

**Minutes of a Regular Meeting of Memorial Lake Regional Park Authority  
held on Monday, August 12, 2024**

**PRESENT:**

Jeanette Primeau, John Duncan, Anita Weiers, Jeanette Primeau-Byers, Lynn Bricker, Bill McNeilly, Corina Snell, Jake Giesbrecht, Brad Fry, Tash Keith

**ABSENT:** Dennis Simonar, Scott Strate

**STAFF:** Michelle, Ron, Brian, Gail and Don

**CALL TO ORDER:**

A quorum was present and the meeting was called to order by Vice Chairman, Primeau at 7:00 pm.

**MANAGER REPORTS**

**Campground Manager**

- Entrance to Golf Course – want to revamp it and make it a show case. Approx. cost will be \$6000 including a new gate.
- Upgrade to Marina – cost will be approx.. \$10000. This will add more slips to be rented. May require a permit from WSA
- Would like to plant some trees between sites in A and B campgrounds to define to site sizes better

**Clubhouse Manager**

- Men's Invitational is coming up
- Bear was removed from course by COs
- Clubhouse was broken into last night - not sure if anything was taken
- Would like to be paid for doing the laundry of towels used at clubhouse
- Requests that Lori Empey receive a \$3/hour raise.

**Golf Course Manager**

- Rundown of Ron's day
- Lots of equipment is in need of repair
- All brakes are now working
- Skid steer is being worked on
- Tee Box on #7 is now open for use
- Would like to refurbish old greens mower to clean off the sand in the spring

No estimate of cost

- New pump for irrigation system is on site

**Kiosk Manager ABSENT**

- Campground has been busy
- Still need more fire pits

**AGENDA:**

**059/2024 GIESBRECHT/SNELL :** That the agenda be accepted, with additions.

**Carried**

**MINUTES**

**060/2024 FRY/SNELL:** That the minutes from July 2024 be adopted.

**Carried**

## **BUSINESS ARISING**

1. VFP DRIVE will be ordered Approx cost \$6000
2. Signs for cabin area are done
3. A36 Seasonal Site has been cleaned out
4. Maintenance Shop still needs painting

## **COMMITTEE REPORTS:**

### **1. Chairman**

Security cameras are needed for clubhouse and kiosk

**061/2024 McNEILLY/FRY** That the Board purchase two security camera sets from Costco at the cost of \$555.99 each **Carried**

### **2. Campground:**

➤ Winter storage –

**062/2024 BRICKER/McNEILLY** – that the board allow seasonal site holders to leave a second o camper on their sites at the same fee that seasonal site holders pay. **Carried**

➤ Concerns over fishing off floating dock and dogs on the beach.

### **3. Clubhouse:**

- Food prepare from home should NOT be allowed. Should be prepared in a health safe approved kitchen
- Money is not being deposited to the credit union for over a week at a time
- Lots of travel and expense forms
- Some complaints about event nights

### **4. Cabins** Sommerfeld Cabin

### **5. OH & S**

- Meeting on July 23
  - Kitchen counter top
  - Fan repair
  - Fan replacement
  - Flooring
  - Trucks need repair
  - Fire extinguisher training
  - McNeilly needs level one and two training
  - Workers should not be working alone and under equipment

## **CORRESPONDENCE**

1. RM of Spiritwood
  - Request to help pay for a Lake Capacity Study
  - NO from the board
2. Conservation Officers Donation Request – YES 2 – 18 hole rounds with a cart
3. Seniors Golf Tourney – donation request (status quo)
4. Shell Lake Curling Rink

**063/2024 FRY/McNEILLY** That the correspondence, having been read, be filed.

**Carried**

### **FINANCIAL REPORT AND ACCOUNTS PAYABLE**

**064/2024 McNEILLY/GIESBRECHT** That the administrator for Memorial Lake Regional Park be Bonded. **Carried**

**065/2024 KEITH/McNEILLY:** That the financial report and transactions, ending July 31, 2024, be approved as presented. **Carried**

### **OLD BUSINESS**

1. AGM Procedures: Discussion

### **NEW BUSINESS**

1. **Public Access to Board Meetings** As these are public documents, they will be posted on the website for Memorial Lake Regional Park.(Beginning with 2024 minutes)

2. **Cabin Road:**

**066/2024 McNEILLY/GIESBRECHT** That the board budget \$2000 to repair cabin road.

3. **Winter Storage** was set at \$200 for 2024

4. **Access to Park Property** Keys to the clubhouse and the maintenance shop will be given to the regional fire department.

5. **Year End Wind Up** – Thurs. August 29<sup>th</sup> at 3 pm – golf followed by supper. All staff and board are invited.

6. **John Duncan** – John talked about the accusations against him.

7. **Harassment Policy**

8. **Causeway Incident** – the driver (name unknown) will be banned from the park for driving his truck across the causeway

9. **One Ton Repairs** - Martodam Motors quoted \$3600 to repair it

10. **Aurora Skies** – complaint letter will be dealt with by the promotions committee

### **ADJOURNMENT**

**067/2024 PRIMEAU** Adjourned meeting at 10:10pm.

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

- |               |                      |                       |
|---------------|----------------------|-----------------------|
| 11. IN CAMERA | SRPA Recommendations | Francœur left meeting |
| 12. IN CAMERA | AGM Procedures       |                       |

**ADJOURNMENT**

**058/2024**



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CHAIRMAN

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ADMINISTRATOR