



SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

Draft Minutes of the Board of Directors Meeting for June 17, 2018

Directors Present:

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| 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) |
| 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) |

14 delegates were present

1. President Henry Helin called the meeting to order at 1001 hrs
2. **Approval of Consent Agenda** – moved by Lottie Legros & seconded by Wendy McLeod the agenda be approved as circulated. Carried
3. **Approval of AGM minutes** – moved by Rob Scantlebury & seconded by Ken Leahy the AGM minutes be approved as circulated. Carried
4. **Treasurer** – Robert Scantlebury highlighted the painting expenses came in at \$21,903.00 and the second instalment was made on the landscaping.
5. **Maintenance/Manager's Report** – was circulated to the board – Al Mainprize went over the items for information of the delegates. Report is attached.
6. **Business from the Minutes** – none
7. **Correspondence** – our webmaster Julie Carter had forwarded a document for board review to help get the awareness of our social media presence out to the masses. Julie's time and efforts very appreciated and this document will be posted on the bulletin boards throughout the park. Please have a look!
 - a. In addition, our Property Tax notice was received in the mail. Robert is happy to announce our payable amount went down from \$46,000 to \$42,000
8. **Introduction of Board Members** – each board member introduced themselves to the board and the delegates. Welcome and thank you to all!
9. **Old Business**
 - a. **Open House** – date and time of Saturday June 30, 10:00 am was decided on for our next open house. This will be held at our Long House. Elaine will do up a poster for Al & Julie to post throughout the park and on social media
 - b. John Adams asked about the “no casting” sign for Ryan's Pond – Al has this in his shop and will get same put up.
 - c. John Adams also asked about a trailer in the overflow parking – parked too long and is poor condition – our manager will address.



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- d. No parking signs – Al acknowledged that several of the smaller projects are being delayed due to other larger ones taking priority. This issue to be address in camera.

10. New business

- a. Next week Elaine will send out confidentiality and conflict of interest forms to the board members for completion and return.
- b. Elaine will also forward the proposed Board Manual to the new board members – all members are asked to review so that it may be finalized.

11. Delegates:

- a. A06 – there is a tree on common property near this site that has now become a hazard. Al has been in touch with the arborist and he is returning to address the matter
- b. A01 – is aware the board has concerns with his new sleeper unit. Matter to be discussed in camera and then reviewed with owner.
- c. D36 – asked that the notices posted at the store also be posted at the lower washroom as not everyone makes their way up to the main building. Julie Carter has volunteered to take on this task.
- d. D36 – is Natalie coming back to work this summer? Yes
- e. **Speeding** – numerous delegates participated in discussions with regards to speeding. Suggestions for improvement: D36 - speed bump between the lower washroom and Angel Pond; D01 – trim the arbutus tree just inside the gate as the limbs are blocking view of the sign.; how do we get owners to accept accountability for the guests?; a visitor sheet handout will be available for all long weekend; E04 – a reminder needs to go out that the speed is also 5km when leaving the park as well; Al is in possession of a number of new speed signs to be posted and as well the radar gun will be utilized again. Consequences for speeding are outlined in our Rules and Regs. There was obvious frustration from everyone in attendance. Our webmaster is going to take snippets of the bylaws and post on a rotating basis – speeding will become a highlight. **It is important to note that your dollars are being spent on speed bumps, signs and staff hours. Slow down and save us some \$\$!**
- f. F27 – the recycle bins, what can go in them? Al advises that from now on only corrugated cardboard may be placed in the bins. Please note the green bin at the lower washroom is for garbage. Our supplier has gone with a new color. The bins are for garbage unless stated on them otherwise.
- g. F27 – is there more sand for Angel Pond? Al has order the sand and is just waiting on delivery.
- h. D01 – pond raking – what is to be done with the debris? Please let park staff know and they will arrange for removal.
- i. Pond conditions – there is no easy solution – Nathan has a business in aquaculture and is looking at other possible solutions. The hope is to find a long term solution, not just one for the moment.
- j.

The meeting was adjourned at 1107 am. The next board meeting will be held on July 15 at 1000 hrs in the clubhouse as the store will be up and in operation by the next meeting.

June 2018 Maintenance Report (Includes items from the May report at the AGM)

- 1) The season of regular chores has begun, staff hours are now primarily used for cleaning and park maintenance, except when necessary to expedite high priority tasks.
- 2) The sprinklers have all been turned on and programmed to ensure that only one set of sprinklers in the park is active at any one time.
- 3) The hot dry spell in May was quick and unexpected, as a result, the main field dried out very quickly, and the sprinklers were ineffective. They tested fine initially, however, failed to come on as programmed. The timer was found to be faulty and was replaced.
- 4) Plug aeration was attempted, but unsuccessful due to heavy moss and thatch. The grass areas are in need of considerable remediation; water and fertilizer are not the only things grass needs, but that is all they have had for quite some time.
- 5) The Main Field was power raked (gas powered flail style rake 22" wide). This turned out to be an enormous undertaking. Two passes were made of the field, with each one being a 10km walk pushing and being pulled by the rake. Each pass took around 8 hours to complete, not including picking up the material. The amount of material pulled out of the field was massive, our 48" mower was filling up in under 1000 square feet (the main field is nearly 60, 000 sq.ft.), on both passes of the power rake.
- 6) Soil samples were taken from the Main Field and the results were no surprise, low pH (making growing conditions ideal for moss) and no available Nitrogen. A total of 2500kg of lime will be necessary to correct the pH, this will be done over time with the first addition of 1000kg having been completed already. A light application of fertilizer has been made as well as some over-seeding.
- 7) The sprinkler system is being mapped and analyzed. This something that has not been done but is necessary for efficiency. The flow rates of each sprinkler head and each sprinkler set will be calculated to ensure they are functioning within the ideal ranges of pressure, spray diameter and water volume. These are all very time-consuming projects that were not planned for this year.
- 8) The waterslide surface has been pressure washed in preparation for inspection, repair and opening. The waterslide pool has been pressure washed, scrubbed with citrus degreaser and rinsed for another coat of paint to be applied to the walls. The coping will also be painted. High contrast strips (in white) are still required for the stair edges and along the middle of the pool to separate the active and safe zones.
- 9) The waterslide pipe that was sheared off due to a failure of the lifting hook has been repaired. After much thought and consideration the repair method ultimately selected was to remove the remaining PVC sewer pipe from the concrete wall, clean out the hole and grout in a new piece of PVC drain pipe. The drain pipe has a slightly heavier wall which would allow a 'magic mend' to be used should anything like this ever occur in the future. 2-part polyurethane sealant (for below the waterline) was used on both sides of the wall to ensure a good seal. Both waterslide pumps are situated on the new stainless steel rails which are fastened to the concrete floor with stainless steel hardware.
- 10) Gravel speed bumps have been serviced and locations for many more have been determined. The intention is to install them in the next week (they should be in place before the meeting); UPDATE: Many of them have been installed, we are now awaiting delivery of more aggregate.
- 11) The cause of a mysterious puddle in F-section, on Whitby Way, has yet to be determined. A definitive identification of whether it is potable water or ground water has not been possible, although timing suggests it is tied to our water system. Sprinklers and sprinkler systems have been turned off as suspects, without affecting the puddling.

No visible leaks in the system have been observed in the area around the puddle. Activation of portions of the original water system via Y-splitter is being investigated as a possible source. All green valve boxes in the area are being inspected to ensure there are no leaking valve assemblies that might be invisible contributors to the issue.

- 12) One of the two main pressure pumps for the water system suffered catastrophic electrical failure in May, it was removed from service and replaced with our complete stand-by unit. A brand-new complete pump and motor assembly was ordered and has since been delivered. As a note for camper information, we keep fully functional replacement parts for most of the park's primary infrastructure on-hand at all times.
- 13) A 120 gallon retention tank was ordered and is now awaiting installation at our second well. The purpose of this tank is to increase the mixing volume and contact time of the chlorine as it is injected into the water being pumped from the well. This will improve the consistency of the chlorination at the lower well and help reduce chlorine odor spikes and chlorine flavor spikes in D, F and G sections during peak water use periods.
- 14) The oxygenator has been moved to Larry's Pond.
- 15) Aeration at the Dog Pond has been activated.
- 16) Angel Pond aeration has not been activated due to broken components under the valve box on the beach, this will be repaired when time is available to do so.
- 17) There are many outstanding cosmetic tasks throughout the park that have had to be put on hold as staff hours are being allocated to high priority tasks; rest assured that these deficiencies will be addressed as staff hours become available, but it may take some time.
- 18) The highest priority item currently on the active list is preparing the waterslide for opening.
- 19) The geese have returned and as has been the same year after year in the park, there is little we can do beyond discouraging their presence and cleaning up after them. One of the adult geese is very aggressive, please be cautious around all of them. Staff will clean up when possible, but there are currently other, higher priorities. This could be a volunteer job; the park would supply tools and buckets, and dispose of the waste.
- 20) There has been considerable growth of aquatic plants in the ponds, there are several varieties that I have not observed here prior to this year, or are in a stage of their life-cycle I have not previously observed. Staff are not able to address or affect the growth of the aquatic plants in any of the ponds beyond our current control methods utilizing the Gaia Water Systems Oxygenator and our algaecide treatments. One option for dealing with the aquatic plants is manual removal, but it would have to be a volunteer and staff coordinated task. Staff is only available to remove piles of organics from around the ponds, volunteers would be required to do the actual removal of the plants. This comes at a price, however, while manual removal gives an immediate result it also increases the opportunity for seeds, spores and rooting tissue to take hold and grow later. Put another way this would look good now, but could make the problem worse later. We are not able to control the quality of the water that enters our pond system from ponds and streams on the properties above us. This high variability results in water conditions far beyond our control and beyond our ability to monitor and adjust in any meaningful or effective manner. The ponds are a natural system and will vary from day to day, month to month, and year to year; while there are options available to us, the fact that our ponds are flow-through presents treatment problems:
 - any treatment added to the water must be continuously added, at a continuous product cost and staff time cost
 - drastic alteration to the water chemistry can affect the current natural balance of the

ponds, resulting in unpredictable consequences days, weeks or even months later

I am not a biologist so there may be things I have wrong, but I have been working here for over 9 years and have seen the ponds on a near daily basis, through all of the seasons. I have seen the results of dredging, both good and bad. I have seen the high variability of the incoming water. I have seen the results of chemical treatment, addition of biomass in the way of thousands of crayfish and hundreds of fish. I have seen the worst of the algae blooms; the very worst occurred the summer after several of the ponds were dredged the previous fall. The one constant in all of this is that no matter how much money is thrown at trying to solve what are perceived as problems, the result is never as good as expected and doesn't last. I am open to comments, suggestions, but what would be truly helpful, is an educated professional, with a portfolio of successful projects in large pond or lake management. Any assistance in locating someone or a local company with that type of expertise would be welcome.

June 2018 Management Report

- 1) The radar gun is available, functioning and will be in use this summer. In all but the most severe speeding infractions it will be used to educate drivers on their actual speed before being deployed for the purpose of full enforcement of the speed limit. The observed speed of drivers in the park so far this year is atrocious and absolutely unacceptable. I have had to resort to yelling at people to slow down as they come down Hendrickson Road, and that shouldn't be necessary. In response to this observation and the concerns of a number of campers a considerable number of speed bumps have been installed throughout the park (this is referenced in the Maintenance Report).
- 2) I have enrolled in and been working on two courses required for small water system operators and small wastewater system operators. They are basic courses but satisfy the MOE requirement for the day-to-day operation of a small wastewater system and VIHA recommendations for the day-to-day operation of a small drinking water system with chlorine disinfection. After completing the courses I will take the EOCP certification exams for both systems.
- 3) As a result of knowledge gained from the above-mentioned courses, there is much more office work required to ensure we are compliant with all applicable Acts, Regulations, and best practices for management of the water and wastewater systems. SOP's for *possible* emergency situations for all of the systems need to be written after identifying them. Inventory of all equipment at each facility and what we have on-hand for repair and replacement is required. This will also include all installation and operation manuals for that equipment.
- 4) Gate cards have been ordered, as we are down to 15, I am awaiting delivery, ETA anytime.
- 5) A ColorQ colorimeter for the waterslide has been ordered, with an additional 100 test tablets for each parameter. The use of a colorimeter removes the subjective aspect of using color comparators. This is intended to improve the accuracy of our testing results as obtained by different individuals throughout the day. The test tablets have a 3 year shelf life compared to the one year shelf life of the liquid reagents used in our existing test kit.
- 6) The well inspection scheduled for June 13 (today) was without any major issues. There are a couple minor maintenance items that need attention. Bentonite Clay or clean native clay to seal the gap between the well and casing at the lower well (Well #2), and to tighten a bolt on the hygiene seal on the upper well (Well #1). Our wells are compliant with the Groundwater Protection Act.