

Steenburg Lake Community Association

Spring 2013 Executive Meeting

Location: The Pollards' cottage

Date: May 19, 2013

Present: Anthony Genovese – President
Rick Burke – Vice President
Marlene Pollard – Membership
Dave McDonald – Treasurer
Dean Butler – Merchandising
Dave Golem – Municipal Affairs
Dave Langman – Lake Stewardship
Erika Langman – Newsletter Editor
Pat Stallaert – Vice President (Scribe)

Regrets: Judy Platt - Secretary

Call to Order: 10:12 AM

Agenda:

1. Newsletter

- **Anthony G.** – Thanks to everyone for getting the Spring newsletter together and approved in such quick order and out before the end of May. Another great edition of Shoreline News is a reality and on its way to our members.
 - **Erika L.** – If submitters have particular formatting they wish to have preserved, please state it in the e-mail you attach your content to. Supply individual photos as JPEGs or PDFs.
 - One newsletter (includes printing, envelope, label and postage) currently costs \$3.50 each to produce. Cost would go up if we exceeded 20 pages as this would go over the current 100 g limit of Canada Post.
- Action:** Erika L. to e-mail requirements for newsletter content to the members of the Executive

2. Lake Stewardship

- **Dave L.** - Stop logs are all in at the dam on Bass Creek leading north to Limerick Lake, and water is still spilling over. This is normal for this time of year and we should expect water levels to drop another 4". Water clarity is very good right now.
- Past analysis data on the water quality of this and other lakes is available online at a ministry website.
Action: Dave L. to send Anthony G. and Pat S. an e-mail containing the link to this website along with a short explanation of what data is available there, so this can be posted on the SLCA website under the Reports area.

3. Marketing

- **Dean B.** – We still have a fair amount of merchandise available but we are working through current inventories. Wearables seem to be the most popular items.
- **Erika L.** – younger crowd might be more interested in something like a tank/muscle shirt, and a new, younger style logo. A new logo might spirit renewed interest in new merchandise.
- A contest to design a new logo (particularly from younger members) might incite new interest.
- The Butlers will be away during the week of the AGM. Executive need to find volunteers to man the merchandise table at the AGM.
Action: Anthony G. To find one or more volunteers to man the merchandise table at the AGM. Material can be picked up in advance at the Butlers' cottage.
Action: Dean B. to send e-mail to Executive with the requirements for an "affordable" design.
- **Anthony G.** – suggested that the SLCA should support the Limerick Friends Club and the Limerick Volunteer Fire Department with their Silent Auction and Pig Roast on July 27. Proceeds from this event will go towards the purchase of an ATV and stretcher sled for emergency rescues where the Fire Department's current vehicles cannot gain access.
- **Action:** Erika L. and Dean B. indicated they each had some merchandise they could donate towards this cause.
- **Motion carried:** That the SLCA will donate two \$50 gift certificates for the Hastings Resort and The Granite in Bancroft (one each) as prizes for this event. This will help support local businesses as well as our local Fire Department.
- **Action:** Anthony G. to purchase and expense these two \$50 gift certificates on behalf of the SLCA.

4. Membership

- **Marlene P.** – Asked for clarification about what organizations the SLCA can and cannot promote and advertise for free.
Resolved: That subject to the approval of the SLCA Executive, any local non-profit organizations hosting free events that, at the discretion of the SLCA Executive, may be of

interest to our membership, can be mentioned/promoted in our newsletter or website at no charge to that organization.

Further resolved: That any pamphlets or handouts, for any social, cultural or charitable event or service, that at the discretion of the SLCA Executive, may be of interest to our membership, and made available at no cost to the SLCA, may, be included at no charge in our canvassing packages. All other promotions and advertisements must be paid for at our established rates.

- There is a need for prizes for this year's Photo Contest. These will be supplied from our inventory of lake merchandise.
- **Action:** Marlene P. to send an e-mail to Dean B. Indicating what prizes are needed.
- **Anthony G.** - Advised that he approached the Cochranes about the possibility of hosting the AGM at the marina, and they indicated that they were not interested in this at this time. Further, with regards to the SLCA officially sponsoring events like the Canada Day fireworks and the Family Day Fun Day, these should remain private community events (to avoid added insurance costs). Further, the SLCA must pay careful attention to the wording and language used when promoting these events either in print or on our website.

5. Financials

- **Dave M.** – Advised that the SLCA is currently in a loss position to the amount of \$2615. This is normal given the time of year relative to our canvassing for 2013/2014 memberships. This deficit takes into account all major recurring expenses to date such as the Spring newsletter, FOCA fees, insurance fees,...).
 - Current bank balance stands at \$2169 (cash) and numerous GICs with various maturity dates for the SLCA's reserve funds.
 - **Dave M.** - Looked into changing the type of account for one with more favourable service fees, but the cost of ordering new cheques alone, would negate any benefit from such a change for years to come. Best to continue with the status quo.
 - New Executives need to be added to the account as signatories. This includes: Anthony Genovese (President), David McDonald (Treasurer), Marlene Pollard (Membership), Judy Platt (Secretary) and Pat Stallaert (Vice President). Although Pat is the only new name being added, the bank requires all account users to sign off on the change. (SORRY FOLKS!)
- Action:** Dave M. – to arrange a date for all signatories to attend at the bank in Bancroft this summer.
- **Dave M.** – Advised that regulatory changes to Ontario Not-for-profit Corporations Act are coming into effect next year. On initial review, it looks like we should be in pretty good shape in order to satisfy the regulation changes. FOCA have prepared a “tool kit” to help lake associations understand and comply with the new regulations.
 - **Pat S.** - Suggested that as part of the SLCA's due diligence, we should prepare a review document that lists all the new requirements of the regulations, and describes how the

SLCA stands on each requirement. This would provide us a gap analysis and help direct our efforts to come into compliance where necessary.

- **Action:** Dave M. to download and review the information available from FOCA. Dave M. To lead the review but all Executives may be called on to assist in this review.

6. Municipal Affairs

- **Dave G.** – Advised that Limerick Township has received a grant from the province for \$400,000 representing about 90% of the cost of replacing the bridge on the North Road near Mowat Lane. Work will likely begin in September or October and will mean a road closure for at least one week.
- The Crowe Valley Conservation Authority is in dire straits financially and is looking at the option of merging with the Quinte CA. The CVCA is also looking at other means of raising funds such as the sale of properties which could include those like the McGeachie property. The Township is strongly urging the CVCA to keep in mind that these lands were set aside to be a conservation area by the McGeachie family and as such, should remain so. With this in mind, the Township is looking for any families in the community who might consider making bequests, to set up a fund to support the McGeachie property expenses.
- Limerick Township has applied for a 2-year grant from the province to help fund health and fitness programs in the township. Already planned are a healthy eating program, youth canoe lessons and a junior fire program for youth in the area.
- Township is facing some large expenses relating to the Limerick Community Centre. The furnace has failed and is not repairable. The building is old, poorly designed and difficult to heat. It lacks accessible washrooms and many other improvements to make it efficient and of optimal use to the community. In addition, the township has outgrown its office space at the current location on St Ola Road, and would be looking for a more “visible” location. In short, the Township is looking at either a new building or significant renovations/additions to the existing community centre that would allow it to relocate its offices there.
- South Road - Limerick Township has done considerable work to grade and repair the South Road this spring after a particularly hard winter and the added impact of logging operations using that road. Grading could not be performed until the frost was out of the ground else more damage would be done to the road surface. It is expected that logging will continue for a little longer but then will again be suspended for as much as ten years or more while the tree stocks are allowed to recover before future harvesting.
- **Dave G.** – Also pointed out that it is not within the Township’s mandate to permit or deny anyone to travel over a public road, and that although there has been evidence that the logging company may have contravened seasonal weight restrictions, enforcement is not an easy matter.
- **Anthony G.** – Advised that the special roads advisory sub-committee that was struck late last year to look at options for maintaining the South Road, had come to an impasse and that Limerick was waiting on Tudor-Cashel to make an acceptable proposal for moving

forward. The situation is complex because much of the land the road passes over is actually privately owned, and much of that land belongs to the logging company.

- **Dave G.** – Explained that because the South Road is at least in part, a boundary road as defined in the Municipal Act, both townships must come to an agreement on how it is to be managed, and no new agreements have been reached.

Anthony G. – Advised that as a result of most recent discussions the SLCA has had with Limerick Township, a proposal for the swap of services between townships for the first section of the South Road that falls within Tudor Township (first 400 m) and with the next section of the road which lies in Limerick Township, has been suggested. What is being considered is that Limerick would offer to take over summer maintenance operations of the entire road, if Tudor-Cashel agreed to take over winter maintenance of both the first 400 m of the road (which they already do) and Limerick Township's section of the road. This would leave the residents of the remaining portion of the road in Tudor-Cashel to continue with private winter road maintenance services.

Action: Anthony G. – to draft a proposal for a swap of services between townships, and present it to the Chair of the South Road Advisory committee.

- **Anthony G.** – Also suggested that maybe the SLCA needs to have its own standing Roads Committee, not only for the South Road, but to oversee all community road issues.

7. Web/Internet

- **Anthony G.** – Advised that the SLCA website has been up and running in a stable manner more or less, and that a lot of work had gone into adding content to the website particularly in the areas of the Newsletter Archives and in past Reports. We will endeavour to try to keep these sections up to date going forward.
- **Dave G.** – Confirmed that the high-speed internet is on the verge of becoming a reality in the area and that the Eastern Ontario Regional Network has brought fibre optic cabling and equipment up to the Bell distribution point near the public beach on the North Road. Once operational, it should be able to service customers within a 4 km radius of that point. The EORN website advises that the target date for ADSL internet access in this area is Fall 2013.

8. Social Events

- **Anthony G.** – Advised that we still do not have a Chair for the Social Committee and we are very close to having to cancel this year's Regatta if we do not find a volunteer to help organize this event.
- The BBQ used in past years is still available.
- It was suggested that the ribbons given out as prizes should be simplified by making them non-year specific.

Action: Anthony G. To send out a broadcast email to all members, and post a note on the website, advising that we still need a volunteer to organize the regatta or the event will be cancelled.

9. Open Positions

- The following positions are either open or coming due for elections this summer:
- Social Committee Chair - vacant
- Lake Stewardship – up for election
- Newsletter Editor – up for election
- Photographer – vacant

New Business

10. Fire Pumps

- **Anthony G.** and **Pat S.** have looked into pricing information for portable fire fighting pumps with a couple of reputable vendors along with insurance costs and liability issues. Given the historical response to this issue and the added cost of insurance, ongoing maintenance, and liability risks to the SLCA, it is recommended that we table the issue for the AGM, and seek interest in members for buying their own equipment, then we can try to negotiate a discount for SLCA members with a supplier.

Action: Anthony G. To table the issue of Fire Pumps for our next AGM.

11. Community Alliance

- **Anthony G.** – explained that he had been contacted in the past by a member of the Shawano Association regarding the formation of a Community Alliance that would work together to promote the interests of the communities at the Township and even County/regional level.
 - **Dave G.** – Provided the contact information for the Tri-lakes Association.
- Resolved:** That the SLCA continue to investigate the formation and participation in such a Community Alliance and report back to the membership.

12. Abandoned Boat House

- **Pat S.** – Advised that the SLCA has obtained approvals from all responsible authorities, and a demolition permit from the Township of Limerick, for the removal of the abandoned and derelict boathouse in Adams Bay. Work on the removal of the structure was supposed to begin during February, but because of snow and ice conditions, and because so little of the structure remains above the waterline, this work will now be scheduled for some time in late July after the fish spawning season.

13. Executive Positions – Job Descriptions

- **Anthony G.** – Advised that he had found a file that contained job descriptions of various Executive and Committee Chair positions.
 - **Pat S.** – Recommended that in the interest in of time and efficiency, that Anthony Scan in each document and circulate them amongst the executive
- Action:** Anthony G. To scan and circulate job description documents and each member of the Executive and Committee Chairs to review and mark up their respective documents for update and further discussion.

14. Documentation Standards

- **Pat S.** - Raised the need for formalizing and standardizing documentation formats and record retention for the SLCA. This will be particularly important once the new regulations for Non-profit corporations come into effect next year. Due to a lack of time and the absence of the SLCA's Secretary, this issue will be rescheduled for discussion at the Fall Executive meeting.

Action: Pat S. To draft a guideline for documentation and record keeping for the SLCA and present it at the Fall Executive meeting.

Meeting Adjourned: 12:10 PM