

Circle Rep Minutes and Subsequent Updates, Board Enquires and Recommendations For February 22nd, 2026, Circle Rep meeting Brier @ 10 am

Circle Reps in attendance: 4, 8, 13, 22, 24, 26, 34, 35, 37, 38, 40, 45, 46, 48, 2CW, 2FR and 8 members

Chaired by: Jen Tindale 08-04, Vice Chair Rob Kipps 40-03

Agenda was emailed out to Circle Reps on February 11th, 2026.

GM Update –Brittany Record.

- 1) WIFI – Ziplly is waiting on permits from the county. If permits are not received in a timely manner allowing work to be completed prior to the summer season, work will be delayed until the fall to avoid disturbance to members. GM to provide updates as more information becomes available.

GM follow up: Internet equipment currently in member trailers should be compatible with the future Ziplly service

- 2) Landscaping – Birch Bay Lawn Care has been hired effective January 1st. They have now completed their first mowing and are currently working on edging of tree wells and cleaning up of berms. If you see a berm that has been missed, please provide that information to the office.
MEMBERS ARE ASKED NOT TO ENGAGE WITH THE LANDSCAPE STAFF DIRECTLY, if you have an issue or question please contact the office.
- 3) Lora Lane – Update will be provided after the Board meeting scheduled for February 24th.
- 4) Committees – Members are still needed for the Entertainment and Rules & Regulations committees.

GM follow up: 3 members emailed GM

- 5) Compliance – There will be no formal Compliance Reports issued to lot owners. If you don't hear from the office, you can consider your site in compliance. If you do receive a notice, you will have 21 days to correct the issue and if nothing is done, a second notice will be sent for an additional 14 days after which time fines will be imposed and/or the work completed by the park and back charged to the member.
- 6) Propane Tank Filling – To have your propane tank filled, drop off your empty tank before 3 P.M. in the specified area located next to the dumpsters at the front of the park. After 4 pm, you can pick up your filled tank from the specified area. **All tanks should be property labelled with your site number. (GM/office are working on creating tank tags that will include both site number and last name) Please be aware, THIS IS NOT A DROP AND SWAP SYSTEM!**
- 7) Expired Propane Tanks – Expired tanks can be recertified at several local propane dealers for approx. \$10. **(The park is looking at collecting these tanks for a small fee and disposing of them) Do not put old propane tanks into the dumpsters)**
- 8) Winter Projects –
 - a) Elm Building Remodel (interior walls and trim have been painted; new bathroom vanities)
 - b) Elm playground will get more bark mulch
 - c) Gaga Ball Pit will be cleaned up and 'how to play' signage will be installed
 - d) Playground wood structure at Circle 17 will get painted.
 - e) Tennis Court cleaned and damaged entrance gate will be repaired.
- 9) Levelling and reseeded of Circle 17- work to begin after Easter. **Please obey the caution tape.** Will take approx. 3 weeks to grow. First mow should be ready for May long weekend.
- 10) Sewer Work – Pipe and sewer infrastructure investigation has been completed. Contractor has scoped and cleaned sewer pipes in Circles 48 – 53. Waiting on meeting and next steps. Sewer

work has been completed to address concerns of BB WARM (Birch Bay Watershed and Aquatic Resources Management) as to the excess amount of sewer output (4-5X higher than it should be).

- 11) Emails from Office – **Emails from office will now include subject of email in the heading** (replacing generic ‘You Don’t Want to Miss This)
- 12) TV for Adult Room – Once WIFI is installed, a new smart TV will be purchased and installed
- 13) Dump & Misc. Fees – **GM is creating an updated fee schedule (there will no longer be a \$20 flat fee; change in cost of gravel, mulch, etc.)** Communication on this should be out in the next couple of weeks.
- 14) Visitor Park Access – In an effort to keep the park safe, Members will be required to let the office know the names of all visitors attending. Visitors will be required to sign in and provide ID. **GM will be providing details of the new procedures soon** (soft launch is proposed for March with the full program live sometime in April)
- 15) Contractors – No contractor will be allowed to enter the park without being licenced, bonded and insured. This is for the protection of the membership. Contractors' information will be checked upon each entry.
- 16) **Holiday Alert – Brittany will be on holidays from April 22 – 29th, 2026.**

Chair thanked Brittany for attending the meeting and all the great information that she shared.

OLD BUSINESS

- 1) WIFI for Park – see above in GM update
- 2) Rules & Regulations Committee – 2 members in attendance indicated that they had put their name forward and had either been told that the committee was full or did not receive a response. We recommended that they resubmit their names and ask that the Board respond.

NEW BUSINESS

- 1) Garbage – The GM has requested input on solutions to the ongoing issue with contaminated recycling. **Last year the park incurred \$30,000 in contamination fines. RECYCLING IN WHATCOM COUNTY IS NOT THE SAME AS IN CANADA.** After a great deal of discussion, the following was recommended.
 - a. Provide clear and concise signage.
 - b. Remove food scrap/waste collection bins from the park
 - c. Keep cardboard recycling. Consider bin that has a slot in it, so all boxes are required to be broken down.
 - d. Remove glass, can food/tins and plastic recycling bins from the park **upon investigation there are only two plastic items recyclable in Whatcom County, milk jugs and plastic water/pop bottles** Even if a well-intentioned member were to toss in one yogurt container, the bin would be considered contaminated and billed as garbage.
 - e. Recommend that members take home their items that they want to recycle.
 - f. When the large garbage dumpsters are removed to be emptied, can there be a designated area for garbage until the dumpster returns (instead of being just tossed on the stairs)
 - g. It was suggested that the garbage at both Brier and Elm be completely closed during the winter months

- i. GM follow-up: will investigate if there would be a cost benefit to the park to do this**

2) Spring Clean Up Bins – GM requested Rep input into the timing of the extra bins.

Recommendation:

- a. Week of April that would include Easter.
- b. Week of May to include both Canadian and US holiday.
- c. Bins will be located up at the dump
- d. A member is prepared to train staff on the proper loading of the bins to maximize the efficiency which could result in a cost saving.

GM follow-up: The spring bins are rented for a flat rate plus additional charge based on weight

3) Dump Hours

- a. Dump will be open and staffed on **Saturday and Sunday form 10 – 12.**

4) Memorial Benches – GM requested input on how the Park should manage both the current memorial benches as well as future memorial tributes.

- a. This is not going to be an easy task as you are dealing with a very sensitive topic.
- b. Circle Reps like the idea of memorial trees (small plaques could be placed at base of an existing tree or plant a new one)
- c. If any benches are decommissioned, the plaques could be placed on a memorial wall
- d. Discussion and concerns from reps that they don't want the park to feel like a cemetery

5) WIFI- several concerns were raised about the implementation of the new WIFI

- a. We have been told that cost will be rolled into dues. How is this being achieved?
- b. Will each site be provided with an individual IP address, username and password?
- c. Will members be required to purchase any new hardware?

GM follow-up: an email will be coming out with more detail but here are a few highlights:

1. Fiber will not be trenched to each site or circle; a few select locations throughout the park will be chosen and then a wireless system implemented to send the signal to each site

2. All infrastructure work and its cost is being covered by Zply; the park will not incur any construction costs

3. As per above in GM update- the hardware members currently own will be compatible with new service

6) Board Minutes

- a. Can addendums referenced in the board minutes be attached to the minutes.

7) Financial Information in Minutes

- a. It was stated in the Town Hall meeting minutes (May 2025) that more financial information would be shared with membership. Can the membership receive an update on when and how this will look for the future?

GM follow-up: additional financial information was shared in 2025 AGM package. Going forward, GM/Board will be sending out more detailed financials with AGM package. It is suggested that if member(s) would like to be more involved, please join the Finance Committee.

Compliance Reports

- b. Strong Circle Rep support for continuing some formal process of a yearly inspection of sites.
- c. Members don't want to be the ones complaining and reporting on neighbour compliance issues, some concerns around confidentiality

GM follow-up: please see above in GM update

- 8) Arcade Machine
 - a. Can instructions please be provided.

Board follow-up: arcade has been removed to make improvements

- 9) Electric Car Charger
 - a. Can an EV charger be roughed in at the front of the park when Lora Lane is being completed?
- 10) Use of Greenhouse
 - a. It was suggested that the Greenhouse be used as a sharing shack (monitored by staff during weekend dump hours)

GM follow-up: GM will investigate this

- 11) Tsunami Instructions
 - a. In the case of a Tsunami, there may not be adequate time for all members to exit the park. Can the park provide the membership with a second alternative ie: muster at the dump area?

GM follow-up: not sure if the dump area is high enough; also, no available exit point due to no access to easement

- 12) Pool
 - a. **For the 2026 season, there will only be pool attendants on weekends and stat holidays (American and Canadian).**
- 13) Personal Use of Vehicles by Security
 - a. Members were wondering about why personal vehicles were being used in the park by security.

GM follow-up: Issue has been addressed.

- 14) Use of **Official** Park Facebook page
 - a. Can the park's **Official** Facebook page project a positive image of the park (currently it shows a picture of the latest flood)? As this page can be viewed by the public (and potential new members/purchasers), it is important to maintain parks image.
- 15) Full Timers

- a. GM and Board are aware of full timers living in the park; highlighted when the park had to be closed due to flooding. Currently being addressed.

16) Library

- a. As members do their spring cleaning, if you find any movies that belong to the library can you please return them so others can enjoy them.
- b. If you have any movies in their cases and you would like to donate them, they are always welcome.
- c. As always, paperback books and kids' books are always appreciated.

17) Kudos

- a. Members have noticed how great the landscaping looks for this time of the year and how clean all our bath houses and common areas are.

18) Defibrillator at Brier

- a. Defibrillator at Brier has been out of order for quite some time. Requesting that GM/office notify membership when critical medical equipment is out of order

GM follow-up: defibrillator part should be here this week (February 24th, 2025)

19) New Park Logo

- a. **Please revisit Board Minutes from November 2025 meeting. Now attached is an example of the new BBLP logo. Also included are the terms of use.**

CIRCLE REP MEETING SCHEDULE

- March 14th 10am Brier

Circles/Roads that still need Circle Reps (1, 2, 5, 6, 7, 12, 14, 15, 16, 18, 25, 28, 30, 33, 36, 42, 47, 1 MR, 2 TR
Please contact Jen Tindale if you would like to participate in this group that provides constructive feedback to the Board and GM.