

**ASSOCIATION OF SUMMER VILLAGES OF ALBERTA**  
**BOARD MEETING OF APRIL 28, 2014**  
**6:00 pm, Royal Executive Inn, Edmonton, Alberta**

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

**REGRETS:** Gary Burns

**GUESTS:** Mike Poscente, Charette Pell Poscente Environmental Corp

**1. Call to Order**

Peter called the meeting to order at 6:12 pm.

**2. Deletions & Additions to the Agenda**

Delegation: Mike Poscente, Charette Pell Poscente Environmental Corp gave a presentation on their proposal in response to our FRIAA Phase1 – Request for Proposal

**Res. 14-22**

**Chuck Dechene moved that we accept the proposal from Charette Pell Poscente Environmental Corp to complete the wildfire management plans for the 25 Summer Villages as outlined in Phase 1 of the FRIAA project for a total of \$299,999.00.**

**Carried.**

**ACTION: Beverly to notify Mike Poscente of the Board's decision to retain CPP Environmental Corp to undertake the FRIAA contract.**

Additions to the Agenda:

- 10 c. ASVA Strategic Planning session (tabled from last meeting)
- 10 d. Federation of Ontario Cottage Association

**3. Approval of the Agenda**

**Res. 14-23**

**Leslie Ellis moved that the agenda be approved as amended.**

**Carried.**

**4. Approval of the Minutes of March 24, 2014**

**Res. 14 – 24**

**Moved by Betty Forfyflow that the minutes of March 24, 2014 be approved as circulated.**

**Carried.**

**5. Action Items**

Peter reviewed the Action Items

**a. MGA Review**

**DECISION:** Since the ASVA has already provided their input on the MGA Review to the Minister (Letter of January 10, 2014) and a response was received from Minister Hughes on March 12, 2014

indicating that they had included our input for consideration as part of the MGA Review, it was determined that no further letter, reiterating the same information, needs to be sent.

## 6. Financial Reports

- a. Quarterly Financial Report – January 1 – March 31, 2014

**Res. 14-25**

**Moved by Joyce Megson that the Financial Report January 1 to March 31, 2014 be approved.**

**Carried.**

## 7. Committee Reports

- a. Conference - AGM 2014

Beverly provided a draft budget for the ASVA Conference on behalf of the Conference Organizing Committee.

**Res. 14-26**

**Moved by Betty Forflyow that the interim budget be accepted.**

**Carried.**

- b. Lake Stewardship

- i. AIS – Bob Yontz provided a copy of the AIS sign which is now available for order at no cost to municipalities.

**ACTION:** Bob will provide Beverly with more information on how to order the signs so that this information can be included with the email to our members.

- c. FRIAA

- i. FRIAA – Change of Contractor

The Board received the letter from Wynne Resources recommending that there is no need to retain Wynne Resources in addition to CPP Environmental Corp as this company has the capability to produce all of the deliverables necessary to complete the 25 Summer Village wildfire plans.

**DECISION:** The Board accepted Wynne Resources recommendation and resignation from the FRIAA project.

- ii. Status of Phase 1 and Phase 2 applications

Peter indicated that Phase 1 agreement with FRIAA has been signed off with waivers regarding the COR requirements and with an amendment to accept a \$5 million General Liability coverage. With the acceptance of CPP Environmental Corp's proposal of \$299,999 it leaves the ASVA with \$75,000 to undertake the administration and SV liaison/communication requirements of the contract. This includes Beverly Anderson &

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Associates being contracted out as Project Manager to provide the required reporting to FRIAA including invoicing; Peter Pellatt will undertake the Contract/Project Management role being the direct liaison with CPP Environmental Corp and Leslie Ellis will assist in project delivery.

- d. Fire Protection Strategy – Contract is proceeding under guidance of the SV of Norglenwold.
- e. AUMA Report – Peter Pellatt reported that is happy with the work being done by the AUMA and their MGA recommendations.

**8. Correspondence**

As circulated.

**9. Further Business**

- a. ASVA Health & Safety Policy 3.0

**Res. 14-27**

**Moved by Pete Langelle that the ASVA Health & Safety Policy 3.0 be approved as circulated.**

**Carried.**

- b. WCB – ASVA coverage  
Peter Pellatt explained that FRIAA required the ASVA to have WCB coverage. This has now been organized. Accepted as information.

- c. ASVA Strategic Planning session

**ACTION:** Beverly is to send out the previous goals and objectives to the Board.

**DECISION:** A strategic planning session will be incorporated into the outreach Board meetings being held on Saturday, July 19 at Pigeon Lake; and if needed the Saturday, August 23 session at Lac Ste. Anne.

Schedule: Saturday, July 19

Pigeon Lake – SV of Sundance Beach

1:00 – 3:00 pm – Strategic Planning Session

3:00 – 4:30 pm – Board of Directors meeting

5:00 – 6:00 pm – BBQ

Saturday, August 23

Lac Ste. Anne – location tbd

1:00 – 3:00 pm – Strategic Planning Session

3:00 – 4:30 pm – Board of Directors meeting

5:00 – 6:00 pm – BBQ

- d. Federation of Ontario Cottage Association

**ACTION:** Beverly to send FOCA newsletter out to the Board for information.

**10. Adjournment**

Meeting adjourned at 8:23 pm.