

OTTER LAKE RATEPAYERS' ASSOCIATION Board Meeting

Present: The following persons were in attendance: Kerry Mueller, Martin Chepesiuk, Brad Chittick and Daryle Moffatt (via phone).

Regrets: David Amy, Sonja Cigler

Date/Location: Feb. 24, 2018 at Kerry and AJ Mueller's cottage, 168 Bradshaw Road, Seguin

Call to Order: Kerry noted that as notice of the meeting had been duly given to all the directors and a quorum of the directors was present, the meeting was properly constituted for the transaction of business. The meeting was call to order at 1:15 p.m.

Approval of Minutes:

The minutes of the Board meeting of February 4th, 2017 were approved as presented.

Moved: Martin Chepesiuk

Second: Brad Chittick

Carried.

The minutes of the Board meeting of October 14, 2017 were approved as presented.

Moved; Martin Chepesiuk

Second: Daryle Moffatt

Carried

Financial Report

Daryle presented the Balance Sheet and Income Statement for the 2017 fiscal year which ended December 31, 2017. Daryle pointed out that the cash on hand as of January 31 of approximately \$12,000 includes \$2000 in collected membership fees. Daryle also noted that the website development expenses will be accrued in 2017 as the contract was engaged in 2017.

A draft 2018 Budget was also presented. (For details see New Business section, Budget)

Daryle reported that advertising revenue for the Spring Newsletter was estimated to be about \$900, with a new advertiser interested.

Membership

Paid members reached 99 as of January 31, 2018 and increased to 108 by February 23, 2018.

Lake Stewardship Report

Bev Clark has agreed to present at this years AGM. He has made himself available for 10:00 am and will present for a maximum of 20 minutes and take questions for 10 minutes. This duration is flexible and dependant on our agenda.

Bev has recommended that we conduct monthly tests for phosphorus and water clarity in each of the seven sites he established in 2017 through the open water season of April to October. During one of the test days, extra samples will be taken for the Lake Partnership program. Tests of oxygen levels will also be conducted in each site during the September sampling. We will need to borrow or rent the equipment to conduct the oxygen level tests. Brad is reaching out to GBBR to determine if we can borrow or rent their equipment. Failing that Brad will search for other sources and also get pricing for an outright purchase.

Lake Water Level Report (as per MNR&F)

Martin reported that the lake water levels were up significantly over the winter period due to the abundance of rain we received in January and February. A link to the MNR&F Otter Lake water level is now up on the ORLA website.

Lake Information Brochures

Martin proposed to create and distribute a Lake Stewardship & Boating etiquette information brochure. He suggested that these brochures would be distributed through two covered exterior brochure boxes located at the Narrows boat launch and the Marina boat launch.

Martin said that he would work on such a brochure with Kerry's input for the Board to approve.

Resolved that Martin acquire two weather resistant brochure boxes for a sum of \$40.00 and investigate installing them at the Narrows boat launch and Marina boat launch.

Moved: Brad Chittick

Second: Daryle Moffatt

Carried

New OLRA Website

New OLRA website was launched on January 31, 2018. OLRA retains ownership of the olra.ca URL and all rights to the website. No membership data is housed on the new website. Mike Comrie has confirmed that he has purged his systems of OLRA data. The services of Jason Rosewell, Linkhouse Media, Parry Sound were engaged to help with the design and launch of the new website.

The Board would like to consider giving a gift to recognise Mike for his 15 years of volunteer service both developing and maintaining OLRA's previous website. Gift options suggested were a lifetime membership, or a physical gift. The Board is not in favour of giving a gift card or other cash like vehicle. Brad took the action to email all Board members to ascertain their views, prior to a decision.

A discussion took place about linking a web camera to the website. Kerry & AJ Mueller offered to be possible hosts depending on the bandwidth required and Tappatoo may also be a possible site. Action taken by Brad to gauge Tappatoo's interest.

Kerry raised the question for the requirement of Google analytics. The Board members discussed the possible merits and concerns with its use. Kerry will investigate this further and report back in the future.

Daryle put forward a proposal to consider selling 'sponsorship' space on the website. Similar to what FOCA has done. No decision was made. Proposal details will be discussed at a future date.

Henvey Inlet update

Pattern Energy has established a 'Lay-down' area on the north-east corner of Highway #400 and Oastler Park Drive

Parry Sound Municipal Airport expansion update

PSAMA has not completed its business plan and return to the Township of Seguin Council.

Short Term Cottage Rentals update

OLRA submitted an opinion letter to the Township on February 16, 2018 including the results of OLRA's member survey on this issue done Nov. 2017. A public meeting date is to be announced.

Septic Re-Inspections-Otter Lake

Seguin released the report on the 2017 Septic Re-inspection program which was focused on Otter Lake, Little Otter Lake and Clear Lake. In total 118 properties were not inspected. 36 health and safety issues were found on Otter/Little Otter Lakes. Kerry reported that OLRA has asked for further details and is awaiting a response from Seguin Township.

NEW BUSINESS

2018 Budget

Budget is being prepared. A draft budget was presented. OLRA Summer BBQ budget is outstanding. Brad is to provide the BBQ budget.

Board Member event expenses

Board members are attending other cottage association meetings and conferences such as FOCA and SQL. The directors discussed a proposal to cover certain types of expenses incurred by directors to attend meetings and conferences on behalf of OLRA. Further discussion is required to outline a policy for reimbursing appropriate expenses. A motion was made to cover Kerry's FOCA AGM registration/admission fee. Marty and AJ Mueller will be attending too and will pay their own registration. As a FOCA Board member, Daryle will also attend. FOCA will not be covering Daryle's expenses.

Resolved to reimburse the President, Kerry Mueller, the admission fee to attend the FOCA conference on behalf of the OLRA.

Moved: Martin Chepesiuk

Second: Daryle Moffatt

Carried

AGM Planning

Sunday May 20, 2018 at Foley Community Centre, 60 Rankin Lake Road

9:00 a.m. to 12:00 p.m.

Doors open at 8:30 a.m. with refreshments

Guest Speakers: Bev Clark-Lake Stewardship Report

Inviting: Mayor Bruce Gibbons, Councillor Dale Graves, Councillor Mario Buszynski

Membership Renewal table

An OLRA members prize draw will be sponsored by - the Festival of Sound and organized by OLRA member /FOS Board member, Cathy Ballantyne.

Spring Newsletter

Kerry presented an outline of the spring Newsletter. Board members are to review and add items as needed.

Creating a Lake Plan for Otter Lake

Daryle and Kerry proposed that the OLRA consider developing a lake plan. The Crane Lake Association binder that they issue to Crane Lake Association members contains their lake plan and has become a guideline/reference book through FOCA. Daryle will distribute an electronic version of a lake plan if one exists. Kerry will mention this Lake Plan Project in the spring newsletter and solicit participation from others too.

BBQ Planning

Budget needs to add 18% gratuity to recognise the Tappatoo service workers.

Brad is acquiring menu options from Tappatoo based on last years per plate cost of approximately \$14.50. It is our desire to keep the food offering at a higher level (e.g. not hamburgers/hotdogs). Ticket prices will be determined by what the Board deems is appropriate. In past years this has been \$5.00+HST.

Event Ideas:

- Name tags with cottage locations
- No Band
- Perhaps a lake trivia game (need someone to run)
- Photo contest
- Artisans tables

Cyber Insurance

The Board reviewed the option to buy cyber insurance from CADA Assoc. As of the rebuilding of our OLRA.ca website membership data is no longer housed in the OLRA website. Mike Comrie has also deleted all OLRA membership data from his systems. New processes are in place to handle membership data which make it less accessible. The OLRA website is being backed up. The Board felt that such insurance is not necessary.

Anti-Spam Legislation compliance

The OLRA membership form and the website indicate how members may unsubscribe from OLRA emails. Kerry proposed that a statement be added to the bottom of emails sent to OLRA members that also states how to unsubscribe.

Communication methods for the 21st Century

Daryle recommended that the spring newsletter contain an invitation for someone with Social Media skills on other platforms besides Facebook and the OLRA website to assist in OLRA communications on i.e. twitter, Instagram and/snapchat. Kerry will do this.

TERMINATION

There being no further or other business, on motion duly made, seconded and carried it was resolved that the meeting terminate.

Moved: Kerry

Second: Brad

Carried