



# SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

## Draft Minutes of the Board of Directors Meeting for September 16, 2018

### Directors Present:

President:	Henry Helin (D07)
Vice President:	Elaine Layman (G13)
Secretary	Debbie Graham (B05)
Treasurer:	Robert Scantlebury (A-19)
Section A:	Ken Leahy (A20)
Section B:	Dave Clark (B04) - absent with regrets
Section C:	John Adams (C48)
Section D:	Teresa Nielsen (D37)
Section E:	Lottie Legros (E21)
Section F:	Doug Hogg (F23) – absent with regrets
Section G:	Wendy McLeod (G14) – absent with regrets

3 campers present

1. Henry Helin called the meeting to order at 1000 hrs
2. **Approval of Consent Agenda** – moved by Lottie Legros, seconded by Ken Leahy the agenda be approved as circulated. Carried
3. **Treasurer** – bottle/can recycling will likely come in between 3-4 thousand for the social club for this season. There was discussion about meeting our budget projections this summer – we are pretty much in line with that.
4. **Social Committee** – no report
5. **Maintenance/Manager's Report** – A Mainprize read through his report for the benefit of the delegates present. Report is attached. Of note, the resort has hired Shaun ROBSON as a new staff member. Welcome!
6. **Business arising from the Minutes** – none
7. **Correspondence** – none
8. **Old Business**
  - a. No update on the playground at this time
  - b. Packages for new owners – this is being worked on by a committee and will be followed up on.
9. **New Business**
  - a. **Soccer nets** – both frame and netting need replacing – Robert has some info and will be looking into costs etc
  - b. **Outside ashtrays** – Robert says several campers have suggested outdoor ashtrays be placed in strategic areas within the park to help deal with fire hazard and littering issues. Robert is going to research and report back to the board
  - c. **Trash and Recycle bins** – again, more should be strategically placed in the park.
  - d. **Store outdoor furniture** – the board wants to look at replacing the outdoor furniture in front of the store – research to be done.



## **SPIDER LAKE SPRINGS CAMPERS ASSOCIATION**

- e. It was suggested some of the above noted costs be taken from the Social fund. The Board will liaise with the Social Committee and report back.
- f. **Oxygenator for Larry's Pond** – John Adams asked the board to consider purchasing an oxygenator to be used full time for Ryan's pond so it does not fall back into its old condition. The equipment is expensive and repairs costly – Manager Al Mainprize will do a breakdown re effectiveness vs cost vs alternate options and advise.

### **10. Delegates**

- a. E03 – her neighbour's electric post wobbles – whose responsibility is it to replace/repair? It is the responsibility of the lot owner. Al suggests re-enforcing the post rather than replacing if possible.
- b. Our social media rep Julie states the new rules/regulations are online as are all applicable forms. She will post an announcement about our new hire.

Meeting adjourned at 1048 hrs. **Next meeting to be October 21, 2018 1000 hrs in the store.**

## September 2018 Maintenance Report

### 1) Treatment Plant Issues: all have been corrected

- parts of the plant not functioning as designed
- flow meter not functioning
- pumps operating for long periods of time

Incorrect timing of an important operation permitted sludge to build up, until it began to infiltrate the pump chamber. The timing has been corrected to ensure there is not a repeat of this situation.

It was necessary to force the system to re-process a 12' deep compartment (13, 250L), 4" at a time with a 30 minute recovery period. This took several days to complete.

The effluent in the pump chamber at the septic field has been checked for clarity every 2-3 days and at last check, is visibly clear, very pale yellow-tan and consistent through the full 1.2m of depth, exactly as it should be.

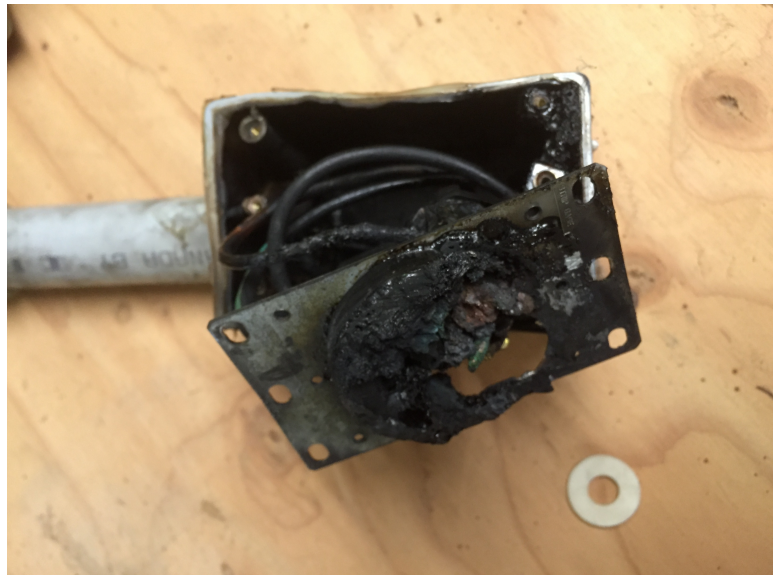
The flow meter did not function while installed, but tested fine on its own. The flow rate was calculated using a minutes/inch observation at the septic field and determined to be just under 5 gallons per minute, with a flow velocity below .5 feet per second. Both numbers fall below the minimum operating specifications of the flow meter. At such a low flow rate and velocity, the possibility of solids settling out and eventually constricting the line was considered quite high. The line was flushed, which took some time as its calculated volume is 2500 gallons (~9500L). Once complete, the system was restarted and the flow meter functioned as designed.

This situation has led to a planned re-design of the pipe work leaving the plant. It will include a 3"-4" diameter 'quick flush' line allowing us to flush the line backwards into a lift station instead of forward into the septic field pump chamber. This way any settled solids will be re-processed instead of being sent to the septic field.

- 2) The waterslide pool has been drained, cleaned and pressure washed in preparation for another paint application, unfortunately the weather has not co-operated with us so far.
- 3) The majority of the waterslide components have been put away (signs, seat, hoses, etc.).
- 4) All sprinkler systems have been shut down.
- 5) The shop yard is being re-organized, cleaned and tidied up.
- 6) Oxygenator has been stored for the season.
- 7) Several of the drainage lines that enter Main Pond have been located and opened up after discovering they were plugged up with moss and roots.
- 8) Both well houses have been stained with Sunfast; they were accidentally missed and not part of the painting contract from earlier this year.
- 9) The process of cleaning the room at the security / maintenance site has begun; the carpet has been removed and disposed of; the ceiling has been cleaned with a citrus degreaser. Likely next step will be to place an ozone generator in the room for a couple days. The opening has been boarded up to protect it from weather.
- 10) The large Shelter Logic structure at the shop has suffered an end to end tear in the main cover.
- 11) Repaired one of the dryers at the lower facilities: Part of the timing mechanism had come loose and was permitting free use.

## September 2018 Management Report

1. The courses for both Small Water Systems and Small Wastewater Systems have been completed. The certification exams will be scheduled for sometime later in the off-season. I will continue to study the course work in the meantime.
2. Telus has installed the drop line from the gate to the office. This brings us one step closer to having a line-based high speed, high bandwidth internet service at the office.
3. A new staff member has been hired, Shawn Robson, to fill one of the vacant positions; Natalie is working Saturdays through September.
4. The lower well (Well #2) has been closed up for the season; it supplied about one million litres of water over July and August.
5. I spent considerable time working at the treatment plant after receiving our sample results for August. See maintenance report for details.
6. Potable water test results continue to be excellent.
7. Electrical concerns: It is imperative that campers visually inspect their RV receptacle and plug at least once per year (more often would be better).
  - Check for any heat damage, discoloration on the blades of the plug, and melted plastic parts.
  - Run the plug in and out of the receptacle several times (exercising the connection) to clean off tarnish, corrosion or patina.
  - Purchase an RV AC wall receptacle volt-meter. Inform staff of any low voltage readings (site, date, time and voltage reading).



Above: An actual receptacle from one of our sites. The photo is to emphasize the importance of regular visual inspections.