



Chamcook Watershed Landowners' Association

ANNUAL REPORT TO MEMBERS

2014

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Our Mission

Our mission is to preserve, protect and defend the environmental, aesthetic and recreational value of the Chamcook watershed, it's six lakes- Chamcook, Second Chamcook, Gibson, Limeburner, Welch and Snowshoe- and adjoining lands for the enjoyment and benefit of landowners, and those whether within or outside the watershed who rely on the good quality and quantity of its water and habitat to sustain their way of life.





Chairman's Remarks to the AGM 2014

Welcome to the 2nd AGM of the Chamcook Watershed Landowners' Association. I want to take a few minutes to bring everyone up-to-date on the activities of your organization since we last met, but before I do, I would first like to extend my personal thanks to each of the board members with whom it has been my pleasure to serve over the past year. I would also like to thank Mayor Stan Choptiany for providing a meeting place for us where we could use Skype to connect with our Board members, Tom Clark in Ireland, and on occasion with Richard Tarn in the effort to save him the long drive from Fredericton.

Winter was not conducive for meetings and lack of quorum was an issue; however, several very productive meetings were held wherein we developed and approved a privacy policy for our web site and media response policy, made application to the Environmental Trust Fund and to Fundy Community Foundation, supported an application by the ECW to WWF Canada's Community Water Fund in support of monitoring and stewardship activity in our watershed, made contact with the Regional Service Commission in order to be informed when planning was being considered in the watershed area, and supported the ongoing work of Steve Tinker.

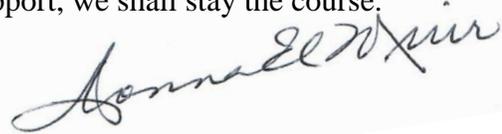
Since Steve's project has not received further funding, your Lake Association had taken on this volunteer effort in the attempt to provide timely information that can be used to augment historic information to better assist in the planning of a comprehensive water budget for Chamcook Lake. I would be remiss here to not thank both ECW and Fundy Community Foundation for their financial support of two of our projects with respect to lake monitoring and education.

We had representation at the third annual Lakes Conference held again at Mactaquac and as in the past came away with timely and good information. We have a representative on the recently formed New Brunswick Alliance of Lake Associations (NBALA) who share common interests and goals. Shared interest and identification of issues means shared positive outcomes.

Representatives of CWLA were invited in early June to the presentation from Stantec Inc. who had been commissioned by the Town to do research and data collection that will form the preliminary steps in developing a water budget for Chamcook Lake. Our new volunteer monitoring program can augment this process with current information.

We have as well, initiated a strategic task force whose mandate will be to develop an Emergency Response Protocol for the lake system. This would include steps to be taken in the event of any deemed emergency on the entire watershed system allowing for a timely and ordered response when needed.

Above all, we remain committed to the goals of the organization, attempting to meet where needed the challenges faced by our members. We value your input and invite you to volunteer in the lake monitoring program if you feel so inclined. We need a strong unified voice to represent all interests in the watershed and with your continued support, we shall stay the course.



Annelle W. J.

Minutes from AGM 2013

Chamcook Watershed Landowners' Association Inc.

Annual General Meeting, July 13, 2013

1:00 PM Bayside Community Hall

Present:

David Wildish

Pat Mowatt

Sandy Thurber

Donna Muir

Richard Tarn

Rick McMillan

Stan Choptiany

Lee Sochasky, Town of St Andrews

Donald Killorn, ECW

Lezlie LeBlanc

Donne Smith

Daniel McBride

Absent:

Jamie Carpenter

Andrew Moffitt

Tom Clark

Todd Elsemere

Julia Carpenter

The meeting chaired by Pat Mowatt was called to order at 1:10 PM. Quorum was established.

Motion: 2013: AGM01

Moved by: Richard Tarn

Seconded by: Rick McMillan

That the agenda is approved.

Motion carried

It was confirmed that the meeting was duly advertised in the newspapers, on the website, and Board members actively went out to landowners on the Watershed to advise them in person or by leaving a note advising them of the upcoming AGM.

Minutes of the Charter Meeting held in July 2012 were distributed to those in attendance and reviewed.

Motion: 2013: AGM02

Moved by: Donne Smith

Seconded by: Sandy Thurber

That the minutes of the Charter Meeting held in July 2012 be approved as circulated.

Motion carried.

CHAIRMAN'S ADDRESS:

Pat Mowatt reported on the following:

- We are now a formally incorporated entity.
- Very beneficial when dealing with the Dept. of Environment and Local Government.
- Participated in meetings with the New Brunswick Alliance of Lake Associations (NBALA) who share common interests and goals.
- Some Board members attended the 2nd Annual Lakes Conference in Mactaquac detailing many current issues facing New Brunswick lakes today.
- Other initiatives included working with the Multi-Stakeholders Group, based in St. Andrews; attending presentations by CURA H2O (a company which provides kits for testing water quality parameters); fundraising; outreach and research into some of the issues facing our own Watershed. We have also introduced ourselves to the new Regional Services Commission, with whom we will probably have dealings with in the near future.
- Participated in ECW's initiative to develop an Integrated Watershed Management Plan for the Chamcook Lake Watershed.
- We submitted an application to the Environmental Trust Fund for funding to develop a document detailing the history associated with our Watershed. Our application was respectively denied.
- CWLA also supported in writing Private Members Bill M-400: an initiative aimed at federal support for upgrading of substandard septic systems.

BOARD REPORTS:

Donna Muir reported on the Web Page

- Tom Clark has done a fantastic job putting together the Web page for CWLA.
- Tom has participated in our meetings on a regular basis through Skype.
- It has a registered domain name.
- Tom created a Paypal donations button for the site.
- A membership data base has also been created.

Pat Mowatt reported for the Issues and Solutions Committee.

- This committee was created to discuss the ongoing concerns within the watershed.
- A variety of issues were covered including the following: the lack of a mechanism by which landowners may be kept reasonably informed about issues pertaining to the watershed; current restrictions of the Watershed Protection Program; water uses; water levels; a water budget.
- Data base created from PID numbers to help establish who has land within the watershed.
- Two major concerns with the Watershed Protection Program are the 75 meter setback and the restriction to a 9.9 horsepower outboard motor.
- Upon receiving a response and package of scientific publications from Minister Fitch with the Dept. of Environment and Local Government, it still is not clear on how these restrictions were ever determined.
- Water uses, water levels and a water budget are all closely related issues. Landowners have been concerned about these issues for years. As you know, high water levels damage our properties. Low water levels create other problems. By establishing a water budget, hopefully these issues can be addressed. Such a structure will enable planners to evaluate a wide variety of factors and determine proper policies for water uses. The Town of St. Andrews has applied for and received EFT funding to prepare a proper water budget.

Sandy Thurber reported for the Membership and Fundraising Committee.

- In 2012-2013 we had approximately 55 members.
- Efforts were outlined to try and increase the membership this year.
- Liability insurance for the Board was explored and we hope to have it in place this year.
- As a fundraiser, we are selling tickets on a kayak.

Donald Killorn reported on a grant we applied for with the Environmental Trust Fund.

- The grant was so we could collect historical information on the watershed in order to obtain a historical timeline regarding the development of the lakes.
- Unfortunately we did not receive approval but we will be looking at other funding opportunities.

David Wildish reported on his efforts to keep the documents we have to date on the watershed catalogued and safe.

- Leslie Wells at the Ross Memorial Library, agreed to house these papers/documents.
- The purpose is to assist members in obtaining scientific information to assist with sustaining the health of the watershed.
- Presently there are six documents, but he hopes to obtain more.
- The titles will be listed on the website.
- Dr. Wildish noted that the NATEC report that made reference to “oil spills” provided a very good reference list as well.

TREASURER’S REPORT AND FINANCIAL STATEMENTS

Donne Smith gave the Treasurer’s Report.

- Attendees received a copy of the Income & Expense statement for 2012-2013.
- Donne noted we started off unincorporated, and in the fall we incorporated and took on the responsibilities of the unincorporated group.

Motion: 2013: AGM03

Moved By: Donne Smith

Seconded By: Gary James

That the treasurers report be accepted as presented.

Motion carried

BUDGET DISCUSSION AND APPROVAL

The proposed budget for 2013-2014 was presented and discussed.

Motion: 2013: AGM04

Moved By: Ed LeBlanc

Seconded By: Gary James

That the proposed budget be approved for 2013-14 as presented.

Motion carried

BYLAW AMENDMENTS AND APPROVAL

- Donna Muir explained that when developing the bylaws for the Charter Meeting last year, they used bylaws from similar associations.
- The bylaws were officially approved when we incorporated in November 2012.
- She explained that we were asking the group at this time to approve the bylaws.

- Amendments were discussed that involved the following:
- On page 5, she noted in section 5 regarding removal of any director, they were recommended the following “Any serving board member missing three (3) consecutive meetings of the board without notice of intent to be absent will be considered to have resigned from the board.”
- On page 5, she noted in section 12 regarding unanimous written consent in lieu of a meeting, they were recommended “The Board may take urgent action without a meeting by presenting the issue in full and by e-mail to all members of the Board then in office, with a response required from a majority of the Directors within three days (72 hours) from the time at which the issue is distributed. The affirmative vote of the majority of the Directors responding shall be the act of the Board of Directors.”
- On page 5, she noted in section 9 regarding notice, she recommended “From time to time, emergency meetings may also need to be called with little or no notice. Attendance at a meeting without objection to notice shall also constitute a waiver of notice.”
- Donna advised that the provisional officers became members of the Board of the incorporated entity.
- Stan Choptiany recommended an amendment to section 2 of Article IV. He recommended that part (d) be added to include the following, “In lieu of section 2(a), (b) or (c) a representative from the Town of St. Andrews shall serve as an ex-officio or non-voting member of the Board of Directors.
- The Chair asked for a motion to accept the amended bylaws.

MOTION: 2013: AGM05

Moved by: Jim Melvin

Seconded by: Vicky Ridgeway

That the amended bylaws as proposed be accepted.

Motion Carried

ENVIRONMENTAL TRUST FUND GRANTS

Donald Killorn, ECW reported on the ETF grants. He explained that the ETF grants were a primary means to access funding to manage the environmental resources. CWLA attempted to acquire funding but was denied. Other projects approved in our Watershed were: (1) Eastern Charlotte Waterways is monitoring water quality in July and September. It will involve the identification and analysis of phytoplankton and the results will be published. (2) Town of St. Andrews received an ETF grant to explore water budgets.(3) The Atlantic Salmon Federation also received a grant for the water budget. Equipment was installed to outline the flow of water out of the watershed. It was noted that the ETF deadline is December.

Donald also reported on the following:

- The New Brunswick Lakes Conference was held in January 2013.
- October 26, 2013 is the next conference set for stakeholders of lakes in NB.
- Donald reported that ECW is monitoring the water quality in three lakes (Digdeguash, Chamcook, and Lake Utopia). Each of these lakes has blue green algae but they are different species.
- The Town of St. Andrews is doing toxicity testing but hoping the provincial government will bear the load on this.
- Stan Choptiany reported that Danny Bartlett, for the Town, 5-7 days a week filters the raw water coming in and nothing disturbing has shown up to date. The Town has kits for testing and sends samples to Winnipeg to receive certified results. If the species produces toxins, then it becomes a Dept. of Health issue. Signs were put up as a precautionary measure advising the public of the cyanobacteria in Chamcook Lake. Potential problems of cyanobacteria were discussed

NOMINATING COMMITTEE REPORT

Donne Smith reported for the Nominating Committee.

- He made reference to Article IV on page 4 of the bylaws. He noted the list of Directors appointed to represent the various lakes.
- Several current directors are reoffering terms of office for 2 years.
- The Board is not staggered as of yet and they are asking the Directors to consider standing down next year to establish staggered Directors for the future.
- The committee recommended the following: Chamcook Lake – Jamie Carpenter, Tom Clark, and there is one vacancy that Brian Glebe has agreed to fill.
- Little Chamcook is vacant.
- Gibson Lake is represented by Donne Smith.
- Welch/Snowshoe Lakes are represented by Sandy Thurber.
- Limeburner Lake is vacant.
- Nonadjacent landowners are represented by Donna Muir, David Wildish and there is one vacant position.
- Members-at-large are represented by: Richard Tarn, Lezlie LeBlanc, Pat Mowatt, and Rick McMillan.
- Donne called for further nominations in each of the categories.
- For Chamcook Lake he asked for further nominations from the floor 3 times and there were no further nominations.
- No nominations were made at this time for Limeburner Lake.

ELECTION OF DIRECTORS

For Little Chamcook Lake the recommendation was made to move Jamie Carpenter from Chamcook Lake to Little Chamcook Lake as a representative.

Motion: 2013: AGM06

Moved by: Vicky Ridgeway
Seconded by: David Wildish
Motion carried

Donne Smith was nominated for Gibson Lake.

Motion: 2013: AGM07

Moved by: Sheila Gidney
Seconded by: Rose LeBlanc
Motion carried

Sandy Thurber was nominated for Welch/Snowshoe Lake.

Motion: 2013: AGM08

Moved by: Brian Glebe
Seconded by: Donna Muir
Motion carried

Nonadjacent landowners nominated were: Donna Muir, David Wildish, and Brian Magnusson.

Motion: 2013: AGM09

Moved by: Brian Glebe
Seconded by: Danny McBride
Motion carried

At large representatives nominated were: Lezlie LeBlanc, Pat Mowatt, Rick McMillan, Richard Tarn.

Motion: 2013: AGM10

Moved by: Danny McBride
Seconded by: Jim Melvin
Motion carried

For Chamcook Lake, Tom Clark, Brian Glebe and Danny McBride were nominated

Motion: 2013: AGM11

Moved by: Ed LeBlanc

Seconded by: Rose LeBlanc

Motion carried

ELECTION OF OFFICERS

The Board held a brief meeting to discuss the election of the Executive for 2013-2014. The meeting started at 2:50PM on July 13/2013 and adjourned at 2:55PM.

- Donne Smith moved the election of officers: Donna Muir as Chair, Sandy Thurber as Treasurer, Lezlie LeBlanc as Secretary, and Rick McMillan as Vice Chair.
- Pat Mowatt asked for further nominations and none were noted.
- The motion was seconded by Danny McBride.
- The following were present at the meeting: Brian Magnusson, Pat Mowatt, Richard Tarn, Donna Muir, David Wildish, Rick McMillan, Lezlie LeBlanc, Stan Choptiany, Donald Killorn, Sandy Thurber, Donne Smith, Daniel McBride and Brian Glebe. Absent were Tom Clark and Jamie Carpenter.

CWLA Officers

The Board advised the members attending the AGM that the Board had met to select their Executive. They were: Donna Muir as Chair, Rick McMillan as Vice Chair, Sandy Thurber as Treasurer and Lezlie LeBlanc as Secretary.

APPOINTMENT OF AUDITOR

Motion: 2013: AGM12

Moved by: Sandy Thurber

Seconded by: Daniel McBride

That Donne Smith and Donald Killorn be the Auditors appointed for 2013-2014.

Motion carried

INFO ON THE PROVINCIAL LAKES ASSOCIATION

Donald Killorn reported on the formation of the Provincial Lakes Association.

- Rick McMillan was appointed as the representative from our Board.

OPEN DISCUSSION FROM THE FLOOR

Mulford Clark advised the group that he had experienced difficulty in obtaining approval from the Department of Environment to have a walkway and raft placed in Chamcook Lake. He will submit a copy of his letter from the Director of Environment, Paul Vanderlan, to the Board to review. He noted that the Director indicated there were presently 83 exemptions on the lake to date.

Ed LeBlanc made reference to the reports compiled over the years on the Chamcook Lake Watershed. He suggested it would be helpful to have the points of interest or items that are important in the reports, highlighted on our website. David Wildish stated that all of these reports will be stored at the local library. David Wildish stated that a summary will be provided on the website advising what you can obtain from the different reports.

Sheila Gidney offered to scan the documents so they could be placed on the website.

Gary James noted that there was a sign placed on the Ross property in Bayside and it makes reference to the CWLA website. He asked if as a group if we were in agreement with using that reference. The Board agreed to contact the landowner in person to discuss the sign. It was suggested that Tom Clark could advise our members that they should not use our logo without discussion first

ADJOURN AGM MEETING

Sheila Gidney moved to adjourn the meeting at 3:20PM

ELECTION OF OFFICERS

There was a short break in the AGM in order to hold a Board Meeting to elect officers for 2013-14. This meeting was convened at 2:50PM on July 13/2013 and adjourned at 2:55PM.

- Donne Smith moved the election of officers: Donna Muir as Chair, Sandy Thurber as Treasurer, Lezlie LeBlanc as Secretary, and Rick McMillan as Vice Chair.
- Pat Mowatt asked for further nominations and none were noted.
- The motion was seconded by Danny McBride.
- The following were present at the meeting: Brian Magnusson, Pat Mowatt, Richard Tarn, Donna Muir, David Wildish, Rick McMillan, Lezlie LeBlanc, Stan Choptiany, Donald Killorn,

Sandy Thurber, Donne Smith, Daniel McBride and Brian Glebe. Absent were Tom Clark and Jamie Carpenter.

Lezlie LeBlanc, Board Secretary

(Minutes approved: July 19, 2014)

Financial Report

Chamcook Watershed Landowners' Association
Income & Expense Statement
April 30, 2014

YE 2013 Balance Fwd. (cash on hand)		223.13
Membership Revenue	830	
Donations Revenue	10	
Fundraising Revenue	630	
Total Revenue	<u>1470</u>	
BNS Service Charges	38.62	
Postage (includes box rental)	169.50	
Website	120.00	
Insurance	333.00	
Fundraising	200.00	
Total Expense	<u>861.12</u>	
Net Income April 30, 2014	<u>608.88</u>	608.88
YE 2014 cash on hand		<u>832.01</u>

**Chamcook Watershed Landowners' Association
Income Expense Report to Year Ended April 30, 2014**

Date	Payee	Bank Dr.	Bank Cr.	Balance	Revenue Membership	Revenue Donations	Revenue Fundraising	Bank Chgs	Postage	Insurance	Website	Fundraising	Net Income
YE 2013 Fwd				223.13									223.13
31-May-13			2.50	220.63				2.50					220.63
21-Jun-13		10.00	2.50	228.13	10.00			2.50					228.13
03-Jul-13		20.00		248.13	20.00								248.13
15-Jul-13		860.00	2.50	1105.63	700.00	10.00	150.00	2.50					1105.63
27-Aug-13	Can Post		169.50	936.13					169.50				936.13
31-Aug-13	ASF	20.00	2.50	953.63	20.00			2.50					953.63
30-Sep-13		540.00	4.12	1489.51	60.00		480.00	4.12					1489.51
31-Oct-13		20.00	202.50	1307.01	20.00			2.50				200.00	1307.01
30-Nov-13			2.50	1304.51				2.50					1304.51
31-Dec-13			2.50	1302.01				2.50					1302.01
31-Jan-14	Deposit		2.50	1299.51				2.50					1299.51
28-Feb-14			122.50	1177.01				2.50			120.00		1177.01
31-Mar-14			6.00	1171.01				6.00					1171.01
30-Apr-14			339.00	832.01				6.00		333.00			832.01
TOTAL					830.00	10.00	630.00	38.62	169.50	333.00	120.00	200.00	

Report from Auditing Committee

Chamcook Watershed Landowners' Association Inc.

Auditing Committee Report

July 8, 2014

We have reviewed all the financial and banking documents pertaining to the Chamcook Watershed Landowners' Association Inc. for the fiscal year ended April 30, 2014 and find them to be accurate and in good order.

Donald Killorn

Donne Smith

BUDGET 2014

Budget Item	2013 Budget	Expensed in 2013	Proposed Budget for 2014
Insurance	800.00	333.00	400.00
Legal	100.00	0.00	100.00
Post Box/Mailing	150.00	169.50	180.00
Directors Travel	300.00		300.00
Membership Meetings	300.00		300.00
Stationery/Misc.	400.00		400.00
Website Hosting	120.00	120.00	150.00
Hall rental	130.00	0.00	0.00
Association Membership	130.00	0.00	130.00
Fundraising	0.00	200.00	500.00
Bank Charges	0.00	38.62	40.00
TOTAL:	2500.00	861.12	2500.00

(Budget Approved July 19, 2014)

Proposed Change to Existing Bylaws

ARTICLE IV

BOARD OF DIRECTORS

Section 10 **Quorum** A majority of directors then in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

Following a lengthy discussion with respect to having to cancel three meetings because there was no quorum, the Board of Directors at its May meeting proposed a change to this Section to read as follows:

Section 10 **Quorum.** A quorum of five (5) voting directors will be set for the transaction of business at any meeting of the Board of Directors

(By Law Changes accepted by Meeting July 19, 2014)

COMMITTEE REPORTS

FUNDRAISING & MARKETING COMMITTEE REPORT

Members: Donald Killorn, Sandy Thurber

Purpose: The Fundraising & Marketing Committee is responsible for marketing to increase membership and grant writing.

Membership:

The Annual Membership fees are \$20.00.

A membership campaign was carried out in 2014 including:

- ✓ Membership form is available on the website.
- ✓ Membership can be paid through PAYPAL on the website or by cheque or cash.
- ✓ E-mail blast to current membership
- ✓ The board decided not to conduct a membership drive in 2014 since most would pay their membership dues at the AGM or on line through PAYPAL.

Fundraising: Kayak raffle will take place at the AGM 2014. Tickets were available at the St. Andrews Home Hardware, St. Andrews where the kayak is displayed for all to see. Many thanks to the St. Andrews Home Hardware for their support of the CWLA. The kayak fundraiser was launched through a press release and on the website. Directors were also responsible for selling tickets and tickets are available at this AGM.

Sponsors for the Educational Session on July 19, 2014 – Leavitt's Lawn Care and Landscaping Ltd. and Eastern Charlotte Waterways.

Donald Killorn, Eastern Charlotte Waterways, will provide an update on the CWLA grant application in partnership with Eastern Charlotte Waterways through Fundy Community Foundation and Eastern Charlotte Waterways grant application through the New Brunswick Environmental Trust Fund.

Thank you Donald and ECW for the continued support of CWLA.

Submitted by Membership and Fundraising Committee

BYLAW POLICY AND PROCEDURES COMMITTEE

Members: Donne Smith, Richard Tarn , Tom Clark and Donna Muir

The Bylaw Committee has over the past year brought forward a new Media Policy in addition to the Privacy Policy that was accepted in April 2013. A draft document was circulated through the committee and then submitted to the Board for input. A final draft was approved in April 2014. Each policy document will be reviewed annually by the Board.

As well, we updated the bylaws to reflect the amendments passed at last year's AGM.

The annual review of the bylaws and the issue surrounding quorum for monthly meetings, the committee brought forward a resolution to the board for approval to bring to this AGM to change the number needed for quorum.

As the need arises, the committee will continue to develop policy. This is an on-going effort of any organization.

WEB-SCIENCE-EDUCATION COMMITTEE

Members: Brian Glebe, Chair, Tom Clark, David Wildish, Rick MacMillan, Sandy Thurber, Donald Killorn, Richard Tarn and Brian Magnusson

Tom continues to manage our website and David Wildish has taken on the role of Librarian. We have both an electronic library and a physical one at the local library where documents of interest and relevance are kept. We continue to add to the library.

The committee has been busy preparing for the launch of our first information session as part of the AGM. This year , invited guest Dick Wilber will present on the History of Chamcook Lake and a video will be shown and narrated concerning the ice cutting industry on the lake in years past. Brian will present on the continued cyanobacteria in the lake and will speak about the launch of the Volunteer Lake Monitoring Program now underway.

Of special; note is that CWLA and Eastern Charlotte County Waterways were successful in applying for a grant from Fundy Community Foundation to support the volunteer monitoring of

watershed water flow rates and nutrient levels and the monitoring of the development of Cyanobacteria (blue-green algae) blooms.

NOMINATING COMMITTEE REPORT

Members: Donne Smith, David Wildish

The present serving directors still have one more year to serve. This is in accordance with the existing bylaw: ARTICLE IV Section 3 **Election and Term of Office** The members of the Board of Directors shall be elected by the voting members at the annual meeting of members. The term of all directors shall be two (2) years but no director shall be entitled to serve more than 3 consecutive terms. One director, Daniel McBride has chosen to step down owing to work commitments. His position can be refilled by the Board of Directors naming someone to complete Daniel's term. This would amount to a one year appointment and is in compliance with the bylaw as stated here:

Section 6 **Vacancies** When a director dies, resigns or is removed, the Board of Directors shall appoint a director from the eligible voting membership to represent the vacant zone or at-large position, as the case may be, for the duration of the unexpired term.

The appointment of said director will take place at the next regular meeting of the Board of Directors and the membership will be informed.

There is a vacancy in the directorship representing Limeburner Lake and if necessary an election will be held at the AGM.

The committee also recommends that the existing executive of the Board be re-elected at the first board meeting called after this AGM.