

May 8th, 2022

Hello,

I am excited to be providing my first weekly update report to the Board. Through these weekly reports, I hope to keep the Board updated on some of the week's events, the progression of projects, and any issues that have arisen. The week got off to an exciting start as Chelsey and I welcomed our first staff members for the season. We spent the morning reviewing the employee safety manual, employee manual, contracts, and some of the expectations for the season. Our staff members who started on Monday are enthusiastic and diligent, and thanks to their hard work, we accomplished a lot this past week.

Website

Over the previous weekend, the new website went live. In part due to the extra exposure from the AGM package being posted and circulated to the cabin and seasonals, the website received over 750 views in the past seven days. So far, I have only received positive feedback regarding the website, and I know we will be able to utilize it for additional functions such as swimming lesson registration. One of the new functions that we added is a staff resources page that is not viewable to the public and contains staff schedules, staff announcements, and time off request forms. Thus far, the staff resources page has received positive reviews from our staff, and they have enjoyed the added convenience.

Rental Cabin

This week, staff was able to get a start on one of our grant projects for the season, which is exterior upgrades to the rental cabin. The first part of the upgrades was the repairing and stripping off the painted wood on the peaks of either end of the rental cabin. Staff members were able to prepare the wood and repaint both ends. The week prior, I was able to order the supplies for the next parts of the upgrade, which includes adding eavestrough and replacing the old metal skirting around the base of the rental cabin. Next week will be pretty busy for maintenance staff with other projects, but I hope to finish the rental cabin upgrades before May long weekend.

Water

One of the first projects for staff this week was to get water running to the seasonal sites, beach concession, rental cabin, and main store. On Monday, staff got water to the beach concession, which allowed washrooms to be available for staff. Getting water running for the main store and campsites was a bit more challenging because a couple of feet of snow still buried the shutoff valves. By the end of the day on Thursday, staff could get water running everywhere in the park. However, it was noted that one of the shutoff valves was very stiff and was almost completely seized up and will require some further work when the park closes this fall. Maintenance also believes that there is either a leak or a tap left on in one of the seasonal sites in the ball diamond or horseshoe. The pump in that well ran continuously throughout the day despite no seasonals being up at the time. The water was shut off again in that area and will be turned on and further investigated this week. We plan to turn all the water off on Thursday this week to



shock the wells, and the water will remain off until Friday afternoon. After turning the water back on, the water chlorination system will be started again.

Golf Course Seeding

Next week we plan to reseed parts of holes 5, 6, 7, and 8 on the golf course. Before reseeding, Todd suggested that we pump the water out of two low spots on the course to be able to seed the entirety of those holes. After a couple of hours of pumping, we were able to drain the low spots and give the areas time to dry out before we seed. We plan on driving to pick up the seeder and then seeding on Tuesday and Wednesday of this week. I am also working with Todd to set out some temporary golf cart paths to avoid patrons driving on the recently seeded areas.

Summer Preparation

This week it was extremely helpful to have Chelsey in the office so that we could work together to prepare for the season. We were able to prepare the season passes and reactivate everyone's gate cards so that the gates could be closed this weekend. I also appreciated having Chelsey around, as it made seasonal site alteration requests much more straightforward to evaluate. This upcoming week I plan to make a trip to Prince Albert to pick up supplies, and after that, the park should be ready to open this upcoming Sunday.

Grant

For the past two weeks, I have been working on putting the grant together. It is nearing completion, and I am just waiting on a couple of final quotes, some project clarification, and the audit report. I anticipate receiving those final pieces next week, after which the grant will be ready for review before its due to be submitted on May 20th. As staff works to complete grant projects and we receive supplies for the projects, I am concurrently working on completing the grant completion report.

Snow Removal

I have noticed this week that there may have been several issues with the snow removal services last winter. We have come across six or so posts that have been broken off and a couple of signs that were broken over the winter. We have also noticed several areas where large piles of dirt and sod were deposited in the process of clearing snow. While these issues are not particularly significant, I just thought I would mention them so the Board was aware.

I appreciate the Board's help in preparation for the season, and I am looking forward to the park opening this weekend. If you have any questions throughout the season, please feel free to contact me at 306-940-9701 or send me an email.

Kind Regards,

Damen Van Meter

