

RESIDENTS' ASSOCIATION

On behalf of the Bluewater Country Residents' Association, we would like to welcome you to our beautiful community.

The Residents' Association works to foster a sense of community among our residents. We also work closely with the community manager and the regional manager to ensure our community thrives. We communicate regularly with Parkbridge managers on issues concerning maintenance, security and park improvements and we are here to assist residents on particular concerns when the need arises.

We advise/encourage residents to bring their concerns to the community manager before contacting the Residents' Association. If further action is deemed required, residents can then contact a member of the Board. All communication with the Board is kept confidential.

As a resident of Bluewater Country, you are automatically a member of the Residents' Association. General meetings are held twice a year, in mid May and October.

Please visit the Bluewater Country website at www.bwc1.com for complete information about the Board and our beautiful community. Information about current events, activities, Residents' Association meetings, Social Committee meetings and meetings with Parkbridge managers is updated regularly to keep everyone informed.

Regular Board meetings are held on the first Monday of each month. Once our Board minutes are approved they are filed in a red binder which is located in our library for the convenience of all residents. An organizational flow chart of our Board of Directors is attached, along with a contact list for current members of the Board. Your input and suggestions are welcome, so please do not hesitate to get in touch with us. We are here to work with you for the betterment of the community.

Sincerely,

Tom Jackson
Chair, BWCRA

Christine Marshall
New Resident Contact

Lisa Benoit
New Resident Contact

BWCRA BOARD OF DIRECTORS ORGANIZATIONAL CHART

Chair

Chair meetings, meet with management on a regular basis,
attend OLLHAG meetings, represent the Board as necessary,
act as liaison between the Board and the Social Committee

Vice Chair	Secretary	Treasurer	Directors
Chair meeting if President is not available	Take, prepare and distribute minutes and agendas for the Board and General Meetings	Maintain accounts of the Board, prepare financial reports as required	Participate in the Board and General Meetings, take on duties regarding Board business as necessary

Subcommittees

Social Committee - Organize events and oversee community activities	Newcomers Committee - Contact new residents, maintain New Residents' Package	AGI Committee - Review, summarize and make recommendations regarding ongoing Above Guideline Increases	Website/Technical Committee - Maintain BWC website and oversee PA system, projector, WFI, etc.
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GENERAL INFORMATION

BLUEWATER COUNTRY (PARKBRIDGE) OFFICE HOURS

The office is open Mondays and Wednesdays from 8:00 a.m. to 4:00 p.m., and Fridays from 8:00 a.m. to noon. Phone: 519-542-0123
After Hours Emergency: 1-888-668-5484

BLUEWATER COUNTRY WEBSITE www.bwc1.com

Some pages are password protected, so please visit the website and fill in the information request form on the HOME page in order for a webmaster to send you the password.
Please contact a webmaster if you would like to have your phone number and/or email address listed on the website.

GATES

Presently, gates are open Monday to Friday from 7:00 a.m. to 3:00 p.m. Your remote allows you to have access to the Community when the gates are down. Guests are asked to follow the instructions posted on the main gates.

The codes for the main gates are: **#5700** at 5700 Blackwell and **5600** at 5600 Blackwell

MAIL ROOM

Information about the Residents' Association, the Social Committee, events both inside and outside the Community, as well as Parkbridge communications can be found on bulletin boards in the mail room. In addition to your own mail box, a hanging file is located on the right as you enter the mail room. This is used to communicate with Community residents so please check it regularly. There is also an outgoing mail slot in the mail room, on the wall directly in front of the door as you enter the mail room.

COMMUNITY CENTRE and PAVILION

These facilities are for our residents to enjoy. For details on booking these facilities, please contact the Social Committee member responsible for bookings.

A key card is required to access the Community Centre. Please contact the office if you have not received one.

HALL FUNCTIONS / EVENTS

Residents are asked to bring their own dishes, utensils, cup/glass and napkins to events such as breakfasts, dinners, dances, pizza night, etc. This greatly helps organizers keep costs down for these events.

HEALTH and SAFETY

A landline phone is located on the wall as you enter the Community Centre kitchen.

There is a First Aid Kit in the kitchen drawer directly below the landline phone.

A defibrillator is located just inside the main doors of the Community Centre on the left (north) wall, as well as in the pool area. To use the defibrillator, turn it on and follow the step-by-step instructions provided. Please ensure that someone calls 911.

GARBAGE / RECYCLING

Friday is the regular pick up for garbage and recycling. Place both on the curb by 9:00 a.m.

Large Items will be picked up on the first Friday of every month.

Brush and green waste material is picked up every Wednesday, with the exception of the winter months. Any branches and large twigs should be bundled.

Green waste includes soft vegetation only - no pet waste. There are several bins dedicated for pet waste in a number of locations in the Community.

Hazardous materials such as paint cans and chemicals must be disposed of properly. Please contact the City of Sarnia for disposal information.

All inquiries about garbage collection should be directed to the office.

LEGAL FUND

Ontario Legislation allows landlords to increase rent above the mandated allowance by applying Above Guideline Increases (AGI). These submissions are made yearly, and involve a large amount of documentation. An AGI Committee addresses these concerns on behalf of our residents. Legal counsel is recommended when disputing the charges.

As a homeowner in this Community, each resident is a member of the Bluewater Country Residents' Association. At the Fall 2020 Annual General Meeting, the Board of Directors proposed that a legal fund be established to retain legal counsel when needed. The membership unanimously agreed to this and residents are asked to contribute \$25 per household to this fund. This may become a yearly contribution, depending on the need and can be made by contacting the Treasurer of the Board. Please make cheques payable to Bluewater Country Residents' Association and under notes, write "legal fund". Thank you for your support.

SOCIAL COMMITTEE

On behalf of the Social Committee, we would like to welcome you to Bluewater Country. Our Committee plans events and oversees activities for all the residents in the community.

We encourage everyone to participate. If you have an idea that you would like to share for an event/function or activity, please bring it to the attention of one of our members. We would love to work with you and offer it to the community if we can.

We are attaching a list of our Social Committee members.

A list of the activities being offered at this time, along with the names of their convenors, is also included so that you can contact an activity convener directly if you want to participate or if you have any questions.

Events and functions are posted on the Bluewater Country website **www.bwc1.com** and on the bulletin boards found in the Community Centre and in the mail room.

Ticket Sales for Events/Functions

Tickets are sold at the Community Centre in the library on Tuesday and Wednesday from 11:30 a.m. to 1:00 p.m. the week of the event/function. Tickets are not available after 1:00 p.m. on Wednesday and will not be sold at the door on the day of the event/function, in most cases.

If you are not available during these times, you can ask another resident to purchase a ticket for you. A resident may purchase for other residents, up to a maximum of six tickets, including their own. The resident purchasing tickets must provide the full name of the residents for whom they are buying as well as the money for all of the tickets.

Single residents are allowed to buy one guest ticket for the same price as a resident's ticket.

A maximum of four non-resident tickets may be purchased per home. Please note that guest tickets are subject to availability and may only be purchased from 12:00 p.m. to 1:00 p.m. on the last day of sales (Wednesday). Non-resident tickets may be more, depending on the function.

All sales are cash and non-refundable. However, should you not be able to attend an event/function, you can call the convenor to see if anyone is looking to buy a ticket or you may request a take-out meal.

COMMUNITY CENTRE and PAVILION BOOKING RULES

The following outlines the booking procedures, rules and uses for the Community Centre/Pavilion.

1. Bookings for the Community Centre/Pavilion are the responsibility of the Social Committee. Call the Community Centre/Pavilion booking convenor to determine if the date you wish to book is available.
2. An event may be booked up to one year in advance and, when possible, a minimum of 60 days' notice is required. The deposit is to be received at least 60 days prior to the event.
3. Community Centre/Pavilion bookings are solely for the BWC residents for family functions that celebrate a significant milestone of the resident/residents such as a birthday or anniversary. This does NOT include milestones for residents' children or other relations.
4. Community Centre bookings ONLY include the use of the Hall, Kitchen, Cloakroom and Washrooms, but NOT the Library, Pool, Exercise, Billiard, Craft Room, Table Tennis Room, stage area and sound system. If any of your guests are seen in these restricted areas, your deposit of \$225 will not be refunded. (See items 9 and 11 for clarification.)
5. Pavilion bookings do NOT include the use of the Community Centre and other inside rooms. Community Centre bookings do NOT include the use of the Pavilion.
6. A group of residents wishing to use the Community Centre or Pavilion for an informal gathering is exempt from paying the deposit fee.
7. A funeral is NOT allowed to be held in the Community Centre/Pavilion. A celebration of life or memorial is allowed subject to availability.
8. Regularly scheduled weekly activities take precedence over resident Community Centre/Pavilion bookings except for December 24, 25, 26, 31, January 1 or any statutory holiday.
9. There is a \$250.00 Community Centre deposit, \$25.00 of which is non-refundable for replacement costs for kitchen supplies and equipment. Tablecloths are NOT available to borrow. In the unlikely event that the Community Centre is left in an unsatisfactory condition and we must clean it, the cost will be deducted from your \$250.00 deposit. You are responsible for your guests and any damage done by them. Should a resident leave the Community Centre in an unsatisfactory condition a second time, unfortunately they will lose booking privileges.
10. Any resident booking the Community Centre for Christmas (December 24, 25, 26) one year may only book it for the next year if the date is still available at the beginning of November of that year.
11. When booking the Pavilion there is a \$250.00 deposit, \$25.00 of which is non-refundable. In the unlikely event that that Pavilion is left in an unsatisfactory condition and we

must clean it, the cost will be deducted from your deposit. You are responsible for your guests and any damage done by them. Should a resident leave the Pavilion in an unsatisfactory condition a second time, unfortunately they will lose booking privileges. A \$5.00 use fee for propane will be charged at the time of booking if you are going to use the BBQs. Keys are available from the booking convenor.

12. Please note that the use of the Community Centre or Pavilion is not exclusive. Other residents may be walking through and using other rooms or portions of the Community Centre. Please do not attempt to dissuade them from doing so.

13. We still must follow the rules regarding guests in the Community Centre. Guests are welcome, but you must be with them. We have also had problems in the past with children being unaccompanied in the washrooms. An adult must always accompany a child in the washrooms.

14. Please note that the pantry and the freezer are always locked. If you need to lock something away for the activity or function, please see the kitchen convenor. The fridge is unlocked.

15. When finished with the Community Centre/Pavilion, please leave it neat and tidy and as you found it. Sweep and mop the floor. If necessary, put any decorations that you took down for your event back up where they were. Wipe off tables, empty garbage cans and take the garbage to the Parkbridge truck in the Community Centre parking lot. If you are unsure of where the cleaning supplies are, please see the kitchen convenor ahead of time and they will be happy to show you.

16. Residents ONLY are allowed in the Community Centre storeroom.

17. Call the booking convenor for inspection when you are ready to leave.

18. Please make sure the lights are all off and all doors are locked when leaving.

We thank you in advance for your co-operation. The community and its facilities will only be as good as we keep them.

Enjoy!

YOUR SOCIAL COMMITTEE

BWCRA Board of Directors - 2026-2027

Chair	Tom Jackson	226-932-1954	hevandtom@hotmail.com
Past Chair	Chris Hawksworth	519-330-1492	chawkworth5@gmail.com
Vice Chair	Rick Soulard	519-330-5991	rsoulard@cogeco.ca
Treasurer	Rosemary Munday	519-542-9853	rmunday1@cogeco.ca
Secretary	Darcie Tripp	519-330-1223	burdee55@cogeco.ca
Director	Sharon Bryce	519-491-7087	scfbryce@gmail.com
Director	Ken Van Horne	519-381-2857	kfvanhorne@gmail.com
Director	Ron Schiepan	519-317-6351	ron.schiepan@outlook.com
Director	Christine Marshall	705-930-6009	cmarshall1352@gmail.com
Director	Jeanette Birkhoff	229-349-2698	jhbirkhoff@gmail.com
Director	Audrey Atkinson	519-383-0564	audreyatkinson@hotmail.com

Sub Committees:

Newcomers Committee

Christine Marshall	705-930-6009	cmarshall1352@gmail.com
Lisa Benoit	519-323-2694	lisabenoit2000@gmail.com

AGI Committee

Ken VanHorne	519-381-2857	kfvanhorne@gmail.com
Rosemary Munday	519-542-9853	rmunday1@cogeco.ca

Website/Technical Committee

Ron Schiepan	519-317-6351	ron.schiepan@outlook.com
Tom Jackson	226-932-1954	hevandtom@hotmail.com
Darcie Tripp	519-330-1223	burdee55@cogeco.ca
Ken VanHorne	519-381-2857	kfvanhorne@gmail.com

For Social Committee Member list and Activity Convenor List - see our website and click on the "Social Committee" link.