

**Emerald Lake Regional Park Meeting**  
**Monday, May 15, 2023 @ 6:00 p.m.**  
**Regular Meeting Minutes**

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1. Call Meeting to Order
  - a. Meeting was called to Order at 6:02 p.m. and was held on May 15, 2023 @ 6:00 p.m. via Zoom.
  
2. Attendance
  - a. **Present:** Trevor Cross (Chair), Chris Crockett (Vice-Chair), Joan Sanftleben, Lee Jaboeuf, Brad Butler and Charles Smith as well as members of the public, Mark Fitzpatrick, Chelan Green, and Wanita Koczka.
  - b. **Regrets:** None
  - c. **Meeting Secretary:** Chelsey Watts
  
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
  - a. Add correspondence to cabin owners for survey update, newsletter, and outstanding building requests to the agenda.  
**Joan/Lee** **Carried.**
  
5. Motion to Adopt the Minutes  
**Charles/Joan** **Carried.**
  
6. Conflict of Interest Disclosure
  - a. The Chair asked the Board to disclose any conflicts of interest with agenda items or any material interest the director may have. There were no conflicts declared.
  
7. Board Chair Report
  - a. It has been confirmed by SRPA that we must proceed with the audit as we were over the \$400,000.00 in revenue. It will cost approximately \$10,000.00 - \$11,000.00 more than the review process.
  - b. With regard to the cheque being cashed twice, it has been confirmed by the bank that the onus is ours. Internal controls will need to be put in place and then recovery of these funds will commence.
  - c. Discussions continued with the surveying company with regard to the concluding the survey. There are approximately ten pins that need to be moved and this has been communicated. The survey company is anticipating attending at the park at the end of June. The chair will

look to conclude the investigations in the meantime and draft communication.

8. Treasurer Report

- a. Audit update

9. Correspondence

- a. Correspondence from S4
- b. Correspondence from A5
- c. Correspondence from B22
- d. Correspondence from C9
- e. Correspondence to cabin owners with survey update
- f. Outstanding building requests

10. Pressing Business

- a. Follow up on previous action items
  - i. Status of communication with Damen regarding turnover of Park Manager
  - ii. Golf course correspondence to go out separate from newsletter.

11. Old Business

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

12. New Business

- a. Newsletter
- b. AGM
- c. Motion: To purchase the bear proof lids at an approximate cost of \$1,000.00.  
**Chris/Lee** **Carried.**
- d. Motion: Cease daily/weekly garbage pickup by maintenance crew for seasonals, cabin owners, and day campers.  
**Joan/Charles** **Carried.**

13. In camera session as required

- a. Motion: Approve up to 70 hours of pay at \$25.00 per hour for the Secretary/Treasurer season set up.  
**Chris/Lee** **Carried.**

14. Motion: To adjourn the meeting at 7:22 p.m. The next meeting will be on June 19, 2023, at 6:00 p.m. via Zoom.

**Joan/Brad** **Carried.**