

Minutes of the regular meeting of the Cowichan Lake Recreation Commission held in the Curling Lounge, Thursday March 24, 2011.

PRESENT: Members: S. McFarlane (Chairperson); R. Wise; I. Morrison (Area F Director); R. Forrest (Mayor – Town of Lake Cowichan); D. Darling; K. Kuhn (Area I Director); L. Johnson; D. Adams; B. Peters.

ABSENT:

ALSO PRESENT: L. Blatchford, Manager, Cowichan Lake Recreation; R. Frost, West Cowichan Facility Coordinator; J. Elzinga, Manager, Island Savings Centre; N. Olive, Capital Works Manager; R. Austen, General Manager, Parks, Recreation and Culture – CVRD.

Meeting called to order at 6:59 p.m.

It was moved and seconded:

**ADOPTION OF
AGENDA**

That the agenda be approved as amended with the addition of minutes of meeting held March 21, 2011 under Approval of Minutes and newspaper request for parking lot plans under BA1.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded:

That the minutes of the Cowichan Lake Recreation Commission regular meeting of February 23, 2011 be adopted as presented.

MOTION CARRIED

It was moved and seconded:

That the minutes of the Cowichan Lake Recreation Commission special meeting of March 21, 2011 be adopted as presented.

MOTION CARRIED

**BUSINESS ARISING
FROM THE
MINUTES**

BA1: Arena Renovation Project:

- **Opening Ceremony Recap:** There was total agreement that the grand opening event was a great event and received good feedback.
- **Major donators' permanent recognition:** There was discussion on the best way to recognize the people and businesses who donated to the project. CLR thanks all the contributors to making the arena upgrade such a fantastic success. Having contributors like this shows a community that

cares.

It was moved and seconded:

To have a plaque made to honor all the people and businesses that donated or helped with the provision of wood for the Cowichan Lake Sports Arena Upgrade for a cost not to exceed \$750 and further that a letter of thanks be sent out and a thank you ad be put in the paper.

MOTION CARRIED

- **Award Applications:**

It was moved and seconded:

That staff be directed to apply for facility awards for this project (i.e. RFABC, BCFPA and BC Wood Council).

MOTION CARRIED

- **Staff Transition:** J. Elzinga informed the Commission that it is time for him to leave the project and that this will be his last Commission meeting. He thanked staff and this Commission. Next week John will identify deficiencies as he understands them and turn the list over to staff. The Commission thanked John for the great job he has done on the project.
- **Cost Update:** N. Olive informed the Commission that every penny has either been spent or allocated to items currently being completed. Included in this is the money set aside for the parking lot and painting the sprinkler system which has now been transferred from the project (921) budget to the 405 budget.

The Commission directed staff to come back to the next meeting with a report on final costs.

- **Tendering Parking lot and Gas Tax Update:** R. Austen advised that the Commission does not move on the parking lot until final approval has been given. There are two more steps involved in the process; Board approval on April 13, 2011 and UBCM approval after that.
- **Newspaper request for parking lot plans:** S. McFarlane mentioned that the local Gazette had requested a copy of the parking lot plans for publication in the newspaper. The Commission decided to wait until final approval of gas tax funding was given

None

DELEGATIONS

Chamber of Commerce request for free hall use March 17, 2011:

CORRESPONDENCE

It was moved and seconded:

To waive the hall rental fee for March 17, 2011 and to provide a letter explaining the reasons why the Commission does not normally like to entertain requests of this nature.

MOTION CARRIED

None

INFORMATION

NB1 - CVRD Board Update: Director Morrison reviewed the recently received Ipsos Reid Study that was done for the Cowichan Valley.

NEW BUSINESS

NB2 – Proposed Public health Smoking Protection Bylaw: R. Austen reviewed the city of Duncan Public Health Smoking Protection Bylaw No. 2084, 2010 and the Commission gave the following direction:

- General consensus to go with the Provincial Standard of 3m from doors, windows or air intakes.

Other items discussed:

- Suggestion to put up signage discouraging the parking along the access road on the south side of the arena.
- It was mentioned that the Town of Lake Cowichan was overlooked in the thank you's given at the opening ceremonies. The Town donated the land for the new building.
- It was noted that there is a possibility of an earlier meeting in April pending the outcome of the CVRD Board meeting on April 13, 2011.

None

OLD BUSINESS

R. Frost on vacation so no report.

**WEST COWICHAN
FACILITY
COORDINATOR
REPORT**

L. Blatchford informed the Commission that:

- The Arena will be hosting the BC Hockey U-16 and U-17 events April 1 – 3, and April 8 – 10
- The new spring edition of the Playbook came out earlier this week.
- Interviews have been held to fill the programmer 1 position and

**RECREATION
MANAGER'S
REPORT**

references were being checked.

Thursday April 28, 2011 at 7:00 p.m. in the Curling Lounge

NEXT MEETING

Chairperson

Recording Secretary

Dated: _____