MCNAB REGIONAL PARK AUTHORITY

**Regular Meeting held**:

April 20, 2020

Present: Rick Haussecker Michael Brost Maria Strasser Myrna Lung, James Gerspacher, Bill Sproule Arnie Boyko, Chris Chegus, Kelly Gerspacher

Staff: Kim Mitchell

Regrets: Call to order at 6:15 PM

1. **Meeting minutes adopted as read by Maria/Bill**
2. Financial – Kim went through the cheques & deposits went through the financial statement with the comparison of last year.
   **Financial Statement and cheque run from March 16th – April 15th, 2020 adopted by Chris/Maria**
   Kim read over her Manager's report. Manager's report attached to meeting minutes

Old Business

1. Shower house – Grant was submitted
2. Equipment – Greens mower reels are being fixed, Toro reels James is still working on.

New Business

a. Loan – Kim explained the loan **Motion to apply for the loan Chris/Kelly**
b. Wage subsidy - Kim explained the Wage Subsidy **Motion to apply for the wage subsidy James/Arnie**
c. Summer Students – Kim explained that if we don't have a pool Kim would like to use the students for the grounds. **Motion to have the students work on the ground Chris/Mike**
d. Golf Saskatchewan update – reviewed the update from the AGM
e. Clubhouse take out
f. Camping reservation and website information
   i. Public facilities will be closed
   ii. Sewer dump will be closed
   iii. Campsites – do we want to try seasonal site this year? Rate? Chris suggested 11% off the monthly rate **Motion to have seasonal sites for 3 months for 11% off the monthly rates Kelly/ Chris**
g. Sponsorships – not to bill out the sponsorships, to write a letter saying thank you and explaining that we were not going to bill this year but if they wanted to donate we would issue tax receipts
h. Bill for boiler – **Motion to pay the boiler bill Rick/Maria**
i. Canadian Campground RV Council webinar Wed, April 22
**j.** Lottery tickets – **Motion to change the lottery draw date to December 19 at the arena Kelly/James**

2. Adjournment

Next meeting May 11, 2020

Myrna Adjourned 7:56 PM

Chair

Secretary

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March - April Manager's Report

Clubhouse

- We got our island, pantry and sink. We are waiting for the taps I ordered yesterday and the sink and dishwasher can be installed.
- I'm working on quotes for the last bank of cupboards and the slight change to the bar and the replacement of the laminate
- Have been working on the final parts of the grant for the shower house and clubhouse
- Staff knows we are in limbo
- Frederick Seeds would like a quote for suppers for both spring and fall

Pool

- Staff knows we are in limbo

Grounds

1. Waiting for no snow. Dylan will remove the snow fence and put the fungicide on as soon as weather start cooperating
2. The green mower reels are getting fixed. The quote was $3100 plus tax. The maintenance fund has agreed to help pay for them
3. The fairway mower reels will cost able $5000 and Reg said he would have to talk to Myron and they would decide if they would pay for them
4. The staff knows we are in limbo
5. There is an AGM for Golf Sask. that Bill is our voting member and Mike and I are going to sit in on Saturday. We will give an update to the board Monday

Other

6. I am working on the SRPA grant and the Affinity CU grant. I'm getting quotes to finish the mini golf and the kitchen so the only thing left on our plate is the shower house.
7. LeRoy called and said they hired a greens keeper but that they would like Dylan part time to work if we we're interested (this would have to go through their next board meeting)
8. If we get a summer student grant for Mercedes she would cost us $500 for the year. It is the difference between $11.32/hour and $13/hour.
9. I emailed out some information for wages, income and expenses for everybody to look through
10. Each Regional park is allow to open with the approval for the board and public health. I spoke to Kari and she said we can open for work crews, seasonal campers and custom combiners at this point and we can't open any public spaces.
11. Wages - the subsidy is until June 9th right now. There is talk about extending it but nothing is for sure. We do qualify for the subsidy but we can't apply for 1-3 weeks because it is rolled out yet. The 3 periods right now are

**Eligible Periods**

| | Claiming period | Required reduction in revenue | Reference period for eligibility |
|---|---|---|---|
| **Period 1** | March 15 to April 11 | 15% | March 2020 over: March 2019 or<br>Average of January and February 2020 |
| **Period 2** | April 12 to May 9 | 30% | Eligible for Period 1 **OR** April 2020 over:<br>April 2019 or Average of January and February 2020 |
| **Period 3** | May 10 to June 6 | 30% | Eligible for Period 2 **OR** May 2020 over:<br>May 2019 or Average of January and February 2020 |

So are the board is hiring would it be better to have Kim & Dylan start April 15th and the hours not worked in April can be transferred to October as there is no guarantee that the subsidy will be here in October.

The other thing is right now we qualify for both Period 1 & 2 but do not qualify period 3 due to the town operating grant coming in May instead of April. If we qualify for Period 2 it looks like we would quality for 3 if we applied. I will attach the income statements for Mar-May 2019.

12. Loan – **What's the eligibility criteria?**
    - The eligibility criteria are as follows, per the Government of Canada's requirements:
    - Have an existing Affinity Credit Union business deposit account opened prior to March 1, 2020 and utilize it as your primary operating account
    - Your business has been a registered and operational business since on or before March 1, 2020
    - Your payroll expenses are between $50,000 and $1 million annually.
    - You agree to use funds from this loan to pay for operating costs that cannot be deferred, such as payroll, rent, utilities, insurance, debt payments and property tax.
    - You have not previously used the program and will not apply for support at any other financial institution.
    - Your intention is to continue operating your business or to resume operations.
    - You agree to participate in post-funding surveys conducted by the Government of Canada.
    - You agree that the funds from this loan will only be used to pay non-deferrable operating expenses including, payroll, rent, utilities, insurance, property tax, regularly scheduled debt service and may not be used to fund any payments or expenses such as prepayment/refinancing of existing indebtedness, payments of dividends, distributions and increase in management compensation.
    - If you're not sure if you qualify, we encourage you to discuss your application with your professional accounting partner prior to applying.
    - **When information do I need to apply?**

- Locate your 2019 T4 Summary of Remuneration Paid statement. You can contact the Canada Revenue Agency to have them re-issue your 2019 statement. We require the following information:
- Your employer account number, as reported at the top of your 2019 T4 Summary of Remuneration Paid statement.
- Your employment income reported in Box 14 of your 2019 T4 Summary of Remuneration Paid
- A copy of your 2019 T4 Summary of Remuneration Paid may be requested
- **How does the CEBA work?**
- The Canada Emergency Business Account will be funded as a loan for $40,000 until December 31, 2020
- After December 31, 2020, any outstanding balance on the $40,000 loan will be converted into a non-revolving 5-year term loan maturing on December 31, 2025, at which time the balance must be paid in full
- No interest will apply until January 1, 2023
- Beginning January 1, 2023, interest accrues on the balance of the term loan at the rate of 5% per annum, payable monthly on the last day of each month
- If you pay 75% of the balance of the term loan (as of January 1, 2021), on or before December 31, 2022, the remaining balance of your term loan will be forgiven. For example, if your balance is $40,000 on January 1, 2021 and you repay $30,000 on or before December 31, 2022, the remaining $10,000 will be forgiven
- If you do not repay 75% of the balance of the term loan (as at January 1, 2021) on or before December 31, 2022, the full loan balance and all accrued and unpaid interest will be due and payable on December 31, 2025.