoo.ca

Annual General Meeting Agenda June 5, 2011

Board Executive: *President-Holly Strickland, Secretary-Mary-Ann Kosela, Treasurer-Else Cameron, Directors-Scott Cameron, Seth Harder, Chris Kosela, Lawrence Stevenson, Jake Provost, Jon Strickland*

As the Executive of the Balsam Chutes Road Association our primary objective is accountability of funds and fee collection, our secondary objective is road maintenance and upgrading and our third objective is to create a sense of community.

No.	Item	Comments/Questions
1	Call to order	
2	Welcome & introduction of Board Executive by Holly	
3	Treasurers report by Else <i>Audit completed as required by the by-laws</i> <i>-See balance sheet below</i>	
4	Road Fees & Collections by Jake <i>-currently 'occupied lot' owners pay a fee of \$150.00 and 'vacant lot' owners pay a reduced fee of \$75.00 due by March 31 each year</i> <i>-in 2009 we stopped collecting overdue road fees door to door and retained a lawyer to collect late fees. The retainer cost \$750 and the overdue fees collected to date total \$3,150.00</i> <i>-we have seen an increase in road fee payment, 58% of residents paid in 2008, 76% in 2009 to 77% in 2010</i> Summary of process with lawyer by Holly <i>-invoices for the coming year go out with fall newsletter</i> <i>-reminder notices for those who have not paid go out 60 days after due date of March 31st with spring newsletter</i> <i>-1st lawyer's letter goes out 60 days after reminder notice</i> <i>-2nd lawyer's letter goes out 30 days after 1st lawyer's letter</i> <i>-small claims court follows</i>	
5	Road Maintenance by Seth <i>-summer road grading currently by Mel Smith Trucking (Miller Group)</i> <i>-road upgrade priorities as follows:</i> <i>-brush removal from sides of road</i> <i>-ditch excavation with Gabion stone placed in problem erosion areas</i> <i>-culvert removal, replacement and installation</i> <i>-resurfacing with an estimated 100 loads of ¾" clear stone or similar</i> <i>-road upgrade quotes Walter Benn, Hutcheson Gravel, Mel Smith</i> <i>-winter road maintenance currently by Walter Benn Contr. (see attached)</i> <i>-sought quotes from other companies, most charge per plow and price was as much if not more than Walter depending on snowfall</i>	
6	Huntsville Zoning By-law by Lawrence <i>-Trailers & RV's-town deals with these issues. There is a form letter on our website for you to print.</i> <i>-Dogs-you must call the HV by-law dept.</i>	

7	<p>2010 road improvements & accomplishments by Holly</p> <ul style="list-style-type: none"> -2 new message boards and 2 new “Balsam Chutes” signs for either end of road with new logo** - real estate agents of new property listings get letter -updated property owners list -website up and running -continuing to advocate for Hydro to clear lines-fastest way to get power lines cleared is to call 1-888-664-9376. This number will be posted on our website. Consistent calls will get them moving to clear our lines -continuing to advocate for grant money for road improvement <p>Other Business by Holly</p> <ul style="list-style-type: none"> -Annual road clean-up & social third Saturday in July -Road yard sale third Sunday in July -Hydro letter-available on our website 	
8	<p>Vote on articles by Holly</p> <ul style="list-style-type: none"> -Blaise Edwards is taking a leave after 8+ yrs on the board...many thanks for all your time and effort! <i>President explained vote procedure - one vote per civic lot number.</i> <p><i>Auditor for 2011– D. Parisien volunteered</i></p> <p><i>Board Elections.</i></p> <p><i>1 nomination for director was received for G. Piche. No other nominations were received.</i></p> <p><i>All current directors (with the exception above) are returned by acclamation. (C. Kosela, L. Stevenson, J. Provost, J. Strickland, S. Cameron, S Harder) G. Piche elected director</i></p> <p><i>Current executive was returned by acclamation. (Holly Strickland - President, Else Cameron - treasurer, Mary-Ann Kosela - secretary)</i></p> <ul style="list-style-type: none"> -Article 6 <i>To see if the owners will approve and accept the proposed fee increase of \$50 per occupied lot and \$25 per vacant lot beginning in the fiscal 2012. 10-in favour; 0-opposed</i> -Article 7 <i>To see if the owners will approve and adopt the following amendment to the By-laws: current By-law 7.06 reads: No person who is not an Ordinary Member shall be qualified to hold office in the Corporation as a Director. Amend to read: No person who is not an Ordinary Member or an Auxiliary Member shall be qualified to hold office in the Corporation as a Director. 10-in favour; 0-opposed</i> 	
9	<p>Q&A by all</p> <p>Q -Inquiry as to ditching – did this help with overall condition?</p> <p>A.-Yes it has helped the drainage incredibly, helping to dry out the road and therefore there are fewer potholes. As well, the crowning has helped get the rain off the road in to the ditches. The south end cannot be crowned due to the material there. This is an area we need to improve.</p>	

	<p>Q -The fee is so low. We cannot understand why some do not pay. Has there been any explanation on their part? A - Some complain they do not use the road at all or only seasonally. However their property uses the road all year and the value of their property is related to and dependant on the condition of the road.</p> <p>Books are up to date due to current board that took over middle of 2009. Lawyer is involved for collecting from this date on.</p> <p>Suggestion to put a lien on lots that are for sale if they have not paid.</p> <p>Q - Suggestion that we have residents doing heavy work (i.e. with tractors and such) A - Problem with this is there are insurance issues and there needs to be an expertise and knowledge for drainage and where run off should be directed. Help is always needed for brush removal on 3rd Saturday in July.</p> <p>Discussion that we move forward and not just keep trying to repair road. With increasing our income we can upgrade our road not just keep patching and then re-repairing</p>	<p>Else & Holly to look into lots that are for sale to ensure dues are paid up to date.</p>
10	<p>Closing comments by Holly -don't forget the silent auction and enjoy a cup of coffee!</p>	

Final Summary Report BCRA December 31, 2010

CREDITS			
Carry forward 2009			10,558.16
Collected in overdue fees			1,725.00
Collected in Fees 2010			15,655.80
Silent Auction			115.75
Overpay fee deposit			36.00
Total Credit			28,090.71
DEBITS			
Bank Charges			88.34
Insurance			739.80
Grading/Ditching Repair			13,552.95
Snow plowing/sand			6,000.00
Office supplies			730.31
Lawyer			750.00
Misc (Foca, Profile Report, Signage, AGM)			1,335.96
Total Debit			23,197.36

Carry Forward to 2010	4,893.35
Fees Collected for 2011 to Dec 31 2010	415.00
 Total carry forward to 2011	 5,308.35

** Within a week of being installed both the message board and road sign were stolen from the north end of the road. A police report was filed, but the signs were never found. We could have put in an insurance claim but this would have raised our premiums. The replacement value of the message board and road sign is close to \$1000.00.

1199939 Ontario Limited

Walter Benn Contracting

P.O. Box 491, Emsdale, ON P0A 1J0

Telephone: (705)636-5741 or 1-877-774-7713

Fax: (705)636-0607

e-mail: wbenn@vianet.on.ca

PROPOSAL

May 3, 2010

Holly Strickland

Balsam Chutes Road

Grading per time \$ 500.00

Culverts per 18" Galvanized \$ 1,000.00

Ditching Excavator with ditching bucket per/hr \$ 100.00

Trucking of debris per hour \$ 75.00

"A" Gravel @ 11.50 per ton

"B" Gravel @ 6.25 per ton

Packer Roller per Hour \$ 60.00

Labour per hour \$ 30.00

All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, windstorm and other necessary insurance. Our workers are fully covered by Workplace Safety & Insurance Board.

Thank you for giving Walter Benn Contracting the opportunity to quote on this project. Your business is appreciated.

Walter Benn Accepted: _____

WB/rm

Dated: _____

Hutcheson Sand & Gravel

8 West Street South, Huntsville, ON P1H 1P2

Order Desk Phone: 800.461.5521 Order Desk Fax: 705.789.1049

www.hutchesonsand.com

April 21, 2010 **Quote: 10-0046**

BALSAM CHUTES ROAD ASSOCIATION

Huntsville, ON

Attention: Holly Strickland

Ms. Strickland:

Hutcheson Sand & Gravel is pleased to provide you with a quotation for the supply, delivery and placement of the following materials for the road work you require:

1. Quarried Granular A delivered in tri-axes

4,928 ton @ \$16.00/ton.....\$78,848.00

2. Quarried 2" Minus Crusher Run delivered in tri-axes

1,000 ton @ \$16.00/ton.....\$16,000.00

3. Material Placement..... \$12,800.00

Material to be placed, graded and compacted. Price includes the use of 740 Champion grader and smooth-drum compactor with experienced operators. The road will be crowned in the centre for drainage with approximately 4" of material applied which, after grading & compaction, will have 3" of material higher than starting grade.

4. Ditching & Culvert Replacement..... \$20,000.00

Scope of work includes supply of an excavator and a dump truck with experienced operators. The Balsam Chutes Road Association is responsible for purchasing any culverts which need to be replaced.

Mel Smith Trucking Limited
952 Raymond Rd
R. R. #2
Utterson, Ontario
P0B 1M0

JOB ESTIMATE – 07/07/2010

This estimate is for completing the job as described above. It is based on our evaluation and does not include material price increases or additional labour and materials which may be required should unforeseen problems or adverse weather conditions arise.

Description

Grade 3km of road at \$85.00 an hour @ approximately 10 hours \$850.00 plus HST

Ditching Excavator at \$85.00 an hour plus HST

2 dump trucks at \$80.00 an hour each plus HST

Tipping fees at \$75.00 a load plus HST

Culverts Installed 1st culvert \$500.00 plus HST plus cost of Culvert and HST

each additional culvert \$250.00 each plus HST plus cost of culvert and HST

Culverts 10" x 20' \$175.00 plus HST

12" x 20' \$200.00 plus HST

15" x 20' \$315.00 plus HST