

**Minutes of a Regular Meeting of Memorial Lake Regional Park Authority
held on Monday, October 21, 2024**

PRESENT:

Scott Strate, John Duncan, Jeanette Primeau, Lynn Bricker, Bill McNeilly, Corina Snell, Dennis Simonar, Jake Giesbrecht

ABSENT: Tash Keith, Anita Weiers, Brad Fry

STAFF: Melissa, Wendy, Ron, Gail and Don

CALL TO ORDER:

A quorum was present and the meeting was called to order by Chairman, Strate at 7:07 pm.

MANAGER REPORTS

063/2024 PRIMEAU/MCNEILLY: That the managers reports be accepted as verbally presented. **CARRIED.**

AGENDA:

064/2024 PRIMEAU-BYERS/SNELL: That the agenda be accepted as amended. **CARRIED.**

MINUTES

065/2024 BRICKER/PRIMEAU: That the minutes from the September 9, 2024 meeting be adopted, as presented. **CARRIED.**

BUSINESS ARISING

COMMITTEE REPORTS:

1. Golf Course

- Pulling broken pump out on October 22
- Had a volunteer for water break which saved a lot of cost

2. Clubhouse

- Going to use a power sander to finish the deck as pressure washer will destroy wood

3. Building and Equipment Maintenance

- Shower house is looking good
- Discussion regarding not having shower coin in older shower house, to be discussed further

4. Cabins

- Road is all fixed up

5. OH&S

- Held a meeting September 24
- Need training for fire extinguishers, to be set up in the spring through Spiritwood Fire Department
- Looking for another set of ramps for oil changes
- Like to see a step up in training
- Have a PPE Policy

6. Promotion

- October 2 for 1 was a success look at doing it in May and September in 2025

CORRESPONDENCE

1. Nicole Phillip – Donation for U15AA Warman Wildcats Online Auction

066/2024 DUNCAN/SNELL: That the Board donate 2 – 18 Hole Green Fees to the U15AA Warman Wildcats Online Auction. **CARRIED.**

2. Saskatchewan Turfgrass Association AGM
3. Village of Shell Lake – Board Nominations
4. Complaint about campground services shut off after booking
5. Linda Potts request for membership back due to injury and unable to use all summer
6. Naming of Bay Request
7. Ivan Sun – Staples prices request from Michelle
8. RAM Firewood Supply – Introduction as a firewood supplier
9. Shell Lake Curling Club Advertising options

067/2024 SIMONAR/PRIMEAU: That the we advertise on the rink surface ideally with Prime location but East if Prime is not available. **CARRIED.**

068/2024 McNEILLY/BRICKER: That the correspondence, having been read, be filed. **CARRIED.**

FINANICIAL REPORT AND ADMINISTRATORS REPORT

069/2024 SIMONAR/McNEILLY: That \$400,000 be put into a flex term during the slow season. **CARRIED.**

070/2024 BRICKER/McNEILLY: That the financial report and transactions, ending September 30, 2024, be approved as presented. **CARRIED.**

071/2024 SIMONAR/McNEILLY: That the Administrator be approved to make purchases up to \$2,000 before needing board approval. **CARRIED.**

072/2024 PRIMEAU/GIESBRECHT: That the Auditor for the 2024 fiscal year be appointed as Virtus Group CPA. **CARRIED.**

073/2024 BRICKER/McNEILLY: That Wendy be compensated at a rate of \$43.25 for her hours worked. **CARRIED.**

074/2024 BRICKER/DUNCAN: That Prabh be compensated \$500 for his help during the transition period. **CARRIED.**

OLD BUSINESS

A. Fire Suppression System

075/2024 DUNCAN/McNEILLY: That \$20,000 be added to the budget for Phase 1 of the fire suppression system. **CARRIED.**

B. Personell Survey – To be discussed at next meeting

NEW BUSINESS

A. Appointment of Administrator

076/2024 PRIEMEAU/McNEILLY: That Melissa Lukan be appointed Administrator of Memorial Lake Regional Park Authority. That signing authority at Innovation Credit Union be updated to reflect this change and new Debit and Visa cards be applied for. **CARRIED.**

- B.** Signs for the Cabins
- C.** Golf Tournament Dates

077/2024 PRIMEAU/SNELL: That the charity tournament dates for 2025 be set as follows with \$10 Green Fees: June 7th – Curling Rink, July 11th – Women’s Tournament and September 20 – Curling Rink. **CARRIED.**

ADJOURNMENT

Adjournment – 9:45pm

CHAIRMAN

ADMINISTRATOR