



# SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

## Draft Minutes of the Board of Directors Meeting for October 18, 2020

### **Directors Present:**

President:	Dave Clark (B04)
Vice President:	Teresa Nielsen (D37)
Treasurer:	Robert Scantlebury (A-19)
Section A:	Ken Leahy (A20)
Section B:	Justine Scott (B5)
Section C:	Petty Wong (C39/40)
Section D:	Bill Mitchell (D38)
Section E:	Lottie Legros (E21)
Section F:	Doug Hogg (F23)

### **Directors Absent**

Secretary	Joanne Boomer (C42)
Section G	Cheri Doney (G23)

No delegates were present.

1. President Dave Clark called the meeting to order at 10:02am.
2. **Approval of Agenda - Motion** to approve Agenda by Ken Leahy, seconded by Teresa Nielsen. **Approved.**
3. **Approval of previous meeting minutes of September 20, 2020. Motion** to approve minutes by Ken Leahy, seconded by Doug Hogg. **Approved.**
4. **Treasurer's Report** - Robert Scantlebury's reports were circulated to the board. (copies can be found on the store bulletin board). Moved by Rob Scantlebury, seconded by Justine Scott.
  - Accounts payable larger as payroll taxes were submitted.
  - Financials are straight forward and the park is in good shape.
5. **Park Manager's Report** – Brian Lamb's report was circulated to the board. Report attached.
  - Request from an owner for variance of the rules has been denied, rules will be maintained.
  - Upper washrooms (with showers) will remain open 24/7 during the off season with posted closure times for daily cleaning.
  - Upper laundry room remains open.
  - Lower washroom and laundry room are closed during the off season.
  - New employee Jeff working well. Ken may go to three days per week in the near future.



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- Roto Rooter quote for the contract to perform mandatory testing of pumps and submitting of reports to the Minister of Environment. During camping season testing would be done monthly, off season testing would depend on how often it is needed. Quote was \$3,926, this is an annual cost for maintenance and the costs are part of maintenance. This service is required to keep the park in compliance and none of the staff is ticketed to do these tasks.
  - Roto Rooter submitted an additional quote for upgrade of septic tanks including the cleaning of the filter system, which was found to have an excessive build up of solids and installation of trash tank. Quote estimates cost of \$20,185.20 and would be completed by Christmas. **Motion** to move forward with the work using contingency funds. Moved by Rob Scantlebury, seconded by Ken Leahy. **Carried.**
  - Tree removal. Arborist from ATF Tree Service came to inspect the park for dangerous trees. Thirty-three sites had dangerous trees. Quote came in at \$17,240 including GST to remove the dangerous trees. Removing these dangerous trees now would lower the risks in future and therefore would lower future expense in regards to tree removal. Site owners who have dangerous trees on their sites will be notified. Non dangerous trees can be removed at owner's own expense, Arborist charges \$200 per hour. Moved by Doug Hogg, seconded by Lottie Legros. **Carried.**
6. **Busines arising from Minutes/Old Business**
- No business arising from Minutes, no old business.
7. **Correspondence**
- All emails sent to Joanne Boomer, Secretary to the Board have been answered.
8. **Standing Committee Reports**
- Social Committee  
Justine Scott will be the Board Liaison for this Committee.  
Tracy Zavik and Cherise Webb are members of this Committee.
  - Bylaws Committee  
Teresa Nielsen will chair this Committee. Teresa will email Board members up-to-date Bylaws.
  - Budget Committee  
Rob Scantlebury will be chairing this committee
9. **Working Committee Reports**
- Types of Boards  
Teresa Nielson and Cheri Doney are working on this.
  - Future Planning Ken Leahy and Doug Hogg to chair this committee. Ken to submit ideas for future planning. An email will be sent to all owners asking for ideas for future planning of the park.
10. **Delegate Question/Presentation**
- No delegates were present.
11. **New Business**
- Board email address concerns. Tabled to November meeting.



## **SPIDER LAKE SPRINGS CAMPERS ASSOCIATION**

Meeting adjourned at 11:43am.

Next meeting will be November 15, 2020.

No In Camera meeting.

### **October 2020 Park Manager's Report**

- \*Break in front gate has been repaired - new piece welded in and reinforced.
- \*Sprinkler system at the longhouse has been installed.
- \*Retaining wall and fence at the waterslide hill has been installed and 2 coats of stain applied.
- \*Several trees leaning towards roadways have been removed by staff.
- \*Trees along the fence line on the main playing field have been pruned back.
- \*Arborist toured the park. Tree removal should begin within 2 weeks.
- \* Serviced three transfer station pumps due to string ball plugging.
- \*All new site inspection requests are completed.
- \*Upper washrooms (with showers) will remain open during the off season.
- \*Upper laundromat will remain open during the off season.