



Shawnigan Lake Community Centre Commission Meeting Agenda

Monday, April 16, 2018

Lounge

2804 Shawnigan Lake Road, Shawnigan Lake, BC

7:00 PM

1. APPROVAL OF AGENDA

1 CALL TO ORDER

Recommendation That the Facility Manager call the meeting to order.

2 ELECTIONS

Recommendation Nominations for Chair
Nominees – Address the Commission
Voting
Declaration of Chair – term to expire March 31, 2019
Nominations for Vice Chair
Nominees – Address the Commission
Voting
Declaration of Vice Chair – term to expire March 31, 2019

3 APPROVAL OF AGENDA

Recommendation That the agenda be adopted.

2. ADOPTION OF MINUTES

M1. Shawnigan Lake Recreation Centre Commission Meeting of March 26, 2018

Recommendation That the minutes of the Shawnigan Lake Recreation Centre Commission meeting of March 26, 2018 be adopted.

3. BUSINESS ARISING FROM THE MINUTES

4. PUBLIC INPUT PERIOD

The purpose of the Public Input Period is to provide the public with an opportunity to comment on an agenda item before the Board / Committee / Commission considers the item. The Public Input Period Procedure Policy provides for the public input period to proceed in a timely fashion. Public Input Period items cannot include matters which are, or have been, the subject of a Public Hearing.

5. DELEGATIONS

6. CORRESPONDENCE

7. INFORMATION

IN1. Shawnigan Lake Community Centre Commission Orientation Manual

Recommendation For information.

IN2. Shawnigan Lake Community Centre Facility Project Update

Recommendation For information.

8. REPORTS

R1. Verbal Report from the Manager, South Cowichan Recreation

Recommendation For information.

R2. Verbal Report from the Facility Coordinator, South Cowichan Recreation

Recommendation For Information

9. UNFINISHED BUSINESS

10. NEW BUSINESS

11. CLOSED SESSION

12. ADJOURNMENT

Minutes of the Shawnigan Lake Community Centre Commission Meeting held in the Lounge, 2804 Shawnigan Lake Road, Shawnigan Lake BC on Monday, March 26, 2018, at 7:30 PM.

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

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

ABSENT: M. Davies

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 February 19, 2018

It was moved and seconded that the minutes from the February 19, 2018 meeting be adopted.

MOTION CARRIED

INFORMATION

IN1 Lobby Space Update

Lindsay Riddell (designer volunteering her time to assist with lobby design options), gave a brief presentation and suggestions on options for the Lobby space.
Action - Lindsay to set up a sharing board for commission members to assist in creating a design plan. Planning meeting to be scheduled so Lindsay can work towards getting CAD drawings completed to provide a visual on what it could look like.

IN2 Short-Term Borrowing Funding Approval

It was moved and seconded that it be recommended to the Board that short-term borrowing of up to \$175,000 be approved for parking lot improvements at Shawnigan Lake Community Centre, to be paid back over five years as per the Liabilities under Agreement Section of 175 of the Community Charter.

MOTION CARRIED**IN3** Capital Project Update

Road signage is awaiting variance approval, final 3 design options presented and timber frame option was selected.

Outdoor Patio Area staff to look at concrete planter boxes and table options to make space more usable and send to Commission members via email for review and comment.

The parking lot project is awaiting finance approval to move forward with design phase.

REPORTS**R1** Managers Report

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

The Manager discussed work load of staff and project timelines moving forward as well as giving current information on a coffee shop option for the lobby.

Action – Staff to look at RFI options to see if there is interest in the business community.

Joint Parks/SLCC Commission meeting scheduled for April 19, 2018 at 7:00 pm

R2 Facility Coordinators Report

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

New exterior doors have been installed and quotes have been received from painting companies to paint outdoors/window trims. Colour options to be shared at the next Shawnigan Lake Community Centre Commission meeting.

R3 Directors Report

Verbal Report from S. Acton, Area B Director for Information

Director S. Acton provided an update on Regional Recreation and Economic Development being actively involved in promoting the lobby space and showcase the Shawnigan Village business community.

ADJOURNMENT

8:52 PM It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 8:52 pm.

Chair

Recording Secretary

Dated: _____