



Annual General Meeting Agenda Package

July 23, 2022

South Elmsley Community Hall,

441 ON-15, Lombardy, ON K0G 1L0

The following documents are included in this meeting package:

A. AGM Agenda	Page 2
B. July 2021 AGM Minutes	Page 3
C. Treasurer's Report	Page 7
D. Director Elections	Page 9

There are no written documents included in this package for the following agenda items: Membership Update, Lake Steward's Update, and New Business items – these will be verbal reports only.

This meeting package is provided to members to facilitate OLLA's AGM meeting and will be emailed to all members as well as posted on OLLA's website.

The meeting will be held at the Ronald E Holman Complex (South Elmsley Community Hall) on Hwy 15. (441 ON-15, Lombardy, ON K0G 1L0). All OLLA members will be required to register on their arrival at the hall or with Jeff Neal (ollapresident@otterlake.org) at least three days prior to the meeting, if there is a medical requirement for virtual attendance.



OLLA AGM AGENDA

July 23, 2022

9:00 a.m. Registration / Sign-in
9:30 a.m. Start of Meeting

1. Open Meeting – President’s Remarks
2. Approval of the Agenda
3. Approval of 2021 AGM Minutes
4. Membership Update
5. Treasurer’s Report
6. Lake Steward’s Update
7. Election of Directors
8. New Business
 - a. New Requirement for Ontario Not-for-Profit Corporations Act (ONCA)
 - b. FloatOLLA 2022
 - c. Otter Lake SWAG
9. Date of Next AGM – July 22, 2023
10. Adjournment of AGM meeting

NOTE: You are invited to a light lunch / social time in the hall following the meeting.



MINUTES OTTER LANDOWNERS' ASSOCIATION (OLLA)

VIRTUAL ANNUAL GENERAL MEETING September 18, 2021

DRAFT

Prior to starting the meeting, the processes and zoom features available for participants were identified and who to contact if they experienced any technical difficulty.

1. OPEN MEETING – PRESIDENT’S REMARKS:

President Jeff Neal welcomed all to the annual general meeting. Attendees were thanked for participating today. He took roll call and confirmed that we have enough to meet quorum requirements to hold the AGM. He gave an overview of some of the year’s achievements, including: the launch of our new website, the work with MNRF and scientists to get lake trout reintroduced into Otter Lake, the updated Sustainable Lake Plan report and the work on the invasive plant species phragmites.

2. APPROVAL OF AGENDA:

The agenda was displayed on the screen for review – no changes to the agenda were proposed by membership.

MOTION to approve the AGM Agenda as presented: MOVED by John McKenney, SECONDED by Dianne Taylor. CARRIED

3. APPROVAL OF 2020 AGM MINUTES:

The 2020 AGM minutes were displayed on the screen and distributed to everyone as part of the AGM package. Jeff asked if there were any changes/errors or omissions proposed for the 2020 minutes.

None were identified.

MOTION to approve of 2020 AGM Minutes as presented: MOVED by Dolly, SECONDED by John McKenney. CARRIED.

4. MEMBERSHIP UPDATE:

John reported that we currently have 83 members and expects that number will increase next year when we are allowed to return to an in-person meeting for our AGM again.

John also announced the first winner of our Bring a Friend to OLLA initiative. One prize was drawn. The prize is a 1-year free membership extension and the winner was Steve Morden/Joanne Sams. We will



continue the bring a friend promotion for 2021/2022 with each new member referral, being entered in a draw for a free 1-year membership extension.

John asked the membership if they had any questions. None were put forward.

5. TREASURER'S REPORT:

Deb McVean reported on the OLLA Year end Financial Report provided in the OLLA AGM package that was distributed to members and posted on the OLLA website. Bank balance as of Dec 31, 2020 was \$8,170.32 and investments as of Dec 31, 2020 were \$2,058.52 with total financial assets of \$10,228.84. Expenses for 2020 totaled \$3,121.77, and revenues for 2020 included, membership \$3,020.00, advertising \$400.00, donations \$512.72 and Township of Rideau Lake association grant of \$1,647.00.

Deb asked the membership if they had any questions. None were put forward.

MOTION to approve the Treasurer's Report for Year-end 2020 as presented: MOVED by Eric Hempell, SECONDED by June Finless. CARRIED.

A copy of the year end Treasurer's Report is included in the official package of these minutes.

6. LAKE STEWARD'S UPDATE:

Doug displayed the most recent water quality data from RVCA and reported that Otter Lake water quality is excellent and that we are one of the best water quality lakes in the area.

Doug also reported that reported that there are five loon pairs on the lake this year instead of the usual four. However, only one loon pair have one chick. It is speculated that the rapid water level loss this spring may have been a contributing factor.

A copy of the Water Quality Data Chart is included in the official package of these minutes.

7. ELECTION OF DIRECTORS:

Jeff announced and thanked the three retiring directors for all their contributions as OLLA board members (Dianne Taylor, Doug Franks and Karl Fiander) and thanked them for their service.

Currently, we have three vacant director positions as well as June's current 3-year term as a director is up. June Finless agreed to stand for re-election and we have one OLLA member Diana Ghent, who has put her name forward to stand for election to the board. Diana introduced herself to the membership.

We still have two other vacant board positions to fill. Jeff asked the membership if there were any additional nominations, or members willing to stand for the available board positions. No additional nominations were received.



Jeff stated that as there were no other nominations for the available board positions, and there are currently 2 members nominated, there is no need for an election, Diana Ghent is elected and June Finless is re-elected by acclamation. Jeff welcomed Diana to the board and introduced the other board members to the membership. Board members for the 2021-22 year are: Diana Ghent, Susan Thum, Judy Hodgins, John McKenney, Deb McVean, June Finless, Jeff Neal and Eric Hempell.

8. NEW BUSINESS:

a. Updated Sustainable Lake Plan

Judy displayed the summary report of the Otter Lake Sustainable Plan – 2nd edition on the screen and encouraged members that if they had not already viewed the updated Sustainable Lake Plan to go to the website, as it is available to view and download from there. She highlighted that the notable changes that were made to the Sustainable Lake Plan were to the Water Levels section and the additional of a new Climate Change and Environmental Issues section. She also noted that many of the action items contained in the original Lake Plan are included in the 2nd edition because they are either still in progress or have not yet been undertaken as well as new action items. Work will continue regarding all ongoing and in-progress action items and prioritization of new and amended actions items will be established.

She reminded everyone that the Lake Plan is a living document and will be updated every 3-5 years.

Judy asked if anyone had any questions. There were none.

Judy noted that there was no work done this year on removing the invasive species frogbit, but she did kayak around the lake to check on the advancement of frogbit in some key areas where we have been removing it, and it seems to be less than previous years and no where near where it was when we started this project. We will continue monitoring the frogbit and if it advances, we will have to do another frogbit project. Deb McVean spearheaded a project this year on invasive phragmites and received funding for the project from FOCA. All Otter Lake landowners were mailed an information pamphlet on phragmites and we received one report from a landowner that found and removed some phragmites from their shoreline, and we have surveyed around the lake by boat and have not seen any. We have also installed informational signs at the boat launch and by a stand of existing phragmites, not on our lake but on Old Kingston Road. Also, Karl has been working with MNRF on fish habitat spawning areas in Otter Lake and although MNRF could not come to the lake this summer due to COVID restrictions, Karl has also been working with Dr. Steven Cook, a professor at Carleton University who is having a grad student come to the lake the week of October 2nd to conduct a survey of the lake and depending on the results of that survey, we may have data to support an opportunity to restock lake trout in Otter Lake or other species. As far as health of the lake, shoreline protection is one of the main things we can target, as we have in the past, with promoting RVCA shoreline



planting initiatives and Watersheds Canada information, but we will continue doing whatever we can, as shorelines will potentially be negatively affected with climate change. The new board will discuss some potential projects, such as a watch your wake campaign and a possibly creating some floating rafts for loon nesting. Finally, we will also look at possible recreational event for next year to create some community and have some fun.

b. New Website

Jeff reported that we are excited about our new logo that represents both the loon and otter and our new website. The new website has all the same great information and more, historical information, etc. We also have a facebook site, and if you are a member you can post things for sale there. We have received positive feedback on the new website. We have a company supporting the technical aspects of the website but all the content on the site is ours.

Jeff encouraged the membership to contact him with any feedback on the website, board activities, suggestions or concerns. Also, if anyone wants to help as a member on planning a social event or any other OLLA project, please contact him.

8. DATE of NEXT AGM: July 23, 2022

9. MOTION TO ADJOURN AGM:

MOTION to adjourn the Annual General Meeting. MOVED by Susan Thum and SECONDED by June Finless. CARRIED.



OTTER LAKE LANDOWNERS' ASSOCIATION

2021 Budget and Fiscal YTD as at December 31, 2021

Bank Balance as at December 31, 2021	-
Investments as at December 31, 2021	\$5,512.50
Total	\$9,578.80

		<u>2020</u> <u>Actual</u>	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>
Expenses				
	Bank Fees	\$55.94	\$69.00	\$60.60
	AGM	\$414.11	\$500.00	\$227.13
	Lake Plan	\$15.00	\$1,600.00	\$650.00
	Water Quality Shoreline (inc Lake Links)	\$0.00	\$500.00	\$0.00
	FOCA Fees	\$316.97	\$100.00	\$20.00
	Picnic	\$356.00	\$370.00	\$553.00
	Membership Expenses	\$0.00	\$0.00	\$0.00
	Newsletter (Printing & Postage)	\$0.00	\$50.00	\$106.77
	Insurance	\$1,254.96	\$1,350.00	\$1,254.96
	Admin & Web services	\$708.79	\$2,740.00	\$2,947.36
	GIC Purchase	\$0.00	\$2,000.00	\$4,066.30
	Total	\$3,121.77	\$9,279.00	\$9,886.12
Revenue 2021				
	Membership	\$3,020.00	\$2,700.00	\$2,460.00
	Advertising	\$400.00	\$400.00	\$500.00
	Donations	\$512.72	\$400.00	\$190.00
	Grants:			



a) Rideau Lakes Township	\$1,647.00	\$1,750.00	\$1,612.00
b) FOCA Invasive Phragmites	\$0.00	\$0.00	\$400.00
RBC cashed GIC	\$4,232.83	\$0.00	\$2,066.30
Total	\$9,812.55	\$5,250.00	\$7,228.30

Prepaid Membership Fees (Deferred Revenue)			
	2022		\$840.00
	2023		\$270.00
	2024		\$90.00
	2025		\$30.00
Total Prepaid Membership Fees			\$1,230.00

<u>Investment accounts:</u>	
0005 - NON RED 1 Year GIC Maturity Date 30 Mar 2022	\$2,000.00
0006 - Cashable 1 Year GIC Maturity Date 3 Aug 2022	\$1,025.26
0007 - NON RED 2 Year GIC Maturity Date 13 Sept 2023	\$1,041.04
	\$4,066.30

- Notes:
- 1 Previous Year 31-Dec-2020: Bank Balance \$8,170.32 + Investments) \$2,058.52 = Total \$10,228.84
 - 2 2021 saw a deficit in both Budget and Actuals due to a reinvestment of) GICs cashed in 2020 but reinvested in 2021 and also due to expenses incurred for new website development & services
 - 3 Prepaid Membership Fees for 2022 and beyond are included in the bank) balance but not in 2021 Membership Revenue as these are considered "Deferred Revenues"



Director Elections

The OLLA By-Laws allow for a minimum of 5 directors and a maximum of 10 directors. The current 2021-2022 Board of Directors consists of eight directors: Jeff Neal (President), June Finless (Secretary), Deb McVean (Treasurer), John McKenney (Membership), Diana Ghent (Website Lead), Susan Thum (Communications), Judy Hodgins (Lake Plan and Lake Steward), and Eric Hempell. The roles for the directors for the 2022-2023 board will be decided at the first board of directors meeting following the AGM.

There are six director positions open on the 2022-2023 OLLA Board of Directors:

- Four Director up for re-election: Jeff Neal, John McKenney, Susan Thum and Judy Hodgins
- Two vacant director positions
- CALL FOR DIRECTORS: If any member wishes to stand for election to become a Director please submit your name to the President ollapresident@otterlake.org at least three days prior to the July 23, 2022 annual general meeting (AGM).
- Members standing for election will be given an opportunity to speak for two minutes on why they wish to be a Director.
- The election process will be explained during the meeting.