

**LAKE STEWARDSHIP AND ENVIRONMENTAL COMMITTEE OF MCKELLAR TOWNSHIP**

**Agenda**

**June 13<sup>th</sup>, 2024 7 PM**

Join Zoom Meeting

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Meeting ID: 851 7957 5294

Passcode: 228419

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† Educational resources posted by this committee are available on the Township of McKellar Website here:

<https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf>

Item	Time	<b>Please note: These are ongoing agenda items. Only items marked with an * will be discussed at the next meeting.</b>
1.	*	<p><b>Land Acknowledgement:</b>                      In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here, and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.</p>
2.	*	<p><b>Roll Call*:</b> Tony Best (); Ross Crockford (); Peter Duffey (); Jennifer Ghent-Fuller (); Melanie Jeffrey (); Axy Leighl (); Carl Mitchell (); Suzanne Poff (); Nick Ryeland (); Rick Speers ().                      We need <b>5</b> committee members to have a quorum ()</p> <p>Does anyone have a declaration of pecuniary and/or personal interest and general nature thereof? ()</p>
3.1	*	<p>Motion to accept the minutes of May 9th, 2024. (attached)                      Moved:           Seconded:           Approved: ()                      Amendments:</p>
3.2	*	<p>Would any committee member like to add any item to the agenda? ()                      (Motion to add item to the agenda if needed)                      Motion to accept the Agenda as presented.                      Moved: Seconded:   Amendments:                      Approved: ()</p>
3.3		<p>Subcommittees –                      - May 9 We are at a point when we can pick up another item from our strategic plan for the year – turtle signs Item 4.7 – Ross will work on this</p>

Feb 8

- Three members of the Recycling Subcommittee have been working on the brochure = discussion under 4.6
- The Recycling Subcommittee met on Jan 24, and twice subsequently and a summary of those meeting have been sent out. Item 4.6
- The Shoreline Planning Subcommittee met on Jan 31<sup>st</sup> but we will need to revise our plans in light of Chris' resignation

Jan 11, 2024

Members agreed that the work of the subcommittee to discourage the use of pesticides, herbicides and fertilizers is completed. The pamphlet is at the printers and will be ready to insert with the tax bills. Also the work of the Water Testing subcommittee is complete for now. Add Chris Clayton to Shoreline Planning Subcommittee.

The following subcommittees have been set up:

1. Shoreline Planning Ross, Sue, Jennifer, Rick, Chris - *next meeting time TBA*
2. Discourage the use of pesticides, herbicides and fertilizers *Finished* – flyer sent out
3. Recycling choices. Melanie, Tony, Ross, Jennifer, Rick and Nick (invitation to Karlee) – last meeting was held on Feb 22 at 11 AM; *next meeting TBA*
4. Water testing program Tony, Carl, Peter, Jennifer *Finished for now.*
5. How to facilitate a cultural shift. Axy, Nick
6. Lead weights, lures and jigs (“get the lead out”) Tony, Jennifer

Proposed subcommittee members were polled by email to ensure that they were in agreement with their subcommittee roles.

The following subcommittees have met: Discouraging the use of Pesticides etc., Recycling Choices, Water Testing program. Also, Jennifer and Tony met to draw up the 2024 budget.

Nov 9. Strategic Planning – The November 2023 LSEC Achievement Assessment document was sent to committee members in the last week of October to review what this committee has accomplished in the past. We decided on the following topics which should have priority for our efforts for the upcoming year:

1. Lead weights, lures and jigs (get the lead out) Delay
2. Shoreline planning to protect the lake from excess runoff. –
3. What to do about leaves. Delay
4. MLCA newsletter updates. Ad Hoc as needed
5. Discourage the use of pesticides, herbicides and fertilizers. *Brochure completed and sent.*
6. Turtle/animal road signs. (in the budget)
7. Recycling choices.
8. Drinking water source protection. Delay?
9. How to facilitate a cultural shift.
10. Fish habitat. Delay
11. Fish stocking. Delay
12. Water Quality Monitoring Design program subcommittee. (suggestion was made to include samplers on this committee). (Tony, Carl, Jennifer, Peter)

Jennifer tabulated the votes for the top 3 or 4 priorities and send the results to committee members, as the poll function was not working on zoom. (initial results tabulated after the meeting are bolded). We need to decide on priorities and establish who will work on each topic.

4. Goals		<b>General Updates on Current Issues.</b>
4.1		<p><b>Waterfront/ Shoreline protection –</b>  May 9 2024 – Sue and Jennifer are the two remaining members of this subcommittee.  - Chris Houser has finished his study on boat waves and erosion and would like to do a presentation. Dr. Houser is available to present at our July 11<sup>th</sup> meeting and prefers to present his information virtually. We will advertise his talk in the community and he has given us permission to record and post it. The talk will be entitled “The Potential Impacts of Boat Wakes.”</p> <p>Feb 8, 2024  <b>1.</b> The new Shoreline Planning Subcommittee met on Jan 31. Please see attached summary. <i>Discussion.</i></p> <p>Dec. 14 The new Shoreline Planning Subcommittee should meet in January.</p> <p>May 9<sup>th</sup> – no update is yet available after the Nov 21 Council meeting.. We need to draw up an action plan to request that this Bylaw revision be passed by Council  <u>Action:</u> Nick, Tony, Axy and Jennifer will draw up an action plan the week of May 20<sup>th</sup>.  Nov. 21 – Jennifer presented the proposed new revised Tree Canopy and Naturalized Vegetation Policy to Council. Ina will consult with other townships and references (sent in by Jennifer).</p> <p>Oct 12, 2023. New policy adopted.</p> <p>October 5, 2023 – Jennifer sent committee members a draft policy in the past few days for review. References used to write the amended policy include:</p> <ol style="list-style-type: none"> <li>1. Natural Shorelines and their Role in the Protection of Water Quality and Aquatic Habitat: State of the Science Report. Hutchinson Environmental Sciences Limited, Aug 18, 2021.</li> <li>2. The Science Behind Vegetated Shoreland Buffers: Why the Ribbon of Life Matters, Watersheds Canada, 2022.</li> <li>3. Shoreline Buffers and Water Quality, South Carolina Native Plant Society, 2020.</li> <li>4. Lakeshore Capacity Assessment Handbook: Protecting Water Quality in Inland Lakes, Ontario Government, retrieved October 10, 2022.</li> <li>5. A Shoreline Owner’s Guide to Healthy Waterfronts, Federation of Ontario Cottagers Association, 2019.</li> <li>6. Planning for our Shorelands, Watersheds Canada, 2022.</li> <li>7. Lake Protection Workbook: A Self-Assessment Tool for Shoreline Property Owners, Lake Links (Watersheds Canada) 2022.</li> <li>8. A Regulatory Guide to Achieving Environmental Net Gain at the Waterfront, Watersheds Canada, 2022.</li> </ol>
4.2	*	<p><b>Water Sampling</b>  June 13 – We have 2 volunteers for Grey Owl Lake  May 9 2024 – Planning for the 2024 water sampling season has started. We need a volunteer for Grey Owl Lake.  Jan 11<sup>th</sup> 2024  For the past 23 years, MLCA has been active in organizing volunteers to acquire lake water samples from Lake Manitouwabing, arranging these samples to be analyzed in a lab and recording the results. Data was collected for E. coli for the first 20 years. In the last few years, five more lakes of McKellar Township (Armstrong, Grey Owl, Mary Jane, McKellar and Moffat Lakes) have been included. We have also begun to collect data on phosphorus, calcium and various parameters used to evaluate the health of freshwater lakes such as oxygen, salinity,</p>

		<p>pH etc. MLCA has provided the volunteers and the equipment and McKellar Township has funded the lab analysis.</p> <p>As well as making our data available on the MLCA web page and the McKellar Township web page, all of our data is now available to researchers on DataStream. When sharing the data, DataStream recommends using the DOI link: <a href="https://doi.org/10.25976/168q-zm19">https://doi.org/10.25976/168q-zm19</a> . Unlike so many other links on the internet, this one is assured to never break, and will always resolve back to our dataset.</p> <p>This <a href="#">documentation page</a> explains how to find and explore our data page (the graph and the map). The visualizer is a great tool to visualize the data without needing to open excel. Also, this data can be updated with new data on an annual basis.</p>
4.3	*	<p><b>Septic Education –</b>  <b>June 13, 2024 – We have the reprinting of 200 copies of Ontario government’s “Septic Smart” booklet in the budget for this year. It was updated in partnership with FOCA. In the summer of 2022, we distributed these to every household in McKellar. We would like to make them available to new residents. The Library has been approached to keep them on display for distribution to new McKellar property owners. Alternatively, there are pockets in the hallway outside the Council chambers where they could be kept. The 2022 program was done in conjunction with MLCA. MLCA has 200 copies of the Lake Protection Workbook (distributed alongside the Septic Smart publication) on order to echo this partnership.</b></p> <p><b>Resolution #2 2024</b>  <b>Moved: We approve printing 200 copies of the Septic Smart booklet ( <a href="#">SepticSmart – Understanding Your Home’s Wastewater System (ontario.ca)</a> ) for distribution to McKellar Residents, at an approximate cost of \$2500.</b>  <b>Moved:                      Seconded:                      Approved:</b></p> <p>Nov 9 – Concern has been raised confidentially by a local resident about the condition of septic systems in Air B n B rental residences. Jennifer mentioned that she had laminated a copy of the “Help Your Septic System and our Lakes” flyer and placed it in the guest bathroom, and guests commented on it. Propose that we make laminated versions of this flyer available in the library for area residents. Moved: Sue. Seconded: Ross. Approved.</p> <p>July 6 – A flyer entitled “Help Your Septic System and Our Lakes” has been printed and delivered to the Township Office. The invoice has been submitted and paid to Aquagraphics. It was included in the tax mailing at the end of July.</p>
4.4		<p><b>Presentations</b> - YouTube videos from this committee are posted here:  May 9 Chair has reposted a couple of videos on Shoreline protection and regulation and will repost all our educational materials online over the course of the spring and summer. Since many members had not seen the postings, Chair said she would notify the committee members when future postings occur and requested that she be notified if there is a posting made by a resident to which we should respond.  <a href="https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf">https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf</a> along with other videos</p> <p>Our <b>postings</b> (listings and a table of contents) are uploaded on the township web page under “Residents/Environment.” Jennifer has been gradually updating the page with Mary Smith’s help.  <a href="https://www.mckellar.ca/en/living-in-our-community/environment.aspx">https://www.mckellar.ca/en/living-in-our-community/environment.aspx</a></p>
4.5		<p><b>Microplastics/Microfibres/ Washing Machine Filters</b> – video on our YouTube channel posted</p>

<p>4.6</p>	<p><b>Earth Day / Clean Up Our Lakes / Recycling</b>  <b>June 13 – Council has approved the recycling brochure and it has been sent to the printer. It was sent to Waste Connections prior to the Council meeting and they also approved it.</b>  <b>Signs: Please see attached signs for the bins for discussion</b></p> <p><b>Resolution #3 2024</b>  <b>We approve the expenditure of approximately \$_____ for (4) (8) signs as outlined for the compacting bins for recycling at the township.</b>  <b>Moved:                      Seconded:                      Approved:</b></p> <p>May 9 – Waste Connections need to let us know when a load has been rejected  Some of us are wanting to go to their facility in Bracebridge, but apparently they are refusing to entertain a visit from the township  Apparently in another community, Waste Connections has not been tracking or collecting data. This would coincide with our experience of not being able to track the percentage of the loads that are contaminated and to what extent. It would appear that Waste Connections has been charging an extra 12% over the usual fee for contamination on each payment, without collecting or forwarding any data about the actual extent of the contamination – this matter will be referred to Council and staff. It will make it impossible to track our progress after education to see whether residents perform any differently in choosing the correct items to recycle and cleaning the items. We need a series of articles in Facebook pages and the MLCA newsletter.  The draft brochure tentatively approved – final verdict once it is distributed by email and replies received.  We will attempt to price a sign for the transfer station in the style of Seguin Twp, and possibly signs to go on each of 4 bins, as Andy has requested. Estimate for the brochure is \$925 plus HST for 2,500 copies.  May 1 – Peter has joined Rick and Jennifer for the second draft of the recycling brochure  April 3 - Rick and Jennifer have been working on a mock up of a brochure for recycling  Note – Non-Eligible sources is not the same as contaminated recycling materials!  The sign for the bins remains to be completed.</p> <p><b>Resolution 2024 #1</b>  <b>Moved (Tony) Seconded: (Ross) We approve printing 2500 copies of the Pamphlet on Recycling in McKellar Township at a cost of no more than \$1500.00 and to deliver it to the Township office for distribution to McKellar Township residents.</b>  <b>Approved: Yes      Amendments:</b></p> <p>March 7th The Recycling Choices Subcommittee met on Feb 22, 2024, and Deputy Clerk, Karlee Britton and Councillor Mike Kekkonen was invited to attend. Summary of the meeting was sent out.</p> <p>Jan 11<sup>th</sup> - In our research for the recycling subcommittee, we discovered that the province is moving forward with a shift to manufacturer-funded recycling and all municipalities have been given a date to shift to the new recycling program. The date for McKellar Township is July 1, 2024. The recycling subcommittee addressed some questions to the Township staff. During the interaction at that time and at the Council meeting, we have been asked to help the Township design educational materials for the new recycling program. I see this as an excellent opportunity to work cooperatively with the staff and Council and create a big win for McKellar.</p>
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		<p>The operations agreement and the blue box transition will be presented to Council on Jan 23. There were suggestions that we could possibly hand out flyers at the transfer station, perhaps have an educational meeting and demonstration – what items get rejected Also there is a new style tag for the transfer station which will be sent out with the tax bill.</p> <p><b>Earth Day / <u>Clean Up Our Lakes</u> / Recycling</b></p> <p>May 9 - The new sign for Clean up our Lakes will be ready for May 16<sup>th</sup>. This is a campaign shared with MLCA and LSEC on behalf of the Township.</p>
4.7	*	<p><b>Fishing / Wildlife –</b> <b>June 13 – Campaign to cease the use of Lead weights</b> <b>Update on Road signs for Turtle Crossings</b></p> <p>May 9 – We will gather information this summer about where the turtle crossings are Ross will contact GBB for information concerning the attendees of the turtle nest protector workshop to see if they can be contacted to participate Road signs are available from Adopt-a-Pond at the Toronto zoo. We have a volunteer with extensive construction experience who has offered to put in the posts at the roadside when we are ready May 1 2024 – The workshop to build Turtle Box Nest Protectors on April 27<sup>th</sup> had 18 groups with a total of 31 people – a cooperative effort of McKellar Township Library, LSEC, MLCA, GBB, and Home Depot Road signs signalling a turtle crossing (file attached) Peter and Patty Duffey are set to go for the Loon Counts for the long weekends this summer. The Lead Weight Subcommittee will meet soon. Anyone want to join Tony and Jennifer?</p>
4.8		<p><b>Fish Catch reporting signs for Armstrong Lake</b> - are up at Armstrong Lake beach. <b>June 1 2023</b> – sign is well back from the portable outhouse and visible.</p>
4.9		<p><b>Catch and Release Signs</b> are up at township launch sites. Copies of the Catch and Release sign are on the back of the Safe Boating flyer and were printed for distribution by the Township with the tax mailing to all households at the end of February 2023.</p>
4.10		<p>Benthic Study – March 7, 2024 – The Township Clerk, Ina Watkinson, has signed the contract for sampling in two sites and analysis for three sites in 2024. (MLCA is responsible for the sampling of the third site.) When one of the four sites sampled for the previous four years, we analyzed the results and locations and elected to not search for a replacement fourth site. Dec 14<sup>th</sup> – see Water Quality The report was sent by GBB in November <a href="http://mckellar.ca">Manitouwabing environment report 2023 (mckellar.ca)</a> Sept 14<sup>th</sup> – The property at 85 Cole Point Trail, which has been used as a sampling site for the benthic studies for the past 4 years has been sold. Jennifer has spoken with Katrina at GBB and will write to the Clerk to inquire about the new owner to inquire whether they will allow GBB to continue to use that property as a sampling site. 2023 sampling has been completed and the report will be issued by GBB shortly.</p>
4.11		<p>Pesticides/Fertilizers – March 7<sup>th</sup> – The new brochure has been printed and delivered to the Township office and the invoice from Aquagraphics has been sent to the Township. (\$795 + \$94.25 HST = \$819.25) and the brochure was distributed to residents at the end of February.</p>

4.12	<p><b>Invasive Species –</b>  Oct 12 – Chair has had discussion with Greg Gostick about the occurrence of phragmites beside Centre Rd at the previously identified spot.</p> <p><b>Sept 14<sup>th</sup></b> – Sampling was completed in August for detecting the presence of two invasive plants: European water chestnut and water soldier by eDNA, through the auspices of FOCA.</p> <p>July 6<sup>th</sup> - Al Last, assisted by Jeremy Sintzel, has been putting up the new Invasive Species signs from FOCA at the boat launches.</p>
4.13	<p><b>Dark Skies –</b>  From Oct 13/22 minutes on planning:  Sue and Jennifer will continue the work on Dark Skies. We have a brochure that was made in about 2021.</p>
4.14	<p><b>Water Levels –</b>  <b>May 1 – paper reposted on FB –Requested changes (clean up of the web page).</b> A paper detailing previous work on water levels is posted on our section of the web page. <a href="#">Water-Levels-on-Lake-Manitouwabing-JGF-Amended-July-2022.pdf (mckellar.ca)</a>  Reposted in April 2024</p>
4.15	<p><b>Pollinator Patches / Gardens–</b>  <b>Oct 5<sup>th</sup></b> – Tony watched the geese to identify how they access Minerva Park and Jennifer has written to the Clerk and Deputy Clerk to request permission to plant low shrubs in those areas. Sue and Jennifer met with Greg Gostick to discuss locations for the plants and the buried power cables. Planting took place Sept 28<sup>th</sup> at 0900. We had nine plants and will need to complete planting in the approved areas with more plants in the spring. Thanks to <b>Anna Michieli</b> for volunteering to help plant and weed!</p>
	<p><b>ICECAP –</b> This item removed. Council will communicate directly with GBB about this.</p>
4.16	<p><b>EV Chargers –</b></p>
4.17	<p><b>Organic Waste Planning</b> investigate the possibility of a processing facility shared with other townships in the future  <b>May 9 Council did not go ahead with the Food Cycler Program</b>  May 1 Council received a presentation on the Food Cycler on December 5, 2023 and Tony attended to answer any questions arising. Tony attended the Council meeting. Discussion at this meeting was that the Food Cyclers work very well, and the company seems to have addressed the concern that the filters were not recyclable, the question of whether there would be financial savings to the Township as a result of subsidizing the price of a number of these units remains uncertain.</p>
4.18	<p><b>Drinking Water Source Protection</b>  <b>Dec 14</b> – Jennifer reported that she had discussed this briefly with MLCA and had been encouraged to take a presentation to other lake associations next summer.</p> <p>From Oct 13/22 minutes on planning:  <b>Nov 9</b> – A presentation was made to Council on this topic on Oct 17. (attached at the end of these minutes).</p>

Sept 14<sup>th</sup> – There are new guidelines for communities **without** Drinking Water Source Protection under the Clean Water Act. Jennifer has been collecting links and information (attached in September mailings) for a future discussion on this topic. Mandatory septic inspection is included in the Drinking Water Source Protection Zones established under Ontario’s Clean Water Act. **McKellar Township is not included in this program.**

Oct. 13/2022 Jennifer will start to research the background on **Drinking Water Source Protection** with a view to eventually having McKellar Township included in such a program. This will likely be a multi-year project as it involves working with other townships and communities in the local watersheds and finding a Conservation Association willing to manage the program.

5.

**Budget –**

Lake Stewardship and Environmental Committee Budget – 2024 final draft

	Budget Estimate 2023	2023 April Budget Revision	2023 Actuals	2024 Budget Detail	2024 Budget
E. Coli Sampling	\$ 4,000.00	\$ 4,000.00	\$ 4,350.21	\$4,500.00	
Phosphorus and calcium sampling	\$4,000.00	\$ 4,000.00	\$ 2,038.02	\$2,500.00	
Microcystin	\$ 300.00	\$ 300.00	0	REMOVE	
Standardizing solutions (q2yrs)	\$150	\$150	\$209.05	\$250.00	
Benthic 4 sites	3 sites \$ 5,260	3 sites \$ 5,260	\$5,260	two sites \$4,000	
Water Testing					\$11,250.00
Educational Materials	\$ 2,000				
Signs (recycling, animal/turtle crossing)				\$200	
200 copies of Septic Smart	\$1,985 + tax			\$2,243.00	
Educational Materials Consolidated (Flyers and other educational materials Presentations)	\$1,500	\$2,500 (consolidated in April) (plus January costs already done)	All leaflet printing (3 – 2-sided, colour) \$3,328.30	\$3,500	
Educational Materials Pamphlets	\$ 500				
	\$2000				
Honorariums for talks				\$900	
Demonstration Pollinator Garden	\$ 2,500.00	\$500	0		
Education Activities					\$6,843.00
Sub Total	\$22,210.00				
<u>PLUS</u> GBB ICECAP	\$8,000 <sup>+</sup>		0	Remove	
Grand Total	\$ 30,210	\$16,710	\$15,185.28		\$18,093.00

March 2024 – No objections to our budget from Council.



		<p>Jan 11<sup>th</sup> 2024 – our approved budget with amendments attached. Council viewed this on Dec 19<sup>th</sup>, and approved only the portion to be spent on the flyer about pesticides and fertilizers, reserving further approval for a later meeting.</p> <p><b>Dec 14</b> – 2024 Budget (attached) (Jennifer)  Motion to accept the proposed budget for 2023  Moved (Ross) Seconded (Tony) Approved with amendments as attached (Y)  Jennifer will present the amended budget to Council on December 19<sup>th</sup>.</p> <p>Nov 9 – a proposed budget for 2024 will be sent out before the Dec 14<sup>th</sup> meeting.  Our revised budget for 2024 was accepted by Council in March 2024</p>												
6.	*	<p><b>Dec 14<sup>th</sup> is LSEC decided to continue to meet <i>usually</i> on the second Thursday evening of each month <i>and to change the time to 7 pm.</i></b></p> <p style="text-align: center;"><b>LSEC Meeting Dates in 2024:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>January 11<sup>th</sup></b></td> <td style="width: 50%;"><b>July 11<sup>th</sup></b></td> </tr> <tr> <td><b>February 8<sup>th</sup> No Quorum</b></td> <td><b>August 8<sup>th</sup></b></td> </tr> <tr> <td><b>March 7<sup>th</sup> No Quorum</b></td> <td><b>September 12<sup>th</sup></b></td> </tr> <tr> <td><b>April 11<sup>th</sup> No Quorum</b></td> <td><b>October 17<sup>th</sup> (3<sup>rd</sup> Thursday)</b></td> </tr> <tr> <td><b>May 9<sup>th</sup></b></td> <td><b>November 14<sup>th</sup></b></td> </tr> <tr> <td><b>June 13<sup>th</sup></b></td> <td><b>December 12<sup>th</sup></b></td> </tr> </table> <p>Old information is occasionally removed from the bottom of each item in these minutes, but can be found in old minutes on the Township’s web page under Environment.</p> <p>* <b>July 11<sup>th</sup></b> meeting will be mainly the presentation by Chris Houser on Boat wakes, and a short discussion on any ongoing business. Tentative plan for <b>August 8<sup>th</sup></b> is to have an in-person strategic planning meeting for the fall and next year.</p>	<b>January 11<sup>th</sup></b>	<b>July 11<sup>th</sup></b>	<b>February 8<sup>th</sup> No Quorum</b>	<b>August 8<sup>th</sup></b>	<b>March 7<sup>th</sup> No Quorum</b>	<b>September 12<sup>th</sup></b>	<b>April 11<sup>th</sup> No Quorum</b>	<b>October 17<sup>th</sup> (3<sup>rd</sup> Thursday)</b>	<b>May 9<sup>th</sup></b>	<b>November 14<sup>th</sup></b>	<b>June 13<sup>th</sup></b>	<b>December 12<sup>th</sup></b>
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7.		<p>Motion to adjourn.  Moved:      Seconded:      Approved:      Time:</p>												