



# SPIDER LAKE SPRINGS CAMPERS ASSOCIATION

## Draft Minutes of the Board of Directors Meeting for February 18, 2024

### **Executive Present:**

Lottie LeGros – President

Teresa Nielsen – Vice President

### **Directors Present:**

Ken Leahy – A

Justine Scott – B (via ZOOM)

Petty Wong – C

Bill Mitchell – D

Laura Geberdt – E

Doug Hogg – F (via ZOOM)

Cheri Doney – G

### **Executive Absent:**

Rob Scantlebury – Treasurer

Joanne Boomer – Secretary

### **Guests:**

Brian Lamb – Park Manager

Two Delegates were present.

1. President called the meeting to order at 10:15am.
2. **Approval of Agenda** – with one addition, agreed by all.
3. **Approval of previous meeting minutes of January 21, 2024. Motion** by Ken Leahy, seconded by Teresa Nielsen, to approve minutes. **Approved.**
4. **Business arising from Minutes/Old Business**
  - Vehicle Identification Tags (previous discussions called them parking passes). This was a round table discussion. General approval in principle however much discussion around exactly how to administer them. The main issues around parking are in the overflow parking areas. **Motion** by Laura Geberdt, seconded by Bill Mitchell, to explore more costs/options and move forward to next meeting agenda. **Approved**
  - Garbage Bins. Brian will move the bin that currently sits in the overflow parking near the tennis courts closer to the office. It will be locked except when needed at busy times. This should cut down on the illegal dumping. Security cameras have been placed at the bins.
5. **Treasurer's Report** - Robert Scantlebury's report was circulated to the Board. (copy can be found on the store bulletin board). **Motion** by Ken Leahy, seconded by Petty Wong, to accept the financial statements as presented. **Approved.**
  - No unusual items included in the submitted reports.
  - Payments for 2024 site fees have been coming in and we now have the cash flow to cover expected expenses until the April 30 payment deadline.
  - Income Statement now includes the 2024 Budget amounts approved. The Balance Sheet and Income Statement should be posted on the bulletin board.
  - Directors & Officers Insurance for 2024, received quotes for both SLSCA & SLSHI at the same costs as 2023. Rob has instructed our company to renew these policies for the coming year.
  - 2023 T-4's for employees have been completed and filed with CRA.
  - 2023 WCB Annual Report has been filed and paid.
  - No update from Sabo, Jang & Co. about possible T3 filing requirements. Rob will contact them when he sends in our SLS year end data.



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6. **Park Manager's Report** - Brian Lamb's report was circulated to the Board.
  - New security/maintenance staff starting February 21. He will be moving in to Ken's former site.
  - Mechanic has assessed the excavator, found one minor issue worth addressing, will cost approx. \$150 for parts, Brian to work with seller to resolve. Will start program of maintenance once purchased and usage begins.
  - Water restrictions will go into effect at the time that a camp fire ban becomes effective. Brian to provide written list of usage regulations (to be taken from manual created for VIHA) to be communicated to owners via the website and newsletter so campers know what the restrictions entail.
  - Current license to operate waste water (septic) system is expiring. Renewal application process is underway.
  - Back of E section lots bordering Pine Ridge property have been pinned and marked. Property owners who have encroached outside of the lot line and into Pine Ridge property will be provided written notice to bring their fence lines, etc. into compliance by April 30. Cost recovery fees will be assessed should SLS staff need to complete any of the work. Garbage clean-up warning will also be provided to site owners where garbage has been dumped in the private property behind their sites. Copies of these letters will be provided to E Section Director and the President.
7. **Correspondence**
  - One email from an owner asking about the rules around loud games being played will be answered by the Park Manager.
8. **Standing Committee Reports**
  - **Rules & Regulations/Bylaws Committee** Call for volunteers has gone out.
  - **Store Committee** Last season went well; Lottie will be implementing more inventory procedures. Teresa Nielsen and Donna-Marie Lamb will continue on the committee and Teresa will put out a call for more volunteers.
  - **Social Committee** No report. Laura has received proposal from a camper for an event, will take it to Social Committee chair.
9. **Working Committee Reports**
  - **Fines Committee** As requested by Cheri Doney, motion to dissolve the committee and table for future consideration by Doug Hogg, seconded by Bill Mitchell. **Approved.**
  - **Pond Committee** No report.
10. **Delegate Question/Presentation**
  - Bonnie C12, attended to discuss policy regarding dances for upcoming camping season. Board advised discussion will commence at future meetings and in consultation with the Social Committee.
  - Bonnie also questioned if SLSCA could consider charging a fee to site owners for guest units. The Board advised this has been discussed in the past. It has been a controversial issue. Our Rules & Regulations does allow the Board to implement such fees. There would be many issues around implementation of such a fee. It was suggested to Bonnie that she ask that this be added to the 2024 AGM for discussion by members.



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### 11. New Business

- Petty proposed volunteers could hold information sessions for new campers around rules and camping tips. This could reduce issues that arise for the staff.
- Board members have keys to the fire exit gates. Park Manager, Brian Lamb will show Board members where the fire exits are located.

There being no further business for the good of Spider Lake Springs Campers Association, **Motion** by Lottie LeGros, to adjourn at 12:29pm.

In Camera Meeting started at 12:30pm and adjourned at 1:00pm.

Next meeting will be March 17, 2024 at 10:00am in the park.

### Manager's Report for February 2024

1. VIHA requested a drought plan to be sent in. This has been completed and sent.
2. Protocol has been set in place in the event we should lose our water according to Provincial guidelines.
3. We also have established protocol for the drought season and long weekends that has to be strictly enforced to ensure maximum water pressure.
4. Paul, from Pine Ridge has reached out with concerns of dumping of waste items on his property along the back of E block. There is no common area between Pine Ridge property and Spider Lake Springs property. Plan in progress to clean up the area, and access whether we bill the individuals that may be responsible.
5. Continuing park clean up after storms, tree removal has been slow but still in progress.
6. Flower boxes have been filled with spring bulbs.
7. Any site wishing to purchase firewood from us should send an email to me. Please no verbal communication with so much on the go its to hard to remember who wants what. This will also be required for those who want gravel. Price for firewood is \$150 unsplit or \$175 Split per dump trailer load. Gravel is \$50 per yard.
8. Company truck has been service and necessary repairs have been completed.
9. Donna-Marie posted on job indeed, we received several applications. She has completed preliminary interviews to define expectations and demands of the job on my behalf. She has set up 4 successful candidates for one-on-one interview with myself and Jeff. We received only 1 person of interest from the resort for the job posting and they were limited on what days they could work.
10. Excavator mechanic will be attending resort Tuesday February 13. Hoping to have final report for the board by the board meeting.