

**Board of Directors Meeting at Pine Lake Campground held in the Board Room on
Saturday March 9, 2024 – 9:00 a.m.**

***Minutes to be approved at the Board of Directors Meeting on
April 13, 2024 – 9:00 a.m.***

Present: Rick Drummond, Steve Huff, Nancy McNaughton, Brenda Bray, Serf Koebel, Doug Carson, Dave Schieckoff, Christine Lehmann, Recording Secretary.

Absent: Jamie Legault and Brenda Wilson

1. Meeting Called to Order: 8:50 a.m.

The President opened the Board Meeting. He then asked if all Directors were in good standing (yes) and based on our agenda does anyone need to declare a conflict of interest (no).

2. Motion: To excuse Jamie Legault and Brenda Wilson from the meeting.

Motioned by: Dave Schieckoff; Seconded by Steve Huff All in favour **Motion CARRIED**

3. Motion: To approve the Minutes for the Board Meeting held on Saturday, February 10, 2024 (44-02-a).

Motioned by: Steve Huff; Seconded by Nancy McNaughton All in favour **Motion CARRIED**

4. Motion: To approve the Minutes for the Special Board Meeting held on Wednesday, February 28, 2024 (44-02-b).

Motioned by: Serf Koebel; Seconded by Nancy McNaughton All in favour **Motion CARRIED**

4. (i) Treasurer Report – Steve Huff

Bank Balance as of February 29, 2024	\$157,368.52
Postdated cheques to February 29, 2024	\$ 13,501.20
Visa/Mastercard payments to February 29, 2024	\$ 7,561.79
Estimated expenses as of February 29, 2024	\$192,975.89
Total balance, less expenses	\$(14,544.38)
Money Market Balance	\$ 10,157.66
Money Market Interest	\$ 598.69
Total Money Market	\$ 10,756.35
GIC	\$1,067,369.89
Interest accrued since last payment	\$ 16,917.09
Total GIC	\$1,084,286.98

Motion: To approve the Treasurer Report for February, 2024.

Motioned by: Serf Koebel; Seconded by Brenda Bray All in favour **Motion CARRIED**

Motion: To approve the budget for February, 2024.

Motioned by: Brenda Bray; Seconded by Dave Schieckoff All in favour **Motion CARRIED**

(ii) Rec Club Financial Report

Bank Balance as of February 29, 2024 \$N/A

Note – There was a note attached to the Rec committee's profit and loss statement indicating that they will not have the April budget report prepared yet.

There was not a bank statement attached to the profit and loss statement. The bank statement often arrives after the date of the Board Meetings. As long as the Board does receive the bank statement that is acceptable.

Steve Huff mentioned that 3-4 years ago the Rec Committee had a \$10,000 GIC that had not been reported. Steve Huff would like to do an audit of the Rec Committee's finances. He will speak to Janet (treasurer of the rec Committee) to pursue this.

5. Park Manager's Report: In the Park Manager's absence, the President reviewed the Park Manager's report. Action sheet was reviewed, items added, modified or deleted.

#	AGENDA ITEMS	ACTION PLAN	ASSIGN DATE	PROPOSED COMPLETION
1	Front washroom and Diving Board Dock Coating	I had asked three companies for quotes. One replied that the job was too small for them. Safety Surfacing out of Brantford, and Garage Systems out of Tavistock provided quotes. Safety Surface has been reaching out to us for some work for the last three years. Both quotes were almost identical. The coating that I had asked them to quote on was a ¼ inch rubber surface that is non-slip and washable. Garage Systems did quote a different product for the washroom floor. They quoted a flaked floor, which they say is non-slip and very easy to clean. It sounds like a good product. I sent each company pictures of the washroom floor so they knew what the existing surface looks like. I am good with either company that the Board chooses. Serf has heard from one company that he reached out to but is still waiting to hear back from the second.	Feb. 2022	Ongoing
2	11 Automatic doors are to be installed & compliant by end of 2024	The remaining three doors will be installed in 2024.	Feb. 2022	End of 2024
3	One new electrical pedestal to be installed	There will be disruption in power service on that day, notice will be given to members. Awaiting the electrician (ELG will do the install).	June 2022	March 2024
4	Deck replaced at lake where diving board is situated	The concrete has been poured which will improve the strength as well as avoid erosion. This is now on hold until Spring 2024. Will use pressure treated plywood and vinyl glue down material so that it is non slip and not so hot on the feet. This will provide us with a 15-20 year lifespan. The diving board will go back up in the spring, the base is solid. (Refer to #1, Front Washroom and Diving Board Coating)	Apr. 15/23	Spring 2024
5	Street light replacement	One LED light has been installed by the East end of the Shop. Will repair/replace the streetlight in Section C. There are some lights out on the bridge that will be replaced.	Apr. 15/23	Ongoing

		<p>Would like to get a sealed light fixture in 2024 to keep bugs, water, dirt, etc. out of them.</p> <p>We may be eligible for a grant – Serf will give the Park Manager a phone number to call and inquire.</p>		
6	TV cable is exposed and runs in the back yards from T5 to T29	The Park Manager found out that TCC would be willing to bury those cables, however it's unsure if they will charge to bury them. They will only do so once they are the official provider. Will no longer continue to try to contact Stubb's.	May 13, 2023	Ongoing
7	Hydro installed in mini putt	We have done some digging and not found exactly what we wanted. We believe the backhoe probably damaged the line so bad years ago that we will have to run a new line from the lawnmower shed to the south Compound fence.	May 13, 2023	2024
8	Posts & numbered signs in compound – (72 sites in total)	Instead of chain link fence, the board is recommending posts staked in the ground (at the back of the sites) and sites numbered. President will check with Mike Wybo to see what he can devise.	June 10, 2023	Ongoing
9	Rec Hall Kitchen Exhaust Fan	As per your decision at the last meeting, Ferguson Plumbing and Heating has been commissioned.	Oct. 2023	Ongoing
10	Cleaning up of the Big Lake	Will clean up the Big lake in the Spring of 2024	Nov. 2023	Spring 2024
11	Tuckersmith Communications Cooperative	Stubb's has indicated they do not want/need their modems returned. A Director mentioned that some people had initially paid a \$50 deposit on Stubb's modems. Some Members have returned their modems to Stubb's and received only \$25 back. They were told the other \$25 was for an administrative fee. It is recommended that Stubb's customers check their final bill (dated March 1, 2024) to see if a credit was applied to their bill for the modem deposit.	Dec. 2023	Ongoing
12	Transformer Hot Spots	The boom truck cannot reach, therefore will need to do some rigging.	Dec. 2023	Ongoing
13	Muskrats	<p>We did not catch as many muskrats in 2023 as we normally do. In years past we usually got 10 to 12 per year.</p> <p>We have two new traps and have caught 2 last week. Gord Finney designed the traps, Mike Wybo made them. There is still at least one out swimming, making us eager to catch him.</p> <p>A Director mentioned that they heard from a Member who had a concern with respect to the snapping turtles in the lake. The snapping turtles are an endangered species and cannot be removed from the lake.</p>	Jan. 2024	Ongoing
14	2019 Septic Bed Issues	We have some effluent surfacing on the southwest corner. We are monitoring	Jan. 2024	Spring 2024

		this and will be dealing with it in the spring. Nothing extreme, but surfacing.		
15	Pesticide License	<p>I had made a mistake regarding the Pesticide Order from the MOE. I thought I was to get certified first and then prepare a report. This was to have been completed in Sept. 2023. The President is dealing with this in my absence.</p> <p>We also have to start an Integrated Pest Management Accreditation Program. This will have an annual fee of \$904.00. We will need to report annually to the IPM Council of Canada through the University of Guelph, Ridgetown Campus. At this point, correcting the sewer issue on the island is up in the air. Hoping it can be completed this year.</p> <p>We should have an IPM agent in the Park. Assuming the Park Manager passes the exam in March, 2024 he would be able to assume the role of the IPM agent as well as a licensed exterminator.</p>	Jan. 2024	Mar.28/24 – Exam
16	Environmental Compliance Approval	The President and myself met with Laslo Barti of the Ministry of Environment on Friday, March 1, 2024. He was in the area and wanted to meet with us. Our engineering firm had not asked him for an extension. The President had told him to do so in the middle of Jan/24. Laslo had some displeasure with us, as do we with our engineering firm.	Jan. 2024	Ongoing
17	Current Generators	We have two tractor driven PTO generators. The Park Manager would like to keep one and sell the other. The Park Manager will talk to McGavin to see about a trade - provide our generator for a small snow blower for our tractor – the Board agreed to move forward. McGavin will look at their small snow blower inventory to see if they have something to trade with us.	Jan. 2024	Ongoing
18	Smell from Rec Hall Sinks	There is a foul odour coming from the Rec Hall sinks. The Park Manager has been in to investigate however the smell only occurs when the Rec Hall is occupied. The Park Manager will investigate again when the Rec Hall is occupied.	Jan. 2024	Ongoing
19	Veolia	Greg Stewart reviewed Veolia’s contract. He noted that the location for any arbitrations is stated to be in Toronto. He is suggesting that we look into/request any arbitration to be held in Huron County. He also requested that liquidation provisions apply to both parties. The President and Park Manager will review this further.	Jan. 2024	Ongoing
20	Chalet and Pool Closure	The five day closure went well. Cosmetic work was completed, such as painting and the replacement of metal hardware to	Feb 2024	Ongoing

		stainless. The hot tub filter had to be replaced. The hot tub pump needed to be rebuilt. A company in Stratford rebuilt the pump for Blue Horizon, but it still had issues. Blue Horizon has installed a new loner pump to get us operational. At this time everything is in working order.		
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- ** Employee Holidays**
- Ken Trafford - from February 28 to March 31
 - Richard Penhale - from March 02 to March 19
 - Rick McCulloch will be on standby while Richard and Ken are away.

Note - During Ken’s and my absence, Rick McCulloch will be covering Ken’s weekend work and be on deck for snow blowing when Neil has Pool Duty. Jeff will have the Pine Lake phone, except the weekends that Rick is covering for Ken. They are versed to deal with emergencies, and have all the Contractor phone numbers on the phone, and in their resource book which I have prepared.

6. Unfinished Business

Action sheet was reviewed, items added, modified or deleted.

#	AGENDA ITEM	ACTION PLAN	STATUS
1	Revamping Pine Lake’s website.	The Sales team were trained on the new web site, but are not yet using it due to personal events. Patrick can copy and paste any current sales listings but nothing new. Will be switching over to the new site March 11, 2024. This will be the 1 st stage.	Ongoing.
2	Trees removed.	Ausable has not sent the forms for tree orders. The President contacted them and they said they forgot. If a member wants a tree they are able to order them on their own.	Spring, 2024

7. President Opening Business

The President mentioned that it could be advantageous to the Park for the Board to consider hiring a paid General Manager. This was food for thought.

Motion: To go in camera 9:50 AM

Motioned by: Steve Huff; Seconded by Dave Schieckoff All in favour **Motion CARRIED**

Motion: To go out of camera 10:25 AM

Motioned by: Serf Koebel; Seconded by Nancy McNaughton All in favour **Motion CARRIED**

A Director mentioned that a Member approached them and said that the snapping turtles are not an endangered species and should be removed from the Park. The Board felt that they are truly are an endangered animal and the Park can not remove them. The Board will investigate further.

8. New Business

The Rec Committee would like to be communicated to in a timely manner if there is something they need to take action on/be aware of from the Board meetings.

The Rec Committee has proposed that the fireworks budget for 2024 be \$2,500. They are requesting \$1,250 from the Board. The Board agreed to this and Doug Carson will send an email to the Rec Committee to confirm.

The Rec Committee has requested that any equipment valued at under \$1,000 is theirs to do with what they will (keep, sell, etc.). The Board did not agree, as the question was posed – who puts the value on these items? The Board would like a list of equipment/items and their dollar value. Doug Carson will work with the Rec Committee to compile this information. It was also noted that it would be beneficial to have this list as an inventory of items for insurance purposes. An approximate age of items would also be beneficial.

The Rec Committee has requested to purchase a new fridge and a new freezer for the Rec Hall kitchen, prior to the May 2024 long weekend. Doug Carson will work with the Rec Committee on this. The Board has requested three price quotes on each item. Once the quotes are obtained, the Rec Committee, Doug Carson and Steve Huff will review to ensure it's within the parameters of the budget.

The President mentioned that any Notice of Motions need to be presented 45 days prior to a Member Meeting. The President will send out this information to the Members.

A mediation committee is in the process of being formed. They will meet virtually to come up with a language that will need to be used in dispute resolution.

9. Correspondence

1) N/A

10. Section Reports

A - NIL

B – A Member has requested a variance from the Board which has been approved by the County. The reason for the variance is due to medical/handicapped reasons. The Board noted that if the trailer is sold, it will need to go back to it's original state.

Motion: To approve the variance requested by the Member in Section B

Motioned by: Nancy McNaughton; Seconded by Steve Huff

All in favour

Motion CARRIED

C - NIL

E - NIL

F - NIL

P - NIL

S - NIL

T - NIL

12. Motion to Adjourn: 11:03 a.m.

Motioned by: Steve Huff; Seconded by Doug Carson

All in favour

Motion CARRIED

Next Meeting: Saturday April 13, 2024 @ 9:00 a.m. in the Board Room