

**Minutes of a Regular Meeting of Memorial Lake Regional Park Authority
held on Monday, March 11th, 2024**

PRESENT:

Jeanette Primeau-Byers, Lynn Bricker (zoom), Anita Weiers, Tash Keith, Brad Fry, Jake Giesbrecht (Zoom), Brett Young (Zoom), Bill McNeilly, Corina Snell

ABSENT:

Dennis Simonar, John Duncan, Scott Strate

CALL TO ORDER:

A quorum was present and the meeting was called to order by Acting Chairman, McNeilly at 7:05 pm.

AGENDA:

013/2024 FRY/SNELL: That the agenda be accepted. **Carried**

MINUTES

014/2024 KEITH/FRY: That the minutes from February 2024 meeting be adopted, as presented. **Carried**

NEW BUSINESS

1. Swimming Instructors:

015/2024 YOUNG/WEIERS: That the swimming instructors start lessons on July 1st, and that the wage sent in contracts to the returning instructors by Adm be held. **Carried**

016/2024 BRICKER/FRY: That the Board hire Camdyn Thomas as a swimming instructor helper at \$16.00/hour. **Carried**

2. Shower Reno Update: n/a

3. Micromanaging and Survey given to staff

4. Opening Plan Wait until snow melts and see what we have for applications and returning staff

5. Opening Day (Returning day of Golf Course Staff)

017/2024 McNEILLY/PRIMEAU-BYERS On first day of staff returning, managers are to have a toolbox meeting with their staff and discuss job duties, expectations, acceptable behaviors, workplace violence, as an orientation. Staff are to sign a document stating that they have received the instructions and employee handbook from their manager. Manager to sign and date as well. These documents are to be handed in to ADM and added to personnel files. **Carried**

018/2024 McNEILLY/PRIMEAU-BYERS Trevor Shynkaruk – let his offer of employment play out – he needs to provide proof of WHMIS and pesticide course. Zero tolerance on these conditions of employment, If the courses are not completed on his first day of employment, the offer of employment will be terminated. **Carried**

6. Letter from Battersby

Have administration send a letter back thanking Breanna for her concerns and the board will address any safety concerns prior to the park opening.

ADJOURNMENT:

019/2024 FRY That the meeting be adjourned at 8:24 pm.

CHAIRMAN

ADMINISTRATOR