

**BASS LAKE PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**Thursday, 18 November 2021**

**Location: Virtual Zoom**

**Attendees:**

Directors & Advisers - Bill St Jean; Peter McGann; Lorayne Bradshaw; Zlata Burt; Margot Finn; Dale McCabe; Roger Cauley; Claude Brett; John Bridle; Rick Cunliffe; Karen Smerka; ...Sidney Berry;

Absent: Miles Barham; Pat Kelly; John Dorsch; ..... Don Kennedy;

**Welcome**

The Chair - Bill St Jean, called the meeting to order at 7:00 pm on 18 November 2021 and thanked all who had joined in on the virtual Zoom call.

**Draft Agenda**

The Agenda for this Fall Board Meeting was as follows:

- BLPOA Membership Report – Lorayne Bradshaw
- Finance Report – Zlata Burt
- FOCA Membership – Bill St Jean
- Lake Health & Water Quality Committee - Report
- Board Approval: BLPOA Water Quality Testing Program (\$2,500– 2022 Season) Rev. (\$3,000)
- Blue Green Algae Incidents – Associations Letter to MECP
- Rideau Lakes Tourist Campground Land Use Study
- BLPOA Website Upgrades - Funding Approval - \$2,500 in 2022
- Status of Bass Lake Outlet Project - Costs & Special Services Levy
- Project to review and updating of BLPOA Constitution Bylaw #1.
- Need for a Lake Association logo

**Motion:** For approval of Draft Agenda made by Claude Brett ...Seconded by Peter McGann – Majority Approved

**Record/Minutes of BLPOA Board of Directors Meeting – 04 August 2021**

**Motion:** For approval of Meeting Minutes made by Margot Finn and Seconded by Claude Brett – Majority Approved

**BLPOA Membership Report - 2021**

Lorayne Bradshaw/Membership Coordinator reported that to date the 2021 Membership campaign has reached a total of 168 member properties. An excellent result that compares very favorably to the previous 2 years.

**Financial Update for 2021**

Zlata Burt/Treasurer provided the following financial status report. We are in good shape to initiate some major projects in 2022.

### Interim Statement of Operations

From January 1, 2021 to November 17, 2021

Revenue		Statement of Changes in Net Assets	
Membership fees	\$ 4,200	Net Assets at the beginning of the year	\$ 12,056
Subsidies and grants	\$ 2,206	Net interim revenues for 2021	\$ 4,001
<b>Total revenue</b>	<b>\$ 6,406</b>	Total Assets ( interim bank balance)	\$ 16,057
Operating expenses			
Insurance	\$ 1,294		
Association membership	\$781		
Interest and bank charges	\$ 10		
Office expense	\$ 320		
<b>Total operating expenses</b>	<b>\$ 2,405</b>		
<b>Net of revenues over expenses</b>	<b>\$ 4,001</b>		

### Lake Health & Water Quality Committee

Refer to Slides # 6-9. On behalf of Miles Barham/Chair of Committee, Bill St Jean provided a summary of the ongoing activities and initiatives being undertaken by this committee. The major initiative/project that requires the Board's approval is the budget allocation of no more than \$3000 in support of the BLPOA conducting a comprehensive surface water quality sampling & testing program in 2022. Refer to details on new Slide #8.

**Motion:** For approval of the funding of this supplementary water quality testing program made by Peter McGann and Seconded by Rick Cunliffe – Majority Approved

### Blue Green Algae Incidents – Associations Letter to MECP

Refer Slide # 10. Over the past few months several Lake Associations have noticed a significant shortcoming in the response by the Ministry of Environment Conservation and Parks' (MECP) to the reporting of harmful algal blooms, Blue-Green Algae (cyanobacteria). This Fall (Sept/Oct) our Bass Lake experienced two incidents of reported outbreaks of Blue-Green Algae blooms, unfortunately the follow up lab analysis results from MECP took an average of two weeks to release...far too late to initiate any health bulletins to waterfront residents. Refer to extracts Letter to MPP – Steve Clark.

**Action:** A full copy of this 2-page letter will be posted on our BLPOA website and we await a response from MPP and MECP.

### Township's Tourist Campground Land Use Study Consultants - Fotenn Design & Land Planning

Refer to Slide #11. This past summer the Township passed an Interim Control By-Law ( "ICBL" ) related to the establishment of new Tourist Campgrounds as well as the expansion of existing Tourist Campgrounds. Council is concerned with the adequacy of current policies and regulations concerning land use as they relate to Tourist Campgrounds. Tourist Campgrounds have been the subject of many nuisance complaints in recent years and as there has been interest from operators to expand existing campgrounds. Council determined that further study is necessary to review and, if necessary, update current land use policies

and regulations, such as the zoning by-law, to assist in reducing nuisance complaints and to provide a framework for achieving compatibility between campgrounds and surrounding land uses. Refer to Slide for further details regarding this consultant study.

**Action:** BLPOA Response to the initial lake association questionnaire will be forwarded by President to all Directors/Advisers. Also, will forward copy of the submissions by the BRLA and URLA.

### **BLPOA Website Upgrades - Funding Approval**

Refer to Slide #12 of handout package.

**Motion:** For approval of the funding of this Website Upgrade project made by Peter McGann and Seconded by Claude Brett – Majority Approved

Refer to Slide # 13 of handout package

Website – Association Calendar: Recommendation made by Sidney Berry that to avoid conflicts and any confusion in scheduling association meeting dates could be fixed for the calendar year ahead and posted on the Website. The AGM is already fixed nominally so it should be relatively simple to create a calendar which synchronizes the meeting dates of the Executive Committee and Standing Sub Committees. The ability for Members or the Executive to call for an extraordinary or special meeting are in no way affected.

**Action:** President will direct our webmaster to make provisions for an Association Calendar to be posted and updated on our BLPOA website. The Board Executive will coordinate the establishment of firm dates for all association business activities

### **Biographies of Directors:**

The question and merits of whether our Association should post short personal biography of the Directors on the Website was discussed.

**Action:** It was decided to initially only create short biographies for just the Executive Officers and then later in the early summer consider biographies for the proposed new Board for 2022-23. Lorayne & Sidney agreed to develop a template and reach out to the Executive members.

### **Status of Bass Lake Outlet Project - Costs & Special Services Levy**

Refer to Slide #14 of handout package. The Township CAO Mike Dwyer has been firm with both Waters Edge and Crains' Construction on scrutinizing all contract tasks and costs. He reported that Crain's has just recently submitted their final bill on Nov 16<sup>th</sup>, following a few weeks of back and forth on details. He will be reviewing the invoice one more time with the Treasurer to review/verify all his work. Accordingly, the overall project costs will have to go to the next available Municipal Services Committee meeting - Dec 13.

**Action:** Our BLPOA Board will be asked by CAO to review and comment on the final presentation to be made to Council/MSA on 13 Dec. 2021

**Action:** President will contact CAO to ascertain what the status is of pending or future MPAC assessments of both commercial properties and residential properties.

## **Review and updating of BLPOA Constitution Bylaw #1.**

Refer Slide 15 - Action: President to define duties of secretary position and reach out to our membership (Communique and/email) and promote the Board's requirement to fill this executive position at earliest opportunity. Ensure this position is included in the slate of proposed Directors for the 2022 AGM.

Slide 16 – Action: Include the selected dates for the three Board of Directors meetings in 2022 on the new Calendar to be introduced onto the BLPOA website. This will inform members of these Board meeting timings.

Slide 17 and 18 – Action: Recommendation for amendments to Article 5 Communications be included in a project to review and update our Constitution (circa 2019)

Slide 19 – Action: Recommendation for amendments to Article 3 – Objectives be included in a project to review and update our Constitution (circa 2019)

**Action:** The President asked for two Directors to lead the conduct of a full review and update of our BLPOA Constitution. A draft set of recommended amendments is requested for presentation as part of our Winter Board meeting (TBA Feb 2022). Thank you to Claude Brett who kindly volunteered to lead and coordinate this review. Assistance from another Board member is requested and would be appreciated.

## **Lake Association Logo**

Everyone agreed that our Association should have an approved business/letterhead logo. It was recommended that we engage our membership households in a winter contest requesting submissions and offering some form of prize as an incentive.

**Action:** President is looking for a volunteer to investigate best practices and suggestions to run such a contest and then make recommendation to the Board by mid-January 2022

## **Adjournment**

**Motion:** For adjournment made by Margot Finn and Seconded by Claude Brett - Approved

Prepared By: Bill St Jean//President BLPOA 19 November 2021