

Dawson Citizens Improvement Association

Minutes of meeting held Wednesday 21st April, 2021

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

Apologies Marcus

- Meeting was called to order at 1:00p.m.
- Approval of minutes for previous meeting,

Board Meeting on the 6th April, 2021

Motion to approve minutes, proposed by Joe, seconded by Wendy, carried unanimously.

- Financial and Secretary's Report
 - Bank balance is \$77,304.11, all bills paid but one, to Manitoulin Expositor, received today.
- Accounts – Accounts for the Year Ending 2020-09-30 have been completed. I did find errors in their paperwork submitted to us for acceptance, involving the wrong year's form for submission of our annual accounts to the Government. Now corrected. They also advised that we have underclaimed our HST, but so far have not provided me with any details for adjusting our next return. They also sent their invoice at \$3000.00. Paul was surprised at how high this was, but Wendy thought it was the going rate. Paul will look into this and report back.
- Bookings Continue to come in, a bit slower now, but steady.
- Paul has contacted the commercial boat which is enquiring about overnight transient dockage. Agreed on rate for dockage and they will let us know closer to the event.
- Rene received a request from our insurance brokers, asking us to decide which level of Public Liability to accept, either \$2M or \$5M. it was noted that some funding bodies such as FedNor may require the higher amount, Rene to check then complete insurance requirements.

Marina / Campground

- The Olde general Store have asked us if we wish to source our requirement for ice from them. Peggy will confirm with them that we will buy our ice supplies from them, pending receipt of an in-date certificate.
- Social Media
 - Cathy had invited us all to look at a revised version of our website. She said that this was the first draft, and was awaiting sight of a more detailed version. Paul commented that the page was not “phone friendly” which is a more recent requirement. We agreed to wait for the more developed version from Andrew.
- Marina / Campground
 - Detailed list of budgets for improvements
 - Cathy has ordered the following:
 - 12 White chairs
 - 12 Black chairs
 - 1 Office chair
 - She will seek alternative quotes for t-shirts as first price quoted was \$60.00 each. Paint is to be ordered, approximately \$450.00. Other items to be finalized are stencils, plants for the gardens (hopefully sourced from local gardeners) and sundries
 - Joe talked about the hard landscaping requirements. He quoted various prices such as sand \$926.00 per 40 yards, loam \$926.00 per 40 yards, top soil \$1500.00 per 20 yards, ¼ minus gravel \$365.00 total. Due to the ongoing activities of the campsite, it was suggested and agreed that the work this year will be completed in sections. The early work will be to the area behind the western hedge fronting the 540 Highway. Paul will allocate all campsite bookings to other areas. Later work will be completed in the Fall.
 - Signage Final quotations are being sought.
 - Other updates including PFD's, replacement radios, office supplies etc. are progressing.
- FedNor / Northern Ontario Heritage Fund Rene reported that he has updated NOHF with what they have asked of us, and we should hear something in late spring.
- Business Plan Rene asked that we all read and comment on the first draft of the Business Plan.
- Procurement Plan Still being worked on.
- Student Funding Rene advised that we have been approved.
- Planned work group
 - Installation of docks – Much discussion took place over whether our boat launch should be open or not. Hard to keep up with the Covid

protocols, but we will proceed with our intention to be ready for customers on the 21st May.

- Joe will use his back-hoe to assist with dock installation. It is hoped that the use of the very large quarry plant will not be required.
- Joe believes that rubber matting is available at the quarry, and will undertake to obtain.
- The Marina needs to be cleaned prior to painting. Wendy suggested a rota with specific chores to be achieved and noted. Cathy suggested a poster at the Mail-boxes and Marina quoting her name and phone number for community assistance.
- Further burning of old papers, furniture etc. will take place soon, on a convenient date.
- Poker Paddle Joe advised that the Expositor no longer has free community listings, and that an advert would cost \$100.00 +. Wendy offered some Van Every maple syrup as prizes. Joe and Paul also offered maple syrup.
- Wendy reported that herself and Marcus have been working on a “Lock-Down Supper” event. She presented some basic costs suggesting that they are considering catering for approximately 60 people.
- Water treatment We need to get clarification on our classification as a site, and know what limitations that places on us. Wendy believes that we were assessed in 2019, and that it’s good for 5 years. To confirm.
- Cathy suggested that we use an application such as What’s App for better communication within the Board members. All agreed.
- Much discussion took place around an employees schedule. We may need to be very flexible this year.
- The pump-out for boats will be tested next week.
- Broken Shower Unit Whilst this unit has been broken for a very long time, a path to fixing it has been established.
- The broken washing machine has been repaired. Rene wanted it noted that this was achieved with great assistance from Dave Spencer and much thanks are due to him.

Next meeting: Wednesday May 5th at 1:00 p.m.

Meeting adjourned at 3:35 p.m.