

**Deer Park Vineland Road Local Service District  
530 Salmonier Line  
Holyrood, NL  
A0A 2R0**



**DP/VR LSD Committee Meeting Minutes**

**May 4<sup>th</sup>, 2022**

**5:30pm**

**The Lantern**

**Barnes Road**

**St. John's, NL**

**In attendance:**

**Dave Chaulk**

**Wanda Highmore**

**Kevin O'Regan**

**John Hussey**

**Charlie Noseworthy**

**Jim Batterton**

**In Attendance Via Zoom:**

**David Hiscock**

**Guest:**

**Olga McWilliam Benson**

**Call to Order of Meeting**

Dave Chaulk called the meeting to order at 5:30pm

**Confirmation of Agreement on Electronic Meeting**

All members agreed to consider David Hiscock joining by Zoom as present.

**DP/VR LSD Committee Nominations**

**Recording of AGM Election results**

As a result of the December 2021 AGM not reaching quorum, the interim committee solicited LSD members in a letter sent to all property owners to email the LSD if they were interested in serving on the LSD committee.

The following owners emailed the LSD indicating that they would be willing to serve:

**Full Time Residents:**

Dave Chaulk  
John Hussey  
Wanda Highmore  
David Hiscock

**Seasonal Residents**

Kevin O'Regan  
Jim Batterton  
Charlie Noseworthy

These were the only members who volunteered.

A motion was made by Kevin O'Regan to ratify these members as forming the new committee. Seconded by Wanda Highmore. A vote was taken, and the motion passed.

**Oath of Office**

Olga McWilliam Benson administered the oath of office to the new committee members, with separate oaths for the Full Time Residents and Seasonal Residents. David Hiscock completed the oath verbally. Once the swearing in was completed and documents signed, Olga left the meeting.

**Acceptance of last Committee Meeting January 19, 2022**

John Hussey made a motion to accept the minutes as circulated from the last meeting held January 19, 2022 Charlie Noseworthy seconded the motion. A vote was taken and the motion carried.

**Confidentiality Agreement**

The LSD Confidentiality Agreement was presented and circulated. All Members signed the Agreement.

**Election of Officers**

David Chaulk stated that there were three officers required, Chair, Vice Chair and Secretary Treasurer.

Kevin O'Regan made a motion to nominate David Chaulk as Chair. David passed the meeting over to Kevin and Wanda Highmore seconded the motion. There being no other nominations, Kevin declared David as New Committee Chair, and passed the meeting back to David.

Kevin O'Regan made a motion to nominate Wanda Highmore as Vice Chair. Seconded by Jim Batterton. There being no other nominations, David declared Wanda Highmore as New Committee Vice -Chair.

Wanda Highmore made a motion to nominate Kevin O’Regan as Secretary -Treasurer. Seconded by John Hussey. There being no other nominations, David declared Kevin O’Regan as New Committee Secretary Treasurer.

**Financial update**

Kevin O’Regan presented the financial update as detailed below. The LSD is in great shape and able to schedule road work for the current construction season. Collection have gone well, with the early payment discount helping with collections.

<b>Deerpark LSD Financial Tracking</b>		<b>2022</b>
<b>160,033.93</b>	Bank Balance	2022 May 3
-	O/S Checks	
	O/S Deposit	
<b>160,033.93</b>	Adj Bank Balance	
Projected Expenses		
20,772.00	Holyrood owed ( Projected at 13% revenue)	
500.00	Collections	
1,500.00	Directors Insurance	
500.00	2022 AGM -	
1,500.00	2023 Invoice mail out	
-		
19,837.50	snow Clearing Payment Due Dec 31	
19,837.50	snow Clearing Payment Due Jan 31	
2,000.00	First touchup	
5,000.00	Civic Numbering	
8,050.00	Grading 1	
8,050.00	Grading 2	
8,050.00	Grading 3	
<b>95,597.00</b>	<b>Total Projected Expenses</b>	
	<b>64,436.93</b>	<b>Current Surplus</b>
Assets	12,000	Cashable GIC Mat December 6, 2022
	13,000	Cashable GIC Mat December 6, 2022
	<b>25,000</b>	
	6,651.21	Projected HST Rebate 2021 Q1-2
	8,812.48	Projected HST Rebate 2021 Q3-4
	<b>15,463.69</b>	
	159,791.00	Fees Collections 2022

## **Roads Update**

David Chaulk presented the roads update.

There has been recent touch up grading on the Main Road, it was discussed and decided that there would be no work on the road prior to the May 24<sup>th</sup> long weekend. With the heavy traffic, there had been complaints last year about dust, and having the road not freshly graded will reduce the speeds of drivers.

Dave is exploring the use of crushed shale on the network; several other areas have used it with good success if it is spread and rolled in. When it settled and gets wet, it compacts well and produces a solid surface.

There are several areas that need significant attention, including Pioneer Place, which will require culverts, Pioneer Line and Marshland Trail, and a culvert between 5<sup>th</sup> Pond and Gull Pond.

There is a lot of areas where boughs and trees remain on the edge of the roads from the major windstorm, even though some individuals have taken the wood, there is still a lot of debris that will need to be removed as it will hamper snow removal next year.

There are several areas in the park that Dave and other committee members will explore and prioritize. Committee agreed to give road committee ability to assign work as need up to the excess funds as defined.

## **Civic Numbering**

Dave Chaulk reported that this project is continuing with about 60% of the properties identified. There is still significant work required to accomplish this task.

## **New Business**

### **AGM 2021.**

As we are required to still hold an AGM for 2021, it was discussed and decided to hold the 2021 AGM via a Zoom meeting on June 7<sup>th</sup>, 2022 at 7:00pm via Zoom. Motion to the same by Kevin O'Regan, seconded by David Hiscock. A vote was taken and the motion carried.

### **Fee Structure**

There had been an email request from an LSD Member that the fee structure be changed to different rates for full time and seasonal residents, with a higher rate for full time and a lower rate for seasonal. There was discussion around the issue, with the committee agreeing that such a structure would be difficult for the committee to manage which properties fit in which category, and that the largest expense item, namely snow clearing, benefited the property value for all residents as well as provided year round access. Motion by Kevin O'Regan to retain current structure. Seconded by David Hiscock. A vote was taken, and the motion carried.

## **Adjournment**

Wanda Highmore made a motion to adjourn the meeting at 6:41pm  
The motion was seconded by David Hiscock. A vote was taken and the motion carried.