

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting
held in the Stansbury Institute on
Monday 10th February 2025 7.00pm.**

PRESENT: Andrew Pisani (Chairperson), Don McPhee, Sue Oldfield, Doug Carruthers, Kevin Forrest, Shaun Toft, Michelle Hoffmann, Leon Cartledge (Park Managers), Cr Trevor Clerke, Carley Crouch (minute taker).

MEETING OPENED: 7.02pm

1. WELCOME: Andrew Pisani welcomed everyone to the meeting.

2. CONFLICT OF INTEREST:

The Chairperson reminded all members of their requirement to disclose any conflict of interest, and provide details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

3. APOLOGIES: Beth Faulkner, Julie Harris, Jason Aldenhoven

4. CARAVAN PARK REPORT:

4.1 Caravan Park Manager's Report:

A written Park Manager's report for December and January was tabled.

Michelle and Leon reported the following:

- Drain blockages on sites 12 and 92. On site 92, a guest had emptied a cassette down the sullage drain which caused the issue. White Plumbing were called into fix the problem, and have advised that the pipe is possibly also cracked. Over the winter they will send a camera down to try and locate the crack, and carry out the repair work.
- Trees on sites 45-58 are dropping sap onto the van and vehicles parked on these sites, which the owners are not happy about. The same issue was experienced last year. The roots of the trees also make it difficult to grow lawn on these sites. Consideration is to be given as to how best to manage the situation.
- Boom gates at OPD: Ash and Mark took the boom gate down due to the high winds. Leon has arranged Glomad Contracting to attend onsite to assess the problem with the sensors. Worst case scenario, is a problem with the mother board.
- SYP Security and IT Pros are reviewing the IT requirements across both parks and the Visitor Centre. The park is currently on a domestic network and switch, which is no longer able to cope with the load. Recommendations will be available once IT Pros has completed the audit.
- The cafe blinds on the luxury villas get blown out of the tracks in high wind. Guests will be advised not to have the blinds down in strong winds. A solution for keeping the blinds in the tracks is required.

- A request for the installation of a Puratap in the laundry for staff to be able to access clean drinking water. Currently water is being purchased in bulk from the supermarket for staff use.

Moved: Don McPhee

Seconded: Shaun Toft

To proceed with the installation of a Puratap in the Foreshore laundry for staff use.

Carried: #1 10/02/2025

- Michelle noted that the Managers will often assist with laundry tasks such as putting washing in/out of the machines, folding linen etc to assist the housekeeping staff. This will not be able to be carried out if the laundry facilities are moved to Oyster Point Drive.

Michelle and Leon left the meeting at 7.30pm and did not return.

Moved: Don McPhee

Seconded: Kevin Forrest

To accept the Park Manager's report for December and January.

Carried: #2 10/02/2025

5. SALTWATER CLASSIC:

Guests present: Pam Hickman, Trevor Gill, Doug Le Feuvre from 7.31pm.

5.1 Salt Water Classic update:

Andrew Pisani thanked guests, Pam Hickman, Trevor Gill and Doug Le Feuvre for attending the meeting to discuss the Salt Water Classic (SWC).

Andrew Pisani advised that he had met with the Stansbury Sports and Community Club (SSCC), and discussed how important the SWC event is to the town. The SSCC have committed to holding the Friday night dinner for the event.

Pam, Trevor and Doug made the following points:

- The Friday night dinner is a "briefing" dinner for all of the sailing participants, and is held in Stansbury.
- The Saturday night is the "official" dinner held in Port Vincent. The Port Vincent Sailing Club is prepared to hold this dinner.
- The history of the event is it was first held in 2003 with a commitment to be a genuine relationship between Stansbury and Port Vincent. SA Tourism came on board with partnership funding and publicity support, as they recognised the tourism value of the event.
- Enormous volunteer effort in both towns in 2024, was rewarded with a conservative estimate of 6000 people attending the event.
- Independent data indicates the event generated \$1.3M into the local economy through tourism, hospitality, accommodation etc.
- A number of people involved in organising the event have been involved since its inception, and now want to hand over to a new committee who have new ideas and energy to bring to the event. However, the previous

organisers are very happy to support the new committee in continuing to grow the event.

There are still two members of the original committee who plan to stay on, one holds the position of minute secretary.

- There are two sides to the committee: one is the Stansbury Committee made up of interested community members. This oversees the Port Vincent committee which comes under Port Vincent Progress.
- Pam confirmed that Port Vincent has five members who are prepared to be involved on the Port Vincent committee.
- It is recognised that the event does not need to go forward in the same format as 2024, and that new ideas are welcomed.
- Prior to 2024, the last event was in 2018 due to Covid 19. The event organisers were unsure how successful the 2024 event would be, however, a lot of younger people with boats attended. This is a sign of generational change in the demographic of people who will attend this type of event.
- The event is not just about wooden boats, as there are enough other events which support the weekend to make it very appealing to families.
- SA Tourism has committed funding towards the 2026 event.
- SWC Incorporated is a legal entity. Trevor Gill is currently the public officer, however he is investigating what is involved in stepping down from this position. The incorporated body would still be administered by the new committee.
- Trevor confirmed he is happy to assist with publicity and promotion, whilst Doug is happy to also provide assistance and share his knowledge and experience.
- It is important that all office bearer roles are filled in the near future, so preparations can commence. Pam will follow up with the Port Vincent committee to see if anyone will fill the positions.
- Doug explained that the role of the Chair of the main committee is to communicate between, and co-ordinate both town committees, and speak at the Friday night briefing dinner to explain how the event is going to progress over the next two days.
- The most onerous task is organising both dinners.
- A highlight of the event for the boaties is sailing from Stansbury to Port Vincent, as it is an open water event on the seas, as distinct from the Goolwa Wooden Boat Festival.
- Rescue vessels are out on the water escorting the fleet from Stansbury to Port Vincent.
- Considerations re setting the date:
 - The date for the event is primarily determined by the tides, as the boats need to go over the spit at Port Vincent. Therefore, they need to leave early on Saturday afternoon to get into the marina.
 - The Stansbury Seaside Market on the Saturday morning – need to ensure that at least a fortnight is left between the SWC and Easter. Otherwise it is very difficult to get stallholders to attend the SWC market.
- Public liability insurance is held by the SWC committee. Boaties are required to demonstrate they have their own insurance. The committee needs to

demonstrate that they have made all efforts to ensure that participants are insured.

- It is very difficult to lock in the Navy band, as they have an 18month – 2 year lead in time for bookings. April is also a very busy time of year for them.
- Doug is liaising with the BOM to get access to the preliminary tide predictions so a date can be confirmed. April is considered the ideal month to hold the event.

Pam, Trevor and Doug left the meeting at 8.10pm and did not return.

6. ACCEPTANCE OF MINUTES:

6.1 Acceptance of the Minutes

Moved: Don McPhee

Seconded: Doug Carruthers

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 16th December 2024 be accepted as read and confirmed as a true record.

Carried: #3 10/02/2025

7. MATTERS ARISING FROM MINUTES:

7.1 Swimming pontoon update:

Carley Crouch confirmed that insurance has been secured for the three swimming pontoons.

Don McPhee advised that the pontoons have new moorings and steps. They will be removed in April at the end of the tourist season.

7.2 Foreshore survey update:

Andrew Pisani and Don McPhee advised they have both spoken with the council gardener, Jarrad, who is in support of removing the trees and laying lawn in the area in question.

Kevin Forrest reported he had also spoken with Jarrad, who had made a request that as part of the seawall project, it would be preferred for the concrete picnic tables to be put back on concrete slabs, as it makes it easier to mow around them, rather than when they are on lawn.

7.3 Saltwater Classic:

Don McPhee reiterated how important the event is to both Stansbury and Port Vincent, with grant money already secured and available. It is imperative that Stansbury participate, and form a committee to work with Port Vincent in organising the event.

Andrew Pisani will follow up with people who have indicated interest in being involved, and encourage them to form a committee. It may also be something that the Events Committee could be involved with.

It was noted that it is not appropriate for Progress staff members to be on the committee, however the office will provide administrative support in the way of photocopying and posting out correspondence as required.

7.4 OPD development:

Nil to report.

8. BUSINESS MANAGER AND FINANCE REPORT:

8.1 A written report for December was tabled.

Moved: Don McPhee

Seconded: Sue Oldfield

To renew the Licence 1775 for the Council Depot on Beechcroft Road for a further two years.

Carried: #4 10/02/2025

Moved: Don McPhee

Seconded: Shaun Toft

To proceed with the Moss Electrical quote to carry out an electrical audit in the Foreshore Park.

Carried: #5 10/02/2025

It was noted that the Council is responsible for the sails on the foreshore near the caravan park. The sails will need to be moved in the event that the new park office is approved to be built in this area.

Moved: Sue Oldfield

Seconded: Kevin Forrest

To accept the Business Manager's report for December.

Carried: #6 10/02/2025

9. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:

9.1 A written report for December and January was tabled.

Moved: Sue Oldfield

Seconded: Shaun Toft

To accept the quote from Ballistics Fireworks for the 2025 NYE fireworks display.

Carried: #7 10/02/2025

It was noted that the Workzone Management Training used to have a permit which was suitable for volunteers. It was less onerous, and less expensive than the full commercial ticket. The volunteer version is currently not being offered by training organisations.

Cr Clerke suggested contacting the SA Police Department regarding road closure and barrier training, as this might offer a suitable solution for volunteers.

It was confirmed that there are currently two doggy bag dispensers along the foreshore. One is near the round BBQ, and one is near the Blue Lime Café. Both caravan parks also have a dispenser in the park grounds.

It was resolved to ask Council whether another dispenser could be installed near the shelter shed on the foreshore, as part of the seawall repair project.

Moved Don McPhee

Seconded: Doug Carruthers

To accept the Market Co-ordinator/Administration report for December and January.

Carried: #8 10/02/2025

10. SUB COMMITTEE REPORTS:

10.1 Tidy Towns:

A written report was tabled.

Don McPhee reported that Fraser McEvoy, YP Council, had contacted him regarding weeds that are growing in the area opposite Oyster Point Drive Caravan Park.

Don explained that this area had previously been cleared of feral weeds, with the approval of Deb Furbank, YP Council. The weeds which have grown around the burn off area will be poisoned, however no other activity will take place at this time of year while fire danger season is still in place.

10.2 Events:

Andrew advised that there was nil to report.

10.3 Town Projects:

In Julie Harris's absence, Sue Oldfield reported a short meeting had been held to discuss the new caravan park office, and where it might be situated.

Andrew Pisani confirmed that Julie is working on a design and concept plan for the park office.

Sue Oldfield advised that on the direction of SA Water, she had contacted Council about replacing the drink water fountain near the swimming hole. Nick Hoskin confirmed he had received her email, but as he has been on leave, he has not had the chance to follow up directly with SA Water.

Moved Don McPhee

Seconded: Sue Oldfield

To accept the sub committee reports for December and January.

Carried: #9 10/02/2025

11. FIVE YEAR PLAN:

Andrew Pisani advised that items for inclusion in the five year plan have been listed in the Business Manager's Report (item 7.1). However, the list that was generated from the community survey in September, needs to be reviewed, to assess what item(s) may also be included in the five year plan.

It was noted that the plan needs to be finalised in the near future.

Don McPhee advised that the Finance Committee has reviewed the current list of projects with estimated costings, and what planning needs to be done for the various projects. This information can be used to develop a schedule of projects, in particular those that require urgent planning.

In regard to the new park office, a plan needs to be finalised and sent to Council for landowner approval.

Efforts are to be made to complete all the planning in regard to installing additional cabins at Oyster Point Drive, so that in 2026 work can commence on the infrastructure for this project. It is unlikely that seven cabins will be installed in the next five years, but that they will be installed as the budget allows.

12. CORRESPONDENCE:

12.1 Email – Sammut, 12th January 2025

Tabled.

It was noted that improvements to the caravan park represents change, which some people are uncomfortable with.

12.2 Email – Tasha Kearslake, YP Council, 22nd January 2025.

Tabled. As per item 7.1.

12.3 Email- G Rankine, 23rd January 2025

Tabled and the Georgie Rankine's resignation from the Stansbury Progress Association Inc. is accepted.

12.4 Letter – Stansbury Cricket Club, 21st January 2025

Tabled.

Moved Don McPhee

Seconded: Kevin Forrest

To proceed with donating \$3000.00 to the Stansbury Cricket Club for the material costs of the new scoreboard frame.

Carried: #10 10/02/2025

It was queried whether any action had been taken by the Stansbury Cricket Club to protect the new scoreboard from vandalism.

Andrew Pisani advised that the board, once erected, will be 2m above ground level with no ladders or access, and be situated on the hill across from the grandstand. It measures approximately 3.5m wide x 2m high, with a 1.2m allowance each side for displaying sponsor advertisements.

Shaun Toft suggested that the Stansbury Cricket Club invest in enclosing the scoreboard when not in use, to prevent any vandalism.

12.5 Letter – Stansbury Museum, 28th January 2025

Tabled.

It was agreed to accept the invitation from the Stansbury Museum to attend an after hours tour, which presents a great opportunity to see what work has been done by the dedicated committee.

12.6 Letter – RFDS SYP Support Group, 30th January 2025

Tabled.

It was resolved to find out more information about the tiers of sponsorship for the Walk the Yorkes for Charity 2025 event.

12.7 Letter – Stansbury Museum, 2nd February 2025

Tabled.

It was agreed to donate one hoodie and one cap to the Stansbury Museum raffle, in line with previous years.

Moved Don McPhee

Seconded: Shaun Toft

To accept the correspondence for February.

Carried: #11 10/02/2025

13. GENERAL BUSINESS:

13.1 Constitution Review:

As part of considering whether to fill the casual vacancy, as a result of George Rankin's resignation, Sue Oldfield raised the question of undertaking a review of the Constitution, in particular the wording around the term of the casual vacancy.

Don McPhee made the following points:

- The intention of the Constitution is to provide the Executive Committee with a measure on how to decide on the best way of dealing with a casual vacancy until the next Annual Electors Meeting (AEM).
- The AEM, provides for people to be elected by the Members for a two year term, onto the Executive Committee. Whereas a casual vacancy is designed to see the Executive Committee through to the next AEM, and is left to the

Executive Committee to decide as it is only casual. The full two year term positions are decided by the Members.

- There are three main factors for the Executive Committee to consider when faced with a casual vacancy, and determining whether it needs to be filled. These include, the proximity to the next AEM, the nature of the work facing the Executive Committee at that time, and the availability of suitable candidates.
- The Constitution was drawn up when the Progress Association commenced leasing the caravan parks.
- The Constitution should only be opened up if there is a serious matter that needs to be changed.

Sue Oldfield expressed concern about the 7:3 ratio that will take place at the next Annual Electors Meeting. It was noted that the ratio can change on a yearly basis, and it is not possible to manipulate the system to reinstate it to a 5:5 ratio due to a variety of factors that can take place throughout the year (eg. a change in a committee member's personal circumstances, requiring them to resign mid term).

A vote was taken as to whether to fill the current casual vacancy.

The result of the vote was to wait until the Annual Electors Meeting in August, and let the community nominate their preferred candidates for the vacant positions.

4 against filling the casual vacancy.
1 for filling the casual vacancy.

13.2 Caravan Park Fees:

Don McPhee advised that a number of suppliers are advising of fee increases for goods and services. This will need to be taken into consideration when setting the new caravan park fees.

14. CLOSURE: Meeting closed at 9.57pm.

Next meeting: Tuesday 11th March 2025, 7.00pm.

Andrew Pisani

Chairperson 

Date:..... 11/3/25

