

**40 MILE PARK MEETING
APRIL 9, 2009
TOWN OF BOW ISLAND OFFICE**

1. Larry Weatherhead called the meeting to order at 7 p.m.

Present: Bruce Vine, Vern Beck, Doug Hancock, Brenda Hallett, LeRon Torrie, Rob Fyke, Lorne Buis, Larry Weatherhead, Kim Dosman, Blair McNeely

2. Minutes:

The minutes from the March 12 minutes were reviewed.

Motion: Blair McNeely moved the minutes be adopted as amended.

Seconded: Lorne Buis seconded.

Carried.

Business from the Minutes:

We were only approved for one STEP position.

The lawyer has updated Rob's contract; it has been forwarded to the County because of the third party liability.

Larry agreed to be the contact person for the Park Manager.

3. Financial Statement – Bruce Vine

The Financial Statement as of March 20, 2009 was distributed and reviewed.

Motion: Doug Hancock moved that the Financial Statement be adopted as presented.

Seconded: Bruce Vine seconded.

Carried.

Bruce has sent out letters to everyone on the Capital Recovery Payment list who doesn't show as being paid in full. One person has already come in and paid up their fees.

The pump will be installed as soon as the ice in the hole melts. Bruce is also getting a price on a back flush screen.

4. Committee Reports

Operations – Len Varjassy

The trees we ordered last year will be in next Thursday; they should be planted the same day.

There are 250 five-foot trees coming.

Len has found a 2005 Ford truck for sale, but it is over our price range at \$17000. Larry had spotted a couple of possibilities at Big M in Medicine Hat; Rob Fyke will check them out.

Jake will be coming back on an hourly basis.

Next week we will start working on the irrigation system.

Marketing & Public Relations – Rob May

Rob was absent, but he sent what he has done so far on the newsletter. He asked that everyone look it over and to get back to him with any changes that they would like to see.

Special Events & Fundraising – Kim Dosman

Kim will phone next week to see how our application at the Lottery Board is doing. She still needs to get our by-laws submitted to them.

Blue Imp Playground Equipment finally phoned her back, but Kim hasn't had time to get back to them.

Kim asked about the invoices for lease and rental fees; she just got her invoice and the fees were due on April 1st. Many other people are also confused about them. Bruce Vine told her that hopefully this year we can have the budget in place before year end, so we can get the fees set and invoices out earlier next year.

Kim also asked about the process for getting a dock permit, she was expecting an invoice for that as well. Bruce told her that the dock permits are totally separate from the Park Committee. If someone had a dock permit last year, they will get one again, but they have to apply for it.

Development – Doug Hancock

We received a response from the County to our letter asking them to check with us before issuing building permits to see whether the leaseholder's fees are paid up. The County says they will let us know before issuing permits, but that they do not have the authority to deny a permit because a leaseholder is in arrears.

We also received the written response from the County to our long-term plan.

The Advisory Committee met on April 2. The items discussed were:

- SMRID will not be emptying the reservoir this year.
- SMRID will be meeting on April 16, and it will be brought up then whether they will open a gate to let water trickle through to improve our water quality.
- We discussed our concerns about how the property tax assessments are calculated.
- We also discussed how we think it is unfair to require Geotech Reports before building permits are issued.
- The County and SMRID boards have met and they want us to sit down with a Professional Planner or Engineer before anything else is done about a Long Term Plan. Dale Brown and Ron Renwick are to get back to us with some names and how much a Professional Plan will cost.

40 Mile Park Foundation – Vern Beck

Vern gave his financial report for the Foundation. They have \$315,500 in T-Bills and \$40,000 in GIC's plus a \$200 cheque yet to be deposited.

The Foundation still needs 1 person from the Park Committee to be on their nominating committee. According to their by-laws they require 2 tax-paying leaseholders to be on the Foundation. Lorne Buis said he would look for 2 people to sit on the Foundation and he can be the contact person if Rob May wants to put his name and number in the newsletter.

Park Manager - Rob Fyke

Rob has been on the job for almost a month.

The invoices for the yearly leases and rentals have gone out.

Rob has renewed our agreement with Sanatec for septic services for this year. He will keep track of the amount of sewage hauled out this year. This way we will know what the volume of sewage is if we want to compare prices with other companies next year.

He has also renewed our agreement for garbage pickup.

Rob has talked to Jake and he says he would like to go to working part time, and that he will help the new caretaker learn how things run in the park. Jake says that as the Park buys tools, he will take his own back.

Jake has put up a new gate at the public restrooms by the restaurant.

The new Caretaker's name is Arnold Henderson and his first day on the job will be April 15th.

Joyce is very happy to be back at the gate and we are happy to have her back.

Rob has put the park phones on a new phone plan and he thinks we should see the phone bills drop considerably.

He has locked in our electricity rates for 5 years with Enmax; this should also save us money and he has managed to get all our meters put on one statement, which will simplify things.

We have streamlined our accounting process to save accounting costs.

Rob would like to revamp the website, including e-commerce so we can take payments on-line.

The cost of this would be similar to the fees we pay for taking credit and debit card payments.

All the park's files and documents should be placed on a password-protected server. Only authorized people would have access to the files and any changes made to the files would be immediate for everyone. The cost of a server would be \$600.00.

Rob would also like to get Wi-Fi for the park; we could charge people at the park for the use of it to offset the cost.

Motion: Lorne Buis moved that we buy the server and Rob can bring a proposal for the Wi-Fi to the next meeting.

Seconded: Doug Hancock seconded the motion.

Carried.

To get the restaurant up to code is going to cost a lot of money. To put in the hood fan that we bought a few years ago, we will have to purchase a fire suppression system as well as several feet of stainless steel; the estimated cost is \$10,000 at least. Rob suggested the ticket office by the Pavilion could be renovated and moved to the beach for \$5000. Alternately, we could purchase a deep fryer and grill that do not require a range hood; Rob passed around several pictures with examples of the equipment that is available. The restaurant also needs potable water and an exhaust fan to help take some of the heat out of the ceiling space. Rob also warned us that we are going to have to start charging the operators rent for the building; right now they are basically park staff and we could be liable if there was a claim against the restaurant.

Motion: Larry Weatherhead moved that we allow Rob to negotiate with Michele and Ray to lease the Viewing Centre and we authorize Rob to spend up to \$2500 for improvements and equipment for the Viewing Centre.

Seconded: Bruce Vine seconded the motion.

Carried.

Rob would like to purchase an ice machine, one could be purchased for \$3000 and we could easily recoup the cost by selling the ice.

Rob also presented a pamphlet on a DVD and Video Game vending Kiosk that could be put outside the viewing centre. All costs and liabilities would be on the supplier; we would just have to supply the power and we would receive a 15% commission on the sales.

Rob thought we might be able to get a Practicum Student to do a Children's Activity Program over the summer, at no charge to us.

We could harvest the weeds from the lake and compost them.

Rob had someone out to look at the trees and he told him that they need fertilizer so Rob will put some 20-20-20 on them. He also told him that we shouldn't cut the grass so short; this would help conserve moisture and would catch snow in the winter.

There is a Prairie Shelterbelt Program available worth \$8000; Rob is going to apply for it.

There is a company from Saskatchewan that has Portable Toilets for sale for \$627.24 each.

Hand sanitizers would cost \$45 each and delivery would be \$900. We could rent them out to people using the Pavilion, as well as using them ourselves.

Motion: Lorne Buis moved that we order 12 Port-a-Potties including hand sanitizers.

Seconded: Bruce Vine seconded the motion.

Carried.

Rob has had people requesting monthly rental rates in the campground, should we allow that?

The Committee was in agreement that we don't want to start that.

Rob has applied for one government grant already, and we were turned down because we don't exist as far as the government is concerned. We have to align ourselves with the County of 40 Mile and become an extension of them somehow.

The house is now empty, Rob will be using it as an office and he would like to get some signs to designate it as such.

Rob also needs 2 laptops; he showed us an ad for laptops costing \$754 each. We also need a safe for keeping cash overnight. The cheapest one he had found was \$329.00 and it can be bolted down to the floor for extra security.

Motion: Blair McNeely moved that we buy 2 laptops and a safe.

Seconded: Lorne Buis seconded the motion.

Carried.

The new washroom that was built over the winter will be installed north of Area F.

5. Adjournment

Motion: Doug Hancock moved for adjournment at 10:15.