Present: Geraldine Silvester – Chairperson
Bob Olynick – Vice Chairperson
Garry McNabb
Rod Kent
Don Pollock
Devone Miner
Mike Gerbrandt

Absent: Al Klassen; Myrna Peterson; Corinne McQuaker; Office Manager/Bookkeeper

Also Present: Michelle Mackow; Park Manager/Administrator;

Call to Order: **With a quorum being present, Board Chairperson, Geraldine Silvester, called the meeting to order at 7:05 pm**

In Camera Requests:
- no requests

Agenda:
- Additions: no additions

091:2014 G. McNabb/D.Miner
THAT the agenda for the October 16, 2014 Regular Board Meeting is approved.
CARRIED

Approval of the Minutes:
092:2014 G.McNabb/B.Olynick
THAT the minutes for the October 16, 2014, regular board meeting are accepted as presented.
CARRIED

Matters Arising From the Minutes:
- No matters

Correspondence:

- Correspondence from September:

  - all correspondence has been reviewed and filed as presented.
  - discussions arising from correspondence:
  - a new gas furnace is needed for the shop for late fall and early spring. Quotes and options were reviewed. With the nice fall weather this project can wait until spring 2015.
  - a preliminary quote for Phase II of the dock replacements has been received from Marine Master in Saskatoon. PRPA are pleased with the product and the service and are happy to continue to do business with Marine Master.
  - various permit applications have indicated a changing trend amongst the permanent trailer areas. Updated, amended and new regulations are being developed to accommodate for new or replacement trailers, as well as any type of construction taking place in any of the permanent trailer areas. The regulation that a permit is needed for construction of any kind has already existed for many years. PRPA now has a legislated obligation to have a building bylaw and building inspector in place.

Delegation:

- No delegation

Financials:

- board members reviewed accounts payable and accounts receivable to September 30th, 2014. After a brief question period the following motion was made:

093:2014 G.McNabb/M Gerbrandt
THAT the financial report and the accounts payable is approved as presented.
CARRIED

Old Business:

- No old business

New Business:

- The second reading of the General Bylaw is tabled to November 13, 2014

PRPA Questions and discussion period:

- Nothing

Reports:

- Park Managers report was presented by Michelle Mackow and forms a part of these minutes.
- Michelle Mackow presented preliminary 2014 budget results for the period from November 1, 2013 to October 14, 2014.
-

Next Meeting:

- October 30th Budget Meeting – 10:30 am – 4:00 pm
- November 13, 204 – regular meeting – 7pm

Adjournment:

094:2014 M.Gerbrandt

THAT this meeting is adjourned. (9:15 pm)

Minutes approved this day of , 2014

_____ _____

Geraldine Silvester, Chairman Michelle Mackow, Park Manager/Administrator

Park Managers Report – October, 2014

Legislation:

- Awaiting answers to questions on the new General Bylaw for PRP in 2015 before the second reading is done.
- Updating regulations for 2015 regarding seasonal sites, permanent trailers and daily campers will be ongoing throughout the winter for the Governance Committee
- Need to create and adopt a nuisance bylaw

Operations:

Marina

- Phase 2 measurements were done by Marine Master on October 8th. Quote received.
- Vertical bumpers in the launch area will be converted to horizontal bumpers for the 2015 season.
- Maintenance has begun winterizing the docks.

Pool

- will need a coat of paint before the 2015 season begins. This will have to be added to the 2015 budget

Kid Camp

- need a storage shed in the camp kitchen area for the kid camp supplies in 2015

Concession

- should look into an air conditioner unit for the concession in 2015. Will have to add this to the 2015 budget.

Admissions

Farmers Market

Golf Course

- some renovations to building exterior and deck at the golf course are going to be required soon

Mainstay Inn

Public Beach Area

Website

- annual meeting minutes, reports and the 2014 constitution were added to the website

Water

- winterizing of the water lines has begun.
- water line expansion project will be completed soon. Waiting for Valley West to complete hook-ups at the well and then K-line will return to test and disinfect the system.

Roads

Signs

- need to catch up on signage replacement in the PTC area
- received new signage from the Regional Park Association for the Marina area for 2015

Sewer / Garbage

Electrical/ Power

Lights

Seasonal Sites

Daily/weekly/sites

DLCD

- need to make a snow removal proposal to the DLCD for the 2015 winter season.

PTC

Human Resources:

Staff

Operations Manual

- ongoing

Patrons

- will be emailing correspondence to patrons throughout the winter. Hoping to do a monthly 'informational' email to each area in the Park.

Committee of the Board

- need to really encourage the rest of the Park to find a representative to participate on the Committee of the Board. The Committee of the Board should be having at least one meeting a season and bringing the results to the Park Manager.
    - PTC #2 – Kegan Summers
    - PTC #3 – Mike Bundus
    - Meadowlark Mesa – Carol Wilson
    - Walleye Cove – Roberta Degange
    - Schooner Bay – Bill Betts