



Grant for Assistance Application – Central Cariboo

Organization Information Sheet

| | | |
|---|--|--------------------------|
| Name of Organization: | CHIMNEY & FELKER LAKES LANDHOLDERS ASSOC. | |
| Mailing Address: | 2622 Chimney Lk Rd. Williams Lk. B.C. V2G 5J7 | |
| Telephone (office): | (250-392-3985) Rusty | email: 91cf11a@gmail.com |
| Purpose of Organization (From Constitution or Incorporation Documents): | Support environment / fire protection, etc. of Chimney/Felker | |
| How long has the organization operated in the community? | we incorporated our Constitution in 1991 - existed 25 yrs prior. | |
| BC Society Registration Number: | 50027626 | |
| Federal Charitable Registration Number: (if applicable) | | |
| Chairperson's name: | D.T. RUSTY RUSTMEYER | |
| Telephone: | [REDACTED] | email: [REDACTED] |
| Treasurer or Financial Officer's name: | SOPHIA SCHNEIDER | |
| Telephone: | [REDACTED] | email: [REDACTED] |

* Constitution attached.

Date of last Annual General Meeting (Attach minutes and current list of Directors):

Thursday, May 17, 2018

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Previous Year Grant from CRD (if applicable) \$ 500.00

NOTE: A Final Report for previous year's grant MUST be included with this submission, if not previously submitted.

Current Grant Requested from CRD \$ 500 - \$1,000?

Cariboo Regional District
File No. 1850-20-Central

SEP 12 2018

Referred To DCO



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Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?

- We put on social events, usually to recover costs. Most Assoc. costs are funded by annual dues and gaming grants

2. If your organization charges user fees/memberships/admission, attach your current fee structure:

Landholder's fees \$175⁰⁰ per yr.

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

- maintain & upgrade hall.
- Maintain fire hall, equipment, training.
- Maintain & operate Par 3 Golf Course.
- Maintain stewardship objectives

4. Who does your organization serve?

- Chimney/Felker Lts - Golf to all public.

5. Does your organization receive a rental subsidy from the City and/or CRD? If so, how much?

NO

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much? (information available from City Tax Department)

NO

7. Does your organization use City or CRD owned facilities? If so, which ones?

NO

8. How will you indicate that the CRD is contributing to your organization?

LOGO on bulletin - Recognized on Facebook website when appropriate.



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Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

- Assistance with 2 events: a) Green Jacket Golf Tournament,
b) Halloween Party (open to public)

2. How do you know there is a need for this service/project in our community?

- Golf is annual event; #'s of participants down over last two yrs, from over 48 to 22 this year.
- Halloween Party two yrs over 120 attended.

3. Is your agency applying for funds from other levels of government or other sources for this project?

NO

4. Would you still be able to complete the project if you do not receive the other funds applied for?

5. Please describe the impact of this application being denied or approval of an amount less than requested.

→ we rely on donations for Halloween party which costs between 7-800. Two people topped up cash to meet most costs. (loss \$300 typical)

- Golf sponsors help with prizes, however, due to last yrs' wildfires many sponsors unable to help. Golf numbers also down. Costs of event remain same.



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6. Start date of the project: Golf Sept 8 - Halloween Oct 27

End date for the project: " "

7. Please describe the key activities that will take place to complete the project and any associated timelines.

- Green Jacket Golf Sept 8/18 - ended in 22 participants
- Halloween Party Oct 27/18

8. Please provide a detailed financial budget for the project.

9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?

- We measure success by attendance.
- Golf (usually 40) 22 this yr.
- Halloween Event - 120+

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



President/Chairperson

MINUTES
Annual General Meeting
Chimney and Felker Lakes Landholders Association 1991
Thursday, May 17, 2018

- 1) Call to Order: 7:00 pm
- 2) Introduction: Rusty Rustemeyer, President
Welcome and thank you to everyone in attendance.
- 3) Rules of Order: We would like to follow Roberts Rules of Order for this meeting. We ask that all speakers identify themselves when speaking.
- 4) Minutes of the AGM June 8, 2017 were sent out to members. Moved by Cindy Bornyk and seconded by Chris Blake, that the minutes of the June 8, 2017 AGM be adopted. Motion approved.
- 5) CRD Area E Report: Director, Angie Delainey - Welcome

Angie thanked everyone for voting in the by election. She noted that by elections will be done away with going forward. Angie finds this position to be a good fit for her and will seek reelection. The role of the CRD Directors is one of governing. Angie's background coming into this position is 10 years at the family business Delaney Lock followed by 10 years with the Provincial Government in various operations and management positions. She is the 2nd youngest director and was one of the younger representatives at the recent NCGLA meetings. Angie will be accepting emails, phone calls etc. from residents to respond to questions or suggestions.

6) Directors Reports:

a) PRESIDENT Rusty Rustemeyer - Report Attached

Outgoing directors were thanked and presented with a nice hanging flower basket

-Karen Carter has been with the association for many years as a director and will remain involved with the Golf Committee

-Maggie Duerst has given extensive assistance in moving the financial management to QuickBooks and has put many hours into this endeavor.

-Sandi Field jumped in a couple years ago to assist with minutes and secretarial duties. Living away and running a business out of town makes it difficult to commit to the executive on a regular basis.

- Leanne McKerlich served as president and past president. This past year she put in countless hours reorganizing the files and filing system. Thank You.

All members are a part of this organization and may participate in any of the committees: Fire, Stewardship, Social and Golf. All of these committees are equally important to our association. Please give the association some thought and let us know how

you feel. If you would like to a project within the area, let us know. We will give our assistance in enabling you to proceed.

b) VICE PRESIDENT - N/A

c) TREASURER - Report Attached. The proposed budget is estimated based on past costs. One typographical error was noted and corrected by Sophia. The moneys received and paid out due to the wildfire response are not recorded as ordinary income and expenses as they are not normal or expected. Sandi Field moved that the financial report be filed, seconded by Leanne Mckerlich and the motion carried.

7) Motions to set annual dues: Moved by Chris Blake and seconded by Maggie Duerst that the annual dues for 2018 be set at \$175.00 per member. Motion passed

8) Committee Reports:

a) Social Committee: Rusty Rustemeyer - The Halloween Party was very successful; the Fire Department did an excellent job with the fireworks. They received a great deal from the Mountview Handymart this year. Other planned gatherings were curtailed due to the wildfire situation.

b) Last year started well and was then interrupted by the fires. The Green Jacket tournament was again a success. With Red Cross Funding, the tournament and memberships, the committee was able to still make good profits that were returned to the association. Golf fees are up \$5.00 for a family this year. This is primarily to keep the golf membership and association memberships different for better identification for accounting.

c) Stewardship - N/A no meetings this year as there is no chairperson for the committee.

d) Hall Committee - Bill Margetts. The hall is booked for the 1st 3 weekends in August and possibly for the July long weekend. Our association and hall availability is listed in the Chamber of Commerce publication.

e) Fire Commission: The fire committee communicate regularly by email or usually at fire practice. They have 18 people on the firefighter list with about 13 coming to practice on a regular basis. The fire commission has been running primarily on grant funding. They are coming to the end of those funds so will be looking into the possibility of applying for new grant funds. The call volume to the hall is relatively low with most calls being car accidents. There was a plan to burn an old house but the plan was caught up in bureaucracy and subsequently cancelled.

The wildfires provided an opportunity for the association to assist our neighbors and gain valuable training and practice in a real situation. There were firefighters who went with the tender to fight fires and others who stayed during evacuation to provide protection at home. The experience was a great experience actively fighting fire, providing protective services, triage for protective services and communicating with fire fighters from other areas. A message to all residents from this experience came out loud and clear - CLEAN UP YOUR YARD around and near your homes. A fire smart brochure is included in folders handed out to members. The fire commission may be contacted for assistance in members clean up planning. A question from Karen Carter if the commission has the ability to enforce clean up and the answer is no. The CRD has a reporting process but is primarily geared at leakage into the lake. Al Tranq advised that taking pictures to provide your insurance company to prove

fire safety. Doug Mervyn asked if the fire department is registered for insurance purposes. The department is not certified, however, some insurance companies recognize it for insurance purposes.

9. ELECTION of the Executive and Directors for 2018:

The following people have let their name stand for Directors for 2018:

President: Rusty Rustemeyer - a 2 year term Director

Vice-President: Bill Margetts - a 2 year term Director

Secretary: Sophia Schneider - has 1 year remaining as Director

Treasurer: Sophia Schneider - has 1 year remaining as Director

Directors: Cliff Cory - has one year remaining as Director

Allen Schaad - has one year remaining as Director

Chris Blake - was appointed and needs to be re-elected - a 2 year term as
Director

Cindy Bornyk - a 1 year term Director

Leanne Mckerlich nominated Allison Mclise as a 2 year term Director and Allison accepted.

No other nominations were received and all were acclaimed as Directors.

NEW BUSINESS:

The changes to the constitution were read and discussed as per the attached report.

There was discussion regarding membership rights, fire coverage and voting rights particularly around when membership is paid. Item 7 covers this discussion, new members will receive rights and coverage starting when the membership is paid during the year and existing members are required to pay their dues following the AGM and prior to July 30th of the current year to remain in good status. Rusty Rustemeyer moved that the amended Constitution be adopted and Ken Mckerlich seconded. The new constitution was adopted.

Discussion followed regarding the legality and rules surrounding the association keeping and using information and communication with nonmembers. The association must follow rules of the Privacy Commission and the Society. In order to keep and use nonmember information, the association must obtain, in person and writing the consent of the nonmember and the specific uses for using the information. This requires considerable effort and diligence on our volunteer directors. Some felt that this was a valuable community service and useful particularly for nonresident property owners. Others felt that the price of a membership was relatively low for the benefits which include communication.

Leanne Mckerlich made a proposed resolution that the association may keep contact information of non-members who voluntarily give this information and who consent to receive pertinent community announcements and/or information in the event that their property is

involved in an urgent situation e.g. damage, accident, fire. It is understood that they may opt out at any time by notifying the association.

Further discussion around the purpose of the association, and fostering community spirit.

The proposed resolution was put to a vote and was defeated.

PROPOSED NEW HALL EXPANSION

There is an opportunity, this year, to receive a matching grant for a building expansion. To receive this funding, we will need a detailed plan of work to be done, approval from first nation's panel and governing body approval.

Allen Schaad gave a detailed presentation on his proposed expansion - drawing attached. The proposal will cost in the neighborhood of \$300,000.00. We currently have about \$100,000.00 but would need \$150,000.00. This would deplete all of our reserves and leave next to nothing for operations. Much discussion regarding other options, scaling down, getting approval on concept and the financial situation of the association. The group decided to table this discussion until later in the summer when we may have other options to discuss or other funding

Leanne thanked everyone for their participation and efforts.

Reminder to all of the power outage scheduled for May 27.

Meeting adjourned at 9:40pm

Chimney and Felker Lakes Landholders Association (1991)

2018-05-12

Profit & Loss

Accrual Basis

April 2017 through March 2018

| | Apr '17 - Mar 18 |
|--|------------------|
| Ordinary Income/Expense | |
| Income | |
| 4200 · Fund Raising Income | |
| 4223 · Donations | 6,193.00 |
| 4234 · Hall Rentals | 1,142.85 |
| 4245 · Sandbag Income | 0.00 |
| Total 4200 · Fund Raising Income | 7,335.85 |
| 4300 · Golf Course Income | |
| 4312 · Golf Tournament | 650.48 |
| 4323 · Green Fees | 4,738.90 |
| 4334 · Membership (Golf) | 2,576.20 |
| 4345 · Recycling | 309.72 |
| Total 4300 · Golf Course Income | 8,275.30 |
| 4400 · Association Memberships | 13,909.50 |
| 4600 · Interest Income | 157.11 |
| Total Income | 29,677.76 |
| Expense | |
| 5000 · Hall Expense | |
| 5100 · Accounting fees | 1,894.50 |
| 5140 · Community event | 873.25 |
| 5150 · Insurance | 4,343.00 |
| 5170 · Office expense | 1,518.80 |
| 5180 · Repairs & Maintenance | 1,805.22 |
| 5200 · Fees, permits & memberships | 139.00 |
| 5210 · Supplies | 174.52 |
| 5000 · Hall Expense - Other | 0.00 |
| Total 5000 · Hall Expense | 10,748.29 |
| 6000 · Fire Department Gaming Expense | |
| Tools | 117.54 |
| 6100 · Bank charges 344 | 84.00 |
| 6110 · Equipment | 3,169.65 |
| 6115 · Truck Inspection | 432.67 |
| 6120 · Equip Repairs & maintenance | 353.39 |
| 6125 · Truck Repair | 1,414.53 |
| 6130 · Fees/Memberships/Permits | 220.00 |
| 6135 · Equipment New/Replacement | 1,009.09 |
| 6140 · Fuel | 919.82 |
| 6150 · Hydro | 2,921.07 |
| 6160 · Truck insurance | 1,929.00 |
| 6180 · Supplies | 787.30 |
| 6190 · Telus | 995.89 |
| 6195 · Radios & licences | 516.00 |
| 6200 · Training | 2,891.58 |
| 6215 · Snow Removal | 1,640.00 |
| 6230 · Worksafe BC | 116.73 |
| 6240 · Medical | 75.00 |
| Total 6000 · Fire Department Gaming Expense | 19,593.26 |

85 members in 2017

83 members as of Sept 10/18

11:34 AM

Chimney and Felker Lakes Landholders Association (1991)

2018-05-12

Profit & Loss

Accrual Basis

April 2017 through March 2018

| | <u>Apr '17 - Mar 18</u> |
|--|-------------------------|
| 7000 · Golf Course Expense | |
| 7110 · Contractors Wages | 5,500.00 |
| 7120 · Equipment | 30.58 |
| 7130 · Fuel | 343.54 |
| 7150 · Grounds Maintenance | 450.34 |
| 7152 · Office supplies & expenses | 79.99 |
| 7170 · Repairs & maintenance | 1,849.65 |
| 7180 · Tournament Cost | 69.55 |
| | <hr/> |
| Total 7000 · Golf Course Expense | 8,323.65 |
| | <hr/> |
| Total Expense | 38,665.20 |
| | <hr/> |
| Net Ordinary Income | -8,987.44 |
| | <hr/> |
| Other Income/Expense | |
| Other Income | |
| 8000 · Gain/loss on dspl of cap assets | -1,890.50 |
| 8005 · Other Income | 74,464.05 |
| | <hr/> |
| Total Other Income | 72,573.55 |
| | <hr/> |
| Other Expense | |
| 9000 · Wildfire Honorarium | 17,899.93 |
| | <hr/> |
| Total Other Expense | 17,899.93 |
| | <hr/> |
| Net Other Income | 54,673.62 |
| | <hr/> |
| Net Income | <u>45,686.18</u> |

SOCIETY ACT CONSTITUTION

1. The name of the Society is,

CHIMNEY AND FELKER LAKES LANDHOLDERS ASSOCIATION 1991

2. The purposes of the society are:

(a) To preserve and enhance the quality of the environment.

(b) To assist government in the orderly development of the area considering multiple land use consistent with the preservation of the ecology.

(c) To promote, foster and develop community spirit and good citizenship.

(d) To promote and operate the community/fire hall located at Block A of the N.E. . section 12 township 44 Lillooet District.

(e) To promote, acquire and provide fire protection services and firefighting equipment for the use and benefit of the Chimney & Felker Lakes community.

(f) To promote, preserve, and develop the par 3 golf course (Fireman's Fairways) on the leased property adjacent to the community hall.

3. The operations of the Society are to be chiefly carried on within a thirteen (13) kilometre radius of Block A of the N.E. . section 12 township 44 Lillooet District, in the province of British Columbia

BYLAWS

Here set forth, in numbered clauses, the bylaws providing for the matter referred to in the B.C. Society Act and any other bylaws.

BYLAWS OF CHIMNEY AND FELKER LAKES LANDHOLDERS ASSOCIATION 1991

PART 1 – INTERPRETATION

1 (1) In these bylaws, unless the context otherwise requires,

(a) "directors" mean the directors of the Society for the time being;

(b) "Society Act" means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;

(c) "registered address" of a member means his address as recorded in the register of members;

(2) The definition in the Society Act on the date these bylaws became effective apply to these bylaws.

2 Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation.

PART 2 – MEMBERSHIP

3 The members of the society are the applicants for incorporation of the society and those persons who subsequently have become members, in accordance with these bylaws and, in either case, have not ceased to be members.

4 A person may apply to the officers for membership in the Society and on acceptance by the officers shall be a member. To qualify for membership, the Applicant must have ownership by land title and/or lease title owner of the land in the Chimney and Felker Lakes District, as defined in the purpose of the Society.

5 Every member shall uphold the Constitution and comply with these bylaws.

6 The amount of the first annual membership dues shall be determined by the officer and after that the annual membership dues shall be determined at the annual general meeting of the Society. The "year" shall commence with the annual general meeting. The amount of the annual dues shall be projected from the needs of the previous year.

7 . Dues are payable at the conclusion of the AGM of current year. All members are in

good standing

except a member who failed to pay his current annual membership fee or any other subscription or debt due and owing by him to the Society by July 31st of the current year

8 A person shall cease to be a member of the Society:

(a) by delivering his resignation in writing to the Secretary of The Society or by mailing or delivering it to the address of The Society;

(b) on his death or in the case of a corporation, on dissolution;

(c) on being expelled; or

(d) on being a member not in good standing for 90 days.

9 (1) A member may be expelled by a special resolution of the members passed at a general meeting.

(2) The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.

(3) The person who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.

PART 3 – MEETING OF MEMBERS

10 (1) A general meeting of the Society shall be held within the area set out in section 3 of this constitution and on a date fixed by the board of directors, in accordance with the Society Act.

(2) A general or special meeting of the Society may be called by the directors for the transaction of such business as may be properly brought before a general or special meeting of the Society provided that not less than two weeks notice of the time and place of such a meeting shall be given to all members.

11 Every general meeting, other than the annual general meeting referred to in section 14 is an extraordinary or special meeting.

12 Extraordinary meetings shall be called by the President or the Vice-President on the written request of any 10 per cent of members in good standing. Requests for extraordinary meetings shall be in writing.

The reason for the request, the purpose of the meeting, and any proposed motions shall be stated.

Motions must be signed by the mover and seconded. Requests and notices of motion shall be delivered to the President or Vice-President, either of who may arrange such meetings and notify the membership.

13 (1) Notices of general meetings and extraordinary meetings shall be communicated to all members in good standing no later than two (2) weeks prior to such meetings. Where the executive considers it advisable, such notices shall be mailed to anyone who might be concerned, whether members of the Association or not or by placing such notice in two or more consecutive editions of a newspaper circulating in the Williams Lake area. A notice so advertised shall held to be given on the 2nd day so advertised.

(2) Notice of a general meeting shall specify the place, day and hour of meeting and in case of special business, the general nature of the business.

(3) The accidental omission to give notice of the meeting to, or non-receipt of a notice by, any of the members entitled to receive notice, does not invalidate proceedings at the meeting.

14 The first annual general meeting of the Society shall be held not more than 15 months after the date of incorporation and after that an annual general meeting shall be held at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting.

PART 4 – PROCEEDINGS AT GENERAL MEETING

15 Special Business is:

- (a) all business at an extraordinary general meeting except the adoption of rules of order; and
- (b) all business transacted at an annual general meeting except,
 - (i) the adoption of rules of order;
 - (ii) the consideration of the financial statement;
 - (iii) the report of the Executives or Directors;
 - (iv) the report of the auditor, if any;
 - (v) the election of the Executives or Directors;
 - (vi) the appointment of the auditor, if required; and
 - (vii) the other business that under these bylaws, ought to be transacted at an annual general meeting, or business which is brought under consideration by the report of the Executives issued with a notice convening the meeting.

16 (1) No business, other than the election of a Chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.

(2) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum or until the meeting adjourned or terminated.

(3) A quorum is 12 members present or a greater number that the members may determine at a general meeting.

17 If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week at the same time and place; and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.

18 Subject to bylaw 19, the President of the Society, the Vice-President or in the absence of both, one of the other Directors present, shall preside as Chairman of a general meeting.

19 If at a general meeting:

(a) there is no President, Vice-President or other Director present within 15 minutes after the time appointed for holding the meeting; or

(b) the President and all the other Directors present are unwilling to act as Chairman; the members present shall choose one of the number to be Chairman.

20 (1) A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

(2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.

(3) Except as provided in this bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.

21 (1) The Chairman of the meeting may move or propose a resolution.

(2) In case of an equality of votes, the Chairman shall not have a casting or second vote in addition to the vote to which he may be entitled as a member and a proposed resolution shall not pass.

22 (1) A member in good standing present at a meeting of members is entitled to one vote per membership paid be land title.

(2) Voting is by a show of hands.

(3) Voting by proxy is permitted with written consent of the absent member. Proxy forms are to be provided by the association.

(4) Voting in absentee shall be in order. Only those absentee votes received at the beginning of or before the meeting will be counted. Motions for absent voting are to be sent to members with the notice of the AGM.

(5) Where desirable, the Chairman can direct that the voting will be by secret ballot.

22.(1) Committees shall be elected at general meetings or appointed by the executive from time to

time as required. Each committee shall have one member of the executive to act as liaison between the Committee and the Executive. There shall be a nominating committee of three members in good standing to be appointed by the executive. The nominating committee shall conduct the elections in collaboration with the executive.

(2) In the event that a quorum is lacking at the Annual General Meeting, the Slate of Candidates put forward by the nominating committee shall be considered elected. If at the subsequent Annual General Meeting a quorum is lacking the incumbent executive will carry on for a second year and then wind up the affairs of the Association and donate any monies on hand to the Cariboo Memorial Hospital.

PART 5 – DIRECTORS AND OFFICERS

23 (1) The Directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meeting, but subject, nevertheless, to

(a) all laws affecting the society;

(b) these bylaws; and

(c) rules, not being consistent with these bylaws, which are made from time to time by the Society in general meeting.

(2) No rule, made by the Society in general meeting, invalidates a prior act of the Directors that would have been valid if that rule had not been made

24 (1) There shall be an executive which shall consist of: a President, Vice-president, Secretary, Treasurer and the immediate past President who shall hold office for one year.

(2) The number of Directors, including the Executive, shall be 7 or a greater number determined from time to time at a general meeting.

25 (1) The directors shall retire from office at the annual general meeting when their

successors shall be elected. Each director will be elected for a two year term with three directors being elected each year.

(2) Separate elections shall be held for each office to be filled.

(3) An election may be by acclamation; otherwise it shall be by ballot.

(4) If no successor is elected the person previously elected or appointed continues to hold office.

26 (1) The executive may at any time and from time to time appoint a member as a director or executive to fill a vacancy in the directors or the executive.

(2) A director appointed by the executive holds office only until the conclusion of the next following annual general meeting of the Society, but is eligible for re-election at the meeting.

27 (1) If a director or executive resigns his office or otherwise ceases to hold office, the remaining directors and executives shall appoint a member to take the place of the former director or executive

(2) No act or proceeding of the directors or executive is invalid only by reason of there being less than the prescribed number of directors or executive in office.

28 The members may by special resolution remove a director or executive before the expiration of his term of office, and may elect a successor to complete the term of office.

29 (1) No Director or Executive shall be remunerated for being or acting as a Director or Executive, but a Director or Executive shall be reimbursed for all expenses necessarily and reasonably incurred by him while engaged in the affairs of the Society.

(2) Each director and member of the executive shall be a member in good standing. Should any member of the directors be elected to the office of president, vice-president, secretary or treasurer, a replacement director shall, if necessary, be appointed to the executive for a term of one year. Should any member of the executive be absent for three (3) consecutive meetings of the

executive without
valid reason, he or she may be dropped from the executive and a replacement shall be
appointed by
the executive, to serve out the term of the member so dropped in compliance with bylaw
26(2).

PART 6 – PROCEEDING OF DIRECTORS

30 (1) The Directors and executive may meet together at the places they think fit to
dispatch business,
adjourn and otherwise regulate their meetings and proceedings as they see fit.

(2) The Directors and Executive may from time to time fix the quorum necessary to
transact business,
and unless so fixed the quorum shall be a majority of the Directors and Executive then
in office, but a
present five (5) members shall be a quorum for directors meetings.

(3) The President shall be Chairman of all meetings of the Directors, but if at a meeting
the President
is not present within 30 minutes after the time appointed for holding a meeting, the Vice-
President
shall act as Chairman; but if neither is present the Directors present may choose one of
their number
to be Chairman at that meeting.

(4) A Director may convene a meeting of the Executive at any time.

31 (1) The Directors may delegate any, but not all, of their powers to committees
consisting of the
Director or Directors as they think fit.

(2) A committee so formed in the exercise of the powers so delegated shall conform to
any rules
imposed on it by the Directors, and shall report every act or thing done in exercise of
those powers to
the earliest meeting of the Directors to be held after it has been done.

32 A committee shall elect a Chairman of its meetings; but if no Chairman is elected, or
if at a meeting
the Chairman is not present within 30 minutes after the time appointed for holding the
meeting, the
Directors present who are members of the Committee shall choose one of their
numbers to be
Chairman of the meeting.

33 The members of a committee may meet and adjourn as they think proper. Committees shall keep minutes of proceedings at all Committee meetings and shall provide copies of same to the Chimney and Felker Lakes Landholders Association 1991 Executive on a regular basis.

34 For a first meeting of Directors held immediately following the appointment or election of a Director or Directors at an annual or other general meeting of the members, or for a meeting of the Directors at which a Director is appointed to fill a vacancy in the Directors, it is not necessary to give notice of the meeting to the newly elected or appointed Director or Directors to be constituted, if a quorum of the Directors is present.

35 A Director who may be absent temporarily from British Columbia may send or deliver to the address of the Society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the Directors and may at any time withdraw the waiver and until the waiver is withdrawn,

(a) No notice of meeting of Directors shall be sent to that Director, and

(b) Any and all meetings of the Directors of the Society, notice of which has not been given to that Director shall, if a quorum of the Directors is present, be valid and effective.

36(1) Questions arising at a meeting of the Directors and committee of Directors shall be decided by a majority of votes.

(2) In case of an equality of votes, the Chairman does not have a second or casting vote.

37 No resolution proposed at a meeting of Directors or committee of Directors need be seconded and the Chairman of a meeting may move or propose a resolution.

38 A resolution in writing signed by all the Directors and placed with the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.

PART 7 – DUTIES OF OFFICERS

39 (1) The President shall preside at all meetings of the Society and of the Executive.

(2) The President is the chief executive officer of the Society and shall supervise the other officers in the execution of their duties.

40 The Vice-President shall carry out the duties of the President during his absence. If both these officers must be absent from a meeting, the President shall appoint a director to chair the meeting.

41 The secretary shall:

- (a) conduct the correspondence of the Society;
- (b) issue notices of meetings of the Society and directors;
- (c) keep minutes of all meetings of the Society and directors;
- (d) have custody of all records and documents of the Society except those required to be kept by the Treasurer;
- (e) have custody of the common seal of the Society;
- (f) maintain the register of members;

NEW RESOLUTION

(g) keep a roster of memberships necessary to comply with the Society Act and the Privacy Act; and

(h) keep a record of attendance at executive meetings.

42 The treasurer shall:

- (a) keep the financial records, including books of account, necessary to comply with the Society Act
;and
- (b) render financial statements to the directors, members and other when required;
- (c) see that all bills are paid promptly;
- (d) accept membership dues and issue receipts.

43 The officers of secretary and treasurer may be held by one person who shall be known as the secretary/treasurer.

44 In the absence of the secretary from a meeting, the directors shall appoint another person to act as secretary at the meeting.

PART 8 – SEAL

45 The Directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.

46 The common seal shall be affixed only when authorized by a resolution of the Directors then only in the presence of the persons prescribed in the resolution, or if no persons are prescribed, in the presence of the President and Secretary.

PART 9 – BORROWING

47 In order to carry out the purposes of the Society the Directors may, on behalf of AND the in the name of the Society, raise or secure the payment or repayment of money in the manner they decide, and in particular but without limiting the foregoing, by the issue of debentures.

48 No debenture shall be issued with the sanction of a special resolution.

49 (1) The members may by special resolution restrict the borrowing powers of the Directors, but a restriction imposed expires at the next annual general meeting.

(2) A Bank Account shall be kept in Williams Lake, British Columbia. Any two of the president, vice-president and secretary or treasurer may sign cheques on the behalf of the Association. Should the Association become inactive for two (2) consecutive years, any monies on hand shall be donated to the Cariboo Memorial Hospital.

PART 10 – AUDITOR

50 This part applies only when the Society is required or has resolved to have an auditor.

51 The first auditor shall be appointed by the Directors who shall also fill all vacancies occurring in the office of the auditor.

52 The Board of Directors may from time to time appoint an auditor or auditors to hold office for such period as the directors may determine. An auditor may be removed by ordinary resolution.

53 Every auditor of the Society shall have a right of access at all times to all records, documents, books, accounts and vouchers of the Society, and is entitled to require from the directors and officers of the Society such information and explanation as may be necessary for the performance of the duties of the auditor.

54 The auditors shall make a report to the members and directors on the account examined by them and on every balance-sheet and statement of income and expenditures laid before the Society at any annual meeting during their tenure of office and the report shall state:

(a) whether or not they have obtained all the information and explanations they have required and

(b) whether, in their opinion, the balance-sheet referred to in the report is properly drawn up so as to exhibit a true and correct view of the state of the Society's affairs as at the date of the balance-sheet and the result of its operations for the year ended on that date according to the best of their information and the explanations given to them and as shown by the books of the Society.

Whether, in their opinion, the financial statements represent fairly the financial position of the society and the results of its activities as at the date of the financial statements and for the period then ended.

55 The rights and duties of an auditor of the Society shall extend back to the date up to

which the last
audit of the Society's books, accounts and vouchers was made, or, where no audit has
been made, to
the date on which the Society was incorporated

56 No Director and no employee of the Society shall be auditor.

PART 11 – NOTICE TO MEMBERS

57 (1) Notice of a general meeting shall be given to:

- (a) every member shown on the register of members on the day notice is given; and
- (b) the auditor, if Part 10 applies.

(2) No other person is entitled to receive a notice of a general meeting.

PART 12 – BYLAWS

58 On being admitted to membership, each member is entitled to and the Society shall
give him, without
charge, a copy of the constitution and bylaws of the Society.

59 (1) These bylaws shall not be altered or added to except by special resolution.

(2) Notices of motion containing changes in the Constitution and/or bylaws shall be
given at any
general meeting, in writing, and such motions will be voted upon at the next general
meeting
following the general meeting at which the motion was brought.

PART 13-ELECTIONS

60 The election of officers and directors shall be held at the annual general meeting.
The nominating
committee shall present a slate of nominees to the general meeting. This slate may be
added upon by
nominations from the floor. Nominees for any office must:

(a) be in attendance at the meeting; or

(b) have signified their acceptance of nomination in writing. Such acceptance must be in
the

possession of the chairman of the nominating committee at the meeting.

PART 14 – FIRE DEPARTMENT

61 Whereas the Chimney and Felker Lakes Landholders Association 1991 has established the Chimney and Felker Lakes Fire Protection Specified Area for the purpose of providing fire protection and emergency services to the community of the Chimney and Felker Lakes.

And Whereas the Chimney and Felker Lakes Landholders Association 1991 in providing a fire protection service may do all things necessary or convenient in connection therewith:

1 This bylaw may be cited as the “Chimney and Felker Lakes Fire Protection Specified Area Management Commission and Fire Department Bylaw No. 62 1990”

2 The Chimney and Felker Lakes Fire Protection Specified Area Management Commission and Volunteer Fire Department are hereby established.

3 In this bylaw, unless the context otherwise requires,

“Apparatus” means any vehicle provided with machinery, devices, equipment or materials for firefighting as well as vehicles used to transport fire fighters or supplies.

“Executive” means the Executive of the Chimney and Felker Lakes Landholders Association 1991

“Commission” means the Chimney and Felker Lakes Fire Protection Specified Area Management Commission.

“Equipment” means any tools, contrivances, devices, or materials used by the Fire Department to combat an incident or other emergency.

“Fire Chief” means the member appointed by the Commission, as head of the Fire Department.

“Fire Department” means the Chimney and Felker Lakes Fire Protection Specified Area Volunteer Fire Department.

“Fire Protection” means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, public education and information relating to fire safety, training or other staff development and advising.

“Incident” means a fire or a situation where a fire or explosion is imminent, including but not limited to motor vehicle accidents.

“Member” means any person or officer that is duly appointed by the Commission as a member of the Fire Department.

SPECIFIED AREA MANAGEMENT COMMISSION

4 The Chimney and Felker Lakes Management Commission shall comprise of not less than 3 nor more than 6 members appointed annually by the Executive. One of which shall be a director of the Association and one of which shall be the Fire Chief. All members excluding the director shall be either a property owner or resident within the Chimney and Felker Lakes Fire Protection Specified Area, and a member in good standing of the Association.

5 A quorum is a majority of the Commission members.

6 The Commission shall elect a Chairman from its members, at the first meeting held each year, who shall serve in such capacity until a successor is chosen.

7 All acts authorized or required by this bylaw shall be performed by the Commission and all other questions, including adjournment, that may come before the Commission shall be decided by a majority of the Commission members present at a meeting.

8 The Executive hereby delegates to the Commission the administrative powers of the Association with respect to equipping, maintaining and operating the Fire Department, subject to the following:

(a) no contract or agreement shall be entered into by the Commission, nor shall the Commission be deemed to have the right to contract by, for or on behalf of the executive; and

(b) the Commission shall not incur any indebtedness or liability whatsoever unless the same has first been approved by the Association in the approved budget of the Commission and it expressly contained in the provisional or final budget of the Chimney and Felker Lakes Landholders Association 1991 for that year.

9 On or before October 1st in each year the Commission shall prepare for the Chimney and Felker Lakes Landholders Association 1991, a provisional budget for the next fiscal year not to exceed the maximum limit established by the Chimney and Felker Lakes Landholders Association 1991 Executive, showing revenues and expenditures necessary to carry out the fire protection service, including sums that may be necessary to defray expenses of the Management Commission. The proposed annual budget shall be in a form first approved by the treasurer of the Chimney and Felker Lakes Landholders Association 1991.

10 The Commission shall keep minutes of proceedings at all Commission meetings and shall provide copies of same to the Chimney and Felker Lakes Landholders Association 1991 Executive on a regular basis.

11 The Fire Chief shall be appointed by a resolution of the Commission, and shall at his or her earliest opportunity become registered with the Province of British Columbia as a Local Assistant to the Fire Commissioner

12 Other officers and members as the Fire Chief deems necessary may be appointed by the Commission.

13 The Fire Chief may, subject to ratification by the Commission, appoint other officers of the Fire Department to act as Fire Chief on his behalf.

14 The Fire Commission shall provide the Executive with a list of Fire Department members following the first meeting in each year and shall advise the Executive of any amendments as they occur. The list shall be set out in terms of seniority so that it will be easy to identify who would be in charge if the senior officer is absent.

15 The limits of the jurisdiction of the Fire Chief, and the officers and members of the Fire Department will extend to the area and boundaries of the Chimney and Felker Lakes Fire Protection Specified Area, and no part of the fire apparatus shall be used beyond these limitations without:

- (a) the express authorization of a written contract or agreement entered into by the Executive providing for the supply of fire fighting services outside the specified area boundaries, or
- (b) the approval of the Director or, in his absence, the Chairman of the Commission.

16 The Fire Chief has responsibility and authority over the Fire Department subject to the direction and control of the Commission to which he shall be responsible, and in particular he shall be required to carry out all fire protection activities and such other activities as the Commission directs including but not limited to:

- (a) fire related rescues;
- (b) other incidents, (as defined by section 3 of this bylaw);
- (c) pre-fire planning;
- (d) disaster planning;
- (e) preventive patrols;
- (f) Assistance at non-fire related life threatening situations where assistance has been requested by and is being directed by qualified paramedics or RCMP officers. Action at such situations shall not be initiated by members of the Fire Department without such direction unless it falls within the definition of incident contained with section 3 of this bylaw.

17 The Fire Chief, subject to ratification by the Commission shall establish rules, regulations, policies

and committees, not inconsistent with the rules, regulations and policies of the Executive, necessary for the proper organization and administration of the Fire Department including but not limited to:

- (a) use, care and protection of Fire Department property;
- (b) the conduct and discipline of officers and members of the Fire Department; and
- (c) efficient operations of the Fire Department.

18 The Fire Chief, or in his absence, the senior ranking member present, shall have control, direction and management of all Fire Department apparatus, equipment or manpower assigned to an incident and, where a member is in charge, he shall continue to act until relieved by a senior officer.

19 The Fire Chief shall take responsibilities for all for protection matters.

20 Officers and member of the Fire Department shall carry out the duties and responsibilities assigned to the Fire Department by the Commission, and the Fire Chief shall report to the Commission on the operations of the Fire Department or on any other matter in the manner designated by the Commission.

21 The Fire Chief, or any member of the Fire Department authorized by the Commission, may upon request enter a member's premise for the purpose of fire prevention inspections.

22 The Fire Chief or any other member in charge at a fire is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.

23 The Fire Chief or any other member in charge at an incident is empowered to enter premises or property where the incident occurred and to cause any member, apparatus or equipment of the Fire Department to enter, as he deems necessary, In order to combat, control or deal with the incident.

24 The Fire Chief or any other member in charge at an incident is empowered to enter,

pass through or over buildings or property adjacent to an incident and to cause members of the Fire Department and the apparatus and equipment of the Fire Department to enter or pass through or over buildings or property, where he deems it necessary to gain access to the incident or to protect any person or property.

25 The Fire Chief or the member in charge at an incident may at his discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by him.

26 No person shall enter the boundaries or limits of an area prescribed in accordance with section 25 unless he has been authorized to enter by the Fire Chief or the member in charge.

27 The Fire Chief, or member in charge, at an incident may request peace officers to enforce restrictions on persons entering within the boundaries or limits outlined in section 25.

28 The Fire Chief may obtain assistance from other officials as he deems necessary in order to discharge his duties and responsibilities under this bylaw.

29 No person at an incident shall impede, obstruct or hinder a member of the Fire Department or other person assisting or acting under the direction of the Fire Chief or member in charge.

30 No person shall damage or destroy Fire Department apparatus or equipment.

31 No person at an incident shall drive a vehicle over any equipment without permission of the Fire Chief or the member in charge.

32 No person shall falsely represent themselves as a Fire Department member.

33 No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire incident, fire hydrant, cistern or body of water designated for firefighting purposes.

34 The Fire Chief or the member in charge of an incident may request persons who are not members to assist in removing furniture, goods and merchandise from any building on fire in danger thereof and in

guarding and securing same and in demolishing a building or structure at nor near the fire or other incident.

35 Notwithstanding anything to contrary contained within this bylaw, the Chimney and Felker Lakes Landholders Association 1991 Executive retains the right of veto of any decision made by the Commission.

36 All members of the Commission and the Fire Department shall serve without remuneration.

37 This bylaw comes into force and takes effect on the date of its adoption by Chimney and Felker Lakes Landholders Association 1991.

38 The fire department provides emergency services to members at no charge.

Chimney and Felker Lakes Fire Protection Specified Area

CHIMNEY AND FELKER LAKES LANDHOLDERS ASSOCIATION
BOARD OF DIRECTORS
2018

PRESIDENT - D.T. Rusty Rustemeyer (one year)



VICE-PRESIDENT - Bill Margetts (two years)



SECRETARY - Sophia Schneider (one year)



TREASURER - Sophia Schneider



DIRECTORS: ONE YEAR - Cindy Bornyk



Cliff Cory (Moved Sept 2018)



Allen Schaad



DIRECTORS: TWO YEARS - Chris Blake



Alison MacLise (Elected - resigned August 2018)



PAST PRESIDENT - Rusty Rustemeyer

NEW APPOINTEES TO FILL VACANCIES - Rebakah Smiley for Alison MacLise
Mark Savard for Cliff Cory

Proposed Budget for Project(s)

Green Jacket Golf Tournament

| | | |
|-------|---------------------|---------|
| Costs | Food for lunch | = \$300 |
| | Supplies for lunch | = \$ 50 |
| | Prizes | = \$250 |
| | Total Cost estimate | = \$600 |

Revenue

| | |
|------------------------|---------|
| Registration \$25 x 22 | = \$550 |
| 50/50 and Raffle | = \$300 |

(Actual revenue for Sept 8 tournament was down. Raffle only generated \$110.)

The tournament is one of the fund raisers to cover costs on the golf course. This year due to weather and lack of green keeper services in May-July we lost money on the course. A grant to cover \$500 would significantly help our budget for the year.

Halloween Party

| | | |
|-------|---------------------|---------|
| Costs | Food | = \$100 |
| | Fireworks | = \$400 |
| | DJ or music | = \$400 |
| | Decorations | = \$ 50 |
| | Total Cost estimate | = \$950 |

Revenue

| | |
|-------------------|---------|
| Donations in boot | = \$600 |
|-------------------|---------|

The Halloween party is a non-pay event. Participants donate cash in a "Fireman's Boot" and also donate non-perishable food items to be taken into Williams Lake to the food bank.

The past two years events have been a success with over 120 participants. We took over five boxes of food to the food bank. In 2016 we had two community members donate over 400 dollars to help us almost break even. Last year those members were away and we did not cover costs. The DJ, who did not get paid in 2016, took less funds in 2017, and we did not suffer too much of a loss. We cut some costs from decoration donations also.

WILDFIRE RELIEF

Last year was a tough year for all the area and our association also had a tough year. Thankfully the Red Cross helped cover the cost of losses from hall rentals and golf course losses. Our "tender" fire truck was deployed to help fight the fires and we received revenue from the Government for its use. The revenues in our financial statement are misleading as we do not have the same revenue stream this year and cannot rely of having our fire equipment going to fight fires outside our area.

