



#246 27111 0 Avenue, Aldergrove, British Columbia V4W 2T6

Pre-Application Guide for Buyers

Important Information for Anyone Considering an Offer to Purchase a Home in Pioneer Park

This package provides essential details about Pioneer Park's membership requirements, land-lease structure, financial obligations, community expectations, and co-operative governance.

All applicants must review this information **before** submitting an offer or applying for membership.

Membership in Pioneer Park is a privilege that carries shared responsibilities. Understanding these expectations in advance helps ensure a positive experience for both applicants and the community.

Prepared for Prospective Buyers

Pioneer Park Cooperative Housing Association
#246 27111 0 Avenue,
Aldergrove, British Columbia V4W 2T6

Prospective Member Information Guide

1. Eligibility Requirements

To qualify for membership:

- **Active adults 55+**
 - The home must be your **primary residence**.
 - Members agree to be **actively involved** in the community.
 - Members must be able to **live independently** and maintain their home and lot.
 - All occupants must follow the **Rules, Occupancy Agreement, and Policies**.
-

2. Understanding Co-operative Living

Pioneer Park is **not** a strata, rental community or a typical mobile home park.

- You **own your manufactured home**.
- You **do not own the land**.
- You become a **member** of the Association, not a tenant.
- The **Residential Tenancy Act does not apply**.
- Members collectively manage the community through elected directors and volunteer participation.

Co-operative living requires engagement, communication, and shared responsibility.

3. Land Lease & Property Taxes

Our land is leased by Pioneer Park Cooperative Housing Association from **Matsqui First Nation (MFN)**.

- The Head lease was **renewed in 2023 for 49 years**.
 - The Head lease is for bare land; all infrastructure belongs to Pioneer Park Cooperative Housing Association members.
 - Annual lease payments are **reviewed every five years**.
 - Members pay **property taxes directly to MFN**, based on BC Assessment values.
 - All formal communication with the MFN is handled by the **Board of Directors** except for personal property tax communication.
-

4. Membership Shares

To become a member of Pioneer Park, each household must purchase:

- **919 shares at \$10 each (total \$9,190).**

Shares:

- Do **not** increase in value.
 - Do **not** pay dividends.
 - Are refunded a minimum of 2 weeks after the date of possession by the new owner and will include settlement of any outstanding amounts owed to Pioneer Park.
-

5. Monthly Housing Charges

Housing charges fund:

- Lease payments
- Operating & administrative expenses
- Water, sanitation, roads, electrical, building & landscape maintenance/repairs
- Waste & recycling removal services
- Materials and equipment for maintenance
- Capital reserves

Members have their own account for:

- BC Hydro
 - FortisBC (if applicable)
 - Internet/phone services
-

6. Volunteer Participation

Pioneer Park is self-managed. Member participation keeps housing charges affordable. Members are expected to contribute time and skills in areas such as:

- Gardening and landscaping
 - Snow removal and road upkeep
 - Hall event setup, cleanup, and maintenance
 - Administrative support
 - Committee and project work
 - Repairs and maintenance for water, sanitation, building, and electrical systems
 - Social and community events
 - Serving as an elected Director
-

7. Home, Lot & Permit Responsibilities

Members are responsible for:

- All maintenance of their home and lot
- Landscaping, drainage, and walkways on the lot
- Retaining walls (upper lot owner is responsible for repair & replacement)
- Any damage caused by themselves or their contractors

A **Pioneer Park permit is required** for most exterior changes, including but not limited to:

- Additions, decks, fences
- Wheelchair ramps/lifts, solar panels
- Retaining walls
- Structural window/door changes
- Any footprint or exterior alteration

Interior work must meet current building code requirements.
Unapproved alterations must be corrected at member's expense.

8. Sanitation System Requirements

Pioneer Park operates its own septic system. To prevent expensive repairs & prolong the life of the system:

- **Garburators are not permitted.**
 - Only **toilet paper and bodily waste** may be flushed.
 - No wipes (including "flushable"), grease, cooking oils, chemicals, bleach, paint, cat litter, dental floss, fatty dairy products, hygiene products or anything else that may cause blockages or kill beneficial bacteria.
-

9. Shared Services & Daily Operations

Pioneer Park maintains its own:

- Water system (two wells and two tanks)
- Septic systems, including 2 septic plants, fields & several individual septic tanks
- Electrical distribution sheds, street lighting, backup generators for core services
- Roads and landscape areas
- Garbage and recycling facilities
- Community hall and activity spaces

Members must follow posted procedures; contribute to and respect volunteer time.

10. Communication & Meetings

Members are expected to:

- Attend general meetings (quarterly) including the AGM in October
 - Vote for 50% of Directors elected each year at the AGM
 - Stay informed through:
 - Robocalls
 - Email
 - Bulletin boards
 - Pioneer Express newsletter
 - Members-only Facebook page
-

11. Safety & Emergency Readiness

Important expectations:

- Observe the **15 km/h** speed limit, as roads are shared and there are no sidewalks.
 - Keep fire hydrants and roadways clear.
 - The hall may be used as refuge during power outages or heat waves.
 - Phone reception may be inconsistent; many members rely on landlines or internet calling.
 - In emergencies, call **911 first**, then notify security volunteers.
-

12. Selling in the Future

When selling your home:

- Notify the office and complete a withdrawal form.
 - Surrender share certificate, return hall keys and Rules binder.
 - Leave two mail box keys in the home or with your realtor.
 - Pioneer Park will inspect your lot for deficiencies or unapproved work.
 - Only **window realtor signs** are permitted on the property.
 - Share redemption occurs at least 14 days after the buyers take possession.
 - Any outstanding amounts owed to Pioneer Park will be deducted from shares.
-

13. Membership Conditional Pre-Approval

Pioneer Park invites applicants to apply for membership before making an offer to purchase.

Submitting an offer does **not** guarantee membership.

Offers to purchase without pre-approval should always include “subject to membership approval” with a date at least 14 days after the membership application is submitted to our business office – open Tuesdays 10 am to 1 pm.

Applicants must:

- Obtain an application with a non-refundable administration fee of \$100
- Complete a membership application
- Read the Rules, Occupancy Agreement and Policies
- Provide references and submit completed application
- Attend an interview when scheduled
- Commit to fully participate in Pioneer Park
- Receive Board conditional pre-approval
- Purchase your new home in Pioneer Park

Full membership is granted on the possession date of your Pioneer Park home and once share payment has been made in full.

14. Summary Checklist for Applicants

Before making an offer, ensure you understand:

- Age and residency requirements
 - Head lease and taxation through Matsqui First Nation
 - Membership shares
 - Monthly housing charges
 - Volunteer expectations
 - Permit rules and home responsibilities
 - Septic restrictions
 - Meeting participation
 - Communication systems
 - Membership approval process
-

15. Considerations when Selecting your New Home

- Each lot has an inspection report outlining deficiencies and other information new owners need. Please request a copy from the seller or the Pioneer Park office.
- If you plan to park an RV or watercraft, be sure to choose a home that allows you to park it at least 25' from the front lot line.
- Please review Policies - Section 3 for restrictions on parking/storage of vehicles on the lot.
- All manufactured homes require a valid Silver Seal or CSA approval before they can be sold or re-insured. (ref: Technical Safety BC)
- Many older homes have Poly B plumbing, which your insurer may require you to replace.
- All manufactured homes must be registered with the Manufactured Home Registry, typically by a lawyer or notary.

Notes:
