

Minutes of the Shawnigan Lake Community Centre Commission Meeting held on Monday, February 19, 2018 in the Elsie Miles Annex, 2804 Shawnigan Lake Road, Shawnigan Lake BC at 7:00 PM.

PRESENT: Chair N. Douglas
L. Treloar
H. Goddard
S. Davis
Alternate Director David Procter

ALSO PRESENT: K. Liddle, Manager, South Cowichan Recreation
T. Liddle, Facilities Coordinator, South Cowichan Recreation

ABSENT: Director S. Acton
M. Davies
J. Stevens

APPROVAL OF AGENDA

It was moved and seconded that the agenda be adopted.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Shawnigan Lake Community Centre Commission meeting of January 29, 2018

It was moved and seconded that the minutes from the January 29, 2018 meeting be adopted as presented.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

BA1 2018 Capital Projects

K. Liddle, Manager, South Cowichan Recreation informed the Commission that the proposed new road signage is larger than Cowichan Valley Regional District size specifications. Staff will be initiating the variance process which will allow the size required to be installed.

Action – staff to send out signage options to Commission members.

An update was given on the design process regarding the parking lot.

Discussion took place regarding the proposed building improvements to the lobby and options for Vancouver Island Health Authority licensed coffee shop. An update was given on the interior designer that has offered to volunteer services to assist

with design of the lobby space, and discussion regarding outdoor areas for a railing and deck system and park improvements for Shawnigan Lake Community Centre and Elsie Miles Connectivity.

Action- staff to scan and send floor plan of Shawnigan Lake Community Centre to Director Acton.

INFORMATION

IN1 Electric Charge Station

T. Liddle, Facility Coordinator, South Cowichan Recreation gave an overview of usage of the charge station. Commission members feel the charge station use is currently being used beyond its intended purpose.

That it be recommended to the Board that the policy around length of time/hours of charge stations be reviewed.

MOTION CARRIED

REPORTS

R1 Managers Report

K. Liddle, Manager, South Cowichan Recreation, produced a verbal report and monthly update for information.

The Commission was updated on Summer Music Festival in-kind trade options.

It was reported that another successful Family Day event was held in the Pavilion on the Elsie Miles field on February 12. Thank you's were extended for the wonderful volunteer work through the Shawnigan Lake Museum.

R2 Facility Coordinators Report

T. Liddle, Facility Coordinator, South Cowichan Recreation, produced a verbal report and monthly update for information.

New exterior doors will be installed over spring break to work around user groups and programs; gutters around the facility will be repaired or replaced and roofing repairs will be underway in spring. Staff will be working on the floor replacement tender with work expected to be scheduled during the summer months to minimize disruption to programs and user groups.

R3 Directors Report

No report given.

ADJOURNMENT

8:28 pm **It was moved and seconded that the meeting be adjourned**

The meeting adjourned at 8:28 pm

MOTION CARRIED

Chair

Recording Secretary

Dated: _____