

MEMORIAL LAKE REGIONAL PARK AUTHORITY
REGULAR BOARD MEETING MINUTES AND NOTES OF MONDAY, SEPTEMBER 9TH, 2024

The Regular Meeting of the Board of Memorial Lake Regional Park Authority was held in the Village of Shell Lake Council Chambers on Tuesday, September 9th, 2024 commencing at 7:05PM.

ATTENDANCE:

BOARD MEMBERS:

PRESENT: John Duncan, Anita Weiers, Jeanette Primeau-Byers, Lynn Bricker, Bill McNeilly, Corinna Snell, Jake Giesbrecht, Natasha Keith **ABSENT:** Dennis Simonar, Brad Fry, Scott Strate

STAFF:

Ron Haworth
Gwen Haworth

ATTENDEE:

Wendy Penner

CALL TO ORDER:

That a quorum was present and the meeting was called to order by Vice Chairman Jeanette Primeau-Byers at 7:05 PM.

MANAGER REPORTS:

CLUBHOUSE MANAGER – GWEN

- E-transfer of September 12/24 requires deposit, Gail will proceed
- Would like password for Facebook to post promos and updates for the golf course, will be provided
- All League play is complete for the 2024 season
- No sick days or lates for staff
- 3 staff remaining
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GOLF COURSE MANAGER- RON

- 3 employees down
- 1 new hire P. Hawlyk
- Irrigation system improvements ongoing
- Wet well working well – 10:30-4:30
- Pump repairs to be completed on Franklin- end of season-warranty
- Equipment – breakdowns due to human error- speed
- Fairway Mower -4/5 rollers fixed - \$1,200-\$1,300. Rear roller-\$1,600.
- Progressive Try Deck – hubs issue
- 1 ton- Martodam for repairs – hyrdo boost
- 2 tone- new wheels, tires done, ignition switch
- JD2500 – 2700 hrs, good shape, \$18,000. To fix old JD, estimated cost \$12,000
- Wash Bay built, working well
- Old Pumphouse has been leveled and site cleaned up
- LED yard lights purchased
- Regular maintenance ongoing

- #7 tee box, concerns in regards to #2 tee box- net? That Peppermint Signs be contacted to Designed and installed to advise caution to golfers to check before proceeding to tee box
- Purple Martians house require cleaning, Ron will take care of
- Anita Weiers – who takes care of Haskap bushes, Don Reikman?

MINUTES

057/2024 **McNEILLY/GIESBRECHT:** That the minutes from July 2024 and August 2024 regular meetings be approved as presented. **CARRIED.**

059/2024 **McNEILLY/BRICKER:** That the resignation of Michelle Francoeur as Administrator of Memorial Lake Regional Park Authority be accepted. **CARRIED.**

060/2024 **McNEILLY/DUNCUN:** That Wendy Penner be appointed Acting Administrator of Memorial Lake Regional Park Authority. That signing authority at Innovation Credit Union be updated to reflect this change. That Michelle Francoeur will be removed and Wendy Penner will be added. **CARRIED.**

061/2024 **SNELL/McNEILLY:** That all current and past 5 pack and 10 pack have no expiration date. **CARRIED.**

COMMITTEE REPORTS

CAMPGROUND:

1. Winter Storage – 2023-24, \$200.00; Winter Storage 2024-25-\$200.00
2. Digital Form – Liability Insurance to be completed by quest for winter storage
3. Shower House B- concrete poured
4. Causeway Fixed – damage has been paid by offender
5. Signage to be installed at the approaches to the Causeway stating walk/golf carts only, Brian will contact Peppermint Signs to be designed
6. Brian – new installation of cabin signs
7. John Duncan – proposed map of a pressurized line for fire suppression in the campground was presented. Estimated cost \$20,000. Discussion in regards to moving forward. Detailed mapping will be completed for next board meeting.

PERSONNEL:

1. Personal Survey- Natasha requested spreadsheet of employee names and phone numbers, to complete survey of employment with MLRP for 2024.
2. Committee formed to interview candidates for Administrator position- Jeanette, Bill, Corinne, Natasha, Lynn. Questions will be prepared by committee

POLICY:

1. Bill McNeilly will review MLRP minutes over the winter to review resolutions pertaining to policy. This will form the MLRP policy manual.

LONG TERM PLANNING

1. Establish a Fire Suppression Line

CABINS:

1. Slight slope to roadway in trouble spot to all for waterflow.

62/2024 McNEILLY/BRICKER: That two signs be purchased from Peppermint Signs to be placed on either end of the causeway to alert the public of only foot traffic and golf carts be allowed. **CARRIED**

OH & S:

1. That the golf course manager purchase two rainsuits to be available to employees during golf course maintenance as required.
2. Ron is to order a master shutoff switch to be installed on the beverage cart.

CORRESPONDENCE:

1. Saskatchewan Regional Parks and Recreation – Memorandum of Understanding – to be signed and returned when received.

ADJOURNMENT – 8:40 PM

NEXT MEETING – OCTOBER 21, 2024 7:00 PM

CHAIRMAN

ADMINISTRATOR