

Association Best Practices

Volunteer Considerations for 2021

**This session is
sponsored by:**



**AGM &
Spring Seminar
for Lake Associations**



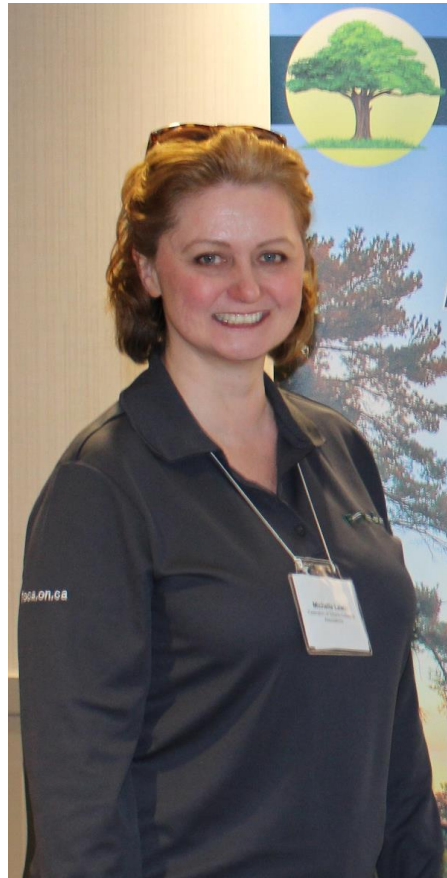
**by Webinar
Saturday
March 6, 2021**

2020 vs 2021

Let's compare

Will it be
the same...

...or different?



Michelle Lewin

FOCA Communications
& Development Coordinator

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What we learned from 2020

Busy waterways, new boaters



“The CTV television network reported that a recent Canadian boating survey found that in 2020, **Ontario boat and yacht dealers saw a 26% increase in sales over the previous year.** ...

There was also a **17% increase in rentals and leases of boats** over the previous year.”

<https://boatingindustry.ca/> February 2021

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OPP Marine 2020 statistics

As reported at the FOCA Fall Seminar 2020:

Marine Season



2020

The calls

- Personal Watercrafts
- Aggressive Operation
 - High speed / restricted zones
- Liquor
 - 1567 charges in 2020
 - 47 Impaired/Over 80 mgs charge
- Inexperience
 - Rental Boats
 - Operating in unfavorable conditions
- Curtesy
 - Operation
 - Wake

47,492 Vessels Checked

2020 Tests & Charges:

- | | |
|--|--------|
| • Standard Field Sobriety Tests (SFST) | ↑ 110% |
| • Provincial – Liquor Licence Act charge | ↑ 20% |
| • Criminal Code Boating/Other | ↑ 45% |
| • Marine Charges (CSA 2001) | ↑ 44% |
| • Other Provincial Statutes | ↑ 71% |

Non-summer-time fatalities:
(before June 15th & after Sept 15th)

18 deaths ~ up 58%

Predictions for 2021:

Real estate statistics suggest...

...expect more
of the same

- sales volumes are up
- prices are up

The Result?

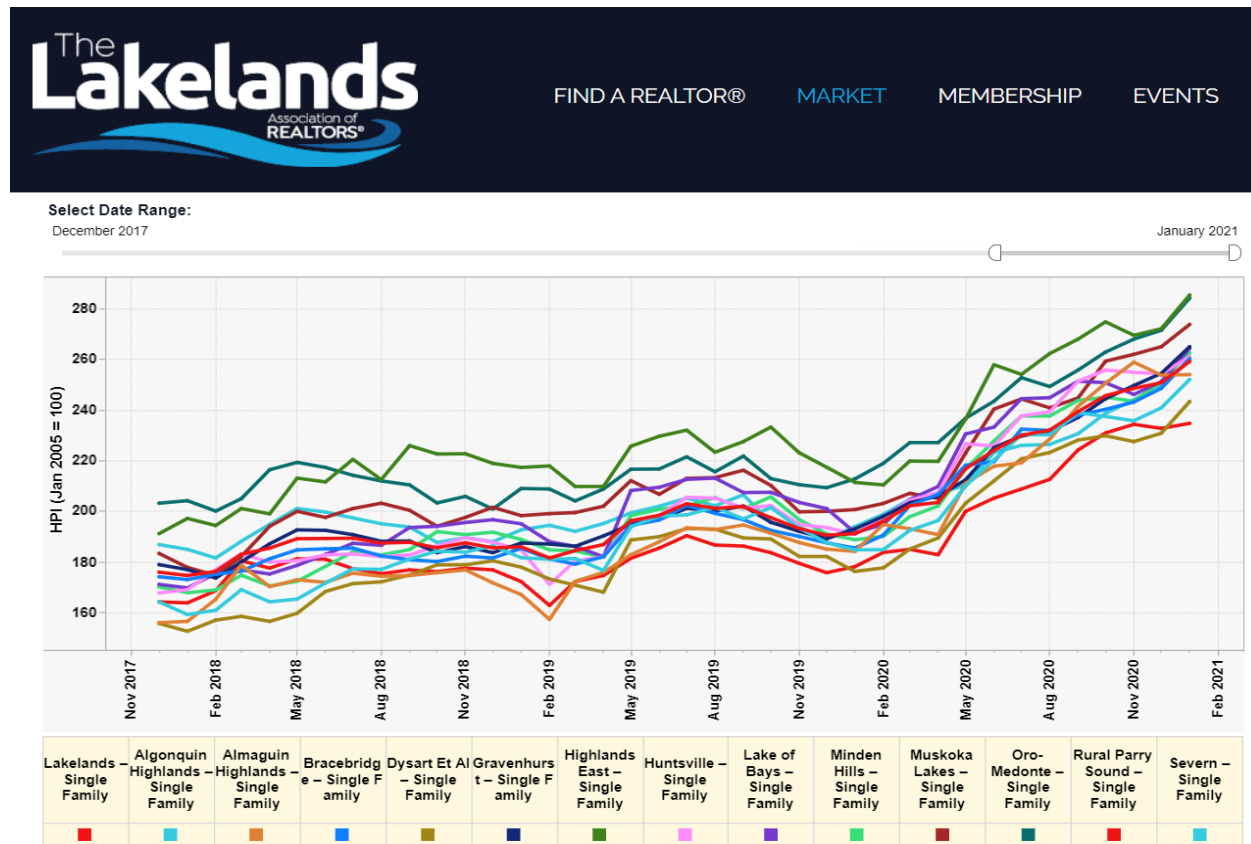
an opportunity to
**EDUCATE &
WELCOME**



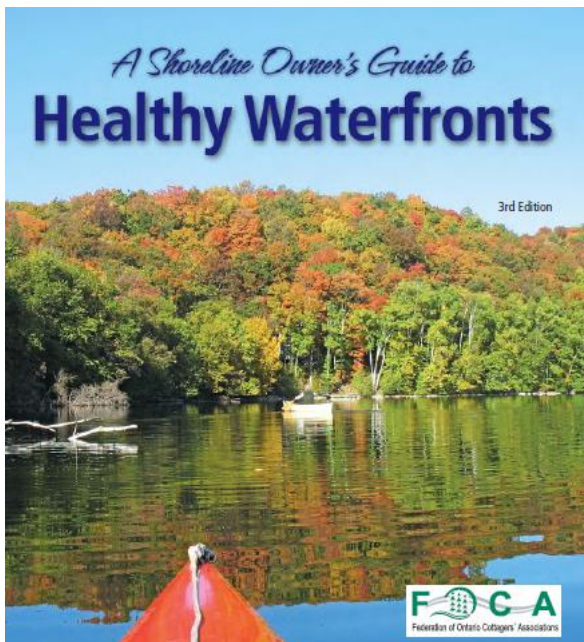
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<https://thelakelands.ca/market-statistics/>



Download & share:

foca.on.ca/shoreline-owners-guide-to-healthy-waterfronts/

or contact the

office for print copies:

communications@foca.on.ca

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Welcome Newcomers

Cottage Country Etiquette & Local Priorities

Could you use a
Welcome Sheet
or a larger
Welcome Binder?

FOCA has
templates for you,
from your peers!

[communications@
foca.on.ca](mailto:communications@foca.on.ca)

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Thank you Crane Lake Assoc!

Sample Cottager Visitor Guide – adapted by FOCA from our members' input

Welcome to our Community

You likely came to cottage country for the same reasons we all do: to escape the hustle & bustle of urban life, and enjoy the great outdoors. You've come to the right place. We have fresh air, a clean and safe lake, abundant wildlife, starry skies, and so much more. **Here's how we all keep it that way, and why it matters.** We hope we can count on you to help us!

Enjoy your time here. Be aware that pets, excessive noise, and lights can interfere with relaxation or star gazing, or neighbouring kids' bedtimes. Remember that noise travels further on the lake than you think!

Septics are kept in good working order by limiting your water use, and by keeping chemicals and non-degradable items out of them. Overloading your cottage (and your septic system) with guests is discouraged.

Garbage and recycling is to be dropped off at one of the local landfills. The locations and hours of operation are here: [\[link\]](#). Ask the owner about composting.

Phosphate free products are needed for washing and cleaning. We never wash in the lake. Also, don't drink untreated lake water!

Food is not left outside overnight and BBQ's are cleaned so animals are not attracted to the leftovers.

Boats used in other lakes or rivers are cleaned, drained and dried before launching in our lake. Bait buckets and live bait are never emptied into the lake.

Campfires are enjoyed safely. The status of the Forest Fire danger is posted on area roads. Daytime burning is banned in the summer, and fires are never set when windy.

Vegetation in and around the shoreline is kept natural and is purposely not cut or fertilized. Short grass attracts Canada geese, which can be a nuisance.

Lead sinkers are not used and **fishing** line is retrieved whenever possible.

We have a small lake so our neighbors are close. We all unwind in different ways, so let's all respect that and share this beautiful place.

Letting the system break biodegradable waste down without overloading it limits the possibility of harmful bacteria, phosphorous, and nitrogen entering the lake.

Garbage left overnight can be attacked by animals. Bears will return to the same spot where they found "food" for up to 5 years! Don't leave your mess for others to clean up.

Phosphates and other harmful chemicals make their way into the lake promoting excess plant and algae growth.

Wildlife and cottagers live together safely when they respect each other's boundaries. Only view wildlife from a safe distance. Invasive species such as zebra mussels can enter the lake, causing disease and damage to native species. Don't be the reason for spreading invasives!

The closest fire station is so far away that a spreading fire poses significant danger to all of us! Don't leave your fire unattended. Keep water handy and douse your fire thoroughly when finished.

Shoreline vegetation does an important job, filtering out septic effluent and run-off, and providing a home for fish, frogs, and turtles.

Line and sinkers left behind can—and have—trapped or poisoned wildlife such as loons.

ENJOY YOUR STAY!

Thank you Leech Lake CA!

What about events?

before 2020

during 2020



Image: Chelsie Xavier-Blower



Association Success Stories

As presented at the 2020 Fall Seminar...

Revisit the slides
from the Association
Session at the 2020
Fall Seminar

[by clicking here](#)

*(download the Event
Summary PDF, with links
to the slides for each
presentation)*

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The Quest

Kahshe Lake Ratepayers' Association



The Boat Section of the QUEST

A traditional Treasure Hunt adapted to enable Covid social-distancing.

Non-competitive

No set time to compete

No final rendez-vous

Selfies to show presence at the 46 locations

GPCA Virtual Fishing Derby 2020



Soyers Lake Ratepayers' Association

A Musical Pivot

August 15, 2020



Our best turn out ever!
Addressed pent up desire to be together and have fun.

On-water events

General Liability Considerations: Quick Video



<https://youtu.be/CnFvE99tH7c>

FOCA & Cade Associates Insurance Brokers

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COVID-19 & LIABILITY

An Overview for FOCA Associations



FOCA Spring Seminar | March 6, 2021

ABOUT US

Insurance Broker for the
FOCA Association Insurance Program

www.cadeinsurance.com/FOCA





...

COVID-19

PLANNING FOR OPERATIONS





NEW EXCLUSION

ASSOCIATION INSURANCE PROGRAM



CONTAGIOUS DISEASE EXCLUSION (SUMMARY)



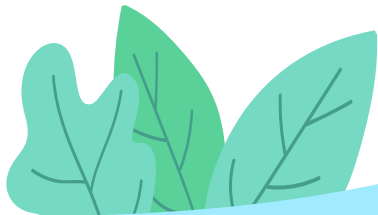
EXCLUSION


There is no coverage for any actual or alleged loss, liability, damage or related expense caused by or otherwise in connection with a Contagious Disease, or the fear or threat (whether actual or perceived) of a Contagious Disease.



CONTAGIOUS DISEASE

Any disease which can be transmitted by means of any substance or agent from any organism to another organism – includes but is not limited to a virus, bacterium, parasite or other organism or variation thereof.





ONTARIO BILL 218

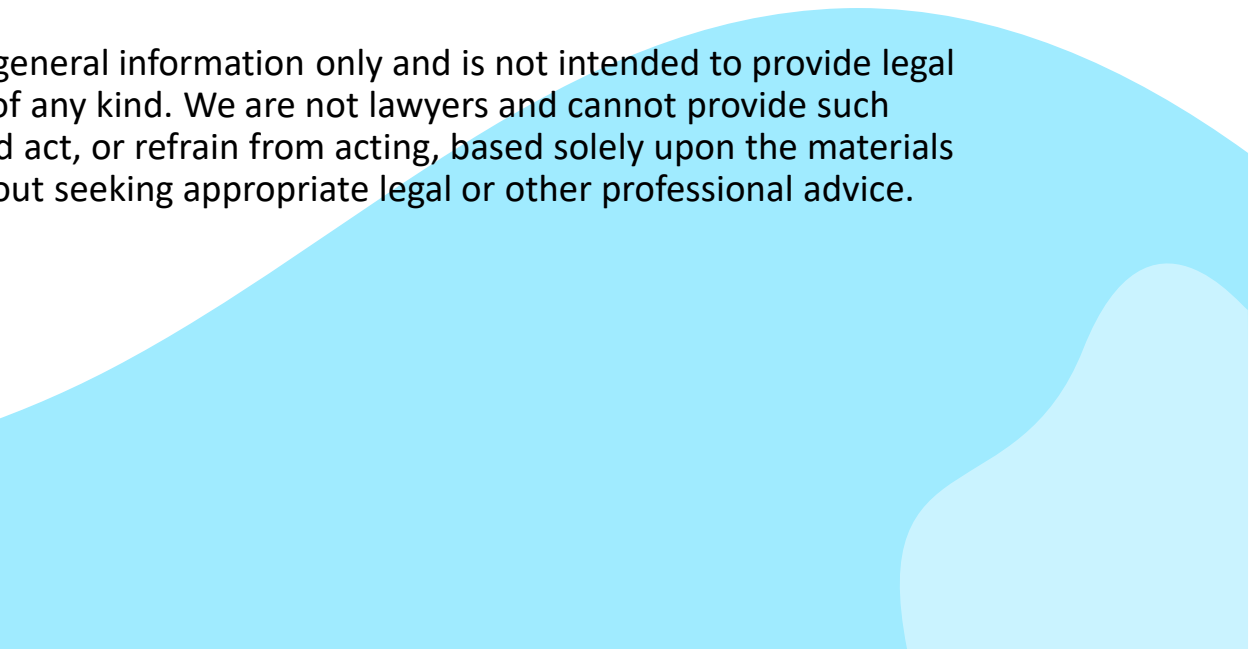
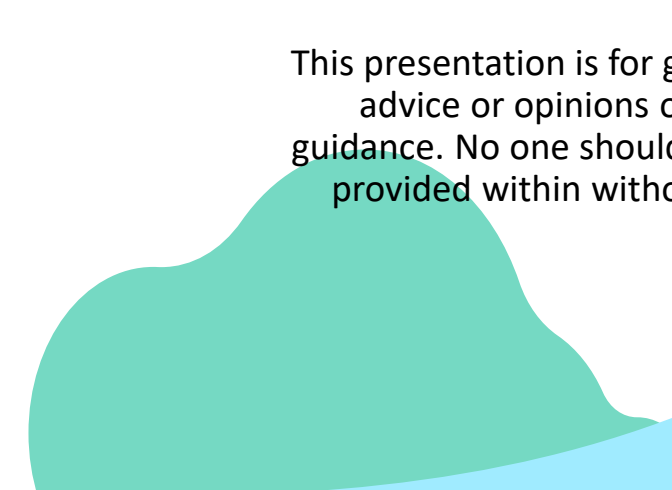
SUPPORTING ONTARIO'S RECOVERY AND MUNICIPAL
ELECTIONS ACT



DISCLAIMER

NOT LEGAL ADVICE OR REVIEW

This presentation is for general information only and is not intended to provide legal advice or opinions of any kind. We are not lawyers and cannot provide such guidance. No one should act, or refrain from acting, based solely upon the materials provided within without seeking appropriate legal or other professional advice.



BILL 218 – PROTECTION FROM LIABILITY



OVERVIEW

Ontario Attorney General Doug Downey stated the Act rose out of feedback from Ontarians to provide protection while also ensuring “people can seek redress against gross negligence, intentional misconduct and bad actors who fail to make an honest effort to follow COVID-19 guidance and laws”



WHO IS IT FOR

The Act applies broadly to any individual, corporation or other entity, and includes the government. The Act defines any of these as “a person” for whom the Act provides protection.



BILL 218 – PROTECTION FROM LIABILITY



SUMMARY

Under the Act, any legal action will be barred from the court if it is based ‘directly or indirectly’ on an individual being potentially infected with or exposed to COVID-19 if the organization made a good faith effort to act in accordance with public health guidance and laws.

The protection of this Act will not apply to acts or omissions which amount to gross negligence. Gross negligence has been defined by the Supreme Court of Canada as ‘very great negligence’ or a ‘very marked departure from the required standard of care’.

BILL 218 – DEFINITIONS



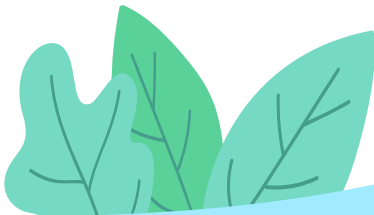
GOOD FAITH EFFORT

“Good faith effort” includes an honest effort, whether or not that effort is reasonable.



PUBLIC HEALTH GUIDANCE

“Public Health Guidance” is defined broadly in the Act to encompass any advice, recommendations, directives and instructions (regardless of the form or manner of communication) from any level of government, health officials and applicable regulators.



BILL 218 – PROTECTION FROM LIABILITY



PLANNING FOR 2021

Your Association should stay updated on public health guidance and laws in your respective regions and ensure your programming is in keeping with federal, provincial, and municipal health guidance. This is especially critical as the province moves through stages of re-opening which are different across regions.

The standard to be met when considering your operations is that of honest, good faith attempts to follow the public health guidance and all laws. With Bill 218, Associations may begin planning for 2021 with some peace of mind.





REMINDER

LEGAL HELPLINE
FREE ACCESS TO LEGAL GUIDANCE

for Associations with liability coverage under the
FOCA Association Insurance program



rfraser@cadeinsurance.com | 416-234-9980

NEW: LEGAL HELPLINE



HOW DOES IT WORK?

Step 1: Call 1-877-255-4269

Step 2: Share information with the intake receptionist to prepare your file.

Step 3: The receptionist will provide you with a case number and advise that a lawyer will call as quickly as possible.

Step 4: The lawyer will call and will likely ask for the case number and for your policy number: **HL0049335**
(Broker – Cade Associates)

- **Step 5:** The lawyer will guide you through the phone call and provide feedback on your questions and legal rights.





Questions?

CREDITS: This presentation template was created using **Slidesgo**, including icons by **Flaticon**, and infographics & images by **Freepik**.

Ross Fraser
rfraser@cadeinsurance.com
416-234-9980 | 1-844-CADE-1ST

Your Member resource: The Association Toolkit webpage

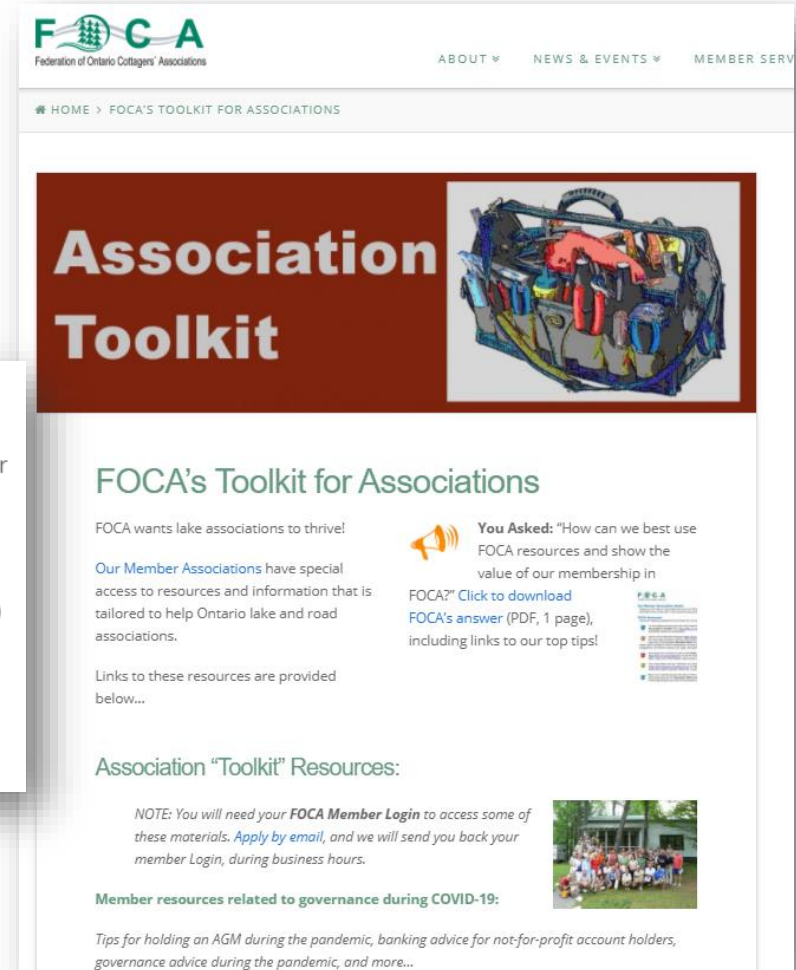
- 🔔 **UPDATE:** October 23, 2020 – Ontario has extended to **May 31, 2021** the period for corporations to **hold virtual AGMs, even if your bylaws do not specify this option.** However, if you delayed your association AGM earlier this year due to COVID-19, and your association is incorporated, you need to move ahead to hold your AGM as soon as possible. [Read details from our partners at BLG.](#) Non-profit Law Ontario has also posted information here: <https://nonprofitlaw.cleo.on.ca/recent-changes/>
- 🔔 **FOCA tips for Associations for hosting an AGM during pandemic** (FOCA, PDF, 3 pages)
- 🔔 **Banking Advice for Not-for-Profit Account Holders** (FOCA, PDF, 1 page)
- 🔔 **Governance advice during COVID-19** (BLG, online)
- 🔔 **Annual meetings of FEDERAL corporations during the COVID-19 outbreak** (Govt. Canada, online).

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<https://foca.on.ca/toolkit-overview/>

A screenshot of the FOCA Association Toolkit webpage. The page has a white header with the FOCA logo (Federation of Ontario Cottagers' Associations) on the left and navigation links (ABOUT, NEWS & EVENTS, MEMBER SERV) on the right. Below the header is a breadcrumb trail: HOME > FOCA'S TOOLKIT FOR ASSOCIATIONS. The main content area has a dark red background on the left with the text 'Association Toolkit' in white. To the right is an image of a blue and red tool bag filled with various tools. Below this is a section titled 'FOCA's Toolkit for Associations' in green. The text states: 'FOCA wants lake associations to thrive! Our Member Associations have special access to resources and information that is tailored to help Ontario lake and road associations. Links to these resources are provided below...'. To the right of this text is a speaker icon and a 'You Asked' section with a quote: 'How can we best use FOCA resources and show the value of our membership in FOCA?' and a link to 'Click to download FOCA's answer (PDF, 1 page), including links to our top tips!'. Below this is a section titled 'Association "Toolkit" Resources:' in green. A note states: 'NOTE: You will need your FOCA Member Login to access some of these materials. Apply by email, and we will send you back your member Login, during business hours.' To the right of this note is a photo of a group of people standing in front of a house. At the bottom, it says 'Member resources related to governance during COVID-19:' followed by a link to 'Tips for holding an AGM during the pandemic, banking advice for not-for-profit account holders, governance advice during the pandemic, and more...'.

Association Toolkit

FOCA's Toolkit for Associations

FOCA wants lake associations to thrive!

Our Member Associations have special access to resources and information that is tailored to help Ontario lake and road associations.

Links to these resources are provided below...

You Asked: "How can we best use FOCA resources and show the value of our membership in FOCA?" Click to download FOCA's answer (PDF, 1 page), including links to our top tips!

Association "Toolkit" Resources:

NOTE: You will need your **FOCA Member Login** to access some of these materials. Apply by email, and we will send you back your member Login, during business hours.

Member resources related to governance during COVID-19:

Tips for holding an AGM during the pandemic, banking advice for not-for-profit account holders, governance advice during the pandemic, and more...

Need your Member Login? Email: communications@foca.on.ca

Association Tools

Tips for Hosting your AGM Hosting

Available tools to host digital AGMs:

- 1) **Pay for a teleconference tool.** FOCA members can access a discounted rate from *Genesis Integration* (formerly *Audability*) to hold teleconferences for only 2.5¢ per minute per participant. To get this special rate: email sales@genint.com or call 1-866-622-2966 and identify yourself as part of FOCA. You will need to complete an application form; if you are asked for a "Business reference" feel free to use FOCA's name and address, our telephone number 705-749-3622 and email info@foca.on.ca.
- 2) **Use freeware online webinar meeting software.** For example: *Zoom Meetings* has an option that allows users to host up to 100 participants, for up to 40 minutes for free. Advanced services require a paid subscription starting at \$20/month for the main Pro Plan for Meetings, plus Webinar add-on services (that include polling to conduct votes, or to welcome more than 100 attendees) starting at an additional \$53/month. Find information and pricing details here: <https://zoom.us/pricing>
- 3) **Use Facebook Live.** If your lake association already has a Facebook page, you can host a Facebook Live event to bring people together. Note that the event will conceivably be visible to anyone on Facebook, unless your Association has a Facebook Closed Group, or you trigger "audience restrictions" options when setting up the event. FOCA has not experimented directly with Facebook Live, but information is available online here: <https://www.facebook.com/facebookmedia/solutions/facebook-live>
- 4) **FOCA may be able to host your AGM on our Zoom Webinar platform, for a service fee.** This option is only available to full Member Associations, and is offered with conditions on a cost-recovery basis. **For more information, see the next page...**

Welcome Newcomers

Volunteer Checklist during COVID-19

source:

Volunteer Canada

<https://volunteer.ca/>

The Volunteer Checklist – Volunteering During COVID-19



Thank you for your willingness to volunteer during these complex and challenging times.

The COVID-19 pandemic has necessitated changes to routines and practices to keep volunteers, clients and staff safe and healthy during volunteering. The following are general guidelines before, during and after volunteering. Practices and protocols to protect volunteers may vary based on the organization's mission, clients, and geography. Check with the volunteer manager at the organization where you are volunteering and follow their specific guidelines.

Make sure you are fit to volunteer:

- If you are feeling unwell, please refrain from volunteering and stay home until fully recovered.
- Have you recently returned from abroad? Follow [instructions](#) from public health as well as your local and provincial health authorities.
- Are you a senior citizen and/or suffer from underlying illnesses? Avoid volunteering that involves personal interaction.
- Join on-line volunteering programs from home if possible.

In preparation for volunteering:

- Avoid traveling by public transportation to volunteering, if possible.
- Come equipped with a personal bottle of hand sanitizer.

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A photograph of a snowy winter scene. In the background, a small wooden cabin with a steep, snow-covered roof is nestled among tall, thin trees. The ground is covered in a thick layer of snow, and the sun is shining brightly through the branches of the trees, creating a lens flare effect. The overall atmosphere is peaceful and serene.

My challenge to you:

**Think about how your
Association can engage
volunteers this year.**

Engaging Volunteers

Tips for 2021



<https://volunteer.ca/index.php>

Volunteer Canada
COVID-19 impact report
December 2020

Critical issues for organizations in the next 6-12 months

- 69% Health and safety of staff, volunteers and clients
- 59% Determining if program, service or delivery adaptations would be maintained or changed
- 59% 'COVID fatigue' (staff and volunteers)
- 52% Planning to re-engage volunteers
- 49% Keeping previous volunteers engaged
- 42% Planning for a next wave of the pandemic
- 38% Supporting mental health and wellness of staff, volunteers and clients

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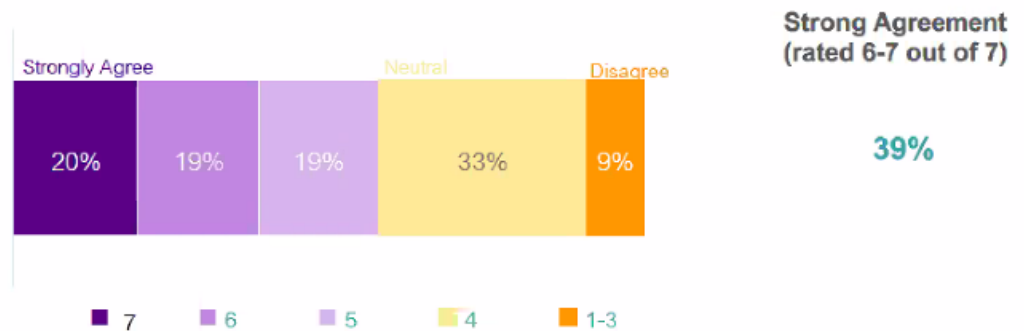
Nature for the win

Impact of pandemic on connection to nature

The survey confirmed that some Canadians have built a stronger personal connection to nature during the pandemic...

Q3. To what extent do you agree or disagree with the following statements:

My appreciation of nature and the outdoors has increased during the pandemic.



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 **EcoAnalytics**

COVID, Canadians and the Environment:
Winter 2021 EcoAnalytics Research Update

February

24



2021:
The year to ADAPT
and INSPIRE

Investment & Change

**“The environment is not a
‘cost’ - it is an **investment**.”**

~**Dr. John Smol**,
Troubled Waters Forum,
March 4th, 2021

How can we affect change?

-with **our actions** -with **our wallets** -with **our votes**

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FINAL THOUGHTS...

Keep in touch!

Michelle Lewin
FOCA Communications &
Development Coordinator

communications@foca.on.ca



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