

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

Saturday, 05 March 2022

Location: Virtual Zoom

Attendees:

Directors & Advisers - Bill St Jean; Peter McGann; Lorayne Bradshaw; Zlata Burt; Roger Cauley; Claude Brett; Pat Kelly; John Dorsch;.....Don Kennedy, Sidney Berry;

Absent: Miles Barham; Margot Finn; Dale McCabe; John Bridle; Rick Cunliffe; Karen Smerka

Welcome

The Chair - Bill St Jean, called the meeting to order at 9:40 pm on 05 March and thanked all who had joined in on the virtual Zoom call. (*hopefully the very last one!*)

Draft Agenda

The Agenda for this Winter BLPOA Board Meeting was as follows:

- Financial Update - Bank Account Balance March 2022
- Township Lake Association Grant Application 2022.
- BLPOA Membership Update – Lorayne Bradshaw
- Lake Health & Water Quality Committee – Report
 - Introduction of BLPOA Water Quality Testing Program 202
 - RVCA Testing Results 2020 and 2021 – High Nutrient Levels
 - Blue Green Algae Incidents – Associations Letter to MECP and Ministerial Response
 - Rideau Lakes Tourist Campground Land Use Study – Fotenn Consultants
- Old Business:Status of Bass Lake Outlet Project - Costs & Special Services Levy
 - BLPOA Website Upgrades & Policies - in 2022
 - Project to review and updating of BLPOA Constitution Bylaw #1.
 - Need for a Lake Association logo
- New Business
 - Bass Lake Outlet Berm – Spring Monitoring and issue of Beaver Activity
 - Township/BLPOA clean out of any debris/mud build-up from Spillway
 - Planning for AGM - Volunteer & Board Recruitment.
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Motion: For approval of Draft Agenda made by Zlata Burt...Seconded by Lorayne Bradshaw Majority Approved.

Record/Minutes of BLPOA Board of Directors Meeting – 18 November 2021

Motion: For approval of Meeting Minutes made by Pat Kelly and Seconded by Zlata Burt– Majority Approved

Financial Report – March 2022

Zlata Burt/Treasurer advised that the BLPOA bank account remains at \$16,057

BLPOA Township Grant Application - 2022

Bill St Jean advised that once again our Lake Association Executive has applied in February 2022 for the Rideau Lakes Township Grant for lake associations. Our grant is estimated to be as per the Table below and each year the Township awards the grants in the May-June timeframe.

	Members	Lake Area (ha)	Base Amount	\$5/Member Amount	Lake Area Amount (\$1/ha)	Total Grant
BLPOA	332	296	\$300	\$1660	\$296	\$2256

Budget Allocations 2022

- Water Quality Testing - \$3,000 (approved by Board)
- Website Development: \$2,500 (approved by Board)
- CGL Association Insurance 2022-23: \$ 1,300 (subject to Board approval)
- FOCA Membership 2022-23: \$650 (subject to Board approval)
- Misc. Administrative: \$400

BLPOA Membership Report – Winter 2022

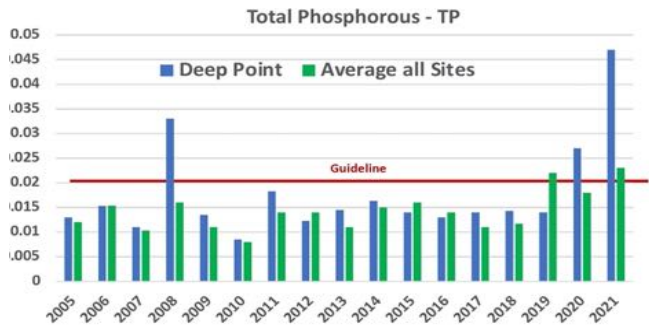
Lorayne Bradshaw/Membership Coordinator reported that our 2021-22 membership remains at 171 member properties.

Lake Health & Water Quality Committee

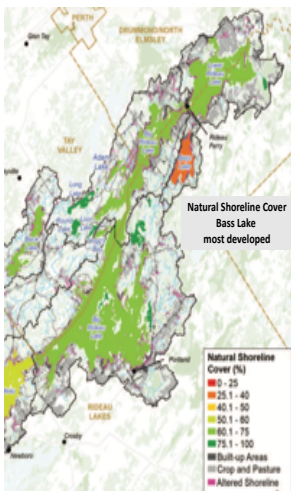
On behalf of Miles Barham/Chair of Committee, Bill St Jean provided a summary of the ongoing activities and initiatives being undertaken by this committee. It was stressed that based on the results of RVCA’s water sampling program in 2020 and 2021 the water quality of Bass Lake is experiencing an alarming trend to higher readings of nutrients (phosphorus and nitrogen). In fact, the majority of readings for these two years far exceed the established guidelines and these findings do not bode well for our Lake’s water quality index which since 2014 has been rated as “Poor”.

RVCA Testing Results 2020 and 2021 – High Nutrient Levels

Lake	Date Sampled	Site	TP (mg/L)	TKN (mg/L)
2021				
Bass - RVL-35	2021-05-04	DP1	0.097	0.72
Bass - RVL-35	2021-05-29	DP1	0.042	0.7
Bass - RVL-35	2021-09-06	DP1	0.009	0.42
Bass - RVL-35	2021-10-28	DP1	0.041	0.41
2020				
RVL-35	2020-06-08	DP1	0.029	0.4
RVL-35	2020-08-07	DP1	0.039	0.5
RVL-35	2020-09-29	DP1	0.014	0.6



THE ROOT PROBLEM & CONTRIBUTOR TO HIGH NUTRIENT LEVELS



Bass Lake
The most developed lake within Rideau Lakes Township and one of the smallest.

Bass Lake Shoreline Cover (25-40%)

Around Bass Lake, the shoreline buffer is made up of settlement areas (65 percent), woodland (16 percent), wetland (15 percent), transportation routes (three percent) and crop and pastureland (one percent)

The long-standing factors that have led to our water quality index are:

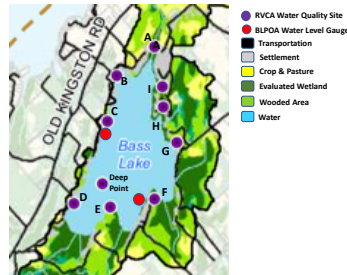
- Close proximity to both Perth and Smiths Falls has led to Bass Lake being the most developed lake within Rideau Lakes Township and one of the smallest at only 296 hectares;
- The forested areas and shoreline cover (25-40%) around Bass Lake is very low;
- A very dense waterfront population with 236 properties spaced along only 11 kilometers of shoreline;
- A shallow lake with deepest point of 22.6 m and a mean depth of 8.26 m;
- The transition to year-round homes (primary residence) is increasing every year (now in the 60% range).

Action: This negative trend certainly supports our association’s future priorities and two-pronged plan (approved by the Board) to better document and mitigate the impacts of nutrient loading into our lake.

(1) Water Quality Sampling/Testing - conduct a robust program in 2022 in order acquire a larger set of raw data (up to 30 samples) to better define our water quality situation, and

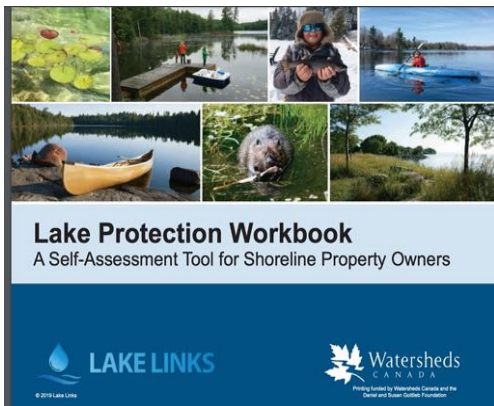
Lake Health & Water Quality Committee – Report

Introduction of BLPOA Water Quality Testing Program 2022



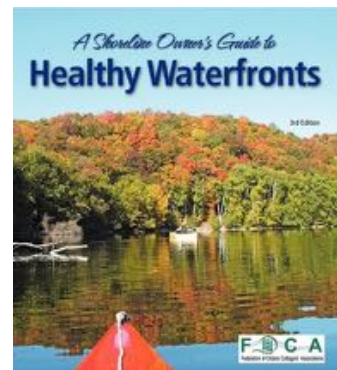
Item #	Quantity	Analysis Request	Matrix	Unit Cost, \$	Amount, \$
1	30	Total Phosphorus, Nitrogen	Lake Water	\$68.00	\$2,040.00
2	30	Ecoli	Lake Water	\$22.00	\$660.00
3	30	Sample Disposal Surcharge	Surcharge	\$2.00	\$60.00
4	-	Sample Supplies Surcharge	Surcharge	5%	\$135.00
				Subtotal	\$2,895.00
				HST	\$376.35
				Total Cost	\$3,271.35

(2) Lake Protection & Healthy Waterfronts - An aggressive campaign to promote awareness - need for all waterfront property owners to assess their own properties to institute best management practices that reduce the amount of nutrients reaching our lake through stormwater run-off.



Through this coming 2022 Spring season the committee will be encouraging members to review and make full use of an excellent “Lake Protection Workbook” for property owners. The Committee is seeking to acquire sufficient hard copies to distribute to all member properties, A digital Copy is posted on our BLPOA website.

FOCA has produced a 28-page guide “Healthy Waterfronts” that offers information and advice on ways to make the most of our shoreline properties while living in balance with your lake’s ecosystem. It is available on their website for download and printed copies can be ordered.



Reducing Your Runoff

What is Runoff - Runoff is water from rain and melting snow that isn't absorbed into the ground. Instead it runs over hardened and sloped surfaces on our waterfront properties before it then quickly runs into our lake. As runoff flows over these surfaces it picks up and transports pollutants such as fertilizers, pesticides, sod, animal waste and other harmful substances. These pollutants reduce our water quality, harm aquatic life and contribute to algae blooms.



What can we do?

Runoff needs to be slowed down and spread out so that the ground has a chance to absorb it. Or, capture runoff to use later for watering gardens.

1. Increase natural shoreline vegetation;
2. Install a rain garden;
3. Increase permeable surfaces;
4. Install a soak away pit (filled with rock or stone);
5. Create natural terraces and meandering pathways;
6. Install a rain barrel;
7. Redirect downspouts away from hardened surfaces.

Action: The Water Quality Committee (WQC) is to further assess options for lake wide distribution of hard copies of either of these Watersheds Canada and FOCA publications. The WQC to also evaluate the feasibility and merits of producing and publishing a tailored brochure (8-12 pages) specific to the lake health issues and challenges facing Bass Lake. Much of the material on lake health can be extracted from these Minutes of BLPOA Board meeting.

Blue Green Algae Incidents – Associations Letter to MECP

Last Fall (Sept/Oct) our Lake experienced two incidents of reported outbreaks of Blue-Green Algae blooms. There was 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). In that 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.



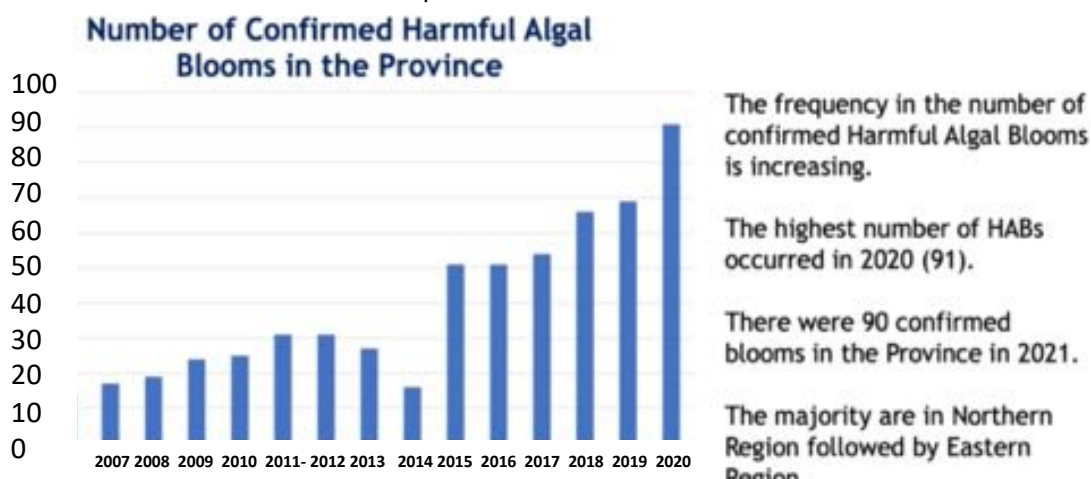
A group of our Lake Associations sent a letter to our MPP – Steve Clark who was asked on our behalf to intervene on this critical health and safety matter with the Ministers of Health and MECP. After 3 months we finally received a reply from the Minister and the essence of his explanation was that:
“The ministry laboratory is working to enhance algal bloom response, including sample prioritization, expedited testing and reporting the results of high priority samples. We are committed to continuous improvement to ensure we address algal blooms in a timely, appropriate and effective way to ensure the health and safety of Ontarians and protect our lakes and waterways.”

At the Rideau Lakes Lake Association Committee (RLLAC) meeting held on 10 February, MECP provided an update presentation of Blue-Green Algae reporting and response challenges within the province. A copy of their presentation is posted on: [https://www.rideaulakes.ca/images/Blue Green Algae - MOE Presentation.pdf](https://www.rideaulakes.ca/images/Blue_Green_Algae_-_MOE_Presentation.pdf).

Slide below has been extracted from that presentation.

Rapidly Climbing Lab Workload in MECP for Algal Blooms

Slide below has been extracted from that presentation.



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

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.

Task1: Background Research and Analysis (COMPLETED)

Following the project start-up stakeholder sessions targeting three groups separately were held to determine the current issues surrounding Tourist Campgrounds, the groups were: campground operators, lake associations, and the general public.

Tasks 2: Issues + Options (COMPLETED – Township Website Link:

<https://www.rideaulakes.ca/images/Documents/campground/Township-of-Rideau-Lakes-Tourist-Campground-Draft-Issues-and-Options-Report.pdf>)

Review of Task 1 findings & issues followed by the development of preliminary options.

The BLPOA did provide a submission to Fotenn based on consolidated comments from our Technical Advisers and two Directors

Tasks 3: Land Use Study + Official Plan and Zoning By-law Amendments (SPRING 2022)

Fotenn will prepare a Draft Land Use Study which will consolidate the findings of the Issues and Options Report, stakeholder and public consultation, and the decision from Council

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

ON 07 March 2022, the Township's Council approved the Special Services By-Law 2022-14: Establish Bass Lake Special Services Charge. The supporting Agenda report presented to Council is posted at Township Link: <https://www.rideaulakes.ca/town-hall/council/agendas-minutes/2022/2022-council-meetings/2022-03-07-council-agenda-package/viewdocument/1555>

Throughout the multi-year Phase 2 of this capital project our Association has been involved in:

- Supporting the Engineering Contract tasks assigned to Water's Edge;
- Conducting and supporting lake wide property owner consultation & surveys;
- Assisted Water's Edge in determination of a target seasonal water level in support of final engineering design;
- Providing a majority approved formula to base the cost-sharing formula;
- Reviewing the Water's Edge/RVCA engineering costs; and the Crain's construction costs;
- Requesting the option of a three-year payback for property owners; and
- Reviewing and commenting on the Township's listing of eligible waterfront property owners.

The final total project cost was \$411,876 which is about twice the rough preliminary estimates made in 2020. It does seem that the CAO did manage to carve out at least \$60K from Crains contract agreement by reducing some of the provisional work.

- Amount Cost Sharing by Bass Lake Property Owners – 50% or \$205,938
- Number of benefiting waterfront properties for repayment levy – 236

Apportionment Formula: The special services costs to be recovered from the benefiting lot owners shall be calculated using a hybrid approach, with 50% of the cost being split equally by the total number of lots (base amount) with the 50% balance of the special services costs being apportioned to each lot owner based on their assessed value as per the roll at the time of passing of this by-law. Lots assessed as commercial shall have their commercial assessed value multiplied by 1.3464 before the assessment-based apportionment is calculated.

- Base Amount: \$102,969
- MPAC Amount: \$102,969
- Total MPAC Value – approx. \$82,000,000 (2016)
- Mean MPAC value = \$347,000 (2016)

Notice to Property Owners

As per Section 3 of this newly approved By-Law, the benefitting owners of lots fronting on Bass Lake shall be provided with a notice from the Township setting out the total special service costs and the proportionate costs per lot as calculated in accordance with this By-law within 30 days of Council passing this by-law. This Notice will include the details on how folks will receive the 'bill' and how they can make payment etc.

Bass Lake Outlet Berm – Maintenance

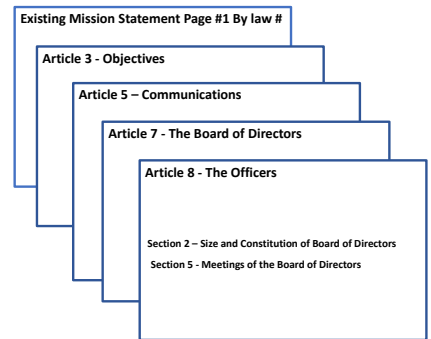
- Coordinated Spring Monitoring of Beaver activity with Township,
- Township/BLPOA initial clean out of any debris/mud build-up from spillway. (get the water flowing)

Action: Vice President – Miles Barham to organize a small team of volunteers to visit the berm site just prior to ice melt and check spillway for any signs of beaver debris build-up. Liaise with Don Chant/Public Works if any Township intervention required.



Review and updating of BLPOA Constitution Bylaw #1.

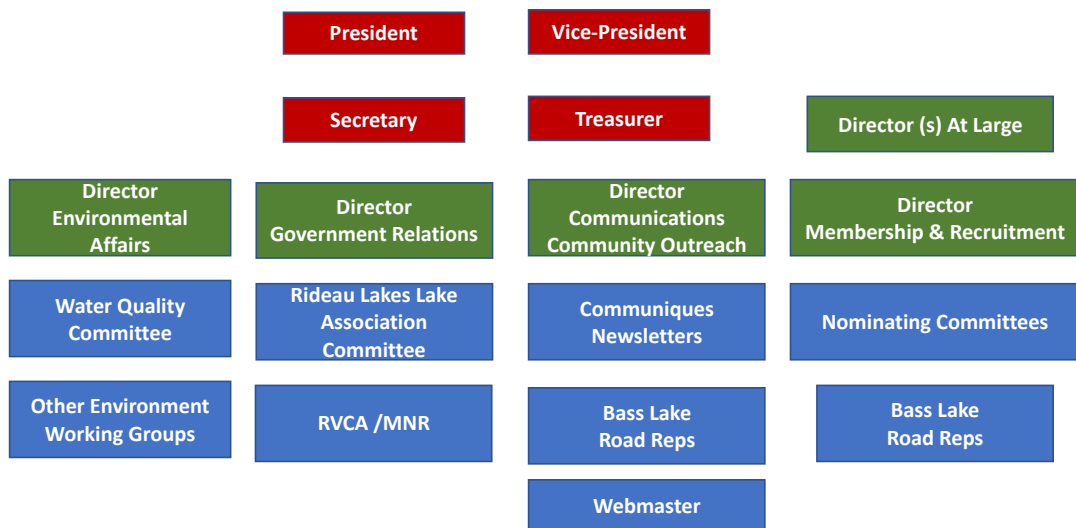
The Board Claude Brett) has reviewed previous recommendations for amendments to our Association’s By-Law #1 (i.e. Constitution), specifically the Articles/Sections listed here.



Action: A set of amendment recommendations will be sent out by email for review and comment by the Board of Directors during the next 30 days. This will include a major review and restructuring of our By-Law Article #7 and dealing with **Board of Directors Structure and Composition**.

Objectives of Review - BLPOA Board of Directors – By-Law #1 – Article 7

- Reduce number of Directors;
- Assign Directors to defined management portfolios as per chart below;
- While having Road Reps serve as Directors is no longer essential for consensus building as was the case in Bass Lake Outlet project it is still encouraged;
- Road Reps still desired to fill Director portfolios of Director at large roles.
- More shared assignment of responsibilities amongst Executive Officers & Directors



BLPOA Website Upgrades 2022

In early 2022 there were significant updates to the Association’s content and navigation structure on the website. The next phase of our planned upgrades will address the functionality and quality of the content presentations. Link” www.rideaubasslake.com

Open action items are:

- Update Photo Gallery;
- Improved content identification;
- New categories: News & Events;
- Website – Association Calendar: The AGM is already fixed nominally so it should be relatively simple to create a calendar which synchronizes the meeting dates general membership; of the Executive Committee and Standing Sub Committees. Calendar cold also post Bass Lkae community or association events
- Biographies of Directors: create short biographies for just the Executive Officers and then later in 7 the early summer consider biographies for the proposed new Board for 2022-23.



Bass Lake Property Owners Association

We Need Volunteers!

Four the past four years, the work of the BLPOA has been carried out by a lake-wide representative group of hardworking volunteers primarily focusing on the work of the Board, liaising with the Township; Conservation Authority; provincial ministries and collaborating with other lake associations within our Rideau Lakes watershed. Community-based volunteers are the backbone of any non-profit organization. Our young lake association is no different. We are seeking new member volunteers to give some folks a break and to help with various lake initiatives and activities.

Action: Board members and Tech Advisers are requested to play an active role in identifying and meeting with prospective property owners/residents who might be interested and motivated to serve as a volunteer, committee member, or Board member commencing in 2022.

Lake Association Logo

This Action Item remains open. The consensus of the Board is that our Association should have an approved business/letterhead logo. It was agreed that the membership be approached possibly by means of a summer 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 next scheduled meeting in June 2022.

Adjournment

Motion: For adjournment made by John Dorsch and Seconded by Peter McGann– Approved Meeting adjourned at 11:07 AM

Prepared By: Bill St Jean//President BLPOA 10 March 2022