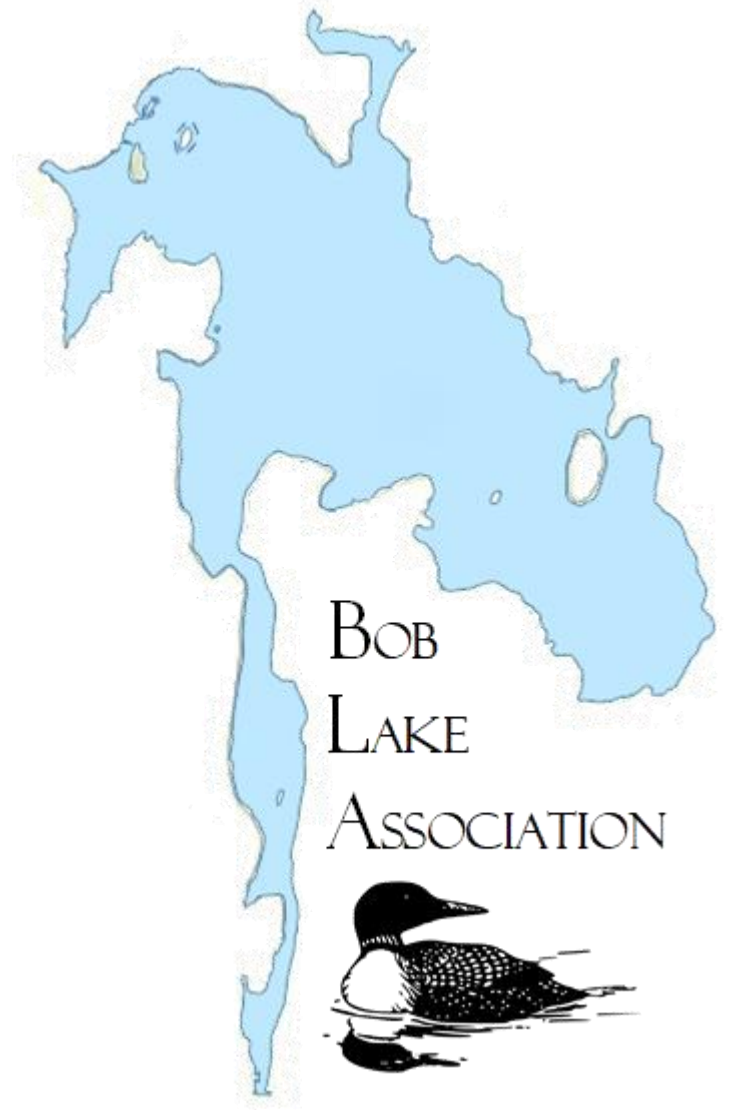


# BOB LAKE ASSOCIATION 2018 ANNUAL GENERAL MEETING

Saturday May 26, 2018

S.G. Nesbitt Memorial Arena & Community Centre

Minden, ON



# Agenda



## **9:00AM – Call to Order**

1. Approval of Agenda
2. Approval of Charter Meeting Minutes (September 9, 2017)
3. Business Arising from Charter Meeting (September 9, 2017)
4. Report of Officers
  - Chair's Annual Report on behalf of the Board of Directors
  - Treasurer's Annual Report
  - Legislation Committee (Constitution and By-Laws)
  - Insurance Committee (Non-profit D&O and CGL insurance)

## **10:30 – Health Break**

5. Bob Lake Association Priorities 2018-2019
  - Boat launch - update
  - Lake stewardship - working group
  - Safe Boating- working group
6. Budget and Fees 2018
7. Election of Directors and Officers
8. Unfinished Business
9. New Business
10. Adjournment



# Agenda & Charter Meeting

**Motion** - That the 2018 AGM agenda be approved

**Motion** - That the September 9, 2017 Charter meeting minutes be approved

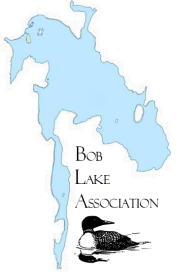
Business arising from Charter Meeting



# Chair's Annual Report

Laurent Joncas

# Chair's Annual Report



**Motion** - That the Chair's Annual report on behalf of the Board of Directors be received



# Treasurer's Annual Report

Ross Gladwell

# Treasurer's Annual Report – 2017 Year End



**Bob Lake Association**  
**Financial Statement for Year End December 31, 2017**  
**(Unaudited )**

**Revenue**

Registration Fees	- 2017	\$ 1,840.00
	- 2018	1,220.00
Donations		<u>266.33</u>
		<u>\$ 3,326.33</u>

**Expenses**

Inaugural Meeting	\$ 146.33
Documentation for Boat Launch Project	40.80
Banking expenses	<u>149.12</u>
	<u>\$ 336.25</u>
<b><u>Excess of Revenue Over Expenses</u></b>	<b><u>\$ 2,990.08</u></b>

**STATEMENT OF CHANGE IN ACCUMULATED SURPLUS**

Balance, beginning of year	\$ 0.00
Excess of revenue over expenses	<u>2,990.08</u>
Balance, end of year	<u><u>\$ 2,990.08</u></u>

Prepared by:

  
Ross Gladwell, Treasurer

# Treasurer's Annual Report – 2018 Year-to-Date



## **Bob Lake Association** **Financial Statement - Year to Date May 24, 2018**

### **Revenue**

Registration Fees \$ 560.00

### **Expenses**

AGM Hall Rental	\$ 144.64
Website Fees	60.00
Survey Expenses	70.00
Sign Boards	268.73
Banking expenses	16.66
	<hr/>
	\$ 560.03

### **STATEMENT OF CHANGE IN ACCUMULATED SURPLUS**

Balance, beginning of year	\$ 2,990.08
Excess (shortfall) of revenue over expenses	<u>( 0.03)</u>
Balance May 24, 2018	<u><u>\$ 2,990.05</u></u>

Prepared by:

  
Ross Gladwell, Treasurer

**Motion** - That the Treasurer's Annual Report be received





# Legislation Committee (Constitution and By-Laws)

Laurent Joncas

# Draft Constitution and By-Laws



## 1 Name

- 1.1 The Association shall be known as the Bob Lake Association, hereinafter referred to as the Association.

## 2 Mission

- 2.1 To act, advocate and inform on behalf of the Members of the Association to protect and improve Bob Lake and its environment.

## 3 Objects

- 3.1 In furtherance of its mission, the Association will:
  - a) Foster the relationship among residents of Bob Lake as it relates to common goals and concerns;
  - b) Provide an educational forum for topics pertaining to the environment of Bob Lake and the quality of life of its property owners;
  - c) Provide a forum for all Members to voice concerns and issues, and such complementary purposes not inconsistent with these Objects;
  - d) Co-operate and work with all levels of government and agencies in such matters as affect the members of the Association and their properties;
  - e) Participate as a party in any form of legal, judicial, administrative and municipal proceeding subject to the approval of the Board of Directors;
  - f) Undertake such projects and activities deemed beneficial by the Board of Directors of the Association.

## 4 Membership

- 4.1 Membership shall be open to those people owning property abutting the shoreline of Bob Lake and to those, whose property abuts the aforementioned shoreline properties, hereinafter referred to as Property.
- 4.2 Members in good standing, hereinafter referred to as Members, shall consist of those persons owning Property and who have paid the annual membership dues for the current year.
- 4.3 Persons who jointly own Property shall all become Members upon payment of the annual dues by one of those persons. Each person becoming a Member under this arrangement shall be entitled to the same rights, privileges and power as any other Member of the Association subject to Voting Privileges as set out in clauses 5.2 and 5.3;
- 4.4 Associate membership in the Association shall be open to any individual whose dues for that purpose are paid. Associate Members shall be entitled to participate in activities/meetings of the Association but shall not have the right to vote at any meeting of the Members. Individuals seeking associate membership shall be registered as such, subject to the approval of the Board of Directors.
- 4.5 The Board of Directors may grant honorary membership in the Association to individuals in recognition of their contribution to the Association.



# Draft Constitution and By-Laws (continued)

## 5 Voting Privileges

- 5.1 Subject to clauses 5.2 and 5.3, Members, as defined by clause 4.2, are eligible to vote on matters coming before any meeting of the membership.
- 5.2 Each Property holds one (1) vote on matters arising before any meeting of the Members. In the case of joint ownership of a Property, the Members for said Property shall select the voting Member for said Property.
- 5.3 Subject to clause 5.2, a Member, who owns more than one (1) property, shall be entitled to one (1) vote per property for which the Member has paid annual dues.
- 5.4 Each Member entitled to vote at a meeting of the Members may, by means of a written proxy, appoint any person 18 years of age or older, as his or her nominee to attend and act at the meeting in the manner, to the extent, and with the power conferred by the proxy.

## 6 Dues

- 6.1 The Board of Directors shall propose annual dues payable by Members and Associate Members subject to approval by the Members at the Annual General Meeting or a duly convened special meeting of Members.
- 6.2 Any Member or Associate Member whose dues remain unpaid by the time of the Annual Meeting of the year for which dues are payable shall automatically cease to be a Member or an Associate Member but any such Member or Associate Member shall be reinstated upon payment of required dues.
- 6.3 The Board of Directors may from time to time propose a separate voluntary assessment to raise funds for a special purpose of the Association.

## 7 Financial

- 7.1 The fiscal year of the Association shall be the calendar year.
- 7.2 A financial statement for the previous fiscal year shall be presented to the Annual General Meeting of the Association.
- 7.3 The Association shall maintain a bank account in its own name in a federally chartered financial institution at a branch decided by the Board of Directors from time to time.
- 7.4 In the event that the Association is dissolved, and after payment of all its debts and liabilities, its remaining assets shall be disposed of in a manner consistent with the objects of the Association by the Board of Directors.

## 8 Board of Directors

- 8.1 The affairs of the Association shall be managed by a Board of Directors of not less than nine (9) nor more than eleven (11) Directors each of whom, at the time of election and throughout his or her term of office, shall be a Member or the duly authorized Proxy of a Member and be eighteen (18) years of age or older.
- 8.2 The Directors of the Association shall be elected at the Annual General Meeting. Each Director so elected shall serve for a period of one (1) year from his or her election or until a successor is elected or appointed.
- 8.3 The Board of Directors may fill vacancies on the Board by appointment from among Members of the Association, so long as a quorum of Directors remains in office. A Director so appointed shall hold office until the next general meeting of Members at which a successor is elected.
- 8.4 Directors whose term of office has expired may be re-elected.

# Draft Constitution and By-Laws (continued)



## 8 Board of Directors (continued)

- 8.5 The Directors shall serve as such without remuneration but a Director may be reimbursed for expenses incurred by him or her and approved by the Board of Directors.
- 8.6 If a Director is absent for three consecutive meetings of the Board, the Board may by resolution remove such Director from office.
- 8.7 A simple majority of the duly elected or appointed Directors shall constitute a quorum of the Board of Directors.
- 8.8 Notices of meetings shall be sent to Directors at their last known email address as recorded on their membership registration a minimum of fourteen (14) days before the meeting; a meeting may be held with less than 14 days' notice if a minimum of 80% of the directors waive the notice period in writing prior to beginning the meeting.
- 8.9 All Directors attending a meeting may be present in person or by telephonic or other electronic means, provided that participants can communicate adequately with each other.
- 8.10 The Board of Directors may hold a meeting without notice immediately following a general or special meeting of Members, notwithstanding clause 8.8.
- 8.11 The Board of Directors may appoint Standing or Ad Hoc committees as required.

## 9 Officers

- 9.1 The Officers of the Association shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer.
- 9.2 The Members shall elect the Officers from among the Board of Directors at the Annual General Meeting.
- 9.3 The Chair shall preside at all meetings of the Board of Directors and Members and, in the absence of the Chair, the Vice Chair shall preside at such meetings. In the absence of both of the aforementioned individuals, the Board may select a person to act as chair of the meeting.
- 9.4 The Chair is an ex-officio member of all committees.
- 9.5 The Secretary shall give, or cause to be given, all notices required to be given to Members and Directors. He or she shall enter, or cause to be entered in books for that purpose, minutes of all proceedings at such meetings. He or she shall be the custodian of all books, papers, records, and documents belonging to the Association.
- 9.6 The Treasurer shall keep full and accurate books of account in which shall be recorded all receipts and disbursements of the Association, and under direction of the Board of Directors, shall control the deposit of money and the disbursements of the funds of the Association. He or she shall render to the Board of Directors an account of all the transactions and of the financial position of the Association.
- 9.7 From time to time the Board of Directors may modify the duties of any Officer or Officers.
- 9.8 The Signing Officers for the Association shall be the Chair, the Vice-Chair, the Secretary and the Treasurer. Two of these four Officers must sign all debit instruments.
- 9.9 With the Board of Directors' approval, the Chair, the Vice-Chair, the Secretary or the Treasurer may enter into contracts on behalf of the Association in the normal course of the Association's operations.



# Draft Constitution and By-Laws (continued)

## 10 Indemnification

- 10.1 The Officers, Members of the Board of Directors and Members of all committees and each of them and each of their heirs, executors and administrators shall be indemnified and saved harmless out of the assets and profits of the Association from and against all actions, costs, charges, losses, damages and expenses, which they or any of them or any of their heirs, executors or administrators shall or may incur or sustain by or by reason of their performance of their duty or supposed duty in their respective offices, except such (if any) as they shall incur or sustain by or through their own wilful neglect or default respectively.
- 10.2 The Association shall purchase and maintain insurance for the benefit of Directors, Officers and Members of all Committees against any liability incurred in their capacity as a Director, Officer or Member of a Committee of the Association.

## 11 Meetings

- 11.1 There shall be one Annual General Meeting of Members at such time and place as determined by the Board of Directors.
- 11.2 The Board may convene a special meeting of Members at such time and place as determined by the Board of Directors.
- 11.3 A petition requesting a special meeting of the Members, containing the signatures of 25% of the Members, shall require the Board of Directors to convene a special meeting of Members at a time and place determined by the Board of Directors.
- 11.4 Notices of the Annual General Meeting or a special meeting of Members shall be given 30 days in advance at the Member's email address as recorded on his or her membership registration.
- 11.5 Quorum for a general or special meeting of the Members shall be twenty-five percent (25%) of the Members eligible to vote.
- 11.6 Robert's Rules of Order shall govern all meetings of the Board of Directors and general or special meetings of Members, provided they do not conflict with the By-Laws of the Association.

## 12 Amendments

- 12.1 Amendments to this Constitution shall be by subsequent by-laws approved by a two-thirds (2/3) majority of voting Members present at a general meeting of Members.
- 12.2 Notice of intent to amend shall be included in the notice of meeting, in accordance with clause 11.4 and shall include the proposed amendment.
- 12.3 Any proposed amendment that has not been the subject of a notice to amend shall be approved by a nine-tenths (9/10) majority of voting Members present at a general meeting of Members.



# Draft Constitution and By-Laws (continued)

## **Motion**

That the draft Constitution and By-laws be adopted as presented





# Insurance Committee (Non-profit D&O and CGL insurance)

Erwin Speckert



# Insurance Committee

- An application for Director and Officer Insurance (D&O) as well as Commercial General Liability Insurance (CGL) has been submitted to CADE Insurance, the premier insurance provider to Lake and Property Owner Associations in Ontario
- Costs are \$272 for the D&O and \$556 (+8% tax) for the CGL; each being for \$2 million in coverage
- The above rates include a 15% discount that is applicable to all FOCA members
- Board members, as well as anyone acting on behalf of the BLA (i.e. volunteers) are covered under the policy

**Motion** - That the report of the Insurance Committee be received





# Boat Launch Update

Dave Roberts

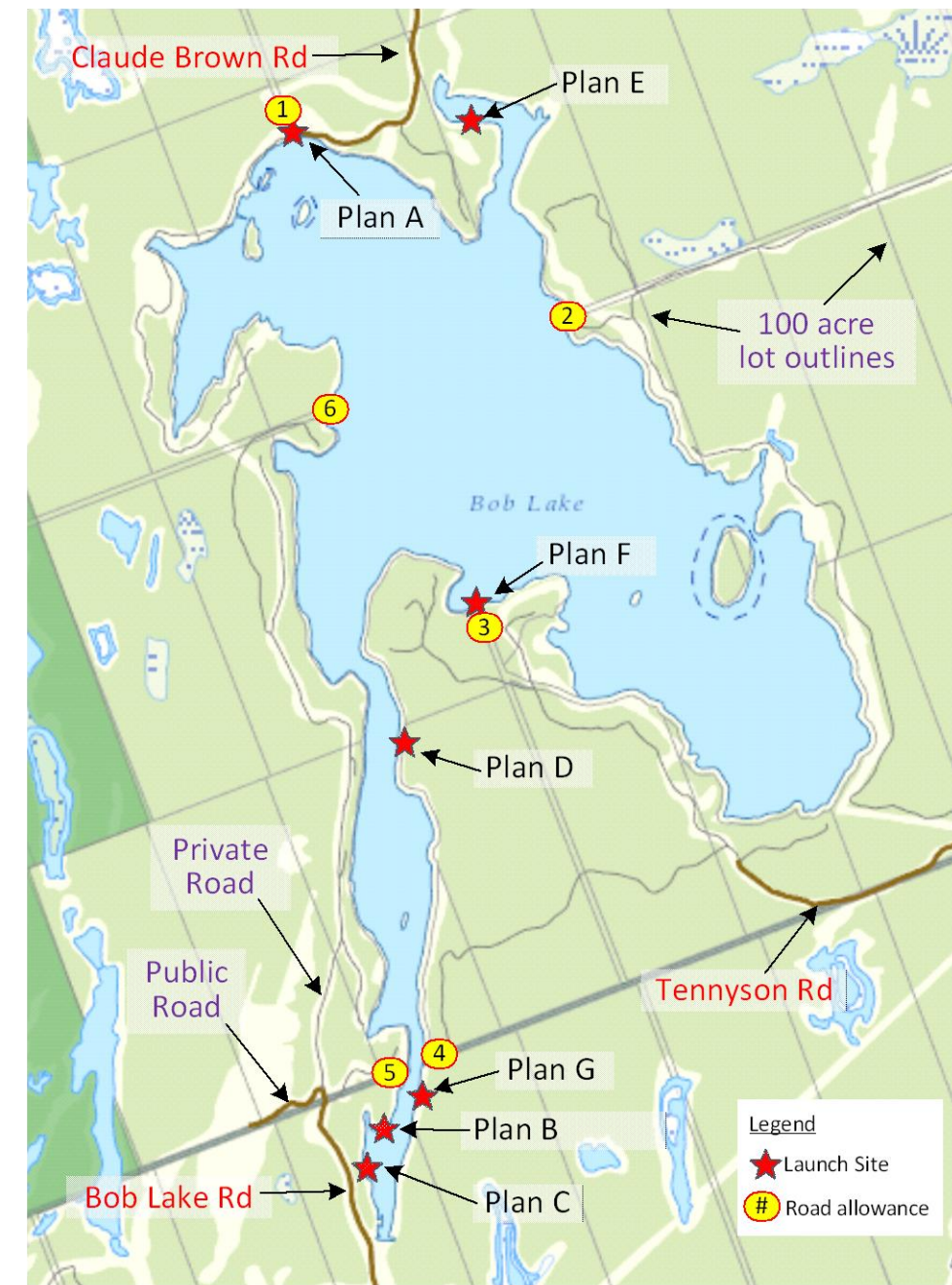


# Boat Launch Committee Activities to Date

- Full history on our website - [boblakeassociation.ca/boat-ramp](http://boblakeassociation.ca/boat-ramp)
- BLA delegation to Council on November 30, 2017
  - Proposed site off Claude Brown Rd on the public road allowance entering the lake
  - Proposal highlighted a range of benefits (tax revenue, environment, safety, business impact, etc.)
  - Well received, but challenged and ultimately rejected on traffic safety and liability concerns
- Council remains supportive of restoring a public boat launch on Bob Lake
  - Open to working collaboratively with the BLA on finding an alternative viable solution
  - The BLA has maintained active communications with both the town planner and Mayor
- Alternative site investigation
  - BLA Boat Launch Committee has been actively researching other options since March
  - Paramount: location, location, location!!
  - Secondary: funding

# Public Boat Launch Options

- Key attributes
  - Maximize use of public roads and road allowances
  - Minimize need for new public right-of-way agreements
  - Minimize need for new road development
  - Adequate space for queuing (traffic safety)
- Plans B & D are only viable options
  - Mother nature (topology) rules out all others
- Plan B
  - Best option available by far
  - Requires land severance and the cooperation of the owner (not yet secured)
- Plan D
  - Significant land acquisition cost (no severance option)
  - Use of private road needing public right-of-way





# Public Boat Launch Next Steps

- Continue pressing Plan B
  - Engage Mayor to approach land owner
  - Failing that, petition Council to expropriate land
  - Please sign petition before leaving today
- Revisit Plan A (Claude Brown)
  - Discuss potential measures to address traffic safety and liability concerns with town planner
  - Could BLA purchase Claude Brown road allowance, build ramp, and takes on ownership and liability?
- Explore Plan D further
  - Could the BLA incorporate and purchase property through member raised funds?
  - Apply for a non-residential severance of the property, keep the 10 acres needed for launch, and sell remaining 90 acres to a future cottager to recoup some expenses?
  - How to deal with ~1km section of Tennyson private road?
- Open call to members for help
  - Are there other viable location options?
  - Ideas or suggestions



# Boat Launch Motion & Petition

**Motion** - That the Board of Directors continue its efforts to obtain the restoration of a public boat ramp on Bob Lake



BLA Launch  
Petition

***\*\*\* Please remember to sign petition before leaving \*\*\****



# Lake Stewardship

Sue Pyke

# Lake Stewardship - Scope

- Septic Health
- Shoreline Health
- Water Quality
- Wildlife





# Lake Stewardship - Resources

- Coalition of Haliburton Property Owners Associations (CHA)
  - <https://www.cohpoa.org>
  - CHAlked full of resources on shoreline health, septic health, lake health, etc.
- Federation of Ontario Cottagers' Association (FOCA)
  - <https://foca.on.ca>
  - Lake Stewards Newsletter and other resources
- Bob Lake Association (BLA)
  - Watch for a future Lake Stewardship section on our website @ <https://boblakeassociation.ca>

**Motion** - That a working group composed of interested members of the Bob Lake Association be created for the purpose of examining the establishment of a Lake Stewardship program

**Motion** - That the Lake Stewardship working group have a minimum of one board member





# Safe Boating

John du Manoir

# Tasking Safe Boating on Bob Lake



Why?

What?

How?



# Why Boating Safety?

- To respond to a need identified by our membership
- To reduce our exposure to hazards
- To encourage courteous and responsible boating behaviour
- To improve safety for all users of our waters
- To ensure that we all can enjoy everything that living and cottaging on Bob Lake can offer



# What Can We Do?

- Educate ourselves
- Identify the hazards
- Identify zones which are speed- and wake-sensitive
- Promote courteous and responsible boating



# How?

- Form a task group or committee on Safe Boating
- Become familiar with all relevant regulations
- Map the lake's shoals and other hazards
- Identify zones where speed and wake need to be controlled
- Develop an action plan and a budget to implement this plan

# Can you help?



Please contact me @

705-286-3101

or

dumanoir@bell.net

Thank you!

John du Manoir

**Motion** - That a working group composed of interested members of the Bob Lake Association be created for the purpose of examining the establishment of a Boating & Water Safety program

**Motion** - That the Water Safety working group have a minimum of one board member



# Budget and Fees 2018

Laurent Joncas

# Bob Lake Association Draft 2018 Budget



## Assets

2017 Surplus	\$ 2,990.08
2018 Projected Revenue	\$ 2,260.00
113 members x \$20.00	
# Associate members x \$10.00	\$ -
Donations	\$ -
<b>Total</b>	<b>\$ 5,250.08</b>

## Liabilities

### Administration

Banking fees \$ 70.00

### Communications

WordPress (website - \$27.42 x 12) \$ 330.00

Insurance (D&OL + CGL) \$ 1,000.00

AGM 2018 \$ 300.00

Memberships & Coalitions \$ 300.00

FOCA - Supporting member

COHPOA (CHA)

CEWF

### Programs

Lake Stewardship \$ 300.00

Boating Safety \$ -

**Total** **\$ 2,300.00**

**Surplus/Deficit** **\$ 2,950.08**





# Budget and Fees 2018

**Motion** - That the 2019 Member's fee be \$20

**Motion** - That the 2018 and 2019 Associate Member's fee be \$10

**Motion** - That the 2018 budget be adopted



# Election of Directors and Officers

Laurent Joncas

# Election of BLA Directors



- Current BLA Directors standing for re-election
  1. John du Manoir
  2. Ross Gladwell
  3. Laurent Joncas
  4. Sue Pyke
  5. Dave Roberts
  6. Robert Roszell
  7. Erwin Speckert



# Election of BLA Officers

- Current BLA Officers standing for re-election
  - Ross Gladwell (Treasurer)
  - Laurent Joncas (Chair)
  - Sue Pyke (Secretary)
  - Robert Roszell (Vice Chair)

**Motion** - That the BLA Board Members of Directors and Officers as elected be approved



# Unfinished Business

Laurent Joncas



# New Business

Laurent Joncas



# Adjournment

Motion - That the 2018 Annual General Meeting be adjourned

Laurent Joncas