

**YOHO LAKE ASSOCIATION:
ADOPT A HIGHWAY COMMITTEE
Terms of Reference**

Purpose

To enhance the beauty and safety of highways in the Yoho Lake watershed and surrounding area (hereafter, the Yoho Lake community) by removing litter.

Committee Membership

Any volunteers from the local area; volunteers do not need to be members of the Yoho Lake Association (hereafter, the Association) but are encouraged to join. Committee chair will be a registered member of the Association.

Committee Role

- To promote spring and fall Adopt A Highway clean-ups in the designated areas around Yoho Lake.
- To coordinate and organize the clean-ups according to guidelines provided by the New Brunswick Adopt A Highway program.
- To identify potentially hazardous materials and bring them to the attention of the committee chair.

Deliverables

Coordinate the two annual Adopt A Highway events (spring and fall) in the following designated areas:

- Along the entire length of the Yoho Lake Road, and
- Along the Hanwell Road (Route 640) from its intersection with the Yoho Lake Road southward to the Hunter Road.

Reporting

The Adopt a Highway Committee reports to the Association executive throughout the year as well as to the general Association membership at the annual general meeting.

**YOHU LAKE ASSOCIATION:
COMMUNICATIONS COMMITTEE
Terms of Reference**

Purpose

To create and implement a simple and effective communications strategy that will

- improve networking among residents of the Yoho Lake watershed and surrounding area (hereafter, the Yoho Lake community)
- facilitate interaction of the Yoho Lake Association (hereafter, the Association) with other lake and environmental organizations, and
- highlight potential topics for, and optimal timing of, discussions between the Association executive and other organizations (governmental and non-governmental).

Committee Membership

Any registered member of the Association, up to a maximum of six people (one from each zone, if possible), with one of those people acting as committee chair.

Committee Role

- To provide recommendations to the Association executive about efficient, cost-effective ways to enhance networking among residents of the Yoho Lake community.
- To facilitate consistent interaction between the Association and other organizations, with a particular emphasis on open and timely communications.
- To have joint responsibility with the Association's Membership Committee in establishing, producing and maintaining the Yoho Lake database and directory.
- To liaise with the webmaster of www.yoho-lake.com about posting communications materials on behalf of the Association on his website.

Deliverables

- Identify general areas of communication importance, including community awareness, community events, and potential partnerships for the calendar years of 2012 to 2015.
- Produce a three-year communications plan that shows activities for each area of importance, along with the timelines needed to meet those outcomes.

Reporting

The Communications Committee reports to the Association executive throughout the year as well as to the general Association membership at the annual general meeting.

**YOHU LAKE ASSOCIATION:
MEMBERSHIP COMMITTEE
Terms of Reference**

Purpose

- To promote membership in the Yoho Lake Association (hereafter, the Association).
- To encourage residents to participate in activities of the Association and become proactive in promoting the natural well-being of the Yoho Lake watershed and surrounding area (hereafter, the Yoho Lake community).

Committee Membership

Committee members will consist of the secretary, treasurer, and all zone representatives of the Association. The vice-president of the Association will serve as the committee chair.

Committee Role

- To solicit, maintain, and provide the Association with, an updated roster of members.
- To liaise with zone representatives in identifying and inviting residents and landowners to join the Association.
- To have joint responsibility with the Association's Communications Committee in establishing, producing and maintaining the Yoho Lake database and directory.

Deliverables

- Provide the Association with a current paid membership list to be used at annual general meetings or in other situations that may require a vote of the general membership.
- Provide the secretary and treasurer with an annual mailing list to be used for membership renewal and distribution of bulletins and newsletters.

Reporting

The Membership Committee reports to the Association executive throughout the year as well as to the general Association membership at the annual general meeting.

**YOHO LAKE ASSOCIATION:
WATER COMMITTEE
Terms of References**

Purpose

Assist in developing initiatives to monitor water quality and land-use practices within the Yoho Lake watershed and surrounding areas (hereafter, the Yoho Lake community) to help with

- protecting the physical, chemical and biological integrity of the lake,
- protecting the health of all residents (including wildlife) of the Yoho Lake community,
- promoting sound land-use practices within the Yoho Lake community, and
- providing evidence-based data to residents of the Yoho Lake community.

Committee Membership

Any registered member of the Yoho Lake Association (hereafter, the Association) up to a maximum of six people (one from each zone, if possible), with one of those people serving as committee chair.

Committee Role

- Acquire relevant technical knowledge and expertise to advise and assist the Association and other organizations with matters related to the physical, chemical and biological integrity of the Yoho Lake community.
- Work with the Association's Communications Committee in informing Yoho residents about proactive steps they can take to help protect such integrity.

Deliverables

- Obtain and review the existing baseline data and other available information about water quality within the Yoho Lake community.
- Produce a monthly chart to show specific water readings during the months of highest water activity (June, July, August and September).
- Help to develop water-related project proposals that reflect the Yoho Lake mission statement and/or identified priorities of residents of the Yoho Lake community.
- Develop a work plan that shows timelines for the above "targets" for 2012 to 2014.

Reporting

The Water Committee reports to the Association executive throughout the year as well as to the general Association membership at the annual general meeting.

**YOHU LAKE ASSOCIATION:
ZONE REPRESENTATIVES COMMITTEE
Terms of Reference**

Purpose

- To identify the residents of each zone and provide the information needed to prepare and update the Yoho Lake database and directory.
- To liaise with residents and report any association-related matters or concerns to the executive of the Yoho Lake Association (hereafter, the Association).

Committee Membership

Any registered member of the Association with one representative coming from each of the six assigned zones:

Zone 1	Yoho Lake Road from cul-de-sac to outlet
Zone 2	Yoho Lake Road from outlet to Hanwell Road
Zone 3	Hanwell Road from Yoho Lake Road to Hunter Road, Scott Road
Zone 4	Jerry Chessie Road, Jerry Chessie Cres.
Zone 5	John Chessie Road
Zone 6	Hanson Road, Nan's Promenade, Little Lane

The Association's director at large will serve as the committee chair.

Committee Role

To establish a liaison with residents of the respective zones and to bring any association-related concerns or questions to the committee chair.

Deliverables

- Identify residents and obtain the contact information needed to create and maintain a Yoho Lake database and directory and to facilitate a communications network via mail and email.
- Identify new residents and/or changes of property ownership.
- Arrange for hand-delivery of newsletters and other bulletins, where and when needed.

Reporting

Members of the Zone Representatives Committee report to the director at large, who reports to the Association as well as to the general Association membership at the annual general meeting.