

EMERALD LAKE REGIONAL PARK MEETING

AUGUST 12, 2013 – 7:00 P.M.

MAIN STORE – EMERALD LAKE

Present: Maurice(62), Brad (N), Barb(N), Vicki (N), Noreen(N), Yolaine (N), Roberta

Regrets: Victor

Brad called the meeting to order at 7:00 p.m.

**PRESENTATIONS:**

Jane Prosser:

- Jane brought up a few incidents that occurred recently where staff were verbally abused by customers/leaseholders. She would like to see a positive sign put up stating that staff will not tolerate verbal abuse of any kind. Barb also pointed out that according to our bylaws we can evict for poor behaviour. The incident with the leaseholder was explained. He was upset that washrooms at the beach were not opened one day. He came to the main store and was verbally abusive to the staff. He then reached over the counter and took the keys to open the washrooms and did not return them. Staff had to go look for him on the beach. She has started keeping a list of incidents/people.

Leaseholder :

- asked to speak to the board about a few concerns he has. He was not looking for answers today. He was told to write his concerns down in a letter and send to board. He had the following issues:
  1. Boat parking – in ball diamond area – he had to physically move one to get into his own lot. One parked now by outhouse and the campers there do not know who it belongs to.
  2. August long weekend – there was damage to boats, fishing tackle dumped in lake, truck by camp kitchen trying to get up centre path. He understands that there was security and they cannot be everywhere but he had concerns with the security we had.
  3. He said at 9:15 p.m. a few weeks ago (2<sup>nd</sup> last Sat of July?) the main store was closed. Campers were trying to come in and were putting their stuff over the gate. He asked them what they were doing and he was told they had a site booked but no one was at the gate. Yolaine asked if it was possible that it was 10:15 p.m. because she was aware of another situation of a camper coming in after hours. He said no absolutely it was 9:15 p.m.

Noreen asked him if the boat that was damaged was his own. He said no it was his mother and father in law. Yolaine asked if he had any suggestions as a leaseholder on what can be done to correct these issues. He said we need a park manager. In his opinion, phone numbers posted for after hour

emergencies don't help as it would still take 10 minutes for someone to come out. Maurice said it was probably more of a live in caretaker he was referring to and he said yes, someone living in the caretaker cabin. Barb told him that these were all concerns we were very aware of and that security is on our agenda again this evening. Noreen asked for a letter and he said he would follow up with that.

Brian Drackett:

- Brian had pictures of what the camp kitchen looked like Sunday morning after a party the night before. Some campers left early because of the parties. He said unless we enforce the rules, security is not working. He also spoke of a party at a cabin that had a tailgate party starting in the afternoon that he tried to stop earlier in the day. Noreen asked him to write his complaints in a letter so that we can address that particular cabin.
- Parking in ball diamond – There has been an empty trailer for days/weeks. There has been a pontoon boat and another yellow boat parked up there and do not know who it belongs too. Makes it very difficult for them mowing the grass. It is very difficult to keep leaseholders and daily campers happy with parking situation. He thinks we need a parking zone. Brian would also like a tagging system for every boat/trailer coming in to the site. Brian does not want to move the trailers himself due to responsibility for any damage. Barb will talk to the again about moving their fishing shack out of the parking area. The boat launch area needs more grading done to obtain more parking area.

**ACTION:** Board will discuss over winter and set up some type of registration system for boats/trailers.

- Front sign – Kenny wants the Board to proof read again. Noreen suggested putting website address and phone number on and remove the months. Everyone agreed. Noreen also said that Danny Bean should read “Jumping Bean” as that part was missed. Brian thinks that Kenny was trying to make the two memorial signs the same. We also agreed that it needed to be corrected as well.

**ACTION:** Noreen will let Brian know final decision – add “jumping bean” to sign and decision made on front sign.

- OH&S Meeting – Brian was to look into the hose hangers. The park does not have any. First aid kit – he found one in the maintenance shop. He was also asked to get prices on fixing the work truck. He took it in to Spiritwood Autobody and a verbal quote of \$5000 was given to fix the truck.

Brian and Jane left the meeting at about 7:50 pm.

**PASS JULY 29<sup>TH</sup> MINUTES:**

- Actions reviewed from past minutes. Vicki said she did get a response from Bill with Water Resources. The dump is not a legal site and should be decommissioned. She will continue on with our new lagoon process. She has a meeting with RM on Wednesday about lagoon.
- Maurice said walkway, levelling and signage has been completed. Bruce to put up a railing at new walkway. He also wants to talk to cabin owner next to walkway to see if we can put in some type of culvert so that water does not wash the hill away.

**MOTION:**        made a motion to accept the July 29<sup>th</sup> Minutes.        seconded. All in favour. MC.

**TREASURER'S REPORT:**

- Roberta emailed the financials to all. Vicki asked about concession revenues.

\$8007.57 – main store

11609.00 – beach

\$19,600.00

Expenses: \$19,772

This was strictly for sales – did not include wages/power, etc.

- She got a bill from Perry; portion goes to Brent to dump on his land.
- Noreen asked if maintenance can get an update on maintenance budget more often in summer. She said she cannot do that as she does not get all the bills on time. Maurice said staff can be keeping a running total themselves.
- Noreen asked if staff can be paid bi-weekly in the summer. Roberta said she will not be doing any more work for the board than she is doing at this time.

**MOTION:**        made a motion to accept the financial report.        seconded. All in favour. MC.

**CORRESPONDENCE:**

1.        cabin construction.

**ACTION:** Yolaine will send the        information to Peter Halayka.

2.        – letter received from Peter Halayka and read
3.        – roof repair – reviewed; It did not appear \$25 fee was included.

**ACTION:** Yolaine will contact the        to get them to submit their \$25 fee then will forward to Peter Halayka.

4. letter read –

ACTION: Brad and Noreen will meet Wednesday at 10 am to stake property.

5. letter read –

ACTION: Yolaine will respond to letter stating the park is working hard on trying to manage security in the park.

**ELLA REPORT:**

- August long weekend went well. Raised \$3700 which surpassed last year's total. The spudnuts were awesome.
- Still looking at purchasing some playground equipment. They will spend about \$5000
- Last night they did some bottle sorting for ELLA. Barb asked the board if it was ok that the park pay or should ELLA. was scheduled to work in the store but she took her to do bottles. It was agreed that ELLA should pay for her time for sorting bottles.
- Noreen asked if anything further regarding the incident with fireworks. Nothing further to report.

**NEW BUSINESS:**

- Maurice said maintenance staff spent 112 hours on the golf course for July.
- Maurice priced out blocks for retaining wall. \$240/block for one type; \$45/block for the Sterling brand
- Maurice gave samples of what does with flooring. We can use for shower house or main store. \$6/square foot. He will keep the samples for future consideration.
- Maurice also said our hot water heaters are bad. He is suggesting one large fast recovery instead of 2 small ones. Barb asked if there is a way to monitor/change the timer on taps in shower house. Someone she knows washed their hands, dried their hands and was walking out and the water was still running. He was not aware of any way to change that but will look into it.
- Maurice would like us to go to push button showers. Martin's lake uses this system and charges per night or addition on lease fee. There are no coins required. Currently our coin machines are constantly getting jammed with sticks, broken, etc and are very expensive to replace. The push button only allows so many seconds of water and you have to keep pushing the button to get more water so people do not tend to stay too long.

ACTION: Tabled discussion for future meetings. Maurice will look into pricing for new system.

- Discussed locking shower house at night. The sign says it is locked at 10:30 p.m. but this is no longer occurring. Lots of damage/clean up required by leaving them open. It was agreed that they will be locked by staff at 10 pm.

ACTION: Noreen will put a sign up stating that shower house will be locked at 10 p.m.

ACTION: Maurice will tell maintenance staff to unlock shower house in the am as well as beach store washrooms.

- Maurice asked what date staff will be employed too. Jane said she can be done her work by Sept 8<sup>th</sup>. Roberta reminded that we did offer ½ price camping for September. Brad said depending on weather, we could get some families. Water also should stay on for seasonals to end of September. Maurice said there are no major projects happening in fall to keep both maintenance employed fully. It was suggested that they ask maintenance to come back for a few days at the end of the month to drain lines, etc. Brad said he could help if one of the maintenance workers cannot return. Park gates may need to remain open for September as we cannot staff. Washrooms on beach will be closed. Porta-potty can be unlocked for use if anyone comes camping. Shower house will also remain open. It will be need to be cleaned as well.

ACTION: Noreen will talk to Jane about what she can do for work in September.

- Maurice said he ran into Brent Weninger and he said he needs to come back to complete some work yet.
- Lots in ball diamond – two slated for re-measurement. She discussed with Maurice and it was agreed that no other lots will be measured at this time.

ACTION: If anything resurfaces in this regard it will be put on a later agenda.

- Noreen received a note from a camper. The gate fell on his vehicle and there was slight damage. She told him she would bring to meeting today and get back to him tomorrow. She will contact our insurer to see what process he needs to take. Maurice said that the gates are about 12 years old and will need refurbishing or new ones. It is probably costly to refurbish.

ACTION: Vicki will provide Noreen with insurer name/number and Noreen will contact the person involved.

- Security discussed for Sept long weekend. There were concerns that on previous long weekend security did not get to the problem areas. Barb said perhaps we dropped the ball as we did not tell them our expectations. For next weekend, there will be an orientation prior to work starting.

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ACTION: Maurice will contact Commissionaires and see if they can come for Sat/Sun of long weekend. He will also address concerns on the August long weekend. Noreen and Brad will provide the orientation session for Commissionaires.

ACTION: Brad will contact RCMP and see if a meeting can be set up with board members to discuss security issues in our park as well as things such as under age drivers on golf carts, etc. He will attempt to have meeting prior to sept long weekend and ask for their presence that weekend as well.

- Roberta brought up that there were two debit returns at main beach store with no purchases of same amount and no receipts. The first time it happened she brought to Jane's attention. It has occurred again.

ACTION: Noreen will look into it further with Jane and staff involved.

- Barb had emailed new building bylaw for review. We briefly reviewed again at the meeting. Everyone was happy with the changes. Barb and Vicki cross referenced existing bylaw with the new one. FIRST READ OF NEW BYLAW COMPLETED TODAY.
- Private side gate – Barb said she was not aware that gate belonged to private side when we last discussed having it locked now that Brian/Jane did not need access.

ACTION: Barb will attempt to meet with \_\_\_\_\_ to have a conversation about access to the park.

- \_\_\_\_\_ construction – dropped off her plans for new cabin
- Reviewed email from \_\_\_\_\_ re: concerns with new build

ACTION: Lot measuring crew will go and review on Wednesday.

ACTION: Brad will contact builder to see if there was a reason that new building is located where it is. He will do this after they go and review on Wednesday.

- Golf cart path behind "C" lot

ACTION: Get Maurice to have maintenance put posts in.

Meeting adjourned at 10:15 p.m.

Next meeting is August 26<sup>th</sup> at 7:00 p.m.