

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 1:10p.m.
- Approval of minutes for previous meeting,

Board Meeting on the 21st April, 2021

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

Financial

- Bank balance is \$59743.13 credit, all bills paid, including large bills to MNP Accountants for \$3559.00, Interact Insurance \$12,258.00, and Cambrian Insurance for \$1,371.60. Large amount of money paid out, but all represent payment for the year 2021/2022.

Our Line of \Credit Balance stands at \$40,000.00 Debit.

- Have spoken to BMO
 - Requested credit card – a credit search would be undertaken personally, and if granted any future liability would then fall on that person. Board now have asked to seek out a debit card being issued on our account. PMcA will undertake
 - A small balance has been lying dormant for years in a mutual fund. Board agreed unanimously to complete, transferring funds to our chequing account.
 - Board also agreed unanimously to open a saving account with an opening balance of \$40,000.00. This is the amount of money which we need to fully repay our Line of Credit account, before 31st December, 2022. Thus when we quote our current balances, they will reflect our true position, without inferring that we are financially better off than what we really are.

- They will review the activity of our account and suggest the best package that we should be on. This will reflect the seasonal nature of our business, and hopefully produce savings on our bank fees.
- They suggested that we talk to Moneris separately, to obtain some sort of “seasonal” approach.
- We need to send them a copy of our “Articles of Incorporation”, as it would appear that our bank accounts were set up wrongly in 1978.
- Have spoken to EVO, third largest supplier of PoS equipment in North America to obtain competitive rates. Current rates are 1.29% each transaction on credit cards, but they would charge \$15.00 per month for three terminals, as we have three separate divisions in our company profile.
- Also spoke to EPOS re a new electronic integrated cash register. Set up cost would be \$900.00, and then \$55.00 per month. All agreed, perhaps next year.

Secretary’s Report

- Secretary reported an e-mail suggestion for fund raising from Elaine Bradley, that we open a market similar to Silver Water’s event, but on a different day. After discussion and consideration of Covid restrictions, it was decided to keep this idea in mind for some possible future **venture**.

Marina/Campground – Office and Procedures

- Website. No further developments. Cathy to present the latest version to the Board, before final decision is made. Noted that it must be “smart phone” compatible.
- Ice supply for complex – Peggy to get a copy of water certification from Olde General Store
- Bookings – Paul reported that bookings continue to be received, but are slowing down as anticipated. Booking system has been introduced, asking all prospective clients to complete a Reservation Form.
- We will have an orientation day for the Board on Friday 14th May, 2021 at 10:00 a.m. to go over Marina procedures.
- Fuel prices need to be adjusted up to reflect market rates.
- Need to develop a system to indicate clearly that parking is paid for and legal. Needs to be communicated clearly to all users.

Marina/Campground – 1st year improvements

- Cathy reported that the lower deck continues to be prepared for painting, which starts next week. The purge of soft furnishings is completed to help us meet Covid standards, and replacement furniture is now in place.
- Budgets were briefly discussed with all present agreeing that we are still on target.
- The above lead into a wider discussion regarding scheduling of continued improvements. All agreed that the urgent stuff is going fine, with other matters being flexible in terms of when and how. Paul will adopt the bookings to reflect any ongoing work.
- Pump out area needs to be landscaped with fill and a new flower garden
- Fire extinguishers were checked last year, need to check if they are an annual requirement.
- Need to check smoke alarms for expiry dates

Staff Recruitment

- Rene reported that the one applicant, Aiden Boyd, had been interviewed, and had proved to be a very worthy candidate. Joe proposed that he be offered the job, Wendy seconded. Unanimously passed.
- Rene reported that an advert had been placed in the Manitoulin Expositor for both positions, as well as other appropriate sites. The cost was \$85.37. Interviews for suitable candidates will take place shortly. Some members of the Board recused themselves from the interviewing process. Members of the interviewing panel was then decided on.
- Some discussion on a rota for summer staff ensued, all agreed that a Saturday was the best day for an overlap when required.

FedNor & NOHF Application

- Rene advised that the application process continues with NOHF asking and receiving further information. They have recently been sent our Business Plan.

Business Plan

- Rene asked that if anyone is commenting or making suggestions on the proposed Business Plan, to highlight amendments to the original, to assist with ease of reading
- Paul was asked to issue our Strategic Plan to our mailing list.

Student Funding

- Our offer of funding is now complete

Installation of Docks

- Depending on Covid regulations, we plan to open on the 21st May, with the first month covered by volunteer efforts. Docks will be installed when possible. Currently it is better not to have any docks in the water, as it meets the current Covid regulations and avoids arguments with keen boaters. The complex is closed, and remains officially closed until we are permitted to open.

Campground

- Joe has secured a deal for camp fire rings for each of the campsites. He will trade our scrap metal for these. All agreed.
- Joe is researching for the best possible anti-slip treatment for the kayak mats at the new kayak launch. This will also be subject to some maintenance as the water levels change.
- Launching of kayaks will be free.
- Grounds layout continues to be developed, and work identified.
- Beach area has gone as far as possible with the equipment that we currently have. A skid steer is required for the next phase, but the contractor has been delayed.
- Rene and Joe are attending to the siting and installation of fences and posts.
- Wahl Water to be called to arrange water testing.
- Rene to continue to coordinate the mechanicals for the complex.

Community Hall

- Still no word of the report on the repairs needed for the building. This is due to Covid.
- Wendy asked that we remember to include the Hall in our plans for reopening. It was agreed by all that with the Covid restrictions continuing, the reopening of the Hall was not urgent, and will be attended too in due course.

Poker Paddle

- Joe continues to make progress, but is being hampered by most outlets being closed. Even the ferry is now not sailing etc. So no outlets for posters to advertise event.

Any Other Business

- Visit of John VanEvery to Board still to be arranged
- NCC Vidal Bay – Final fund raising to be completed
- Fire Hall – Needs clearing out, when appropriate. All agreed.
- Signs – Rene had forwarded the artwork for the new signs for the marina to the Board, asking for comments. Paul suggested a few amendments to the layout and wording.
- Cathy asked the question. “Can someone explain the definition of who is entitled to vote at a DCIA meeting?” Much discussion followed, and we agreed to go to the original wording in the formation of the Association back in 1978 as a first response and move on from there.

Next Meeting

Tuesday 1st June, 2021

Meeting closed at 3:45 p.m.