

**Minutes of a Regular Meeting of Memorial Lake Regional Park Authority
held on Monday, July 8th, 2024**

PRESENT:

Scott Strate, John Duncan, Anita Weiers, Jeanette Primeau-Byers, Lynn Bricker, Bill McNeilly, Corina Snell, Dennis Simonar, Jake Giesbrecht, Brad Fry

ABSENT: Tash Keith

STAFF: Michelle, Ron, Brian and Don

CALL TO ORDER:

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

Brett Young has resigned from the Board.

AGENDA:

048/2024 PRIMEAU-BYERS/SNELL: That the agenda be accepted.
Carried

MANAGER REPORTS

Campground Manager

- Three student workers just started
- Working on Hey Days float
- Garbage Bin repair – three bins approx. \$1000 each
- Shower house
- Ladders are broken on both rafts – cost will be about \$400 each to repair
- Electrical Issues in campground have been repaired
- Calcium chloride will be spread on main traffic areas in park
- Continuously repairing picnic tables
- Septic tanks are filling rapidly
- Stump removal
- Discussion of cabin road and berm
- Water temperature an ongoing issue in showerhouses

Golf Course Manager

- Lots of changes
- Repairing equipment
- Maintenance of equipment
- Vertacutting greens monthly
- Preventative maintenance
- Submersible pump in wet well has failed
- Irrigation System – need to purchase decoders (approx. cost \$3000)
- Skidsteer needs to be fixed
- Three ton is not highway safe
- Would like to build new garbage can and recycle bin holders – with roofs.
- Pump house needs to be leveled
- Wash area – use patio blocks

Kiosk Manager

- Need extra fire pits
- Bumper pads are missing on some marina slips

MINUTES

049/2024 GIESBRECHT/SNELL: That the minutes from June 2024 meeting be adopted, as presented.

Carried

BUSINESS ARISING

1. SIGNAGE IN THE PARK: Peppermint Signs has submitted a quote for signs in the cabin area.

050/2024 PRIMEAU-BYERS/GIESBRECHT That the Board hire Peppermint Signs to make 9 aluminium signs to mark the cabin area roadways at the cost of \$185 per sign (plus taxes). The signs will be 12"x36", blue with white lettering

Carried

- 2. Painting of Exterior of Maintenance Shop** – waiting on confirmation of quote
- 3. Entrance Road** – will be repaired by Triple S Transport in the fall (agreement already in place)
- 4. Shower House Reno** - still looking for contractors

COMMITTEE REPORTS:

1. Golf Course

- pump for irrigation system

051/2024 FRY/SIMONAR That the Board set aside \$20 000 for repair of pump and purchase of a VPN soft end(?) for irrigation system.

Carried

- Skidsteer needs repair. It is not safe to use right now. It will be parked until repairs are done

2. Clubhouse

- Fully staffed
- Surf and Turf posters have been ordered
- Gail would like some cookware/pot and pans

3. Cabins

- Morrows have built a wheelchair ramp on their cabin. No building permit was applied for
An email will be sent regarding this.

4. OH&S

- Meeting was held
- Fire extinguisher training was discussed
- Access to chemical storage needs a door (plastic strip door)
- Half ton seat tone needs to be replaced
- Counter and flooring in kitchen at maintenance shop
- Fan in maintenance shop
- Concerns over three ton and the rims
- Rain gear for staff was discussed

CORRESPONDENCE

1. Hindmarsh – concern over berm and road to far cabin area
2. Naming of the bay by the causeway
3. Seniors Golf Tourney – donation request (status quo)
4. Shell Lake Curling Rink

052/2024 SIMONAR/PRIMEAU-BYERS That the Board donate back the entry fees paid at the Shell Lake Curling Club tourney to the curling rink. Entry fees totalled \$900.

Carried

5. Kinhincki – request to use 2023 golf membership in 2024 due to an injury.
DENIED

053/2024 FRY/McNEILLY That the correspondence, having been read, be filed.

Carried

FINANICIAL REPORT AND ACCOUNTS PAYABLE

054/2024 PRIMEAU-BYERS/FRY: That the financial report and transactions, ending June 30, 2024, be approved as presented.

Carried

055/2024 PRIMEAU-BYERS/FRY That the Board send a registered letter to Fred Slaferek(seasonal site A36) notifying him that he needs to remove all his belongings from A36 by July 31, 2024, due to lack of payment and ongoing issues over the years. He will not be offered a seasonal site in 2025. If the park has to clean up the site, Slaferek will be financially responsible.

Carried

NEW BUSINESS

1. Let's Camp Stripe Verification

056/2024 BRICKER/SNELL That the following letter be sent to Let's Camp to verify the Board for STRIPE deposits.

July 15, 2024

To Whom It May Concern,

RE: Stripe verification and Let's Camp:

Legal Name: Memorial Lake Regional Park Authority
Physical Address: Box 10 Shell Lake, SK S0J 2G0
NW1150083
53.30468 -107.06364

Board of Directors

Scott Strate – Chairman	Anita Weiers – Executive Director
Jeanette Primeau– Vice Chairman	Lynn Bricker – Executive Director

John Duncan– Director	Bill McNeilly - Director
Dennis Simonar – Director	Natasha Keith - Director
Brad Fry – Director	Jake Giesbrecht – Director
Corinna Snell	

Please be advised that at the monthly board meeting of the Memorial Lake Regional Park Authority held on July 8, 2024 that the following resolution was passed:

56/2024 That administrator, Michelle Francoeur be permitted to set-up and manager the Stripe Payment System account to be utilized with the Let's Camp online booking system of behalf of the Memorial Lake Regional Park Authority,

Sincerely,

Anita Weiers
Executive Director and Finance Committee Representative

2. IN CAMERA SRPA Recommendations Francoeur left meeting
3. IN CAMERA AGM Procedures

ADJOURNMENT

058/2024



CHAIRMAN

ADMINISTRATOR