

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
BOARD MEETING OF JANUARY 20, 2014
6:00 pm, Royal Executive Inn, Edmonton, Alberta



ATTENDANCE: Peter Pellatt, Chuck Dechene, Leslie Ellis, Bob Yontz, Pete Langelle, Betty Forfyflow, Dennis Evans, Rob Dickie, Marlene Walsh, Glen Usselman, Gary Burns Beverly Anderson

REGRETS: Joyce Megson

1. Call to Order

Peter called the meeting to order at 6:03 pm.

2. Deletions & Additions to the Agenda

None

3. Approval of the Agenda

Res. 14 – 01

Betty Forfyflow moved that the agenda be approved as circulated.

Carried.

4. Delegation

Sharon from Executive Royal Inn gave a tour of the hotel's facilities.

5. Approval of the Minutes of October 26, 2013

Marlene Walsh noted that the minutes show the incorrect spelling of her name.

Res. 14 – 02

Moved by Gary Burns that the minutes of October 26, 2013 be approved with the change of spelling of Marlene Walsh.

Carried.

6. Action Items

- a. Venues for Board Meetings and Annual ASVA Conference – Beverly provided a spreadsheet showing the venues and the associated costs.

ACTION: Beverly will firm up the prices of the Executive Royal Inn and look into the Chateau Louis on Kingsway, Nova Centre on Kingsway, and Nova Yellowhead on St. Albert Trail / Yellowhead.

- b. Website – Beverly provided some examples of website service providers and their costs. The intent is to make the ASVA website user friendly and to have it meet the needs of the association.

ACTION: Beverly will work with Dennis in the interim to see if the existing site can be updated and effectively used. Beverly to continue to look into website providers over the next several months.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
BOARD MEETING OF JANUARY 20, 2014
6:00 pm, Royal Executive Inn, Edmonton, Alberta

- c. Follow-up Request by Sue Evans regarding the MGA Review – Rob Dickie explained the interest from their Summer Village CAO, Sue Evans, regarding the need to pursue the responses by SVs to the Minister. Beverly read the email received from Sue Evans for clarification.

ACTION: Beverly to contact Sue Evans to indicate that it was the intent of the Board not to provide a template letter for Summer Villages to send to the Minister but for Summer Villages to use the letter sent to them on November 7, 2013 to develop their own response to the Minister that is custom-made to their own needs/wishes.

7. Financial Reports

- a. 2013 Year End Report

Beverly provided the Year End Report for 2013. She indicated that under “gifts and recognition” it did not include a donation to Nature Alberta in lieu of Conference presenter gifts, as the Board had not made a motion on an amount to be provided. Beverly also indicated that the Board came in with a balance of \$3,128.84, which was \$4903.84 above the budgeted balance.

- b. Amount of Funds for Nature Alberta in lieu of Conference Speaker Gifts

Res. 14 – 03

Moved by Pete Langelle that \$400 be given to Nature Alberta specifically for their Lake Assessment program in lieu of 2013 Conference Speaker gifts.

Carried.

- c. Executive Director Compensation

Res. 14 – 04

Moved by Peter Pellatt that the Board goes In-Camera.

Carried.

6:50 pm - The Executive Director left the room.

7:03 pm – The Executive Director returned to the meeting.

DECISION: The decision on Executive Director’s compensation is pending a more comprehensive look at the ongoing revenue and draft budget.

ACTION: Peter and Leslie will meet with Beverly to discuss in further detail.

- d. 2014 Draft Budget

The Board reviewed the budget and questioned the source of the revenue. Discussion took place around the upcoming projects and possible funds coming in from grants for administration. Also was the suggestion to use up some of the cash on hand if it could be done sustainably.

Res. 14 -05

Moved by Chuck Dechene that Res. 13-17 of the ASVA Board Minutes of March 19, 2013 be rescinded and replaced with the motion that the Honorarium being paid to Board members be kept at \$50 / meeting based on a maximum meeting time of 4 hours. Rate for a full day meeting remains at \$100/meeting.

ACTION: Peter, Leslie, Dennis and Beverly will work together to formulate a budget with the direction that it be a “zero balanced budget”.

8. Committee Reports

a. 2014 ASVA Conference

- i. The 2014 Conference Committee is: Betty Forfyflow (Chair), Rob, Pete, Marlene, Glen, and Beverly. It was agreed that the Silent Auction needs 2 dedicated people who start early to obtain sponsors and donations.

- b. Lake Stewardship – Bob Yontz (Chair) indicated that the Summer Villages on St. Baptiste and Island Lake have established a society to undertake lake management. The Cyanobacteria Committee has not met since the planning for the Conference presentation.

ACTION: Bob will call a meeting of the Cyanobacteria Committee to formalize the next steps.

- c. MGA Review Committee (AUMA) – Peter Pellatt gave an update on his new role as a Director on the AUMA Board and other standing committees. Focus of the committee is on viability.

ACTION: Directors sitting on various committees on behalf of the ASVA are to provide Beverly with a brief summary of highlights from their committee so that she can send them to CAOs to put on Council agendas.

- d. MSSAC – Beverly reported that the Committee has met very infrequently. There was a meeting last February, a teleconference in May; both July and November’s meeting were cancelled, and the meeting in December was just an information meeting to bring everyone up to speed. Very little action has taken place due to floods and elections.

- e. Fire Protection Plan – Peter indicated that the project is proceeding and that communication will be an important component. \$150,000 has been received by the SV of Norglenwold and the contract has been signed by Wynne Resources.

- f. AUMA Report – Peter indicated that he is sitting on the Finance Committee and potentially the FRIAA review committee.

- g. Private Sewage Systems Task Group – Pete Langelle provided a written report on the activities of the Committee. The GOA is establishing a 90 metre setback for septic systems from the lake. Ones already in place will be grandfathered but all new ones must conform. Sewage systems will become a municipal responsibility, expected to be established by the end of this year.

ACTION: Pete will send information on this in point form to Beverly

9. Correspondence – as circulated

10. Further Business

- a. Chubb Insurance: Indemnity & Hold Harmless Agreement –Peter indicated that Chubb Insurance Company of Canada Limited would like the ASVA to sign an agreement with Chubb Insurance even though they are just providing suggestions / advice to the Fire Protection Plan Framework project team and are not actually developing fire protection plans and will not be a party to the final Framework document to be produced.

Res. 14-06

Moved by Betty Forfyflow that the ASVA Board signs the Indemnity and Hold Harmless Agreement with Chubb Insurance Company of Canada Limited.

Carried.

Be it shown that Gary Burns opposed the motion.

b. Committee Requests

- i. AUMA Environment and Sustainability Resource Committee – Beverly indicated that she just received a letter from AUMA to indicate that she had not been chosen (due to the mix of Administrators / Councillors and geographic location needs).
- ii. Aquatic Invasive Species (AIS) Committee – Bob Yontz has agreed to sit on this committee.

Res. 14-07

Moved by Chuck Dechene to appoint Bob Yontz to the AIS Committee as the ASVA representative.

Carried.

- iii. Private Sewer Task Group – Pete Langelle has agreed to sit on this committee.

Res. 14-08

Moved by Gary Burns that Pete Langelle be appointed to the Private Sewer Task Group as the ASVA representative.

Carried.

- c. Capital Region Assessment Services Commission – Pete Langelle provided a written report on this meeting that he attended as a SV representative. He encouraged Summer Villages to join. The Cost is \$17.75/taxable property which is considerably cheaper than some other assessment services. This Commission would like to set up a table at next year's ASVA Conference.

Res. 14-09

Moved by Pete Langelle that Beverly to contact Archie Grover, Chair of the Commission and ask them for a circular outlining information on costs which she will send off to Summer Village CAOs/Councils.

Carried.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
BOARD MEETING OF JANUARY 20, 2014
6:00 pm, Royal Executive Inn, Edmonton, Alberta



- d. Topics & Speakers for April's Mini-workshop – Beverly reported that the AUMA is interested in partnering with us on the Social Media workshop. Beverly and AUMA are working out details. The ASVA would still like to include a presentation from Judy Stewart on riparian management.
- e. Preparation for Meeting with Minister Ken Hughes – Beverly provided a handout on points to consider when meeting with the Minister. Beverly emphasized the importance of being prepared and having a strategy. A request for a meeting was sent to the Minister on January 10, 2014.
- f. Business Cards for Directors – Beverly will provide business cards for all of the Directors.
ACTION: Beverly will contact each Director separately to find out what contact information they would like on their ASVA business card.

11. Adjournment

The date for February's ASVA Board meeting will be done by a doodle poll.

ACTION: Beverly will survey Directors for best dates for ongoing Board meetings.

Meeting adjourned 8:50 pm.