

Minutes of the meeting of the Cowichan Lake Recreation Commission held at the Curling Lounge, Thursday March 25, 2010. Called to order at approximately 7:09 p.m.

PRESENT: Members: D. Darling (Acting Chairperson); R. Wise; I. Morrison (Area F Director), C. Bath, Councillor Bob Day (Town of Lake Cowichan), B. Peters; K. Kuhn (Area F Director).

ABSENT: L. Olson, S. McFarlane

ALSO PRESENT:

L. Backlund, Manager, Cowichan Lake Recreation; J. Wakeham, Manager, Facility, Fleet & Transit – CVRD; R. Frost, West Cowichan Facility Coordinator; R. Austen, General Manager, Parks, Recreation & Culture Department, CVRD.

ADOPTION OF AGENDA

It was moved and seconded:

That the agenda be approved with the following additions:

- **NB6 Centennial Hall Lease/Management Agreement**
- **NB7 Lake Days Update**
- **NB8 Commission member Larry Olson**

MOTION CARRIED

ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the February 25, 2010, Cowichan Lake Recreation Commission regular meeting be approved as presented.

MOTION CARRIED

DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES

BA1 Arena Renovation Project:

- Updated Shoulder Item List: handed out for Commission information only. Costs are still being confirmed. Rob Frost updated Commission with approximate costs of painting the purlings and installing formed seating. These quotes came in prior to the meeting. The cost of items on the shoulder list should be available at the next site meeting for review.
- Old Roofing Material: Staff told the Commission that disposing of the old roofing material is in the hands of the contractor. Commission requested that staff inquire whether or not the contractor can give good will to the community in an open and

transparent manner.

- Other: The schedule is still approximately 4 weeks behind with the estimated completion date being September 3, 2010. The slab in the new building portion will be poured next Tuesday.

7:25 p.m. – S. McFarlane entered the meeting

BA2: Legal Opinion regarding Snow Removal Procedure Letter:

Staff received a legal opinion regarding the snow removal procedure letter sent to Norm Olive - CVRD from Fast + Epp Structural Engineers dated February 17, 2010.

It was moved and seconded:

To refer the legal opinion received from Staples, McDannold and Stewart, Barristers & Solicitors, together with the Engineering report from Fast + Epp Structural Engineers regarding the Cowichan Lake Sports Arena Snow Removal Plan to the CVRD Engineering and Environment and Corporate Services Departments for further action and that all further action from the CVRD be conveyed to the Cowichan Lake Recreation Commission.

MOTION CARRIED

BA3: Review of 2010 Requisition and cost per \$100,000 assessed value: Manager, L. Backlund, provided Commission members with a staff report regarding an overview of the CLR budget 405 – Capital, Reserve Fund and Surplus for information purposes only.

CORRESPONDENCE

None at this time.

NEW BUSINESS

NB1: CVRD Board Meeting Review: Director Morrison gave an update to the Commission regarding the fact that the 2010 budget was approved. A brief discussion was held regarding the parkland acquisition for 2010.

NB2: Mesachie Lake Ballfield Expansion Project: Director Morrison gave a quick update for information purposes only with respect to the expansion of the Mesachie Lake Skydome Ballfield and how it relates to the Cowichan Lake Recreation asset (Mesachie Lake Community Hall). Commission members were also informed that Arbutus Park in Youbou is currently getting an irrigation update which should be finished in time for summer programming. Director Morrison asked the Commission if they would be interested in attending a meeting of Commission members without staff at the request of Mayor Forrest.

NB3 – Sparks, Brownies and Guides:

The Manager read a letter received from Donna Beacham, Guide Leader and Co-Commissioner, Waters Edge District Girl Guides of Canada requesting a reduction of rental fees for the Mesachie Lake Community Hall.

It was moved and seconded:

To grant the request of a reduction of rental fees by offering a 40% reduction of the Youth/Theatre/Sports hourly hall rental rate for use of the Mesachie Lake Community Hall and/or a room in the arena if necessary.

MOTION CARRIED

NB4 – Fees, Charges and a Rationale for Municipal Recreation Services Workshop: The Manager invited members of the Commission to attend a Brian Johnston half day workshop at the Island Savings Centre on Saturday May 8th. Commission members are to get back to the Manager if they would like to attend. R. Austen gave an update to the directors regarding their attendance at an upcoming Community Parks Governance workshop, for electoral area directors only, to be held in the afternoon on May 8th with the same facilitator.

NB5 – Reserve Fund Expenditure Bylaw for Zamboni:

It was moved and seconded:

That the Cowichan Lake Recreation Commission recommend to the CVRD Board that a reserve fund expenditure bylaw be prepared authorizing the expenditure of a maximum of \$94,541 from Reserve Fund Bylaw No. 505 (Cowichan Lake Recreation Reserve Fund Establishment Bylaw, 1979), for the purpose of partially funding the replacement of the arena ice resurfacer (i.e. Zamboni) located at the Cowichan Lake Arena, and that the bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

NB6 – Centennial Hall Lease/Management Agreement: J. Wakeham, Facility Fleet and Transit Division Manager, provided the Commission with a Staff report and a copy of the proposed Centennial Hall Lease/Management Agreement that was sent to the CVRD in January of 2010.

It was moved and seconded:

That the report be received by the Commission and then placed back on next month's agenda for further discussion.

MOTION CARRIED

It was moved and seconded:

That staff write a letter to the Town Council letting them know that the report had been received by the Commission and will be placed back on next month's agenda for further discussion.

MOTION CARRIED

NB7 – Lake Days Update: Town Council member Bob Day gave an enthusiastic and positive update on the planning process for the Annual Lake Days event to be held June 7th – 13th, 2010.

NB8 - Commission member Larry Olson: S. McFarlane reported to the Commission that she had received a call from Larry Olson letting her know that he has been posted out of Lake Cowichan and will have to resign his position on the Commission. Commission requested that staff send a thank you note to Larry on their behalf.

OLD BUSINESS

None at this time.

**WEST COWICHAN
FACILITY
COORDINATOR
REPORT**

No report

**RECREATION
MANAGER'S
REPORT**

Manager told Commission members about the plans for the Lake Days Dance to be held on June 12th, 2010 in the Cowichan Lake Sports Arena. Manager also gave the Commission members a copy of the first edition of the Cowichan Lake Recreation staff newsletter. The intent of this newsletter is to improve communication between departments and Commission, review programming opportunities and give some fast facts about what happens in each area.

NEXT MEETING

Thursday April 29, 2010, 7:00 p.m. Curling Lounge.

Meeting adjourned at 8:28 p.m.