



**Harrison Holiday Park Association**  
**Special General Meeting, Rules and Regulations Review**  
**Saturday, June 12, 2022 @ 10:00 am to 12:00 noon**  
**HHPA Clubhouse**  
**MEETING MINUTES**

**Board of Directors:**

President, Patty Warkentin  
Vice President, Bob Walters  
Treasurer, Kelly Stanoffsky  
Secretary, Patty Warkentin (*acting*)  
Park Liaison, Cliff Eagar  
Special Projects, Dana Vandecasteyen  
Park Enhancement, Sharon Cross  
*Past President, Cliff Eagar*

**Regrets**

*No portfolio, Desmond DeLusignan*

**Rules and Regulations Committee:**

Larry Sargeant (Committee Chair)  
Zoey Slater (Previous Committee Chair)  
Frances Toebaert (Committee Secretary)  
James Hook  
Darlene Brigidear  
Patty Warkentin (HHPA BOD)

**Regrets**

*Barbara Mazzegga*  
*Past member, Lou Dwight Moodie*

1. Call the meeting to order: 10:01 am
2. Introduction of the Board of Directors and Committee members
3. Motion to conduct the meeting as per Robert's Rules of Order:  
Reminders were given regarding expectations of procedure and decorum.  
Limits set: No member to speak more than twice on any motion. Comments to be kept to 2 minutes or less.  
*Seconded by: Sharon Vandecasteyen, site #123*  
**Motion carried by show of hands**
4. Ascertain a quorum: Confirmed as 56 voting members (2 non-voting members)
5. Confirm number of proxies: 20 proxies – one spoiled proxy
6. Motion to accept the agenda as presented in the pre-meeting package. *Seconded by: Cindy Dalglish site #91*

Cindy Dalglish, site #91: **Moved to change the order of the agenda.** That the order of the motions whereby current motion #5, becomes #1. Motion #7 becomes #2. Motion #4 becomes #3. Motion #9 becomes #4. Motion #8 becomes #5. Motion #6 remains. Motion #2 becomes #7. Motion #3 becomes #8. Motion #1 becomes #9.

Rationale: Prioritizing based on what may affect more members given the time constraints of a two-hour meeting.

*Seconded by: Kari-Lynn, site #323*

**Motion to amend the agenda and change the order. Vote: 37-in favor / 33-opposed. Passed.**

## 7. Presentation of Motions: *(as time permits)*

**Motion #1: To amend Rule 2.F. & G., Gazebos, Pergolas & Barbeque Covers.** *Seconded by: site #137.*

### F. Gazebos, Pergolas and Barbeque Covers

- Must be prefabricated, commercially available and free-standing.
- Must be in park approved colours.
- Must be situated a minimum of 18 inches from a fence and 10 feet off the road.
- Cannot be anchored to the ground using cement.
- A site change form must be completed, and a green card issued prior to the addition of any gazebo, pergola or barbeque cover.

1) Gazebos and Pergolas: One gazebo, no larger than 12' X 12', constructed of a metal frame with a roof of metal, polycarbonate or canvas is allowed per site. In place of a gazebo, a pergola with a metal frame can be constructed. Windbreaks of canvas, vinyl or roll down blinds may be acceptable. Enclosures and windbreaks MUST be approved by the Board of Directors or their designate. Should a member decide not to have an awning\* (see 2.C.7), then two gazebos/pergolas, no larger than 12' x 12' each, will be permitted.

2) Barbeque Covers: One barbeque cover is permitted per site. It must be constructed of a metal frame with canvas, steel, aluminum, or poly-carbonate tops (NO TARPS). Barbeque covers shall not exceed 60 inches (1.53 meters) deep x 96 inches (2.45 meters) wide x a maximum of 107 inches (2.72 meters) high. These are the dimensions of currently available BBQ covers.

### Rationale for changes:

1. Combine F and G to correct, simplify and allow for less repetition of information.
2. To keep the weather out and for warmth, allow full enclosure of gazebos in all seasons.
3. For improved protection from the elements, allow sites with no awning to have an additional gazebo/pergola instead.
4. 'Lot' changed to 'site' for consistency.
5. To provide more options, add polycarbonate to choices for gazebo roofs.
6. With park aesthetics in mind, removal of 'tarps' as an option for gazebo windbreaks.
7. Simplify options for placement of structures.

**Motion carried overwhelmingly by show of hands**

**Motion #2: To amend Rule 1.C.4., re Sheds, to read as below...** *Seconded by: Augustin Gomez, #137*

4. Sheds: One shed may be constructed for storage purposes only. It shall not be supplied with beds, water, toilets/showers, or stoves and shall not be set up as a business shop. The shed should be constructed entirely of wood, composite materials or prefabricated and commercially available plastic resin (AGM September 2018) to a maximum of (80) eighty square feet and shall be fully ventilated. The following measurements are outside dimensions: maximum height to peak (8) eight feet (2.44 metres) no side longer than (10) ten feet (3.048 metres) with an overhang allowance of up to (6) six inches (15.25 cm) on all sides (not included in the square footage). Dimensions of the entrance overhang, that may be up to (4) four feet deep (1.22 meters), is included in the maximum (80) eighty square feet. The roof may be finished with wood, 'Duroid' shingles or lightweight metal. With the Caretaker's pre-approval, a shed can be situated anywhere on the lot, provided that it is (18) eighteen inches (0.457m) away from the side and rear fences, and (10) ten feet (3.048 metres) off the roadway and additionally, on corner sites, it does not jeopardize the safety of the roadway. (No sheds shall be situated where they hamper the removal of a trailer from a site).

**Rationale:**

- Some of the prefabricated larger sheds can be cheaper and more available than the smaller sheds.
- Doesn't change the total footprint allowable while increasing options for shed type.
- The shed size is within the District of Harrison Bylaws.
- Shed placement allows more flexibility of the site.

**Vote: 61-in favor / 9-opposed. Motion to amend Rule 1.C.4. motion passed.**

**Motion #3: To amend Rule 1.D.4., re fencing options.** *Seconded by: Sharon Vandecasteyen #123*

**To Change Rule 1.D.4. to state:**

Fencing shall be of wood or composite material and finished with approved park colours. See colour chart in the office. Plastic, wood or composite lattice or black metal spindles are acceptable alternatives for panelling, provided that they are secured within a wood or composite frame. Gates can be wood and/or metal construction.

**Rationale:**

- This allows more diverse types of fences
- Currently there is no mention of gates

Request by Jeffery Rowe, site #3, to clarify what is composite. Does this include vinyl?

**Action:** The BOD will look into this and will provide clarification at the AGM.

Frances Toebaert site #204: **Motion to amend to remove the word black.** *Seconded by: Zoey Slater #395*

Prior to the vote, it was confirmed by the Chair that the purpose of removing black would be to provide for additional options re metal spindles, such as copper and silver.

**Vote: 62-in favor. Motion to remove black carried.**

Bob Walters #397: **Motion to add “on the front fence; and the side fence on a corner lot only”**

*Seconded by: Larry Sargeant site #249*

**Motion carried by show of hands**

**Motion to amend Rule 1.D.4. including amendments as follows...**

Fencing shall be of wood or composite material and finished with approved park colours. See colour chart in the office. Plastic, wood or composite lattice or metal spindles are acceptable alternatives for paneling, provided that they are secured within a wood or composite frame on the front fence; and the side fence on a corner lot only. Gates can be wood and/or metal construction.

**Motion to amend Rule 1.D.4., re fencing, carried overwhelmingly by show of hands**

**Motion #4: To amend Rule 1.A.3., re Tenting.** *Seconded by: Julie Howatt, site #145*

**Motion to Change Rule 1.A.3. to add:**

Tenting is not permitted. Exclusion: Tenting on a member’s site is permitted until September 15, 2022, under the following conditions:

- i) Members are responsible to ensure their guests are adhering to all rules and regulations during their stay.
- ii) Tents will be permitted within a member’s site from 7 PM until 9 AM.
- iii) Tents permitted only for three days, 4 times a year and not transferable from lot to lot
- iv) A registration form and the applicable fees must be received by the office prior to erect a tent on a member's site. (Fee for tenting is \$10 per night (to be put in the Fees section)
- v) Only 1 tent per site is allowed

**Rationale:**

- To allow tenting on a trial basis. This will allow members to experience what the pros and cons might be of allowing tenting before voting on it as a more permanent rule change.

**Motion by Cindy Dalglish site #91, to amend motion** to remove ii) Tents will be permitted within a member's site from 7 PM until 9 AM and iv) A registration form and the applicable fees must be received by the office prior to erect at tent on a member's site. (Fee for tenting is \$10 per night (to be put in the Fees section).

*Seconded by: Kari-Lynn #323*

In response to additional discussion, **Cindy amended her amendment** to remove only line # ii) Tents will be permitted within a member's site from 7 PM until 9 AM from the original amendment and leave in place line # iv regarding registration and fees.

*Seconded by Sharon Vandecasteyen #123*

**Vote: 53-in favor / 18-opposed. Motion to amend the original motion, removing Line ii) "Tents will be permitted within a member's site from 7 PM until 9 AM." passed.**

**Motion by Rita Walters, site #395, to restrict tent size to a maximum 3-person tent.**

*Seconded by Zoey Slater site #397*

**Vote: 33-in favor / 34-opposed. Motion to restrict tent size, failed.**

**Motion to recount** by Rita Walters #397, *Seconded by Dave Woycheshen #326, Recounted...*

**Vote: 27-in favor / 42-opposed. Motion to restrict tent size, failed.**

**Motion by Cindy Dalglish site #91, to change 'erect' to 'erecting.'** *Seconded by: Isabella Radziszewski, site #159*

**Motion carried overwhelmingly by a show of hands**

**Motion to amend Rule 1.A.3 as per the amended version (see below):**

Tenting is not permitted.

Exclusion: Tenting on a member's site is permitted until September 15, 2022, under the following conditions:

- I. Members are responsible to ensure their guests are adhering to all rules and regulations during their stay.
- II. Tents permitted only for three days, 4 times a year and not transferable from lot to lot
- III. A registration form and the applicable fees must be received by the office prior to erecting a tent on a member's site. (Fee for tenting is \$10 per night (to be put in the Fees section)
- IV. Only 1 tent per site is allowed

**Vote: 46-in favor, 22-opposed. Amended motion re tenting passed. Rule 1.A.3, will be temporarily amended to allow tenting with restrictions on a trial basis.**

**Time limit for meeting reached. Motions 5 to 9 as listed below are tabled indefinitely.**

Motion #5: To amend Rule 1.C., Grandfathered Sheds

Motion #6: To amend Rule 8.A., Suggestions and Concerns

Motion #7: To amend Rule 1.D.1., Boundary Lines/Fences (as is/where is)

Motion #8: To amend Rule 1.C.2., Colours

Motion #9: To amend Rule 7., Boat storage

**8. Adjournment: Motion to adjourn, Dana Vandecasteyen site #123, seconded by Wes Warkentin, site #140.**

**Meeting adjourned at 12:02 pm**

**Minutes prepared by: Patty Warkentin**