

**Emerald Lake Regional Park Meeting**  
**Monday, January 15, 2024 @ 6:00 p.m.**  
**Regular Meeting Minutes**

---

1. Call Meeting to Order
  - a. Meeting was called to order at 6:00 p.m. and was held on January 15, 2024, via Zoom.
  
2. Attendance
  - a. **Present:** Trevor Cross (Chair), Joan Sanftleben, Charles Smith, Lee Jaboeuf and Brad Butler as well as members of the public, Barb Butler, Nadine Suveges, Bev Tarr, Chelan Green, and Wanita Koczka
  - b. **Regrets:** Chris Crockett (Vice-Chair) and Chelsey Watts
  - c. **Meeting Secretary:** Trevor Cross
  
3. Constitution

Notice of meeting have been given by the Chair and quorum of directors being present at the meeting was duly constituted for transaction of business.
  
4. Motion to Adopt the Agenda

**Lee/Joan** **Carried.**
  
5. Motion to Adopt the Minutes

It was noted that the previous minutes should be amended to include the e-vote that occurred between Board meetings, Trevor to follow up with Chelsey on amendment.

**Joan/Brad** **Carried.**
  
6. Conflict of Interest Disclosure
  - a. The Chair asked the Board to disclose any conflicts of interest with agenda items or material interest the director may have. There were no conflicts identified.
  
7. Board Chair Report
  - a. Main gate broke before Christmas – frost heave may have been responsible, Ron Peak fixed the main gate within a couple of days of incident
  - b. We received the approved Legal Plan of Survey, Transform Approval Certificate (TAC), and Controller’s Order. I will send that email and attachments to all board members and board secretary.

Next steps:

    - i. Contact the legal counsel for SK Regional Parks
    - ii. Speak with Ministry of Environment regarding Head Lease
    - iii. Raise title to the parcels

- iv. Draft communication to Cabin owners and distribute to Board before sending
- v. Review cabin owner lease and prepare leases for distribution and signature

8. Treasurer Report

- a. Deferred due to absence of Treasurer

9. Correspondence

- a. Deferred due to absence of Secretary

10. Old Business

- a. Boat launch parking (Tabled to 2024 budget meeting)
- b. Lagoon (Tabled)

11. New Business

12. In camera session as required

13. Adjournment

- a. Motion: To adjourn the meeting at 6:48 p.m. The next meeting will be held on February 19, 2024, at 6:00 p.m. via Zoom.

**Joan/Brad**

**Carried.**