

Minutes of the Shawnigan Lake Community Centre Commission Meeting held on Monday, November 20, 2017 in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake BC at 6:00 PM.

PRESENT: Director S. Acton
L. Treloar
J. Stevens
H. Goddard
N. Douglas

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

ABSENT: M. Davies
S. Davies

APPROVAL OF AGENDA

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

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Shawnigan Lake Community Centre Commission meeting of October 16, 2017

It was moved and seconded that the minutes from the October 16, 2017 meeting be adopted.

MOTION CARRIED

INFORMATION

IN1 Future Planning

The Commission discussed items that were identified at the planning workshop held October 26, 2017. Items included relocation of the historical church located on Shawnigan Lake road. Preliminary costs were reviewed and it was determined there are not enough funds available at this time; other items included a deck on the back of Shawnigan Lake Community Centre, landscaping next to existing playground to create connectivity to the Elsie Miles building, and updating the lobby space to include a possible coffee shop.

REPORTS

R1 Managers Report

Kim Liddle, Manager, South Cowichan Recreation, provided a verbal report and monthly update for information.

The Manager updated the Commission on the software upgrades. Costs for 2017 are approximately \$3,000. Remaining funds will be rolled over to 2018 to implement Perfect Mind software as the CLASS replacement.

R2 Facility Coordinators Report

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

The Facility Coordinator reported that all exterior doors will be replaced by the end of 2017. As the project came in under budget the interior wall/door system will also be replaced. Several options were presented for the replacement of the read-o-graph sign. The sign will be ordered prior to the end of the year.

R3 Directors Report

No Report was given.

UNFINISHED BUSINESS

UB1 2018 Budget Review

The Manager summarized the discussion from the Shawnigan Lake Community Centre Commission meeting held on October 16, 2017

It was moved and seconded:

- 1. That the 2018 Budget for Function 464 – SLCC be approved.**
- 2. That the Supplementary request for Elsie Miles Flooring be approved.**
- 3. That the Supplementary request for SLCC Flooring be approved.**

MOTION CARRIED

It was moved and seconded:

- 4. To add supplemental item for facility improvements in the amount of \$90,000 which would be funded 100% through gas tax funding. Projects include upgrading the lobby of Shawnigan Lake Community Centre, expanding the deck at the back of the facility and landscape improvements to connect Shawnigan Lake Community Centre and Elsie Miles entries.**

MOTION CARRIED

UB2 Duncan Show Room

J. Stevens gave an overview of the meeting held with representative from the Duncan Show Room. A Festival is being planned for the summer utilizing the new pavilion. Event planning and fundraising services would be provided by Duncan Show Room in exchange for the two old 22 passenger buses that have a value of

approximately \$1000 each.

It was moved and seconded that an agreement be prepared to enter into a trade with the Duncan Show Room in exchange of event planning and fundraising services (in-kind value of \$2000) in exchange for the ownership of the 1989 – 22 passenger bus at a value of \$1000 and the 1991 – 22 passenger bus at a value of \$1000; both vehicles in “as is” conditions.

MOTION CARRIED

ADJOURNMENT

8:18 pm **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 8:18 pm.

Chair

Recording Secretary

Dated: _____