

MINUTES
Steep Rock Beach Park Board
Meeting
Restaurant at Beach
August 20, 2018 – 9:00 A.M.



Attendance: Evelyn Gunther, Allan Springer, Larry McDonnell (Mackie), Tony Dyck, Rodney Brown, Dan Meisner

Absent: Trevor Gabbs, Lana Gabbs, Diane Price

Guest: Lana Cowling-Mason

Recording Secretary: Maggie McDonnell

Call to Order: The meeting was called to order by Mackie at 9:02 A.M.

Management Report: Presented by Board Members who have been providing coverage while managers were absent

- Managers back to work part time but will be away again Tuesday to Friday (August 21-24)
- Board members required to provide security (Allan volunteered for this week)
- No security problems over the last absence when board members were covering
- Some maintenance issues have come to light
- Allan and Mac fixed the gate
- Beach shower is operational
- Leased truck was driven into a BBQ pit and was damaged. Reported to Road Runners (Rodney to follow up)
- Heated storage for supplies needs to be arranged for fall (Mac to do so)
- Maggie and Mac to run chase the ace August 24

Business arising from Management Report:

- Discussion held regarding payment of management wages while absent
Moved by Evelyn, seconded by Tony. Management will be paid during their requested leave of absences ending August 24, 2018. All in favor. Carried
- Advertisement for new managers (Around Town, Express & Spectator)
- Discussion led to the following statement:
 - Steep Rock Beach Park Board requires the services of a Contract Manager of the park.
The scope of Work includes public relations, campground operation, park office, employment and supervision of staff, repairs and maintenance, chlorination system, garbage removal. Interested parties should request a full description of

the work involved. Inquiries can be made by email: Board@SteepRock Beach.ca or call the chairperson Mac at 204 314 0999.

Applications will be kept in strictest confidence and should be submitted by September 30, 2018.

Contact proposal including key contact person, contract value and summary of skills required to meet the scope of work is to be provided.

Review of Agenda:

Addition of the following items:

Itty Bitty Bash

Accounts Receivable

Facebook BYOB

Storm

Correspondence

Site Damage Deposit

Financial Report:

Statements were sent to two delinquent accounts

The August Revenue and Expense projection report was reviewed by the treasurer. The financial report was moved to be accepted by Rodney, seconded by Danny; All in favor. carried.

Old Business:

- **Manager contract Proposal:**

The meeting which was to be arranged to discuss financial numbers was declined by management

Management advised the chairperson verbally that they would not be returning after their contract expires.

- **Marina Channel**

Paperwork needs to be filled out and work completed in October of 2018.

Request for tenders to be arranged.

- **Minutes on Website** Evelyn is posting the minutes

- **MLCC**

Roy quit & Paul assumed the duties of serving liquor in the lounge as he carries the proper accreditation along with a second employee.

No contact to date from MLCC.

New Business:

- ITA nominations to be filled out and sent in by August 30

- **Accessibility Training**

Everyone booked in; Al, Tony Diane, Evelyn, Rodney & Danny for September 6, 2018

Mac & Maggie already trained

- **Itty Bitty Bash**

Silent auction revenue will be turned back to the Camper's Committee.

As management declined to attend or run the Bash, it has fallen to the Board and Camper's Committee to organize the event.

- **MPI Hail Damage**

Campers must submit their own claim before an adjuster will come out.

- **Correspondence**

Email from Jennifer Elyk about her camping fee payment was reviewed and determined that it was handled correctly according to current policy.

Discussion followed about piggy back camping fees and gate fees. The policies will be reviewed prior to the next camping season.

- **Site Damage Deposit**

Management had brought the need for an increase in this fee to the Board's attention early in the season. Seasonal campers were pulling out without doing any cleanup, not worrying about the hundred dollar refund. In some cases it cost far more than the \$100 to restore the campsite to its original condition. As it is impossible for a "landlord" to obtain reimbursement for damages from a "tenant", the Board decided to increase the **REFUNDABLE** site deposit to \$200.00.

Moved by Allan, Seconded by Tony. Site damage deposit are to be increased to \$200.00 per site. (Refundable when lots are given up.) New seasonal campers will be required to pay the new fee. Existing seasonal campers will be required to pay the additional \$100.00 by April 1, 2019. All carried, Information to be put in Beach newsletter and included in fall statements.

- **Lot Development**

Discussion ensued regarding the development of new bay of 24 lots this fall which would remain unserviced until it is financially viable to install hydro and water.

Moved by Rodney, seconded by Tony. Board should go ahead with the development of the 24 unserviced lots in the new bay. All in favor. Carried Danny to seek quotes.

Accounts Payable: The current bills were presented by the treasurer and reviewed by 2 directors. Rodney moved to accept the items, Allan seconded; carried.

Next Meeting: September 17 at 7:00 PM at the RM office

Adjourn the meeting: Adjourned at 1:05 PM

Approved:

Date: Sept 17/2018

Director: 

Director: 