

**BASS LAKE PROPERTY OWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Saturday, 18 June 2022**  
**Location: South Elmsley Complex**

**Attendees:**

Directors & Advisers - Bill St Jean; Peter McGann; Lorayne Bradshaw; Zlata Burt; Roger Cauley; Don Kennedy, Sidney Berry; Miles Barham; Margot Finn; Rick Cunliffe; Pat Kelly; and Guest: Alan MacDonald  
Absent: Dale McCabe; John Bridle; Karen Smerka; Claude Brett; John Dorsch

**Welcome**

The Chair - Bill St Jean, called the meeting to order at 10:00 am on 18 June and thanked all who were able to participate in this quarterly Board meeting.

**Draft Agenda**

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

1. Approval of Agenda
2. Approval of Previous Board Meeting Minutes – 05 March 2022
3. Financial Approvals - Special Board Meeting (Virtual Zoom) – 28 April 2022
4. Financial Update
  - Bank Account Status & Balance 17 June 2022 –
  - Township Lake Association Grant Application 2022.
5. Lake Health & Water Quality Committee – Report
  - Water Quality Testing Program 2022
  - Distribution of Educational Package to Membership – May 2022
  - Rideau Lakes Tourist Campground Land Use Study – Fotenn Consultants
6. Bass Lake Outlet Project - Closing Report
  - Implementation of Township Special Services Levy
7. Lake Water Level
  - Report on Spring Water Levels 2022 versus 2020 and 2021
  - Township/BLPOA clean out of any debris/mud build-up from Spillway late June 2022
8. Board Governance
  - Review and updating of BLPOA Constitution Bylaw #1
  - Proposed BLPOA Board Structure Going Forward
  - Volunteer & Board Recruitment.
9. Planning for AGM –

**Motion:** For approval of Draft Agenda moved by Margot Finn...seconded by Peter McGann  
Majority Approved.

**Record/Minutes of BLPOA Board of Directors Meeting – 05 March 2022**

**Motion:** For approval of previous Meeting Minutes moved by Pat Kelly and seconded by Peter McGann. Majority Approved

## Financial Approvals – Major Initiatives – 28 April

The President provided a summary of a special board meeting which was held via Zoom on evening of 28 April 2022. The purpose was to review and provide a vote of approval for two major spending requirements:

- The first being the approval of BLPOA website development and maintenance expenses for the four year period 2018-2022.
- The second was to vote on approval of the BLPOA educational package of three printed publications to be hand delivered to every BLPOA member during May 2022

A quorum of the Board approved both proposals by a majority of Directors.

## Treasurers Financial Update

Zlata Burt/Treasurer advised that the BLPOA TD Bank account balance effective 17 June 2022 was at \$11,077.48. This year the Township Lake Association grant for Bass Lake was \$2,256

## Lake Health & Water Quality Committee

### Water Quality Testing Program

Miles Barham/Chair of Committee, provided a handout with an overview of the planned water quality testing sites and frequencies that will comprise our supplementary BLPOA water quality testing program for 2022. He emphasized that it is critical that we collect a much larger set of raw data to get a more reliable assessment of our water quality trending especially as they apply to harmful levels of nutrient loading (TP and TKN). They will be working in close coordination with the RVCA annual testing program for Bass Lake.

**Action:** A concern was raised by Lorayne Bradshaw who has been conducting extensive research on the raw data and methodology RVCA uses in determining Water Quality Index. This is a parameter that is extremely important to our assessment of lake health yet there is far to many questions on how it is publicized or reviewed. The WQC is asked to reach out formally to RVCA to get an explanation of their WQI rating trends.

### BLPOA Educational/Informational Package -Three Publications Lake Health

Our BLPOA Water Quality Committee (WQC) distributed an educational package in may to all our 170 member properties. This package contained the following three publications for retention and utilization by our members. Feedback from members indicates that these packages were well received and appreciated.

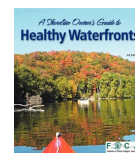
#### BLPOA Lake Health Report - TP Trends - 8 pages

This updated Bass Lake Health Report will focus on the latest trends concerning Nutrient readings (Total Phosphorus & Total Nitrogen), and highlight the main contributors to nutrient loading in our lake;



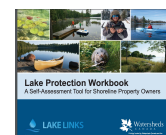
#### FOCA - Shoreline Owners Guide for Healthy Waterfronts - 18 pages

This 28-page guide “Healthy Waterfronts” offers information and advice on ways to make the most of our shoreline properties while living in balance with our lake’s ecosystem.



#### Watersheds Canada - Lake Protection Workbook - 40 pages

This is an excellent 40 page publication “Lake Protection Workbook” for property owners. It is produced by Watersheds Canada and Lake Links as a tool designed for you to self-assess whether activities and uses on your property are protecting your lake.



## Fotenn Campground Land Use Study

### Tasks 3: Land Use Study + Official Plan and Zoning By-law Amendments

Fotenn have yet to 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.

#### Project Timeline and Milestones



#### Phase Three Task – Land use Study

**Secretarial Update:** *At the recent RLLAC meeting held on 07 July 2022 the Township advised all the Lake Association reps that there have been some delays experience in completing this study and a date has not been set for a public meeting. Consequently the Township has been forced to formally extended the Interim Control By Law (ICBL) for campgrounds by another 6 months.*

#### Statutory Public Meeting

The Study and any proposed amendments will eventually be presented at a statutory public meeting where the public and other stakeholders will have an opportunity to provide comment on the Study and the proposed amendments.

#### Council Decision

The Land Use Study will be revised following this meeting, as needed, prior to being presented to Council for adoption.

### Bass Lake Outlet Project Closing Report

#### Implementation of Special Services Bylaw # 2022-14

The total capital cost to undertake water regulation at Bass Lake was \$411,876.78

The Township has covered 50% of these costs with the remaining 50%, or \$205,938 to be paid by the current residents fronting on Bass Lake, as the benefiting parties of this work.

Per the attached By-Law, the method of distributing this charge is as follows:

- 50% of the amount owing or \$102,969, will be divided evenly amongst the 234 residents, which amounts to \$440.04 per resident; and
- The remaining balance of \$102,969 will be prorated based on the assessment value of the property on Bass Lake. Lots assessed as commercial shall have their commercial assessed value multiplied by 1.3464.

If this amount is paid in full by September 30, 2022, there will be no interest charges or administrative fees added. If property owners prefer to pay the amount over 3 years, 3% interest will be applied as well as a \$20 annual administration fee.

## Bass Lake Water Level

A summary of the recorded water levels over each of the past 3 years once the ice departs was presented. Typically in early Spring during the freshet (the flood of a lake from heavy rain or melted snow) our lake water level declines about 8 - 13 cms between 05 April and 17 June.

### 2022

05 April 2022- 73 cms

11 May 2022 63 cms

31 May 2022- 61.5 cms

17 June 2022 60 cms

- A net decline of 13 cms over the two months; just 2 cms over past month.
- **Target for 01 July 2022 is: 60 cms which translates to 134.52 MASL**
- The berm cross vane spillway has been designed/constructed to stop water flow at approximately 134.52 MASL

### 2021

08 April. 2021 - 68 cms

31 May 2021 - 62 cms

17 June 2021- 60 cms

- Lots of Beaver activity
- A net decline of 8 cms over the two months - multi beaver dams slowing water outflow
- **Reading on 01 July was 58 cms which translates to 134.50 MASL**

### 2020

08 April. 2020 - 68 cms

31 May 2020 - 63 cms

17 June 2020 - 60 cms

- Lots of Beaver activity
- A net decline of 8 cms over the two months - some beaver dams slowing water outflow
- **Reading on 01 July was 58 cms which translates to 134.50 MASL**

### 2019

15 June 2019 - First Installation of BLPOA staff gauge

Reading was just 48 cms or 134.40 MASL –

No beaver dams and no new berm, very dry season

## Bass Lake Outlet Berm – Maintenance

In early July there will be no further water flow through the berm spillway and our BLPOA needs to work with the Township (Dan Chant) in arranging for a volunteer work party to assist in cleaning up the larger debris that has collected at the front edge of berm. This includes large trees, vegetation and other small foreign debris.

**Action:** Vice President – Miles Barham to organize a small team of volunteers to visit the berm site and conduct a clean up of the site. A pick-up truck with tow strapping is required as well as possibly a wheelbarrow. Organic materials removed from berm can be deposited along Township allowance. President and his neighbor can assist with this task and help from others would be appreciated. Liaise with Don Chant/Public Works if any Township intervention required.

## Board Governance

### Review and Updating BLPOA Constitution Bylaw #1

Our Bylaw #1 has been reviewed and reported on at the last two Board meetings and appreciation is extended to Claude Brett and Sidney Berry for reviewing the constitution and recommending the required amendments. A final copy of the proposed amendments was forwarded prior to the meeting for review and the specific amendments were discussed at this meeting.

**Motion:** was moved by Margot Finn and seconded by Rick Cunliffe to present these amendments to our full membership for approval at this year's AGM. Majority Approved.

### Proposed Board Structure Going Forward

#### Proposed BLPOA Board Governance 2022-2023

President	Government Liaison/ RLLAC/Governance
Vice President	Duties TBD
Treasurer	Finance Mgt/TD Banking
Secretary	Secretary/Governance
Director Lake Health	Water Quality Committee Water Levels
Director Communications	Communiques; Newsletters; Website Liaison - 13 Road Reps
Director Membership	Membership Campaign; Records
Director At-Large	Community Outreach & Representation Voting Decisions
Director At-Large	Community Outreach & Representation Voting Decisions
Director At-Large	Community Outreach & Representation Voting Decisions

A discussion was held on the pros and cons of the proposed Governance structure of our association board as we transition from a capital project mandate to a lake health mandate.

**Motion** moved by Peter McGann and seconded by Pat Kelly to present this new structure to our full membership at this year's AGM. Majority Approved.

The President has reached out to the majority of current Board Directors and obtained their intentions as far as further service on the Board. A few Directors are still to be contacted.

### Annual General Meeting

After a good discussion it was agreed that we should schedule this year's AGM for the last week of August ahead of Labour Day holiday. (27 August 2022).

### BLPOA 2022-2023 Membership Campaign

This summer's membership campaign needs to be launched by mid July and run through until early September. Once again all Directors will be asked to help promote the importance and benefits to our Lake of having a good community representation when addressing lake health issues and the stewardship of our lake.

### Adjournment:

**Motion:** moved by Pat Kelly and seconded by Peter McGann to adjourn the meeting at 11:45 am. Majority Approved.

**Record of Meeting: prepared by Bill St Jean**