

APPROVED MINUTES  
ANNUAL GENERAL MEETING  
JULY 18, 2010  
J.A. PERKINS PARK  
17 DU MANOIR ROAD, VAL-DES-MONTS, QUEBEC



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**Registration:** 9:30 am

**Executive Committee Members in Attendance:**

Claude Bergeron (President)

David Hodgkin (Treasurer)

Constance Hudak (Vice-President)

Don Stanley (Director)

France Joncas (Secretary)

**Board Members in Attendance:**

Clayton Devine, Doug Holden, Louise Lamarre Proulx, Rick Murphy, John Smart, and Claire Trépanier

**Board Regrets:**

Tony Bernard, Norm Cadieux, Gladys Guérin, Chris Hemmingway, and Tom Iwanowski

**Guest:** Yann Gagnon, Coordinator and Biologist, Federation of Lakes of Val-des-Monts

The voluntary attendance sheet had 48 signatures (including 14 couples) of which 34 were eligible to vote. **Note:** There were approximately 80 attendees, more than those who signed in.

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The Minutes are presented in Agenda order.

The President opened the meeting at 9:37 am and welcomed participants.

**1.0 APPROVAL OF THE AGENDA**

Claude Bergeron informed the Assembly that Yann Gagnon (Coordinator, Federation of Lakes of Val-des-Monts) had been invited and would be making a presentation.

**PROPOSED BY:** *Richard Patten*

**SECONDED BY:** *Lynn Legault*

**THAT the Agenda be approved as presented.**

**UNANIMOUSLY CARRIED**

**2.0 APPROVAL OF THE JULY 29, 2009 ANNUAL GENERAL MEETING MINUTES**

**PROPOSED BY:** *Thérèse Murphy*

**SECONDED BY:** *Lise Trépanier*

**THAT the Minutes of the July 19, 2009 Annual General Meeting be approved as presented.**

**UNANIMOUSLY CARRIED**

### **3.0 PRESIDENT's REPORT**

#### **3.1 Update on the Association's Work Plan**

Claude Bergeron reported that the Association has been involved in many activities during 2009-2010. He referred to the *2009-2010 Board Work Plan* (distributed as a meeting document) which covered the Association's activities for the past year and noted that it was posted on the website ([psll.ca](http://psll.ca)). The work plan also describes, in detail, the Board's activities, the work in progress, closed files, and future Board committee projects.

The President highlighted several key initiatives over the course of the year:

- The all candidates debate for the November 2009 Municipal election.
- The "Water Guidance Plans" for Bataille and Rhéaume Lakes (detailed under minuted item 5.1.4).
- The cadastral review of all the Association's property holdings, which were managed by Tony Bernard (detailed under minuted item 5.2).
- The ongoing water testing of all of the nine (9) lakes within the Association's Domain (detailed under minuted item 5.1.1).
- Fish stocking.
- The purchase and installation of signs for the Association's private roads.
- The preparation and distribution of the *Newsletter*.

The President took this opportunity to thank the Board members for their hard work on the behalf of the Association and its members.

#### **3.2 Update on Grand Pic File**

A court hearing was held at the end of September 2009 and was attended by a few Board members. During the hearing, the litigator presented the Association with a reasonable proposal which was reviewed and approved by the Board in November; the Board's proposal also requested compensation for the land in question and the reimbursement of legal fees. As per the agreement, the litigator forwarded the final documentation which in essence doubled the original property requested, refused to pay for the land in question and to cover any of the Association's legal expenses. The Board presented a counter proposal which included \$4,000 compensation for legal fees; negotiations ensued but were unsuccessful.

At the request of the Association's lawyer, the President and Vice-President met with the Mayor of Val-des-Monts (Jean Lafrenière) to clarify certain points of order regarding Grand Pic Road. The Mayor confirmed that the Municipality would not be in a position to verbalise Grand Pic Road as it was a cul-de-sac and too narrow. The Mayor also confirmed that there were no existing grandfathered rights for the road. He also noted that there were existing cadastral errors as a result of the Quebec Government's cadastral reform process. The Mayor suggested that Grand Pic Road should be re-surveyed to correct the anomalies and protect the Association. The results of the meeting were duly reported to the Association's lawyer.

Following the May 15, 2010 Municipal Council meeting, the Mayor met with the President. The Mayor informed Claude Bergeron that he had met the litigator and that the litigator was willing to cover the costs of re-surveying Grand Pic Road. The Association contacted its lawyer regarding this and a meeting was held on July 14, 2010; the Association's lawyer, President, Vice-President, and Secretary met with the litigator's lawyer. A follow-up meeting with the Association's Executive Committee will be scheduled to summarise the current situation and to review the Association's position and strategy.

A new court date has been set for the beginning of May 2011. The Association's lawyer estimated that the trial costs could be \$12,000 to \$15,000. It was noted that approximately \$8,000 has been spent on legal fees.

#### **4.0 TREASURER's REPORT**

##### **4.1 2009 Financial Statements**

David Hodgkin reviewed the 2009 Financial Statements and noted that the Association ended the year with a \$33.00 deficit.

- PROPOSED BY: *Emile Zidichouski***  
**SECONDED BY: *Irma Bigras***

**THAT the Association's "Revenues and Expenditures for 2009" be approved as presented.**

**UNANIMOUSLY CARRIED**

##### **4.2 Projected 2010 Budget**

David Hodgkin reviewed the 2010 Projected Budget and noted that there had been an error: the estimated donations towards fish stocking – \$250 – had been included as revenue but not deducted as an expense. It was agreed to remove the donation as a revenue item. The Treasurer also increased the targeted number of members to 310, increasing membership revenues by \$400; the projected deficit now stood at \$819 rather than \$969. He stated that the Association had sufficient reserves to offset the deficit and that once the Grand Pic court case was settled, the Association would return to balanced budgets.

- PROPOSED BY: *Rick Legault***  
**SECONDED BY: *Richard Patten***

**THAT the Association's "Projected Revenues and Expenses for 2010" be approved as amended.**

**UNANIMOUSLY CARRIED**

#### **5.0 COMMITTEE REPORTS**

##### **5.1 Environmental Committee**

The Association added four (4) water testing kits to its inventory. There are now a total of six (6) kits.

### 5.1.1 Water Quality Update

Copies of the 2009 water testing results for phosphorous levels and e-coli counts were distributed.

Yann Gagnon (Coordinator, Federation of Lakes of Val-des-Monts) presented an overview of the phosphorous levels for the period 2007 to 2010, noting that shallow waters can affect the results:

<b>Phosphorous Levels per mg/L</b>				
<b>Lake</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Barnes	9.2	–	6.6	<b>5.0</b>
Bataille	11.0	5.0	11.7	<b>4.6</b>
Chevreuil	5.0	–	9.0	<b>7.3</b>
Corrigan	–	–	3.6	<b>10.3</b>
Épinette	4.3	–	3.6	<b>7.3</b>
Louise	8.7	–	–	<b>3.3</b>
Maskinongé	–	13.3	4.5	<b>7.5</b>
Rhéaume	16.2	–	13.7	<b>7.0</b>
Truite	–	3.3	–	<b>3.7</b>

Overall, total phosphorous levels and water clarity are quite good. Extreme increases in phosphorous levels are usually attributed to environmental factors, such as heavy spring rains and quick snow-melt run-offs. He stated that the problem areas on Bataille and Rhéaume Lakes are being studied and monitored.

E-coli results for all of the lakes within the Domain are very good.

### 5.1.2 Fish Stocking

Fish stocking was completed in November 2009. \$2,785 was spent of which \$1,285 were from private donations.

A property owner reported that minnows and frogs had declined on Rhéaume Lake and wondered whether fish stocking was the cause. It was noted that bass and perch, which are not native to our lakes, have become prolific over the past several years and that these species could be the cause of the decline in small fish populations. However, it was noted that increased trout populations could negatively affect small fish species in the smaller lakes within the Domain.

### 5.1.3 Federation of Lakes of Val-des-Monts (FLVDM)

Claude Bergeron reported that the Federation had obtained an Environment Canada subsidy – \$40,000 – through its “Eco-Action” program. The objective of the Program is to raise public awareness and sensitise citizens on the importance of healthy shorelines. The Board has approved and paid the sponsorship fees to participate in the Program.

From July to October 2010, the Federation will be visiting 50 sites on nine (9) lakes within the PSLL Domain. With the assistance of the FLVDM Coordinator, the Program provides the following services:

- Specifications to regenerate shorelines.
- Environmentally-sound landscaping plans.
- A shoreline management plan.
- Obtaining the applicable permits.
- The acquisition and distribution of plants, shrubs and trees. The cost for the plants are 60% subsidised by the Federation.

To move forward, the Federation will require one representative from each lake within the Domain.

Yann Gagnon reported that Municipal staff had cut the Federation's portion from the "green tax" which has resulted in a \$45,000 shortfall. The FLVDM is now seeking other sources of revenues – such as grants, membership fee increases, etc. – to fund its programs. The Federation had also asked each lake association to provide a \$5 fee for each of its members. PSLL declined as this would have cost the Association \$1,505.

It was noted that during the electoral town hall debates, the current Mayor had promised to not defund the Federation. It was agreed that the next *Newsletter* include an article on the Federation's defunding with an appeal for donations.

#### **5.1.4 Guidance Plan for Bataille and Rhéaume Lakes (COBALI)**

Claude Bergeron reported that in May 2009 COBALI (Comité du bassin versant de la rivière du Lièvre) approached the Association to determine its interest in developing a "Water Guidance Plan" for our lakes. The Association contacted André Turcotte (Director of Environment) to ascertain the Municipality's willingness to participate in the project; the Municipality accepted. COBALI followed up and offered to extend the project to an additional lake; the Board selected Bataille and Rhéaume Lakes.

COBALI contacted the Outaouais Regional Conference of the Elected for a grant which was accepted. The Brookfield Company donated approximately \$7,000 in funding.

A "water guidance plan" is a scientific study of watersheds by collecting multiple water samples, studying the surrounding terrain, and collating and analysing the data. The analysis provides a snapshot on the overall health of the lake. The "Water Guidance Plan" also identifies problems, recommends corrective measures, and a plan to monitor the evolution of the lake.

Last summer, COBALI, with the assistance of the Federation of Lakes of Val-des-Monts, trained Board members and volunteers to collect the shoreline descriptive data – using the "shoreline characterisation protocol" – and to photograph the shores of Bataille and Rhéaume Lakes. COBALI also hired two (2) biologists to manage the process and analyse the data.

The preliminary report was forwarded to the Association Board of Directors; the final report was submitted on June 8, 2010. The recommendations were reviewed by the Executive Committee and steps have been taken to implement some of the recommendations.

Key recommendations noted in the report are:

**1. Continue to educate the property owners on Bataille and Rhéaume Lakes.**

- Mr. Guénolé Choné (COBALI biologist) will be visiting each property owner on both lakes to inform them on how to adopt good environmental practices.

**2. Continue the water testing program and become a member of the “Voluntary Lake Monitoring Network” (a provincial program housed within the Quebec Ministry of Sustainable Development, Environment and Parks).**

- The Association currently conducts three (3) different water tests: (i) phosphorous, (ii) e-coli and (iii) transparency.
- The “Voluntary Lake Monitoring Network” requires participating lakes to undertake weekly water tests throughout the summer months. The associated costs and volunteer time needed to participate are currently under review by the Board.

**3. Replant the shorelines and prevent the cutting of plants, trees and shrubs within five (5) metres of the shore.**

- Over the summer, FLVDM biologists and Pierre Laurin (Municipal Environment Inspector) will be visiting property owners within the PSL Domain to inspect their shorelines and possibly their septic systems as part of the ÉcoAction Program.

**4. Inspect brown and grey water discharges of shoreline property owners.**

- The inspections will be undertaken by Municipal inspectors.

**5. Culvert drainage problems.**

- The majority of the drainage problems are on the Municipal section of Blackburn Road. To resolve the issue, the Association will meet with various Municipal staff to determine a reasonable course of corrective measures to rectify the problem.
- Approximately four (4) drainage problems have been identified on North Rhéaume Road, a private road. COBALI has offered \$700, per lake, to implement the changes. The Executive Committee met with Guénolé Choné on July 8, 2010 to review the problem areas. The Association will also meet with the North Rhéaume Road Committee to discuss an implementation plan. Repairs will be made using the COBALI funds.

**5.2 Property Holdings and Issues Committee (PHIC)**

Claude Bergeron reported that a complete r of the Association’s property holdings was completed by Tony Bernard, Acting Chair of the PHIC. The task was completed last December. The Association currently owns 29 properties, some of which have multiple, e.g. roads. Errors were identified and reported to MRC des Collines for correction.

The President noted that during the last AGM, the membership had agreed to extend the Association's moratorium regarding private roads for an additional five (5) years to permit the Committee time to complete the inventory of the Association's property holdings. With the inventory now completed and catalogued, the members of the PHIC requested that the moratorium be lifted.

- ❑ **PROPOSED BY:** *John Westeinde*  
**SECONDED BY:** *Rick Legault*

**THAT the Association's "Policy on Private Roads and Rights-of-Way in the Old Domain" be rescinded.**

**UNANIMOUSLY CARRIED**

Claude Bergeron took this opportunity to thank Dr. Bernard for his endeavours to research and complete the property holdings inventory.

### **5.2.1 Grants for Private Roads**

Over the course of the year, the PHIC revised the current road grants criteria to maintain the Association's private roads. The new criteria were reviewed, amended and adopted by the Board on March 27, 2010. Copies of the "Road Grants Criteria" were published on the Association's web site ([psll.ca](http://psll.ca)), noted in the 2010 *Newsletter*, and distributed during the AGM.

Key updates to the "Road Grants Criteria" were noted:

- Each road committee must have a minimum of two (2) members.
- At least 66% of the property owners on the road must be duly paid members of the Association.
- Property owners with multiple lots will count as one (1) road committee member.
- The original receipts must be submitted with the road grant request.
- The new deadline for requests is May 31.

- ❑ **PROPOSED BY:** *Rick Legault*  
**SECONDED BY:** *Irma Bigras*

**THAT the Board of Directors' proposal regarding the "Road Grants for Private Roads" (Appendix "A") be approved as presented.**

**UNANIMOUSLY CARRIED**

### **5.2.2 Procedures for Property Issues and Requests**

#### **5.2.3 Application Form for Property Owners**

On January 24, 2010, the PHIC met to finalise the draft "procedures" and "application form" for property issues and requests to purchase property from the Association. Both documents were presented to the Board on March 27, 2010 for input and were subsequently approved. Copies of both documents were published on the Association's web site and distributed during the AGM.

An overview of the “procedures” was presented:

- All requests are to be addressed to the President.
- A letter, explaining the request, must be submitted with the “application form”.
- The letter and “application form” must include a legally notarised survey plan and a \$100 cheque (payable to the Association) to cover administrative fees.
- The President will acknowledge receipt of the request within two (2) weeks.
- The request will be forwarded to the Property Holdings and Issues Committee for review.
- **All** expenses incurred by the Association will be borne by the requestor.

The President noted that the role of the Association is to represent the membership-at-large. All requests will be reviewed with the objective of not negatively impinging on the rights of the property owner(s). The members were asked to adopt both the “procedures” and “application form” for property requests.

- ❑ **PROPOSED BY:** *Rick Legault*  
**SECONDED BY:** *Irma Bigras*

**THAT the Board of Directors’ proposal regarding the “Procedures for Property Issues and Requests” (Appendix “B”) be adopted as presented.**

**UNANIMOUSLY CARRIED**

- ❑ **PROPOSED BY:** *Rick Murphy*  
**SECONDED BY:** *Claire Trépanier*

**THAT the Board of Directors’ proposal regarding the “Application Form for Property Owners” (Appendix “C”) be adopted as presented.**

**UNANIMOUSLY CARRIED**

### **5.3 Membership Committee**

David Hodgkin reported that last year the Association had 301 paid members; the target had been 300. He stated that the goal for 2010 was 310 members and that as of today, the Association currently had approximately 180 members. He noted that 160 memberships had been received prior to the AGM.

Reminder letters are to be sent in August to those who have not renewed. Committee members will then personally contact those who still have not renewed.

It was noted that there are several property owners that have vacant lots who are not members. It was suggested that the Membership Committee review the feasibility of having a reduced fee for these types of property owners.

The Association has a fairly detailed database of its membership and that parsed lists can be provided to those who wish to recruit members on the Association’s behalf by emailing the Association ([info@psll.ca](mailto:info@psll.ca)). Members in attendance were encouraged to speak to their neighbours.



#### **5.4 Communications Committee**

Constance Hudak congratulated Claire Trépanier and Rick Murphy for their excellent work in producing the 2010 *Newsletter*.

The Vice-President noted that the Committee was developing a welcome kit for new property owners and renters. The kit includes information on the “do’s and don’ts” (noise pollution, hunting, fishing, fires, pets, etc.), emergency telephone numbers, garbage, recycling, and other relevant information.

The Committee hopes to update the Association’s logo over the course of the year.

The Committee has been tasked to find new sources of revenues but that this initiative will require assistance from volunteers. It was suggested that paid advertisements be included in the *Newsletter*.

#### **5.5 Recreation and Social Activities Committee**

Clayton Devine reported that the annual garage sale (held July 17, 2010) had gone well and had netted approximately \$200.

The Association will be hosting a BBQ and dance – with live entertainment (Hughie Scott) – on August 7, 2010. The event will be held at the Lac M<sup>c</sup>Gregor Mountain Lodge (30 Lac Claire Road). Tickets for the event are \$15 for the dinner and dance; \$5 for the dance part of the evening.

### **6.0 REPORTS FROM LAKE REPRESENTATIVES**

#### **6.1 Épinette Lake**

Doug Holden reported that the property owners on Épinette Lake were in the process of banning **all** motorised watercraft on their lake. The Quebec Government demands that 100% of the property owners agree to such a ban, which had been achieved. Jacques Laurin (our Municipal Councillor) had been assisting the property owners and continues to do so. Municipal Council has yet to approve the request. Once the Municipality adopts the ban, the request is forwarded to the Quebec Government for adoption. The request is then forwarded to Transport Canada for final approval, i.e. gazetting the ban into law.

Constance Hudak stated that the Association supported this initiative. However, it was clearly stated that this would not affect the three (3) main boating lakes within the Domain, i.e. Bataille, Rhéaume and Barnes.

#### **6.2 Louise Lake**

Claire Trépanier requested that the Association ask COBALI to include Louise Lake as part of the “water guidance plan” process.

## 7.0 RECOMMENDATIONS OF THE ASSEMBLY TO THE BOARD OF DIRECTORS

It was noted that there is a ragweed problem within the Municipality. The Association was asked to raise this with Municipal staff.

## 8.0 ELECTION OF THE BOARD OF DIRECTORS

Claude Bergeron chaired the Elections.

- **Constance Hudak** was nominated as *Vice-President* by **Emile Zidichouski** and seconded by **John Westeinde** for a two (2) year term.
- **David Hodgkin** was nominated as *Treasurer* by **Rick Murphy** and seconded by **Clayton Devine** for a two (2) year term.
- **Normand Cadieux** was nominated as a *Bataille Lake Representative* by **Emile Zidichouski** and seconded by **Claire Trépanier** for a two (2) year term.
- **Richard Murphy** was nominated as a *Rhéaume Lake Representative* by **Lynn Legault** and seconded by **George Proulx** for a two (2) year term.
- **Clayton Devine** was nominated as a *Barnes Lake Representative* by **Emile Zidichouski** and seconded by **Don Stanley** for a two (2) year term.
- **Chris Hemmingway** was **nominated** as a *Truite Lake Representative* by **Claire Trépanier** and seconded by **Constance Hudak** for a two (2) year term.
- **Tom Iwanowski** was nominated as a *Maskinongé Lake Representative* by **Emile Zidichouski** and seconded by **Richard Patten** for a one (1) year term.

**All the above-noted candidates were elected by ACCLAMATION.**

Chevreuil and Maskinongé Lakes remain without representation. Bataille and Rhéaume Lakes are each short one representative.

## 9.0 OTHER BUSINESS

### 9.1 Turtles

The President received several e-mails regarding turtles being run over by vehicles on the roads. It was proposed that the Association install signs to warn the general population and the community of PSSL to watch for the wild life on our roads. All information regarding the request will be forwarded to the Communications Committee for review. In the event that signage is required, the Association will require Municipal approval.

Members were asked to drive with caution and to slow down in order to protect themselves, as well as the wild life.

## **9.2 Motorised Watercraft, ATVs and Noise**

Following the Canada Day weekend, the President and a few Board members received several complaints regarding motor boat speeding, ATVs, and noise pollution. Unfortunately, these are recurring problem whenever there is a long weekend. The President contacted the Chief of Police and the Head of the Water Patrol of MRC des Collines; neither have returned his calls. The Association will be requesting that the Marine Patrol visit our lakes during the August long weekend.

ATV drivers abusing the roads should be reported to the MRC Police. The Police should also be contacted for motor boat abuses. It was noted that the more complaints received by the police, the more likely they will come and patrol.

The Association will also remind the members who have keys for the Bataille boat launch gate to ensure that the boat owners have a valid operating card prior to admitting the watercraft.

There being no additional business, the Annual General Meeting was adjourned at 12:30 pm.

Respectfully submitted,

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France Joncas  
Secretary

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Claude Bergeron  
President

## Appendix "A"

### Association Perkins-sur-le-lac Road Grants for Private Roads

To assist its members, the Association budgets up to \$1,500 per year towards road grants for the maintenance of the association's private roads. Applications should be forwarded to a member of the Executive Committee. The funds disbursed are dependent on the number of applications.

#### **Applications must meet the following criteria:**

1. There must be an organised private road committee. The criteria to be recognised as a private road committee are as follows:
  - i) The road committee must have a formal name and register with the Association by notifying the President..
  - ii) The road committee must submit an annual financial statement with the application.
  - iii) There must be a minimum of two (2) members on the committee. All committee members must be listed.
  - iv) There must be a description of the roads associated with the specific road committee.
2. Application submissions must be received by May 31 with original receipts.
3. Expenses must have been incurred during the previous year (before December 31).
4. Road grants are open to all private road committees, regardless of the number of property owners per road.
5. A minimum of 66% of the property owners, with dwellings, must be Association members in good standing.
6. An owner with multiple lots on a road will count as one (1) property owner.
7. The maximum budgeted allowance per year will be reviewed on an annual basis (currently \$1,500).
8. The grant covers up to 25% of the total allowable expenses, keeping in mind the maximum of \$1,500 for the total of **all** applications. If / when applications exceed the maximum allotted \$1,500, the funds will be allocated on a prorated basis.
9. Allowable expenses are defined as infrastructure work, such as drainage, gravel, grading, etc.
10. Allowable infrastructure expenses do not include items such as snow removal, surveying, paving, tires or equipment repairs.

## **Appendix “B”**

### **Association Perkins-sur-le-lac Procedures to be Followed When There is a Request From a Property Owner to the PSLL Board of Directors Regarding Property Issues**

1. A request regarding transfer of property must be in writing and signed by a PSLL property owner who is a member in good standing. Requests regarding changes to or clarification of properties owned by the Association must be accompanied by a certified (notarised) copy of the cadastral plan of the said properties. The reasons for such change or clarification must be stated in the letter of request. A request received by any Board member, other than the Association President, shall be forwarded to the President who shall acknowledge the request, in writing, within two (2) weeks of receipt of such request.
2. The President’s written response to a request will include a copy of this procedure and the PSLL Application Form. The President will notify the Board of Directors (BoD) that a request has been received, but no further action will be taken until the requester acknowledges and accepts the Association’s PHIC procedural requirements, in writing, accompanied by the appropriate application form and fee.
3. Once the requester has acknowledged and accepted the Association’s procedural requirements and paid the appropriate fee, the President will forward the request immediately to the Chair of the PSLL Property Holdings and Issues Committee.
4. The PHIC Chair will then call a meeting within 30 days of receipt of the accepted request to review the Application and research its viability. Any required documentation, such as surveys, cadastral plan(s), copies of easements, rights-of-way(s), etc., required for this research must be provided by the requester when requested and at the member’s expense.
5. If the Property Holdings and Issues Committee deems that the requested action is not adverse to the PSLL members’ interests, a letter of notification of the request, including a copy of the original request to the Association, will be sent by registered mail to all adjacent property owners who may be affected by such request for change. Such notice will give the affected property owners 60 days to respond.
6. A certified copy of any registered documents regarding easements, rights-of- way(s), infringement on property lines, etc. which may impact on any inquiry must be submitted to the Committee before any decision can be made.
7. Costs for any expenses borne by the Association (PSLL) in the investigation of requests will be paid for by the party submitting the request, prior to any consideration by the Committee. Failure to pay such costs will negate / cancel any such request.
8. Expenses borne by the Association include, but are not limited to: surveying, changes to the cadastral plan, land registration fees, legal expenses, copying and postage costs.

**Appendix "C"**

**Association Perkins-sur-le-lac  
Application Form to Accompany a Request Regarding Association Property Issues**

1. This is to acknowledge that I have received, understand and agree with the Association's Procedure Policy for Requests regarding property issues.
2. A non-refundable application fee of \$100.00 – payable to the Association Perkins-sur-le-lac – is attached.
3. I agree to pay for any costs associated with this request as described in the Procedures Policy.
4. I understand that there is no guaranteed timeline for resolution for any request.

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Name of PSSL Property Owner

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Home Address

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Cottage address, if different

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Phone Residence:

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Phone Cottage:

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E-Mail Address

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Signature

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Date