



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

Draft Minutes of the Board of Directors Meeting for March 18, 2018

Directors Present:

President:	Rick Loiselle
Vice President:	Elaine Layman
Secretary:	Debbie Graham absent with regrets
Treasurer:	Robert Scantlebury
Section A:	Ken Leahy
Section B:	Ron Ward
Section C:	John Adams absent with regrets
Section D:	Henry Helin
Section E:	Lottie Legros
Section F:	Joe Tremblay absent with regrets
Section G:	Wendy McLeod

- President Rick Loiselle called the meeting to order at 1000hrs.
- **Approval of previous minutes -**
Motion to approve by Ron Ward, seconded by Rob Scantlebury. Approved
- **Approval of Consent Agenda**
Motion to Approve Consent Agenda by Ken Leahy, seconded by Wendy McLeod. Approved
- **Comments and Questions from Consent Agenda – Al Mainprize read his Manager's/Maintenance Report for the benefit of the delegates who were present:**
 - Other than the items which were on the reports
 - Water MAY be turned on for Easter this year but it will be weather dependant . If there are freezing temperatures at night this may not be possible
 - Al gave a huge compliment to Nathan and Ken for the job done on Angel Pond this off season. They worked so hard have done a terrific job - rather than taking two years for the project to be complete it is now done.
 - In the next two weeks Angle Pond will be having the final cleanup done and then the water levels will be raised.
 - It appears all the fish are gone from the main pond so Al has ordered in a load of fingerlings to stock several of the ponds. It is hoped by restocking main pond that will help kill off the bloom that has reappeared - as well the oxygenator has been put into the pond.
 - Al has found a new bathroom supply vendor and has been developing proper systems for cleaning and disinfecting the bathrooms. Written procedures for all staff to follow are also been prepared
 - We are getting quotes for the painting of all the public buildings in the park. They are all in need of paint and Al has asked for three quotes for the job. It is hopeful this could be done before opening but it may not be possible due to the time constraints of the painting companies who are going into their busy time.
 - The tennis court has some bubbles which have appeared over the winter. These should disappear when the warm weather arrives. Small fixes may have to be done at the seams but staff can do these. The courts will be powerwashed
 - Good news is that Gary has been cleared by his doctor and is back working. He is allowed to drive and Al will be working with him to ensure he is able to run all the heavy machinery.

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The Board complimented Al and the staff for the work done on Angel Pond and also Al for the work he is doing on the systems and procedures documentation. This will be of enormous benefit in the future if there are staff turnovers or illness which necessitate new people working in the park.

- **Business arising from previous meeting - NONE**

- **New Business**

- Ramps for bikes. It has been suggested by Al that we relocate the ramps to the area near the dog run. The staff can build dirt ramps which are safer for the kids and also the leave the court for basketball and the small kids on bikes. All agreed this would be a good location and probably safer.
- Playground - we have discussed replacing the playground with a "natural setting" playground and we should start this process. We have a playground expert, through Elaine, who will examine our playground for free - he is one of a few registered experts in the field. We will put up a sign asking for volunteers to map out a plan and help with the work - we have alot of the materials already, rocks, logs etc - and then can get the project started. Elaine will print out the pictures we looked at before and have them for the AGM for the campers to review. These playgrounds are much safer as there are no swing sets to fall down and most schools and municipalities are going in this direction as well.
- Al will build some more benches for the long house - these is a real need for chairs and tables for the bingo and other events. There are now motion sensor lights working on the side of the building which will help with cleanup and safety.
- The landscaper has started to do the work for the season
- AED's a check list for checking the machines will be done. The batteries are good for 5 years but a check that the unit is on and in good working order would be a good idea.

- **Correspondence - none**

- **Delegates**

A question was asked about first aid kits - we have 3 - one in the shop one in the office and one in the lower laundry building.

A question was asked about epi-pens for these kits. As the pens have a limited life they are not something we supply. If a person has an allergy which could require the pen it is expected they would have their own.

It was discussed again about the "VOLUNTEER FIRST AID" program whereby anyone with first aid training that is willing to participate would have a placard out in front of their site when they are in residence. This person must have first aid training and would need to complete a form at the office. The Park would replace any supplies used. Al will put up information on the bulletin board.

Adjourned to In-Camera meeting at 11:23hrs

In-Camera adjourned at 1300 hrs

March 2018 Maintenance & Management Reports

Maintenance Report

1. A short term repair was done to the rubber track for the mini-excavator to get it working while waiting for the replacement track. The fix allowed for the completion of the mini-excavator portion of the Angel Pond project. Final detailing and contouring of the beach area remain to be done.
2. The boulder pile from the pond access between F-18 and G-06 has been moved to the lower washroom parking area. The area between F-18 and G-06 has been tidied up and is ready for the fence to go back in.
3. The rebar and burlap concrete sacks on the pond side of F-01 have been removed. Remaining boulders and geotextile from the Angel Pond project were utilized to rebuild the shore and prevent future erosion by wave action and the activities of crayfish. (Waves on Angel Pond and crayfish building homes in the spaces between the concrete-filled burlap sacks pulled soil out from under the concrete path causing dangerous cavities to form under it. This area was taped off last summer and the bridge was removed.)
4. Concrete footings for the replacement bridge will be poured in place prior to raising the water level in Angel Pond.
5. As we bring the water level up in Angel Pond, we will be monitoring the changes made at the far end and making adjustments, if necessary.
6. Improved lighting has been installed in the Longhouse. Floodlight bulbs will be provided for the west side of the Longhouse for the purpose of after-event clean-up.
7. Parts have been cut for bridge decks and retaining walls. They are currently drying in the shop awaiting end cut preservative.
8. The replacement rubber track for the excavator was installed without issue.
9. The waterslide pumps have been removed from their pit and the rusted steel rails have been removed. The pumps have been sitting on wooden blocks since last year and it is far from ideal. The mild steel rails rusted heavily and flaked away as there is always moisture in the pump pit. Attempts have been made to control seepage into the pump pit, with limited success so far, but the effort continues. New stainless steel rails have been ordered and will be anchored to the concrete floor to support the pumps.
10. Roadside and pond perimeter raking has begun, weather permitting.
11. The Bobcat tractor has been serviced.
12. After the snowfall and cold weather around February 18, the algae bloom in Main Pond was severely stunted, however, it is now back to the same level as was mentioned in the February report. I am planning to install our device in Main Pond very soon, to see if it will affect the bloom. Continued use of the algaecide simply changes the nature of the problem at this point, from surface algae to increased sludge.

Management Report

1. Gary has returned to work.
2. The substantial majority of the Angel Pond Project is now complete. Nathan and Ken deserve much of the credit for getting it done in a single season.
3. Lighthouse Community Hall has been booked for the AGM.
4. Footprints security has been contracted for the 2018 season, with some adjustments based on previous year incident reports and occupied site counts.
5. Pacific Arbor Care has been contacted to begin the annual tree work, but we have no firm date yet.
6. On March 14 the park had an MoE Compliance check. Travis Kurinka visited the park to do an inspection of our facilities. There are a few things of note that came up during his inspection. We had a missing parameter in our quarterly testing of the Mill/Dog pond, it has now been added to the test list. There were missed tests in 2016 he inquired about. Hours were spent going through paperwork and emails. I determined that the missing tests were already covered under the previous warning letter and through emails between Ken Wilson and Jack Green (MoE). I emailed the relevant information to Travis Kurinka in the afternoon of March 14.
7. It is my opinion that we hire (or re-hire) a company to oversee the management of our wastewater system. While I am able to take the samples for testing, managing the system is a considerably more complicated task requiring skills and training that I don't have. Where this is most important is in maximizing the lifespan of our fields, which involves monitoring the biomat formation and permeability of the drainage media. Drainage field failure results in a very expensive repair. The question here is do we have Rock Creek Environmental come back (if they're even interested), or do we hire a new company? I believe we should be striving for a 'best practices' level of management for the wastewater system and not just meeting minimum requirements.
8. Telus has not yet come in to run the PureFibre line to the office, nor to remove the phonebooth. I will be contacting them for an update on both items.
9. Water tests continue to return with excellent results.
10. Maintenance and Hydro payments continue come in.