



SHAWNIGAN LAKE COMMUNITY CENTRE COMMISSION MEETING AGENDA

THURSDAY, MARCH 30, 2017

LOUNGE

2804 SHAWNIGAN LAKE ROAD, SHAWNIGAN LAKE, BC

7:00 PM

	<u>PAGE</u>
1. <u>APPROVAL OF AGENDA</u>	
2. <u>ADOPTION OF MINUTES</u>	
M1 Shawnigan Lake Community Centre Commission Annual General Meeting of March 21, 2016	1
Recommendation That the minutes of the Shawnigan Lake Community Centre Commission Annual General Meeting of March 21, 2016 be adopted.	
3. <u>INTRODUCTION OF CURRENT COMMISSION MEMBERS</u>	
4. <u>REPORT ON PREVIOUS YEARS ACTIVITIES</u>	
D1 Reports by Kim Liddle, Manager, Shawnigan Lake Community Centre & Area B Director, S. Furstenau	Verbal
5. <u>ELECTION OF 6 NEW COMMISSION MEMBERS</u>	
C1 Elections chaired by Area B Director, S. Furstenau	
6. <u>UNFINISHED BUSINESS</u>	
7. <u>NEW BUSINESS</u>	
8. <u>QUESTION PERIOD</u>	
9. <u>ADJOURNMENT</u>	

The next Shawnigan Lake Community Centre Commission Meeting will be held at the call of the Chair, in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake, BC.

Committee Members

L. Treloar, Chairperson
M. Davies, Vice-Chairperson
F. Carr

S. Davies
Director S. Furstenau

A. Philp
J. Stephens

Minutes of the Shawnigan Lake Community Centre Commission Meeting held on Monday, March 21, 2016 in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake BC at 7:00 PM.

PRESENT: S. Bell-Irving
F. Carr
M. Davies
L. Treloar

ALSO PRESENT: Kim Liddle, Manager, South Cowichan Recreation
Tony Liddle, Facility Coordinator, South Cowichan Recreation

ABSENT: Director S. Furstenuau
S. Malerby
D. Morgan

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved as presented.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Shawnigan Lake Community Centre Commission Annual General meeting of March 23, 2015

It was moved and seconded that the minutes from the March 23, 2015 Annual General Meeting of the Shawnigan Lake Community Centre Commission meeting be adopted.

MOTION CARRIED

Introduction of the current Commission members

REPORTS

R1 Managers Report

Kim Liddle, South Cowichan Recreation Division Manager gave a report on projects that have been worked on over the past year, including:

- Installation of new heat pump at Elsie Miles to replace the old oil fired heating system.
- Installation of new heat pump at SLCC to replace 20 year old electric system.
- Installation of new doors and windows in Elsie Miles to replace the old wooden framed single pane glass that was in the building; this will assist with reducing energy costs.
- Office renovations in the main office at SLCC. This has allowed for better

customer service as well as increased staff productivity with better working stations.

- Moving of the old portable to the back of the property to allow for better visibility between the village and the Community Centre. This also opened up the cement pad underneath for increased activities for child care as well as special events.
- On-Line registration launched in 2015 to allow users to register for programs offered. Lots of positive feedback on this, allowing users to register outside of regular business hours.
- Assisted Public Safety with the completion of the Primary Reception Centre Plan which outlines clear guidelines and expectations in the event of a Recreation Centre being activated as a Reception Centre.
- Worked with other CVRD Recreation Facilities as well as North Cowichan and Ladysmith to review replacement options for the CLASS Registration and Facility Booking Software. This program will no longer be supported at the end of 2017, so work is well underway to find a new provider. An RFP went out at the beginning of this year with staff working towards new software implementation by the end of 2016.
- Staff has been working on a Cowichan Valley wide initiative to increase awareness around Physical Literacy and the importance of building confidence and competence in children so they stay active for life. Currently we have a steering committee that has representation from Recreation, Early Years, Education and Health.

ELECTIONS

Kim Liddle, Manager South Cowichan Recreation, proceeded to conduct elections for the six available positions on the Shawnigan Lake Community Centre Commission for a one-year term dating April 1, 2016 through to March 31, 2017.

Nominations were received from the floor:

Lori Terloar
 Marian Davies
 Jennie Stevens
 Fransje Carr
 Sally Davies
 Alison Philp

Motion to close nominations was made

MOTION CARRIED

All nominated electors agreed to stand; Nominations appointed by acclamation

MOTION CARRIED

NEXT ANNUAL GENERAL MEETING

The next Shawnigan Lake Community Centre Annual General Meeting will take place in March 2017.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 7:45 pm.

Chair

Recording Secretary

Dated: _____

