

LOWER BEVERLEY LAKE PROTECTIVE ASSOCIATION

ANNUAL GENERAL MEETING

July 19, 1997 2:30 pm at Lower Beverley Lake Twsp Park

MINUTES

1. CALL TO ORDER AND WELCOME: Doug Kilpatrick

2. GUESTS :

- a. Township of Bastard and South Burgess: Howard French (Reeve)
  - Amalgamation: New township called Rideau Lakes includes S.Crosby, N Crosby, Newboro, S Elmsley and Bastard and Burgess: 10 councillors
  - Savings target: \$576,000/annum (55% savings on administration, 22% savings on insurance)
  - 48% of current electors of B and B are waterfront property owners, contributing 72% of taxes
- b. Township of Rear of Leeds and Lansdowne: Velma Kelsey
  - not amalgamating
- c. Supervisor of Beverley Lake Township Park: Pat Mathiew
  - reports increase usage of park
  - NEW: 7 new showers off lake water
  - docking slips (40-45) to be constructed in fall, considering dredging creek at the same time
  - plans shoreline erosion control planting with aid of Cataraqui Conservation Authority
  - survey underway regarding # of campers with boats
  - Maximum of 180 sites plus 30 in the overflow = 210: wants to upgrade electrical to 30 amp service
- d. Ontario Provincial Police marine Unit, Perth: Sr. Const. Al Gainsforth and student Karen Moore
  - New changes to Canada Shipping Act and Safe Boating Act next year
  - eg. life cushions don't count as PFD's
  - examples of fines: \$245 for insufficient number of life jackets (zero tolerance)
  - brought literature to hand out: pamphlets etc.
- e. Delta and Area Business Community Association: Mark Stevens
  - proposal for parking lot on township property includes info kiosk, picnic tables
  - approached council in June for consideration, council should decide in late August
  - currently getting quotes on cost of proposed work

Jane Fatcher - Masters student - project: develop Mill Creek economically and environmentally

- surveying property owners, meeting with property owners on August 3
- asked for a representative from LBLPA to sit on planning group: no interest shown
- J Fatcher's # 928-2680
- D. Santos has offered participation.

3. ATTENDANCE:

1996: 0 guests + 27 members = 27  
1997: 8 guests + 17 members = 25

4. AGENDA:

Adopted by consensus

5. INTRODUCTION OF EXECUTIVE: By Doug Kilpatrick

MEMORIAM:

Grace Bamber Edie Ford Addition: Lois Brown  
Zada Emmerton Donny Henderson  
John Fickes Mary Lou Mooney

MINUTES OF THE MEETING OF 20 JULY 1996:

Motion: That the minutes of the Annual General Meeting of 1996 be adopted as corrected  
*harose* ~~Rose~~/Goodsell Carried

TREASURER'S REPORT: By Betty Penstone  
Written report attached to minutes.

Motion: That the treasurer's report be adopted Penstone/Goodsell Carried

WATER QUALITY REPORT: Don Santos not present

- Don Santos collecting samples through MOE cottage and self help program
- samples are tested for phosphorus (maybe nitrogen too) now, used to be chlorophyll A
- water quality information will come out in news letter

D. SAFE BOATING:

- Hazard Marking: Thanks to Al Brown
- Speed Signs:
  - Delta Creek: In place by Don Santos. 2 signs: 1 pictorial, 1 "speed limit 10km/hr within 30m shore"
  - Lyndhurst Creek: Doug Kilpatrick will put in place. Same types as above
- Identification of Watercraft Made Easier: No action yet. Objective: ability to i.d. watercraft from 75 yards.  
Agencies to involve: MTO, Lake Associations, FOCA, OPP
- Increased Authority for Lake Associations: Doug Kilpatrick intends to act.

1. WATER LEVELS REPORT: By Millard Goodsell  
water levels higher than normal: Controlled by MNR

2. PERSONAL WATERCRAFT - RESPONSIBLE OPERATION: By Doug Kilpatrick  
Canadian Power Squadron has brochures, self-taught courses and certificates: 1-888-277-2628

3. DOCK AT MAPLES GOLF AND COUNTRY CLUB: By Doug Kilpatrick  
Not in the immediate future and probably not ever (M Rose) *harose*.

4. CATARAQUI CONSERVATION AUTHORITY PROGRAMMES: By Doug Kilpatrick  
Many programmes, all seasons, all ages: eg. Summer for Kids 546-4228

5. PUBLICATIONS AVAILABLE AT THIS MEETING:

LBLPA: "Care for the Lake, other people..."  
Newsletter and Membership Registration Form June 7, 1997  
Health Unit/ MOEE: Septic Tank Systems, Class 1,2, and 3 Sewage Systems, Class 5 Sewage Systems  
Canadian Power and Sail Squadron: Responsible operation of PWCs

6. SEWAGE SYSTEMS SURVEY/SHORELINE SURVEY: By Doug Kilpatrick

- Presentation: see ~~attached~~ yellow sheets
- Comments:

- harose* {  
*harose* i) water quality not deteriorating - No problem, Why fix it?  
ii) greater concerns: Willows feed mill, farms eg. corner of Smiths and Harts Gravel Rd  
iii) doesn't think policing role is good for Lake Association



Amendments to proposed motion:

- (1) delete "if possible"
- (3) stress the voluntary aspect to property owners eg: the cost to participating property owners be a one-time approximate \$35.00 per habitation, etc...
- (6) delete "arm's length"
- (7) delete entire section

insert (8) the results of individual surveys be kept confidential and divulged only to the owner, however, with their acceptance that the data be compiled within a larger data base

b. **Motion:** That the motion presented at the annual general meeting be distributed by mail to property owners so that the replies are received by April 15, 1998. The passage of the motion shall be by majority of returned ballots.

Godsell/Ellis Carried

**17. OTHER BUSINESS:**

None.

**18. NEXT MEETING:**

July 18, 1998 @ 2:00 p.m. for 2:30 p.m. @ Beverley Lake Township Park Pavilion

**19. DOOR PRIZE DRAW**

3 Winners:

**20. ADJOURNMENT**

at 5:23 p.m.

LOWER BEVERLEY LAKE PROTECTIVE ASSOCIATION.

15 Jul 1997.

SEWAGE SYSTEMS SURVEY and, if possible, along with it, SHORELINE SURVEY.

Information prepared by Doug Kilpatrick, President, LBLPA, for presentation to the Annual General Meeting of the LBLPA, 19 Jul 1997.

1. **SEWAGE SYSTEMS SURVEY — WHAT IS IT?**

An evaluation of the effectiveness of the sewage systems in use on the habitations on the shores of a waterbody.

In our case, the waterbody would include Lower Beverley Lake, Delta Creek,  
Morton Creek, 1st km of Lyndhurst Creek.

2. **SEWAGE SYSTEMS SURVEY — OBJECTIVES:**

- a. To obtain information about the care being given to the waterbody;
- b. To determine the effectiveness of sewage systems in keeping pollutants out of the waterbody;
- c. To encourage property owners, as necessary, to take corrective action.

3. **SHORELINE SURVEY — WHAT IS IT?**

An evaluation of the "naturalness" of the ribbon of geography which surrounds a waterbody. The width of the ribbon is from approximately 15 m inshore from the water's edge, out into the water body to the deepest penetration of sunlight. The ribbon is the littoral zone and is often called **THE RIBBON OF LIFE** for the waterbody.

4. **SHORELINE SURVEY — OBJECTIVES:**

- a. To obtain more information about the care being given to the waterbody;
- b. To encourage property owners, as necessary, to take corrective action in preserving and/or restoring the littoral zone to the most natural state possible.

5. **CONSIDERATION BY THE LBLPA:**

a **Previous Consideration:**

- i. The only time of which I am aware when consideration was given by the LBLPA to either a Sewage Systems Survey or a Shoreline Survey was in 1990 and/or 1991.
- ii. Information about the principles involved was gathered by Jackie Young and apparently separately by a committee consisting of Jack Robinson, Brian Kirby, Randy Hoffman, Katherine Smith and Doug Kilpatrick. Messrs Robinson and Kirby appear to have been the most active of the committee members.
- iii. A report was made to the President of the LBLPA in the Fall of 1990. In the report, which was included in the LBLPA Newsletter of the Spring of 1991, Messrs Robinson and Kirby recommended that "we do not do a survey in 1991, but that I (President Al Brown) include this report with my Spring letter".
- iv. The specific reasons for the recommendation were not listed. The following reasons were inferred:
  - (1) Cost in dollars (although none was stated);
  - (2) Administration required;
  - (3) Possible lack of co-operation by property owners;
  - (4) Inconclusiveness of findings.
- v. To my knowledge, since then, the matter has not been given active consideration by the LBLPA.



5. CONSIDERATION BY THE LBLPA (cont)

b. Consideration in 1996 and 1997:

i. Through

- (1) Meetings of the Lake Stewards of the Rideau Valley Conservation Authority, which I attend in the off-season,
- (2) Meetings attended by some members of the Executive and one other member of the LBLPA with representatives of the Cataraqui Region Conservation Authority the Ministry of Environment and Energy, the Ministry of Natural Resources and the Health Unit,

I am convinced that as soon as possible, the LBLPA should carry out a SSS, and if possible, along with it, a SS.

- ii. The consensus of the Executive of the LBLPA is that the matter should be taken to the Annual General Meeting of the LBLPA in July, 1997, for discussion and decision / decisions.

6. THE NEEDS FOR THE SURVEY / SURVEYS:

- a. We know from anecdotal observation that over the past 30 years, weed and algae growth have increased.  
This is caused by the upset in the balance of nutrients in the waterbody.
- b. We don't know the sources of the excess nutrients.

Through a SSS, we have the potential of cutting off one source of unwanted excess nutrients. That means we can then make efforts in the direction of cutting off other sources.

In general — we know very little about what's happening environmentally in and around the waterbody we so greatly enjoy and which we wish to protect.

If we are to PROTECT the waterbody, AND the financial value of our properties, then we must learn more about the situation NOW, so that corrective action may be taken.

Some of us have feelings that some sewage systems around the lake are not doing the job properly, and some of us have the feeling that some parts of the Littoral Zone are in need of restoration. Through a SSS and a SS, we can confirm or dispell out feelings.

In some parts of the Rideau System, pollution reached very serious levels. The first steps in bringing them under control were a SSS and a SS.

In our meeting with CRCA, MOEE, MNR and the Health Unit, the conclusion is that at least a SSS is a very valuable undertaking.

c. In Summary:

- i. A SSS / SS will help determine more about the environmental circumstance of the waterbody;
- ii. A SSS will help isolate the problems which exist and hence, will help solve the problems;
- iii. A SSS / SS will help protect, maintain and increase the values of our properties.

7. MAJOR STEPS IN THE PROCESS:

- a. Obtain approval by a General Meeting of the LBLPA.
- b. Obtain support, including financial, by approximately 95% of the approximately 300 property owners on the waterbody, or 285 of them.
- c. Organize it.
- d. Make it work.



- 3 - Sewage Systems Survey (SSS) and Shoreline Survey (SS)  
 Info from Doug Kilpatrick, President LBLPA to  
 Annual General Meeting of LBLPA, 19 Jul 1997.

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8. **HOW A SURVEY WORKS — IN VERY BROAD OUTLINE:**

- a. **Hiring of Staff:** Summer employees.  
 Probably these would be college or university students in programmes related to environment, ecology and the like.
- b. **Training of Staff** by the Health Unit and/or MOEE and/or MNR.
- c. **Survey of Property of Consenting Owners** by the summer employees.
  - i. If the Sewage System meets the required criteria, the property owner would be so advised.
  - ii. If the Sewage System does NOT meet the required criteria, remedial recommendations would be made.  
 This could require involvement of the Health Unit with consequent cost to the property owner.
  - iii. For the Shoreline, the process would be similar, but MOEE and /or MNR could be involved.

9. **COSTS FOR A COMPLETE PROJECT:**

Doug Kilpatrick's estimate, based on — 8 weeks for completion,  
 — 3 people employed,  
 — Guideline of an application for an Environmental Youth Corps grant of 1993.  
 (EYC grants are no longer available. The policy of the current Ontario government is that "user pays". Funding of up to \$2.00 / hr might be available.)

**ESTIMATED**

Cost for the project: \$10,700. (If it were to be done over more than one year, the cost would obviously increase.)

10. **SOURCES OF FUNDING: Possibilities.** Need \$10,700.

- a. Property Owners: 285 @ \$35. / habitation: \$ 9,975.
- b. Ontario Government: 760 hrs @ \$2. / hr: 1,520.
- Sub-Total: \$11,495.
- c. ?? Townships ??
- d. ?? Other ?? through MPP, MP ??

11. **RECOMMENDATIONS:**

- a. **President** STRONGLY recommends project be carried out soon as possible.
- b. **Executive** consensus: that at Annual General Meeting, 19 Jul 1997, matter be discussed and decisions made.

12. **MOTION:** See attachment to Agenda for Annual General Meeting of LBLPA, 19 Jul 1997.

END.



Have you applied to any other source of funding? / Avez-vous fait appel à une autre source de financement pour ce projet?

Yes, specify / Oui, préciser To whom you applied / À qui avez-vous fait appel? Total Request / Montant total demandé \$

No / Non

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Has this project been funded under the EYC Program before? / Ce projet a-t-il déjà été financé par le programme de la BJE?

Yes, specify / Oui, préciser What year(s) / En quelle année? 1992 Sponsoring Ministry / Ministère parain Ministry of Environment Project No. / N° de projet MOE 29

No / Non

Direct Operating Expenses (D.O.E.) / Frais directs d'exploitation (F.D.E.)  
 (See Employer guidelines) / (Voir les directives à l'intention des employeurs)

NOTE: Any project proposal requesting more than 5% D.O.E. must submit a detailed explanation.  
 NOTA: Toute proposition prévoyant des F.D.E. de plus de 5% doit inclure une explication détaillée.

Eligible costs in addition to salary costs required are: Les coûts admissibles autres que les salaires sont les suivants:		Describe costs to be incurred and their intended use for the project. Préciser les sommes à engager et l'usage qui en sera fait.
Travel Allowance Frais de déplacement	\$ N/A	
Training Materials Matériel de formation	\$ 500.00	
Equipment Rental Location de matériel	\$ 3,000.00	
Worker's Compensation Board Commission des accidents du travail	\$ 600.00	
Personal Safety Equipment Matériel de sécurité personnelle	\$ 200.00	
Liability Insurance Assurance - responsabilité	\$ No additional cost	
Other Autres	\$ N/A	
<b>Total</b>	<b>\$ 4,300.00</b>	

This is from a 1993 application by Upper Rideau Lake Assoc for an Environmental Youth Corps grant for a Shoveline Survey. Doug Kil used it as a guide for his estimates for LBLPA attached. ZMK. 15 Jul 97.

Budget Request / Budget demandé

Employee Classification Classification des employés	No. of Positions Nombre de postes	Hrs / Wk. Heures semaine	No. of Wks. Nombre de semaines	Rate/hr. Taux horaire	Total Wages Salaires total	+ 4% Vac. Pay Rémunération de congés annuels de 4%	Gross Pay Salaires brut	Host Ministry Use Only Allocation Approval
Longer Term Positions Postes à long terme	Project Coordinator Coordonnateur de projet			9.50				
	Technician Technicien			9.50				
Short Term Positions Postes à court terme	Supervisor Superviseur	1	40	16	7.00	4,480.	179.20	4,659.20
	Technical Assistants Aides techniques	4	40	16	7.00	17,920.	716.80	18,636.80
	Environmentalist Environnementaliste				6.35			
	Student Environmentalist Environnementaliste (étudiant)				5.90			
<b>Total</b>						<b>Total</b>	<b>23,296.00</b>	
							<b>Benefits (8.55% of Gross Pay) Avantages sociaux (8,55% du salaire brut)</b>	<b>1,991.81</b>
							<b>*D.O.E. / *F.D.E.</b>	<b>4,300.00</b>
							<b>Total Request / Montant total demandé</b>	<b>29,587.81</b>
							<b>Total Approved Allocation</b>	



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Info re Sewage/Shore Survey p 6/6

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LBLPA  
SEWAGE / SHORE SURVEY  
DNK's Estimates of COSTS

I  
Line

27	COSTS — OPERATING EXPENSES:	
28	Travel Allowance	\$
29	Training Materials	\$
30	Equipment Rental:	
31	Boat and Motor	\$
32	Photocopier	\$
33	Computer/Word Processor	\$
34	Telephone	\$
35	Supplies:	
36	Motor Fuel	\$
37	Stationery	\$
38	Postage	\$
39	Personal Safety Equipment	\$
40	Liability Insurance	\$
41	TOTAL OPERATING EXPENSES	\$ 4,160.00
42	TOTAL COST OF ENTIRE PROJECT	\$10,689.54
		Rounded to \$10,700.00
43	REVENUE	Required: \$10,700.00
44	Possible Sources:	
45	Ontario Government @ \$2.00/hr	
46	(Assistants 640 hrs) + (Supervisor 120 hrs) X \$2.00/hr =	\$ 1,520.00
47	From other sources	\$ 9,180.00
48	Property Owners: 285 habitations @ \$35.00/habitation	\$ 9,975.00



LOWER BEVERLEY LAKE PROTECTIVE ASSOCIATION.  
 SEWAGE SYSTEMS SURVEY and possibly, concurrent with it, SHORELINE SURVEY,  
 ESTIMATE OF COSTS prepared by Douglas M. Kilpatrick, President, LBLPA.

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**Line**

1 Habitations on Lake, Delta, Lyndhurst and Morton Creeks: Based on MOEE Cottagers' Self-Help reports: Approx 300.

2 **TRAINING TIME:**

3     **Assistants:** 2 persons X 8 hrs/day X 2.5 days = 40 hrs.  
 4     **Supervisor:** 1 person X 8 hrs/day X 2.5 days = 20 hrs.

5 **SURVEY TIME — On Sites:**

6     300 habitations X 0.5 hrs / site = 150 hrs  
 7     For 2 persons                                 = 300 hrs.

8 **TRAVEL TIME — To Sites and Site-to-Site:**

9     300 habitations X 0.25 hrs/site = 75 hrs

10 **ADMINISTRATION TIME:**

11     **Assistants,** Total for 2 persons; Data processing, Mailing, etc:  
 12                 300 sites X 0.25 hrs/site = 75 hrs  
 13     **Supervisor:** Setting up visits, contacting Health Unit, MOEE, MNR, etc:  
 14   75 hrs.

15 **PERIOD OF TIME REQUIRED FOR WHOLE OPERATION:**

16 = TRAINING + SURVEY + TRAVEL + ADMIN  
 17 = 20 hrs + 150 hrs + 75 hrs + 75 hrs = 320 hrs = 40 days = 8 wks.

18 **COSTS — PERSONNEL**

19     **Assistant:** TRAINING + SURVEY + TRAVEL + ADMIN  
 20                 = 20 hrs + 150 hrs + 75 hrs + 75 hrs = 320 hrs.  
 21                 2 persons: 640 hrs X \$7.50/hr + 4% Vacation Pay =                 \$ 4,992.00  
 22     **Supervisor:** 20 hrs + 000             000 + 75 hrs + Misc 25 hrs  
                                = 120 hrs  
 23                                 120 hrs X \$8.00/hr + 4% Vacation Pay =                 \$ 998.40  
 24     **TOTAL GROSS PAY**   \$ 5,990.40  
 25     Benefits @ 9% of Gross Pay   \$ 539.14  
 26     **TOTAL PERSONNEL COSTS**   \$ 6,529.54

ANNUAL 12 JUN 1997

MOTION re Sewage/Shore Survey

LOWER BEVERLEY LAKE PROTECTIVE ASSOCIATION.

Attachment to the Agenda for the  
Annual General Meeting of  
19 Jul 1997.

DRAFT Motion prepared by Doug Kilpatrick, President LBLPA. (LBLPA Executive agreed that Doug prepare a DRAFT Motion for consideration of the meeting.)

MOTION re: SEWAGE SYSTEMS SURVEY and if possible, concurrent with it, a SHORELINE SURVEY:

- That (1) As soon as possible, the LBLPA conduct a Sewage Systems Survey and concurrent with it, a Shoreline Survey, and
- that (2) As many as possible of the habitations on Lower Beverley Lake, Delta Creek, Morton Creek and the first kilometre of Lyndhurst Creek be surveyed, and
- that (3) the cost to property owners be a one-time <sup>approximately</sup> \$35.00 (thirty-five dollars) per habitation, this being in addition to the annual membership fee for the LBLPA, and
- that (4) the Executive of the LBLPA be empowered to make the decision as to when to proceed or NOT proceed, and
- that (5) if the decision is to NOT proceed, all monies collected be returned to the contributors without interest, and
- that (6) the Executive of the LBLPA be responsible for the initiation and supervision of the project,

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

In favour: \_\_\_\_\_ Opposed: \_\_\_\_\_ Carried Defeated.



