

Setting Lake Cottage Owners Association  
Annual General Meeting  
Sunday, September 12, 2021 1:00pm  
Wabowden Ke Na Now Centre

**DRAFT MINUTES**

Item 1. Meeting was called to order at 1:11pm

Item 2. Approval of Agenda:

Motion 1. Mover Jennifer Thackery, seconder Carole Garrioch. Carried.

Item 3. Approval of 2019 AGM Minutes. (There was no AGM in 2020 due to Manitoba Public Health Orders regarding the Covid 19 pandemic.)

Motion 2. Mover Rod Murphy, seconder Carol Valois. Carried.

Item 3. President's Report - See Appendix A.

Item 4. Annual Operating Report – See Appendix B.

Item 5. Annual Financial Report 2019-2021 (Covers two years due to covid concerns noted in item 3.) See Appendix C.

Please note that the cottage levy fee remains at 500.00. The additional charge on the Indigenous Reconciliation and Northern Relations (IRNR) statement is for an increase in the department's administration fee for collecting the annual cottage levy. IRNR sent a letter with the yearly statement advising cottage owners of the increase in the administration fee. A SLCOA member suggested to lobby IRNR about what services we receive for the administration fee they charge, as it was felt the services provided to Setting Lake are below par.

Motion 3. To accept the 2019-2021 Annual Operating Report. Mover Harold Smith, seconder Hugh Fraser. Carried.

Item 6. 2021-2022 Budget Approval – See Appendix D

Motion 4. To approve the 2021–2022 Budget. Mover Harold Smith, seconder Hugh Fraser. Carried.

Item 7. Election to vacant executive positions:

- President (2-year term)

Nels Thompson nominated Joe Corriea, seconder Penny Fraser. Joe accepted the nomination. All in favor, carried.

- Road 1 Rep (1-year term)

Joe Janish nominated Brent Merkley, seconder Joe Correia. Brent accepted the nomination. Carried.

- Road 1 Rep (2-year term)

Nels Thompson nominated Luke Robinson, seconder Al Kazakowski, Luke accepted the nomination, Carried.

- Road 2 Rep (1-year term):

Brenda Ledger nominated Rick Ledger, seconder Al Kozakowski. Rick accepted the nomination. Carried.

- Road 2 Rep (2-year term):

Mina Auger nominated Harold Smith, seconder Carol Valois. Harold accepted the nomination. Carried.

- Road 3 Rep (1-year term)

Janet Smook nominated Darren Pulak, seconder Debbie Butler. Darren accepted the nomination. Carried.

- Road 3 (2-year term)

Al Kozakowski nominated Chris Smook, seconder Gerry Garrioch. Chris accepted the nomination. Carried.

- Road 4 (2-year term)

Wayne Pokrant nominated Jeremy Sraybash, seconder Luke Robinson. Jeremy accepted the nomination. All in favor, carried.

\*\*\*Thank you to Hugh Fraser and Liz Kozakowski for the running the election.\*\*\*

#### Item 8. New Business

- 8.1 Jeff Henry – Setting Lake Cottage Owners Association Web Presence

Jeff made a presentation on SLCOA's new website and Facebook page. Both are linked to the Setting Lake Life Facebook group.

To view the website please visit [www.settinglake.ca](http://www.settinglake.ca)

The Facebook page is: Setting Lake Cottage Owners Association

- 8.2 Conservation/ Fire Protection – Bernard Jonasson and Troy

Resources asked that people ensure they are following the fire ban rules, the is the driest summer on record in 150 years. Resources did some drop-in visits to remind members of things to do to help prevent fires such as limbing trees, keeping eaves clean, tin roofs are ideal. If you keep your wood pile in your yard, close to structures, please ensure you have a water barrel nearby. In the event of a fire this could help protect your property and your neighbors'. Resources will try to do more drop-in visits in the fall once fire season slows down.

This is one of the worse seasons for bears due to the dry conditions and no berries available. They reminded members to keep garbage secured, and put away bird feeders, which attract bears. If bears continue to be an issue on your property you will be required to remove attractants. If you do not comply, you could be charged.

- 8.3 Big THANK YOU to Margaret Friesen for continuing to advocate for the members of Setting Lake and assisting all to get covid vaccines and other vaccines as needed.
- 8.4 Joe would like to do a highway cleanup in the spring of 2022. More information will follow on this asking for volunteers.

Item 9. Next AGM meeting: Sunday May 22, 2022, at 1pm.

Item 10. Adjournment

Motion 5. Jen Thackeray made the motioned to adjourn the meeting, Peter Thackeray seconded the motion. Carried.

Meeting adjourned at 2:32pm.

## APPENDIX A

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### President's Report to Setting Lake Cottage Owners Association

#### Annual General Meeting

Sunday, September 12, 2021 1:00pm

Wabowden Ke Na Now Center

Thanks to everyone for attending today and a big thank you to Wabowden Community Council for allowing us access to the arena so we could host this event indoors today. Due to the current Covid restrictions we would have had to host this outdoors if held at Setting Lake as we don't have a space suitable with Covid restrictions and social distancing.

Like the rest of the world the SCLOA Executive had to adapt and change our way of doing things during the pandemic. Due to the extended restrictions, we were not able to have our annual AGM for 2020. Many of the Executive members positions had lapsed during this time however they agreed to stay on during the pandemic until we were able to have meetings and prepare for our postponed AGM from 2020 where we could have the proper voting process.

Maintaining the daily operations and communications necessary to run things were done through emails phone calls and text message, while communication with members was done through social media when we had updates.

Everyone on the Executive is a volunteer! I can't stress "volunteer" enough! These people give countless hours of their time to work to make Setting Lake a wonderful place to call home or a weekend home for many. These volunteers help to keep the costs down to as minimal as possible so please lend a helping hand when asked or a project comes up. We have a sign-up sheet at the front I would encourage you to fill in areas of interest.

The association is lucky to have volunteers outside of the executive that use their time and equipment to plow and grade the roads, groom approximately 20 km of trails, pick garbage, build projects, volunteer in the fire brigade and so on. If a member is using equipment for such things as snow removal, the association will reimburse the fuel being used when volunteering. Please speak to your road rep in advance so they are aware what's being done, and your receipt can be submitted for reimbursement through our petty cash.

This leads me to mention it's extremely important to reach out to the correct person on the executive; for example – regarding dump or lagoon concerns – speak to Kevin, not to Joe or Chris, etc. For road issues, speak with Road Reps etc. With everyone busy with their own personal responsibilities it helps to cut back on unnecessary calls etc.

when the right people are contacted the first time. Executive members' roles, names, and contact information can be found on our website. As we have some positions up for election today, we will have changes and that information will be updated within the week following our meeting.

I want to stress that it is extremely important that the membership have a voice and get involved. We need the guidance and feedback from the membership to move forward on what's important for the members and community of Setting Lake.

We have had many new members to Setting Lake over the past 1-2 years and we need to be opening and welcoming to all. Look out for your neighbours and their properties. I have at the front a sign-in sheet as well. Please fill in your information if you didn't do so when you came in.

We are a community out here and it is of the utmost importance to respect nature, speed limits, rules for recreational vehicles, landfill rules, trails, etc. SLCOA's executive and I specifically field many calls from our members asking us to police issues with speeding, conservation issues, etc. I need to remind everyone that the SLCOA and is not an enforcement agency. We do not have the authority to police these things. We encourage you to speak to the person directly with your concerns in a respectful manner when possible and if you feel there is still or ongoing safety issue, etc. to reach out to the RCMP / Conservation directly. Many times, a small issue can be resolved when a civil conversation takes place. We really don't want to have to have a heavy presence from RCMP and Conservation on the lake roads as they have many other pressing issues to be dealing with.

Before we jump into the executive report and budgets, voting etc. I just want to take a minute to do a couple shout out to some folks who have gone above and beyond this past year.

1. Margaret Friesen – Nurse on Wheels. We owe her a great big thank you for advocating for the residents of Setting Lake to ensure we were included in the Bayline for Covid vaccines. Without her advocating for us and the health of our members we could have waited several extra months to receive our vaccinations.
2. Jeff and Donna Henry – They are the developers of the new website and Facebook page. They have spent several hundred hours volunteering their time to set this up. I encourage you all if you haven't already to visit and contribute content to our website and Facebook page. We are always looking for interesting stories, pictures, and events to share with members. When possible, please support the companies that are providing advertisements on our sites. The dollars they provide help to offset the cost to have a website and Facebook page.
3. Lastly, thank you to the executive members that covered my duties and stepped up while I was on medical leave. It was much appreciated.

## APPENDIX B

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### Setting Lake Cottage Owners Association Annual General Meeting

Sunday, September 12, 2021 1:00pm

Wabowden Ke Na Now Center

### 2019 – 21 Annual Operating Report

#### Finance

- The Executive made the decision to not increase the 2021-2022 cottage levy fee that covers the period from January 1, 2022 to December 31, 2022.
- See budget handouts for review and discussion regarding the 2019-2020 and 2021-2022 financial reports.

#### Fire

- Currently looking to fill the fire chief position effective immediately. This is a term to be completed May 2022. Please speak with Joe for a job description of requirements.
- In February of 2020 the SLCOA Fire Brigade responded to a fire on Road 2. Unfortunately, due to the severity of the fire, this was a total loss to that member.
- Two new pumps were purchased, and new structures built to house them. Work on the inside of the fire trailer has been completed, pumps and fire barrels were checked and maintained during this period.
- Due to COVID restrictions no practices were held but these will restart when restrictions allow.
- Thank you to Pat Leahy for his time with the Association.

#### Landfill and Lagoon

- During the past couple of years, we have been operating the landfill and lagoon under the direction and requirements of Manitoba Conservation and Climate.
- New members are encouraged to review restrictions for the landfill and the hours of operation. Clear signage is posted on the property and the information can also

be found on SLCOA's website. Please direct questions and concerns to the landfill and lagoon coordinator.

- Currently we have had to add a large amount of alum to the lagoon cell before it can be released. This is being done under the direction of Manitoba Conservation and Climate. Once our levels meet provincial standards, the lagoon will be released. This is the first time the lagoon has been released in over three years.
- We are currently accepting waste and charging a disposal fee from non-SLCOA members (such as contractor companies). This income received is going directly into our operating fund.
- The association has purchased a C-Can and a riding lawnmower.
- A General Cleanup Day is still being planned to take place in June 2022 should COVID restrictions allow. A BBQ will follow at fire hall.

#### Road Maintenance

- In 2020 we purchased and applied material for all four roads, the landfill, and the boat launch road.
- We had an issue with a couple of culverts on roads one and three. We cleaned all the culverts and did some ditch work on the Road 1 culvert. We have also purchased six additional culverts for future needs and will be adding an additional culvert or replacing the one on Road 3 at a later date.
- The decision was made to delay the work on the Road 3 turn around area.
- The final bulletin board was installed.
- Snow removal costs for the past two years have been at an all-time high. That is reflected in our financial report. We would like to remind members not to hamper snow removal or road maintenance by storing materials close to the road and to keep roads clear of vehicles, boats, and other items. Lastly, please do NOT dump snow from your property on to the main roads.
- Our finances reflect we are in a good financial position, however with that said, we need to be aware that our infrastructure is 30-40 years old and will continue to require more work. That will result in most of the association's funds needing to be spent. We need to be ready and have funding available for any unplanned events. It's important to be proactive and not reactive.

**Appendix C**

**SLCOA Budget (New Format)**

<b>Revenue and Expenditures April 1 2019- March 31 2020</b>				
<b>A. Revenues</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>	<b>Draft Budget 2020-2021</b>
1. Northern Affairs Trust Fund (opening balance)	53,101.63	\$56,210.37	3,108.74	\$72,237.93
2. Northern Affairs Levy	76,050.00	\$72,665.12	-3,384.88	\$84,500.00
Miscellaneous Revenue	3,000.00	\$765.17	-2,234.83	\$3,000.00
<b>Total Revenues</b>	79,050.00	\$73,430.29	-5,619.71	\$87,500.00
	132,151.63	129,640.66	-2,510.97	\$159,737.93
<b>B. Expenditures</b>				
1. Road Maintenance -Summer	40,000.00	\$22,438.81	-17,561.19	\$50,000.00
-Winter	9,000.00	\$8,030.25	-969.35	\$12,000.00
2. Dump and Lagoon Maintenance	11,500.00	\$4,263.74	-7,236.26	\$11,500.00
3				
4. Fire Protection	10,000.00	6,633.42	-3,366.58	\$10,000.00
6				
5. Administration and Miscellaneous	11,000.00	\$16,036.51	5,036.51	\$11,000.00
<b>Total Expenditures</b>	81,500.00	\$57,402.73	24,097.27	\$94,500.00
<b>C. Net Operating Surplus (Held in Trust Fund)</b>	50,651.63	\$72,237.93	21,586.30	\$65,237.93
<b>Projected Year End Trust Fund Balance</b>				
<b>Notes:</b>				
Revenue is projected at 169 members x \$450.00				
Petty cash account is \$390.00. This amount is not included in our total.				

## Appendix D

### SLCOA Budget (New Format)

Revenue and Expenditures April 1 2020- March 31 2021				
A. Revenues	Budget	Actual	Difference	2021-2022 Draft Budget
1. Northern Affairs Trust Fund (opening balance)	\$65,237.93	\$72,237.93	\$7,000.00	\$55,245.67
2. Northern Affairs Levy	\$84,500.00	\$89,876.13	\$5,376.13	\$84,500.00
Miscellaneous Revenue	\$3,000.00	\$1,228.49	(\$1,771.51)	\$2,000.00
<b>Total Revenues</b>	\$87,500.00	\$91,104.62	\$3,604.62	\$86,500.00
Total	\$152,737.93	163,342.55	\$10,604.62	\$141,745.67
B. Expenditures				
1. Road Maintenance -Summer	\$50,000.00	\$64,871.36	\$14,871.36	\$25,000.00
-Winter	\$12,000.00	\$18,668.57	\$6,668.57	\$15,000.00
2. Dump and Lagoon Maintenance	\$11,500.00	\$9,660.90	\$1,839.10	\$20,000.00
3				
4. Fire Protection	\$10,000.00	2,520.48	(\$7,479.52)	\$15,000.00
6				
5. Administration and Miscellaneous	\$11,000.00	\$12,375.57	1,375.57	\$12,000.00
<b>Total Expenditures</b>	\$94,500.00	\$108,096.88	\$13,596.88	\$87,000.00
<b>C. Net Operating Surplus (Held in Trust Fund)</b>	\$58,237.93	\$55,245.67	\$2,992.26	\$54,745.67
<b>Projected Year End Trust Fund Balance</b>	\$58,237.93	55,245.67		\$57,745.67
<b>Notes:</b>				
Indigenous Reconciliation and Northern Relations' levy is projected @ 169 cabins x \$500.00				
Our petty cash is \$400. and bank account balance as of August 23 2021 statement is \$3,015.81 = \$3,415.81				
This amount is not included on our totals on the budget sheet.				
Executive has decided not to have an increase in association fees for 2021-2022 as schedueld				