

**Emerald Lake Regional Park Meeting**  
**Sunday, April 2, 2017, @ 10:00 a.m.**  
**Minutes**

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1. Meeting called to Order at 10:03 a.m.
2. Attendance: Faye, Brad (280) Darcy (48), Jo-Ann, Don, Jasmine (0)  
Absent: Karen
3. Adoption of Agenda  
**MOTION:** To adopt agenda. Jo-Ann/Darcy. Motion Carried.
4. Review Minutes as circulated (and amended).  
**MOTION:** To adopt the minutes. Jasmine/Jo-Ann. Motion Carried.
5. Election of New Chair
  - a. No volunteers. Faye nominated Jo-Ann. Jo-Ann accepted nomination. Acclamation – Jo-Ann new Co-Chair.
6. Old Business
  - a. Food cost/profit spreadsheet. Karen – not here.
  - b. Snow Removal
    - i. Email from Roberta – felt that there was unnecessary removal of snow.
    - ii. Going to discuss at the AGM and then bring back the feedback.
7. Correspondence – None
8. Treasurer Report – Karen was not there.
9. New Business
  - a. Treasurer opening requirements.
    - i. Debbie will send request to the Board and Board will contact Karen.
  - b. Marina  
**MOTION:** After much research and correspondence and talking with governing bodies that the Board feels at this time that this project is not in the best interest of Emerald Lake but they will address any questions that anyone has about the marina.  
Faye/Farcy. Motion Carried.

- c. Review and update policies on ATV's, bunk houses, willing seasonal lots.
  - i. ATV: Let everyone know the ATV Act at AGM. ATV's are not to be on private property without permission.
  - ii. Bunkhouses: Waiting to get information from lawyers.
  - iii. Willing of Seasonal Lots: Waiting to get information back and then will bring back to discuss.
  
- d. Fire Services
  - i. Waiting for a price from Leask and Spirit Wood, need to decide primary coverage.
  
- e. Dealing with conflicts of interest
  - i. Emails will go out to everyone and Debbie shall contact the entire board.
  
- f. Chlorine pump - were the cabin owners notified of the repair?
  - i. Cabin owners were aware that they had to boil water. Bringing this to AGM to discuss not having chlorine pump in the winter.
  
- g. Grant Application
  - i. Deadline is May 1, 2017, and we are asking for cable for golf course, golf cart, and green.
  
- h. Discussion of Park Manager role and wages for seasonal employees/students.
  - i. Get a list from Debbie with all employees and their wages and let them know we are putting the wage freeze on. This year we would like it send to us so that we know. Next year we would like it send to us so that we may approve it.  
**ACTION:** Need to meet with Debbie and give her the list we compiled.
  
- i. Park Manager budget items. I.e., no money for crafts this year, sell of craft supplies instead.
  - i. See if there are volunteers that would like to do crafts. Use the craft supplies we already have.
  - ii. Up until July we have half budget on everything. She can send the budget to us and we can see it.
  
- j. Putting complete dock back at board launch.  
**MOTION:** To put a dock back but building wooden dock over at the beach. It also has to be a straight dock with no zig zags. There

has to be budget for the wood. Brad/Darcy. Motion Carried.  
**ACTION:** See where it comes out of what we have and what we would need.

- k. Park truck usage protocol.
  - i. Going to have a log book and keep track of gas, oil changes and maintenance.
- l. Maintenance Supervisor or Manager wage
  - i. Rick will stay the Maintenance Supervisor but will offer to change to contract.
- m. 2016 Minutes
  - i. The store has no minutes in place. The Minutes were copied at the meeting and given to Brad to provide to Debbie to update the binder.
- n. Todd Joyce's email
  - i. Government agency cheque for Emerald Lake, emailed and gave new contact information.
- o. Who is allowed in a Board Meeting and under what protocol?
  - i. Any person can attend a Board meeting as long as it is not "in camera."

10. Next Meeting - Budget

- a. Sunday, April 30, 2017, at 10:00 a.m. - at the lake

11. Adjournment

**MOTION:** To adjourn. Faye/Jo-Ann. Motion Carried.