

Dawson Citizens Improvement Association

Minutes of meeting held Tuesday 19th January, 2021, over the internet

Present Rene Bazinet, Cathy Bazinet, Wendy Vanevery, Joe Weston, Paul McAlister.

Apologies Peggy Morrison, Marcus White

This meeting was an e-meeting.

This meeting was held in camera, and the following minutes are a brief summary.

Paul opened the meeting by presenting some figures which he had taken from information available in our accounting system. This information was subject to several caveats, namely the accounts for the Y/E (Year Ending) 30th September 2020 are in draft form, and will probably be subject to much change by our accountants. A lot of estimates had to be made for both years, in an attempt to gauge how each sector of our business activities performed.

Based on information available, our Y/E 2020-09-30 was a very difficult trading year. The effect of Covid and associated restrictions were greatly felt by our community.

Overall turnover is down 44%, but closer examination indicates that our "business activities" are down 53.8%.

Our total boating income was greatly hit by the international travel ban, with our income falling from \$40.5k to \$10.8k, down 73.3%.

Our Fuel sales were down from \$74.2k to \$28.0., a reduction of 62.1% on the previous year.

There was also an extraordinary income of \$10k from the property developer on Water Street, as part of the development costs to the community.

The campground side of things showed an improvement for two reasons, Ontarians had to vacation at home, and the Lighthouse Campground was closed all season, resulting in many more campers choosing to stay with us. Turnover was up at \$18.2k compared to \$11.6k the previous year.

On the outgoings side of things, the overall figure was \$95.7k for Y/E 09/2020, compared to \$177.7k for Y/E 09/2019. A large factor in this was the reduced need to order fresh fuel, as our sales were so greatly down, \$20.6k down from \$66.7k the

previous year. There was also an entry by the accountants for \$26.7k in Y/E 09/2019 which needs to be taken into consideration.

Overall, the accounts show a loss of \$6.0k, which when considering the extraordinary income from property development, indicates a possible trading loss of \$16k in Y/E 09/2020, as opposed to a trading loss of \$17.3 in the previous year.

Wendy pointed out that another \$6k of income came in after the official year end from the Canadian Emergency Wage Subsidy, and dockage fees from Purves Fisheries and Zhibaaahaasing First Nations, the accounts should reflect a profit.

Paul added that the accounts also do not reflect significant bills which were paid in Oct-Dec, but which had been accrued in the trading year ending 09/2020. "They would approximately balance each other out", and that this is something which the accountants will decide on.

In understanding better, the accounts, where money came in and how we spend it, we can decide better on our future trading activities.

Rene then identified some current issues which he has discovered at the marina and campground.

- Pump-out for the RV's was not nonfunctional in May. A temporary fix was put in place with an older pump taken out of storage. The marina manager made several requests for the original invoice in an attempt to determine if the grinder pump was under warranty. The document was never produced until January of 2021. Contact was made with the installer. He reached out to the company and it was learned that the pump warranty expired in October of 2020. Due to the fact this issue was not addressed during the summer months, a new grinder pump will need to be purchased. Different options are being researched at this time.
- The boat pump out has been nonfunctional all summer. The marina manager attempted to trouble shoot the problem with the assistance of the installer and a local electrician, but was unsuccessful. That created another loss of income for the marina. The installer will be contacted in the very near future and a service call will be requested for early April so that the marina be fully functional once boating season commences.
- Dock 1 has electrical issues; certain hook-ups trip the breakers. An electrician will be called in to rectify the issue.
- Only one shower is working in the male washroom in the marina building. This has been an issue all summer. Shower to be fixed during the winter months.
- Fuel pump needs a shelter built over it, as it leaks around the seams. Could be partially rectified with the proper caulking as temporary fix.
- Rene will attend to these issues, and manage their repairs.

Much discussion took place over the possible staffing model for the summer. The Board unanimously agreed that we should proceed with a preferred model of:

One Full time person for season, full time from end of June until after Labour Day and as needed before that

One Student for 10 weeks, if funding approved.

Motion: that the staffing model for the season as outlined above, be adopted.

Proposed: Rene Bazinet

Seconded: Paul McAlister

Carried Unanimously.

Rene and Cathy to attend to the application for student, entries close on 2021-01-29

Opening Dates for Season

It was decided that the following dates would apply for the season.

Marina	Open	Friday May 21 st , 2021
	Close	Thursday Sep 30 th , 2021
Campground	Open	Friday May 21 st , 2021
	Close	Sunday Sep 19 th , 2021

Fuel Services by arrangement in the off-peak season with DCIA volunteers

Further effort was committed by Board members.

Rene will attend to all operational matters

Paul will attend to all office related matters

Cathy will attend to all HR matters

Wendy will pump gas etc. as needed

Fees for forthcoming season

Fuel Prices Already decided

Marina: In light of Peggy not being able to attend the meeting, the detailed discussion on Marina fees was postponed. However, a discussion took place on Commercial Rates. Based on the fact that currently we have a commercial fishing boat, and a floating taxi service using our facilities, a good approach would be to evaluate the length of their extended seasons, and charge accordingly.

Paul to assess and report back

The rates would be calculated similarly for those boats requiring an extended season to access Cockburn Island.

Motion: That a lump sum of approx. \$100.00+ be applied to boats requiring an extended season. Paul to finalize the rate for Y/E 09/2021

Proposed: Rene Bazinet

Seconded: Wendy VanEvery

Carried Unanimously

Signage

Rene and Cathy will draw up a list of signs with details, required at the Marina and Campground, and bring it to the Board. This will include "Dogs on Leash" as reminded by Wendy.

Clean Up

Clean up has been started along the area between the break wall and the boat launch area. Much old cribbing and docks have been disposed of and the area tidied. Other wood from around the marina was gathered and disposed of as well.

Future plans will include a small beach, swimming area to be defined with a floating rope and buoys, and a life belt on a pole for the area. Rene has already taken advice from insurers on future liabilities and proper signage.

Fill will be required for other areas to present a tidy aspect for the whole area and to create a safe swimming area.