

**Meeting Lake Regional Park Authority**  
**Meeting Minutes for the Board of Directors**

**DATE: May 21st, 2022**

Present:

- Bruce Chatterson – R.M. of Round Hill
- Gord Brewerton – R.M. of Meeting Lake
- Denise Staver – R.M. of Spiritwood
- Karen Kramer – R.M. of Spiritwood
- Jim Allchurch – R.M. of Meeting Lake
- Boyd Kowalczyk – R.M. of Round Hill
- Wade Lafreniere – R.M. Douglas
- Mandy Dyck – R.M. of Douglas
- Dave Staver - Park Manager
- Brandy Swystun - Administrator
- Lloyd Hildebrandt - Pending New Member

1. Bruce called the meeting to Order - 9:00am

**Approval of Agenda**

2. Additions or Deletions – Gravel for Sub 5 - Jim A, Change over for heat tech, wtp inspection report.
3. Bruce motioned to approve the agenda, seconded by Karen, carried.

**Minutes from Last Meeting**

4. Additions or Deletions from minutes - nothing to add or change.
5. Approve minutes - Bruce made a motion to approve minutes from the last meeting, seconded by Karen, carried.

**Correspondents**

6. See below in new business and treasurer.

**Chairman's Report – Bruce**

7. Open up with everyone having code of conduct read and signed, we need to hold ourselves to a high standard of ethics to have the park run smoothly. Manager is to report to the board and be directed by the chairman only - the manager is not to be directed via the board members.
8. June 11th to be the AGM. This year we will not be live streaming - last year we had several complications with service and clear streaming. We will post the recording after the AGM has completed.
9. WTP is serving new water to the park - would like to have a grand opening July long or August long. Boil water advisory has to stay on until the report is finalized by officials - shortly. Trying to set up a walk through so everyone can see inside the plant. Would like to dedicate the plant to Bob Scott as the work he put into getting the plant running was irreplaceable and the reason the plant is running today.
10. **Motion:** Denise made a motion to add Lloyd Hildebrant as a member at large to the board, seconded by Bruce, motion carried.
11. Website is up and running - minutes are being posted, bylaws are on there.
12. Committee for special events coordination - Karen, Boyd, Gord and Mandy. Every board member fills in with shifts i.e. beer gardens, monitoring auctions, etc. We need to get the ball rolling on Canada Day. Bruce to reach out to Prescilla with COA - seeing if they want to come in with it again.
13. Bruce motions to move report, seconded by Denise, carried.

### **Managers Report**

New instructor hired - is she gonna let us know when she's coming?  
(Denise to email me managers report)

### **Treasurer's Report – Denise Staver, Bob Scott**

#### **Accounts Receivable 2021**

Outstanding cabins Berm fees (1 cabin owners payment plans)

#### **Accounts Receivable 2022**

**Seasonal Campers**- Mandy calling 2 remaining balances  
seasonals balance as of May 17, 2022

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**Cabin Owner - Leases** - Statement with late payment fees gone out May 13, 2022  
4/132 left to pay in full

**Spiritwood RM** - Zero left to pay

**Storage** – in Sub 5 & beside shop - Invoices went out May 12, 2022

**McClelland Bebusschere CPA** – Draft report has been received , Brandy input Journal Entries May 17, 2022, Bruce & Denise Signed. Will be available for review May 21, 2022 Board meeting.

**Sask Power Poles Sub 5**

Completed awaiting final bill

**Celebrate Canada 2022 grant**

Grant money has been received. We will be ordering fireworks shortly

**Capital Project Summary & Grant Status**

2022 Project - Garage for water hauler

2022 Project - Wheelchair Bathroom Men & Women

2022 Project – Individual septic for 10 seasonals

**WTP Invoices** – Barry Kulyk Review

Insurance – Glaslyn Agencies Inc Increased, once WTP completed there will be another increase.

14. Denise moves the treasurer's report, seconded by Mandy, carried.

**New Business:**

15. Vote Lloyd in - see above.

16. AGM prep - Denise will have a summary for the meeting before AGM - treasurer's report has most of the required information - board meeting separate morning of the AGM.

17. Board Members responsible for - see chairman's report.

18. Canada day prep - Karen, Boyd, Gord and Mandy will start on organizing - board members are encouraged to come up with ideas on 1 or 2 day events, face painting, bouncy castles, bunnock tournament, petting zoo, farmers market, etc.

19. Cowboy church - will reach out to him and let him know he can use the church for his

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- mass/jam session. Drives from PA to Spiritwood and Rabbit Lake - Bruce will touch base with him to see when he can line it up.
20. Tree Removal - Some removed in Sub 5, unsure if they had previous managers permission prior to this. Touch base on procedures for tree removal and policy that a new tree has to be replanted. The bylaw states there are penalties for not following the policy and procedures.
    - a. Brandy has a quarter by Sub 5 that they wanted to cut down this year so we are welcome to taking some of those healthy ones and transplanting within the park.
  21. Heattech - Dean said there is a piece needed to take the backwash water and put into the old plant which wasn't quoted in the beginning. Bruce will talk to him - Dave to double check because he thinks this was already done. Bruce to double check what specifically Dean is talking about.
  22. Docks in Marina - \$100 per boat (\$200 a slip) 2 boats per dock. People that had docks there before the trees were removed from the water have first taken a slip this year.
  23. WTP Inspection Report - One report for Bruce to sign off on, another one will be conducted in August. One issue we have had is the surge suppressor is faulty and is on backorder - Bruce has been constantly emailing and part was supposed to ship on the 17th. When it comes up we can wrap up that electrical.
  24. Gravel in Sub 5 - Road is torn up and rough from equipment that is raising a cabin. Also, the contractor has a trailer parked in the way as well - Lloyd to let the cabin owner know to tell the contractor to move equipment to Sub 5. Dave will talk to the contractor as Lloyd can not get to his water hauling trailer - contractor equipment is in the way.
    - a. Gravel  $\frac{7}{8}$  crushed to be put in - Dave finding out when the contractor will be done in there.

### **Old Business:**

25. Water Service Agreement - Bruce and Gord spearheading now and taking over the agreement process.
26. Special Lease - (ability to put dock into water off of the burn - from Lands Branch) Jim A dropped off the bylaws with him for it to go to their board. Haven't heard back.
27. WTP Update - Dave and Barry have done so much to get this going and have the water plant now supplying water to the park.
28. Sound System - nothing new to add.
29. Sub 5 Parking/Road - We are waiting on the cabin owners to clean up the deadfall for us to have a good look and see if it is feasible. Doug Mann had suggested this theory and was to talk to other cabin owners on the road - he passed away this past winter.
30. Floating Dock - Paid for just having to get in here, might be able to now with the snow gone and the park opened up. Bruce will check with Jim C to see if we can borrow his

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dock as the swimming instructor will require 2 for her lessons.

31. Sub 5 Property Line - Dave talked to Bruce (property owner) - he is satisfied with what has been done and the sheds that have been moved off of his property.
32. Docks by Boat Launch - see above discussion.
33. Signs for Mini Golf - Wade brought a demo from Wendy - 8x6 (ish) \$100 for 2 years sponsoring a whole (\$50 a year).

**Adjourn - 11:17am**

Minutes read and approved by the following people from Meeting Lake Regional Park Authority:

Signature:

Please print name and Board Designation:

Signature:

Please print name and Board Designation: