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**Minutes for BCRA Annual General Meeting 2025**  
**Port Sydney Community Hall, Port Sydney**  
**Saturday, June 21, 2025 at 9:00am**

No.	Item	Notes
1	<b>Call to order &amp; Roll Call to establish quorum</b>	Call to order 9:03am
2	<b>President Sharron Taylor's Message</b> Regrets: Bob Mahon and Charlie Latino, directors on Board Welcome: James from C.A.T.T., Faye French, our bookkeeper  Goals: Primary goal is accountability and fee collections. Secondary goal is road maintenance and upgrading. Third goal is to create a sense of community.	
3	<b>Approval of Minutes</b> Motion to approve the Minutes of the 2024 Annual General Meeting.	First: Melissa Stewart Second: Sue Fortner Vote: passed with 21 votes
4	<b>Member Review of Financials</b> Motion to accept the member review of the 2024 financials and nominate Brad Fortner as the member to review the bookkeeping prior to the 2026 AGM as required by BCRA By-law 13.01.	First: Mary-ann Kosela Second: Jason Lohan Vote: passed with 18 votes
5	<b>Approval of Financial Statement</b> Motion to approve the Financial Statement from Balancing Muskoka for year ending December 31, 2024	First: Corinne Caldwell Second: Larry French Vote: passed with 20 votes
6	<b>Board of Directors</b> Kelly Green, Secretary – 5 <sup>th</sup> year/3 <sup>rd</sup> term Allison Kikauka, Vice President/Treasurer – 5 <sup>th</sup> year/3 <sup>rd</sup> term Ed Kikauka, Road Superintendent – 5 <sup>th</sup> year/3 <sup>rd</sup> term Charlie Latino – 2 <sup>nd</sup> year/1 <sup>st</sup> term Bob Mahon – 3 <sup>rd</sup> year/2 <sup>nd</sup> term Dave Taylor – resigning due to moving Sharron Taylor – resigning due to moving Introduction of Tisha Hetherington and Paul Adams by Sharron.  Motion to elect Tisha Hetherington and Paul Adams to the Board of Directors for a two-year term and approve the current Board of Directors.	Directors are elected for two years and can serve for three consecutive terms (6 years total).  Faye French is our paid bookkeeper. Ty Jalapeno is our member IT specialist.  First: Mary-ann Kosela Second: Jason Lohan Vote: passed with 22 votes

7	<b>Governance – Allison Kikauka</b> Motion to approve the special resolutions to the Letters Patent for BCRA, prepared by the law firm of Iler Campbell for submission to Service Canada to comply with the Ontario Not for Profit Corporations Act.	First: Melissa Stewart Second: Sue Fortner Vote: passed with 23 votes
8	<b>Governance – Sharron Taylor</b> Motion to approve the addition of 5. To Bylaw \$.06 to read: Special Assessment and Entrance Permit Motion	First: Jason Lohan Second: Larry French Vote: passed with 20 votes
9	<b>Governance – Allison Kikauka</b> Motion to approve the completed version of the BCRA bylaws approved by Iler Campbell law firm as posted on our website.	First: Mary-ann Kosela Second: Jason Lohan Vote: passed with 23 votes
10	<b>Treasurer's Report and Budget – Allison Kikauka</b> We are staying on budget for 2025. Money allotted for snow removal is in good shape with \$11,000 left for Nov/Dec.  Our goal is to maintain a \$40,000 reserve. We should have \$36-37,000 at the end of 2025.	Outstanding member fees:  Approx. \$3,600 past years fees \$17,000 this year, 2025 \$20,600 total outstanding
11	<b>Road Superintendent Report - Ed Kikauka</b> Plowing was a challenge this past winter! Grader on the road has been an incredible bonus, especially in Nov/Dec with heavy, wet snow that needed to be pushed back. And heavy snow volume – Windermere provided necessary equipment/service to push heavy snow and widen road  Current Issues: <ul style="list-style-type: none"> <li>- Poor foundation causes pot holes and other issues. James (C.A.T.T.) has been instrumental in improving and widening the road and installing culverts to help drainage</li> <li>- Site alterations: building has been happening, causing road and drainage issues</li> <li>- Road allowance negligence: garbage bins too close to road</li> <li>- High traffic volume</li> <li>- Social behaviour: some off-road vehicles are speeding and operating without a license</li> <li>- Lack of enforcement ability</li> </ul>	Please take action if you see people abusing the road. For example, call the contractor of a speeding vehicle.  Also, pitch in to help keep the end of driveways clear.
12	<b>Road Contractor C.A.T.T. Report by James Miller</b> Over 3 years we've gained 20% of road by widening areas and tree removal, amounting to a little over 10,000 square feet which is especially helpful in winter. With that comes added volume of material required.	Current Issues <ul style="list-style-type: none"> <li>- Limited turnaround area for equipment</li> </ul>

	<p>Signage can now to be upgraded because of the increased road width which will help with insurance.</p> <p>The MTO has a sieve test and road standards – James follows these guidelines and gave a demonstration of materials used. The grader mixes all the different sizes of gravel together. Sand is used in the winter, which means more of the very fine material on our road. It breaks down the composite of the gravel – the grader mixes that. Travel (tires) break it down into finer dust which is why we need dust suppressant.</p> <p>This year calcium is going down for dust reduction (once road repairs are done and grading is completed). It makes a small crust on the surface of the road.</p> <p>During an onsite meeting with James, representatives from the Town of Huntsville and road board members, the town was happy with our progress on the road and directed BCRA to work in accordance with their bylaws.</p> <p>Let the road board know of any issues you encounter.</p>	<ul style="list-style-type: none"> <li>- Road has rocky parts, hills and sandy parts – have to balance the work required</li> </ul>
13	<p><b>Community Matters – Sharron Taylor</b></p> <p>The spring newsletter has been emailed and will be posted to our website.</p> <p>Road fees: payment plans are available by reaching out to the board or to Faye French, our bookkeeper.</p> <p>Speed is an on-going issue. We all need to slow down.</p>	<p>Dan Sgro volunteered to research speed bumps. Allison Kikauka will check with insurance about speed bumps.</p>
14	<p><b>Closing comments &amp; adjournment by Sharron Taylor</b></p> <p>Sharron and Dave Taylor said their goodbye as they are moving away this summer. Motion to adjourn the meeting.</p>	<p>First: Susan Fortner Second: Dan Sgro Vote: passed</p>