

Dawson Citizens Improvement Association

Minutes of meeting held Wednesday 21st April, 2021

Present Rene Bazinet, Cathy Bazinet, Wendy Van Every, Joe Weston,
Peggy Morrison, Marcus White, Paul McAlister.

Apologies None

- Meeting was called to order at 1:05 p.m.
- Approval of minutes for previous meeting,

Board Meeting on the 2nd March, 2021

Motion to approve minutes, proposed by Paul, seconded by Marcus, carried unanimously.

- Financial and Secretary's Report
 - Bank balance is \$78,209.82, all bills paid but one, to North Channel Marine Tourism Council for \$150.00. I have written to them asking them to outline the benefits of membership, as the information I can access over the internet is stale.

They have written back to me to say that they will put something in the mail. After some discussion, it was agreed to continue with our membership.

Proposed Peggy Seconded Paul Agreed unanimously

- An old phone message led me to call BMO Business Support on the 24th April, 2021. They were surprised at the branch not being able to call me back, and copied the branch manager in on a summary of our discussion. I still haven't heard from the branch manager.
- Accounts – Draft Accounts for the Year Ending 2020-09-30 have been presented showing a yearly loss of \$3797.00 Undoubtedly without various Government assistances and an extraordinary land development income this year, we would have suffered considerable losses.

Resolution to adopt accounts proposed by Wendy, seconded by Peggy.

Timing of AGM discussed and decided on Saturday 21st August, 2021 to facilitate the maximum number of attendees.

Proposed by Cathy, seconded by Peggy, Agreed unanimously

- **Bookings**

- There were 37 e-mail enquiries by e-mail at the Marina, and 17 telephone messages. I have now managed to access our e-mail account, and can now do this remotely.

All enquiries have been answered resulting in:

- **Camping** 15 bookings for
 - 64 nights @ 45.00 = 2880.00
 - 06 nights @ 35.00 = 210.00
 - Total 70 nights @ 3090.00
 - 1 X Seasonal @ 1350.00 + 200.00 storage = Invoice issued for \$1550.00
- **Marina**
 - Personal - Two seasonal bookings Invoices issued 1169.00
One invoice paid for \$744.00
 - Commercial - One seasonal booking confirmed for \$2600.000
Invoice issued but not paid yet.
 - Another known commercial boat has been contacted, written too, and advised that early booking is essential. Still haven't heard anything from them.
- Wendy advised that another commercial boat is enquiring about overnight transient dockage, Paul to follow up. Agreed on rate for dockage
Next year will be handled differently.
- I have removed the PC from office in Marina. I will try to recover data from it, and load onto new laptop.
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The Olde general Store will come to some arrangement to supply us with ice for the season, if we so wish. The store will not be able to open this year. They are disappointed, but are considering leasing the store side of things. Deferred to next meeting, due to workload. Paul to bring back on next agenda.

- **Social Media**

- The Facebook page, Meldrum Bay, is in fact run by Marty Rosen. I wrote to the site asking an administrator to contact me, and Marty replied. He approached DCIA in 2011 and presented his ideas to establish this page, but they were not interested. He will continue to be the admin for it, but will promote any material we present to him.
- I did manage to claim Meldrum Bay Marina and Campground, a business page, and have started to post to it.
- Other Facebook news, I have posted that Covid permitting, we are open for business from 21st may, this year
- Border Services
 - . Paul has been in touch with them, regarding their requirements for the forthcoming season. They do not require us to open as the border is till closed. If this changes, they will be in touch.
- Marina / Campground
 - Website – Cathy reports that she has been working with Andrew to convert our website to a blog-based format. Whilst he will remain as webmaster, we will be able to update information such as news and photographs ourselves. Cathy offered to write such uploads on a regular basis. She has asked for more recent photographs. She also advised that the new site is ready to be changed over, but Paul asked to see it before we proceed. When asked about the cost of this Cathy said that it has been donated free of charge by Andrew, a point which the Board was unanimously appreciative of. Further developments such as a booking facility for camping and dockage, and the ability to accept payments for such bookings are to be investigated, costed and reported back to the Board.
 - Decision made to replace all cloth furniture and declutter. Large round tables to be painted navy blue, large map table to have legs painted black and repositioned. New hard surface chairs to be priced and ordered. Clean and purge of building to continue. Unnecessary furniture to be disposed. Large fridge to go to recycling. Final detailed budget to be brought to Board for approval.
 - List of required signage to be finalized, and quotation to be brought before the Board for approval.
 - Pointed out that we need to install splitters on some water outlets at campground, but Wendy suggested caution, as this may make us considered to be in the next size category, and therefore subject to more stringent rules. Wendy further offered to research and report back.
 - General discussion ensued regarding total costs of proposed upgrades, with the lead person for each aspect of the work asked to give details on the spend anticipated. Marina building improvements might come in around \$2k, washrooms at campground need painted and freshened, and hard landscaping improvements, including bathing / beach establishment

might top \$3k, other improvements including equipment replacement, staff uniforms for season, PFD's, the total could easily pass \$7.5k. Paul suggested we cap the spend at \$10k.

Formal motion to invest a maximum of \$10,000.00 in these measures proposed by Joe, seconded by Rene, passed unanimously.

- Beach dedication – Rene defined this item as follows. If someone was to sponsor the beach, then could we name the area after them. Peggy suggested that perhaps a general reference to dedicate the area to the people of Meldrum Bay was more appropriate.

Rene proposed a motion that the area be named after such a sponsor, Joe seconded. Motion defeated.

- FedNor Application

- Rene advised that we were being asked to sign contract and return.
- All agreed, but a discussion arose around the timing and obligations to complete by this year end. Rene believes that the deadline to complete can be extended.
- We are facing a delay in the other half of the grant funding, as the Northern **Ontario heritage Fund office** have asked us to forward our Strategic Plan, Mission Statement, Asset Management Plan, and Business Plan. These are fairly substantial requests, will require much time and effort to complete, and get Board approval. They have also asked us to pass a resolution of commitment as follows.

“Resolution 2021-04-06 “That the Dawson Citizens Improvement Association agree to providing 10% of the grant application, and that we undertake to make up any shortfall required from our own funds if there is an overspend on the budget.”

Proposed by Rene Bazinet

Seconded by Paul McAlister

Carried unanimously”

- Paul asked if Marine Radios and other walkie -talkies were functioning properly. They will all need replaced. The mains-based unit will also be tested, as it's performance is not adequate. Perhaps the antennae needs checking.
- Water testing will need to be performed prior to new season, Wendy to advise on frequency. Rene related that he had received a call from Health Unit to say that we had missed our water testing requirements, so he will check with Wahl Water for answers.

- Cathy advised that the paper purge is almost complete.
- Building needs cleaned and she asked for volunteers to assist.
- We need to develop a Covid specific safety plan for the site
- Joe suggested that when we are landscaping, we also create a kayak launch area. Work like this can be greatly assisted by having a public work day, asking for volunteers to assist.
- Also suggested a newsletter. Some pointed out that this is mostly covered by e-mails to existing interested and registered parties and the upcoming new dimension on website.
- Paul asked that we agree on initial stocking of pop, water, coffee, tea, new coffee machine. Deferred to next meeting, out of time.
- Rene brought forward some information regarding the broken laundry machine. He believes that the machine was broken in the early part of the season in 2020, which would have all been covered under warranty for parts and labour. We may still be covered for parts replacement only, which is some good news. He will report back when he learns more. It was accepted by all that we need to have better control over our equipment, their warranties, and maintenance schedules.

Next meeting is Wednesday 21st at 1:00 p.m.

Meeting closed at 3.27 p.m.