

PAEX BOARD OF DIRECTOR'S MEETING MINUTES

May 15th, 2024

1 Year	In Attendance	2 Year	In Attendance	3 Year	In Attendance
NAGY, Donna	Yes	Harris, Shaun	Yes	Barbondy, Jim	No
		Jackson, Kim	Yes	Bodnar, Lawrence	Yes
		McDougall, Roy 1 st Vice President	Yes	Mayert, Roger Director at Large	Yes
		Njaa, Rebecca	Yes	Schreiner, Debra 2 nd Vice President	Yes
		Sanderson, Jennifer	No	Shillington, Dale Director at Large	Yes
Greg Dionne-City Rep PRESIDENT	Yes				
Debra Despins	Yes				

1.0 Call to Order: Greg Dionne called the meeting to order at 6:00 P.M.

2.0 Agenda review

MOTION BY: Dale Shillington to accept the agenda as presented. Seconded by Debbie Schreiner.

MOTION CARRIED

3.0 Minutes of Board Meeting April 17th, 2024

MOTION BY: Roy McDougall to approve April 17th, 2024 minutes.

MOTION CARRIED

4.0 MANAGER'S REPORT

FINANCIALS

- Bank chequing account is at approx. \$233,903.77.
- Redeemable Term account - \$305,603.58.
- Financial Statement to end of April, 2024.
- Sask Heritage Foundation has approved up to \$40,000 for roof of Octagonal building.
- SAASE/SASK LOTTERIES \$17,050.00 – received.
- P.A. Optimist Club \$500.00 for youth photography – summer fair – 2024 – received.
- SIGA approved \$5,000.
- Storage units on move out \$16,244.33 Collected to date. Expect another \$18,000. more In revenue.

OFFICE:

Administration:

- Outstanding grants update.
Northern Lights Community Development . Approved \$35,000. As major sponsor for the Northern Canadian Professional Chuckwagon & Chariot Championships. The 2nd request for \$20,000 is pending.
Summer Student Grant – Not approved.
SIGA – approved \$5,000.00

4.0 MANAGER'S REPORT - continued

OFFICE: Administration: Continued

- YWCA contract extended on a month by month basis. Shelter not to operate 1 week prior and the week during summer fair. Shelter under major repair. YWCA using old servery while repair work being performed. New Security as of May 1st – Pinnacle. Discussion re: cost of shelter repairs. Asking the Board for a **MOTION TO CONSIDER RENT RELIEF IN LIEU OF COST TO REPAIR THE OPTIMIST BUILDING.**

MOTION BY Deb Schreiner, seconded by Rebecca Njaa to waive May and June, 2024 Rent for the Stepping Stone Shelter.
MOTION CARRIED

- Entertainment contracts for summer fair 99% completed.
- Staff criminal record checks – completed. Board criminal record checks – 25% completed.
- The following Contracts pending: Armouries; Lions Club; P.A. Kennel Club; Cooperators Insurance; PA Train Club; PA Radio Club; PA Church;
- Met with Pattison Media to lay-out media plans for summer fair.
- Ordered 4 new suppression systems for permanent booths 6, 9, 11 & 12 – these will be the last of the 12. Once installed all the permanent booths will be updated and good for 20+ years. Installation to occur prior to summer fair.
- Exhaust duct cleaning for kitchen hoods – inspection completed. Work to be completed before summer fair for main kitchen and permanent booths.
- Ordered new shirts for summer fair; new “clean team” shirts for summer fair; new board members name tags; & new board member jackets. New hats (2 types); pens & bags.
- Plans to change banks to RBC – in progress.
- Campsite bookings occurring and first rv unit on-site May 1st, 2024.
- Renewed Sask Horse Federation memberships for Greg Dionne; Roy McDougal & Debra Despins
- Cattle scale in Barn 0 not required to service until 2025.

SUMMER FAIR UPDATE: July 30th to August 3, 2024

- * Parade–PAEX staff to take parade applications & Lions Club to coordinate event for July 30th starting at 6:00 p.m.
- * West Coast Amusement Rides begin at 1:00 p.m. July 31st, 2024.
- * Applications coming in for Summer fair info as follows:
 - Permanent booths: All have responded and all are returning. All 12 booths are confirmed;
 - Food truck, concession Applications: Smokes Poutinerie; Birdies; Fat Belly (hotdog part only by dog run)
 - Popup vendor applications: NYC apparel; kazy productions; glow Canada; sparkles and alpaca place.
 - Armoury tradeshow: Kaze productions took 4 booths; plunder took 2 booths
- * Ambulance on-site – ordered & pending – 5 days
- * Ag & Horticulture – Barry Swanson & Team preparing.
- * Bank Lead – Ralph Boychuk – confirmed Deb D. to confirm bank workers.
- * Gate Lead – request gone out – decision pending
- * Bouncy Castles – looking for alternatives – pending
- * Sparkles Tatoos - pending
- * Environmental – (garbage & port-a-potties) Met with G.W. to determine port-a-potties areas as per last year.
- * PAEX has (7) hand washing stations to be placed throughout grounds.
- * Juggler – contact made – The Juggler will not be attending for 2024 Summer Fair.
- * Olaf & other costumes – contract finalized.
- * Isaac from Winnipeg does juggle; balancing act; holla-hooping; fire show – contract finalized.
- * Gainer - plans to participate in parade and pending to be at summer fair July 30 & 31 Tue. & Wed. Contract pending.
- * Smokey Bear - pending
- * Fireworks – pending

SUMMER FAIR UPDATE: July 30th to August 3, 2024 - CONTINUED

- * Golf Carts – order placed for 2 – 6 seaters and 4 – 4 seaters. The Lions club willing to help drive the 6-seaters golf carts.
 - * Heavy Horse Pull – Qu'Appelle Valley Group Kim Hewalo – Contract Finalized.
 - * Horse Drill Team show – Loretta Hrynick – confirmed.
 - * Kiddies Tractor Pull – Sponsor letters mailed: A & W; Giant Tiger; Tim Hortons; & Brandt.
 - * Main Hall entertainment – 90% confirmed & Production confirmed – Spectrum Sound
 - * Main Hall Kitchen – canteen – Options for PAEX to run this canteen.
 - * Northern Canadian Professional Chuckwagon & Chariot Championship. Contract finalized.
 - * Parking Lot – scouts - pending
 - * Photography – \$500.00 received from Optimist Club.
 - * Pony Rides & Barnyard animals – by Doug Fairborne – contract finalized.
 - * Punk Metal Rock Show (outdoors) between log house & garage – pending.
 - * Security – verbal agreement in place with Prince Albert Security Services – contract pending – Security/FirstAid/Lost & Found to be relocated to log house. **Motion to approve up to \$60,000. Security.**
- MOTION BY** Deb Schreiner, seconded by Rebecca Njaa to spend up to \$60,000. for security & first aid for the summer fair

MOTION CARRIED

- * Seniors location – to be relocated to west room.
- * Chucks & Chariot buckles ordered.
- * PAEX liquor permits renewed for another 3 years.
- * Summer Fair advertising – in the works. Pattison Media meeting May 8th.
- * Working with Markit Signs to update the big billboard – place our major sponsors on the billboard. Any business that contributes \$5,000. Or more will have their name on the billboard. Also working on a 4 X8 coroplast signs to advertise Northern Canadian Professional Chuckwagon & Chariot CHAMPIONSHIP.
- * Request made to Leask Colony to consider farmers market booths at the summer fair – pending.
- * Request made to sparkles Tatoo - pending

Maintenance:

VANDALISM EVENTS:

- Ongoing fence cutting – repairs.
- Ongoing graffiti.

MAINTENANCE:

- Campground – clean-up leaves & debris.
- Woodpile located west side of Barn 0 by fence removed.
- North Ring shortened by approx. 90'.
- Main & North rings harrowed.
- Spring grounds clean-up.
- Broken toilets repaired in men's washroom – main hall & Archie.
- Main valve leaking water – City of PA fixed
- Barn 3 & 4 communication failure – P.A. alarm fixed.
- Water on for cattle wash and campground.
- Cattle tie-out area, broken and rotting boards replaced.
- Project - widen fence north of log house. Waiting for material and post hole auger.

4.0 MANAGER'S REPORT - continued

PROJECT UPDATE:

1) OCTOGANOL BUILDING - PHASE 1 ROOF UPGRADE AND WIDOWS WALK

- 2023 – Quotes for the upgrade roof project on Octagonal building received.
- Project expected to cost approx. \$100,000.00
- January, 2024 – applied for grant to Sask. Heritage Foundation.
- April, 2024
 - Request approval to upgrade Octagonal roof from City of Prince Albert – received.
 - SHF approved up to \$40,000.
- May, 2024
 - Applied for building permit for phase 1 Octagonal Roof project – completed.
 - Request to Martin Kiffiak from Prakash Consulting to prepare an engineering roof drawing for Octagonal Building.
 - Prepared scope of work Agreement and presented to Corcan re: Octagonal Roof & widows walk project. Labour costs pending.
 - Ordered Cedar shingles through Econo Lumber – expect to take 4 – 8 weeks for delivery.

2) ROOF UPGRADE TO 3 PERMANENT FOOD BOOTHS

- March – request quotes for tin material
- Project expected to cost approx. \$45,000. In total. \$15,000 per roof.
- April
 - quote for materials from Leask Versaframe \$18,167.98
 - quote for labour to install from Tom Buecker \$26,700.00
 - Executive approved project April 10th, 2024
 - Materials ordered.
 - Installer notified.
 - Preparing scope of work Agreement for roof upgrade on 3 permanent booths.

EVENTS:

- 1) Women's Indigenous Conference May 17 & 18.
- 2) Rotary Club - Lobsterfest Fundraiser May 25th.
- 3) Ukrainian Booth Volunteer appreciation June 1st.
- 4) Beef Cattle Show & Sale June 8 – 10th.
- 5) P.A. Kennel Club July 13-14, competition
- 6) 2024 Summer Fair July 30 – August 3rd.
- 7) Polkafest August 23 & 24th.
- 8) P.A. Kennel Club August 27-29th
- 9) Opportunity Bridal Show & Sale Sep. 3rd.
- 10) Premiers Dinner September 11-12th.
- 11) Gathering of Nations Sept 13 – 15th.

4.0 MANAGER'S REPORT - continued

2024 TALLY OF SPONSORCHIPS-PARTNERSHIPS-DONATION – TO DATE

2024 PARTNERSHIPS – IN PROGRESS

\$5,000 and More	\$4,999. and Less	GIFT DONATIONS
COMMUNITY INITIATIVE FUND NORTHERN LIGHTS DEVELOPMENT CO. SAASE SASK HERITAGE FOUNDATION * SASK LOTTERIES SASK PENITENTIARY SIGA	SUMMER FAIR Beaulac Funeral Home Bev's Fish and Seafood Econo Lumber LakeCountry Coop Mulberry's One Stop P.A. Optimist Club Sask Tel Super 8 BEEF CATTLE Anderson Motors Ltd. CMT Contracting Ltd. Inc. Cattle Company Peters Simmentals SA Steen Agencies Sask. Angus Assoc. Speckle Park Assoc. OCTAGONAL Prakash Consulting	SUMMER FAIR BRANDT FLAMAN'S Larry Foy EVENTS 5 TH AVE COLLECTION 6 TH AVENUE CAR WASH ADVANTAGE COLLISION ALOHA TROPICAL TANNING B NORTHERN BEAUTYCOUNTER/BOOM BATH AND BODY BRENDA'S HANDMADE TREASURES CRAFTS BY SANDRA/TOCARA HAROLD'S FAMILY FOODS LAKECOUNTRY COOP MY HEART YOUR HANDS NORWEX ONE BIRD ENTERPRISE PAEX PA BATTERY PARTYLITE PAMPERED CHEF PLUNDER JEWELRY PRIFE INTERNATIONAL SOCHASKI DESIGNS SUNSET GOURMET TAMMY'S TASTY TREATS THE GREEN SOUP EMPORIUM TRU NORTH

MOTION BY: Roy McDougall & 2nd by Rebecca Njaa to accept the Managers Reports. **MOTION CARRIED**

5. Events update

- a) **Summer Fair Update:** provided in Manager's report
- b) **Sponsorship-Partnership** – as provided in Manager's report Board members to help with sponsorship.
- c) **Beef Cattle** – Dale Shillington – nothing new to report.
- d) **4H & Light Horse Show** – Donna Nagy: Apply for certificates; entering on line with Assist Expo.
- e) **Chuckwagon & Chariot Championship:** Roy McDougall: 8 X 16 signs being designed to be placed in 3 high traffic locations.
- f) **Semi-Truck Drag Races** – Shaun Harris: could be 8 – 12 – possibly 14 trucks. Shaun's trucking company to sponsor. Plan for trophies, plaques and belt buckles. Also planning a truck show & shine with board to vote for best looking truck and the public to also place their votes.

6. Old business – None

7. New Business None

8. In – Camera Session - No

9. **NEXT MEETING:** Wednesday June 19th, 2024 in Boardroom @ 6:00 p.m.
Lunch to be served at 5:30 p.m.

MOTION BY: Kim Jackson to adjourn the meeting. **MOTION CARRIED**
Meeting adjourned Adjourn 6:30 p.m.

Date: June 10, 2024 / _____, 2024

Signed: [Signature], President