

Minutes of the regular meeting of the Cowichan Lake Recreation Commission held in the Curling Lounge, Thursday April 28, 2011.

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

**ABSENT:** K. Kuhn

**ALSO PRESENT:** L. Blatchford, Manager, Cowichan Lake Recreation; R. Frost, West Cowichan Facility Coordinator; N. Olive, Capital Works Manager; R. Piechnik, Recording Secretary

Meeting called to order at 7:02 p.m.

It was moved and seconded:

**ADOPTION OF  
AGENDA**

**That the agenda be approved as amended with the addition of NB2-Liquor Extension Application to include Regatta and New Year's Eve.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

It was moved and seconded:

**That the minutes of the Cowichan Lake Recreation Commission regular meeting of March 24, 2011 be adopted as presented.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE  
MINUTES**

**BA1: Arena Renovation Project:** - still on budget

- **Major Donators recognition:** Update. In the works.
- **Award Applications:** L. Blatchford has applied for the RFABC award. BCRPA will be applied for next year. (2011 deadline is past). CEI will be applying for the BC Wood Council Award as well as other awards.
- **Cost Update:** There is \$162,000 in 405. Funds allocated to \$142,000 for paving and \$20,000 for painting. Discussion around HST exemption for the project so does this carry over to the dollar amount transferred from 921 to 405 or is there an HST cost. Update on deficiency walk-through of April 27, 2011. Any observation of deficiencies will be addressed to R. Frost. Most deficiencies are complete.
- **Gas Tax Update/Tendering Parking Lot:** Discussion on hiring consultants prior to receiving Gas Tax Funds. R. Frost to

investigate pipes that may be in ground in the North parking lot. UBCM application is prepared but not sent in.

It was moved and seconded:

**To have staff revise the drawings to include North and South parking lots, and prepare new tender documents to go to tender without commitment.**

**MOTION CARRIED**

**Recommended ACTION:** as soon as possible to get the best price in hopes the project can be done within the window of opportunity for paving.

**N. Olive left the meeting at 7:40pm.**

**DELEGATIONS**

None

**CORRESPONDENCE**

None at this time.

**INFORMATION**

None

**NEW BUSINESS**

**NB1 – CVRD Board Update – Director Morrison:** Update in reference to RSP Gas Tax Projects table.

**NB2 – Liquor Extension Application – Lake Days Dance June 11 and Regatta and New Year’s Eve.**

It was moved and seconded:

- 1. To approve the liquor license extension application process recommending to the Board that they request the extension of the liquor primary liquor license #163104 – Curling Lounge, to cover the Annual Lake Days Dance, Saturday, June 11, 2011 held in the Cowichan Lake Sports Arena on the dry floor.**
- 2. That the CVRD Board has taken into account:**
  - a. The potential for noise if the application is approved: Noise is kept at a minimum as the dance will be held indoors. There have been no issues with neighbors for past Lake Days Dances.**
  - b. The impact on the community if the application is approved: This is an annual community event that has been occurring for many years – it has great community benefit. Members of the community will be involved through participation and volunteer activities. There will be security on the premises; event hosts will be in place throughout the facility; a**

designated driving program will be in place; and the local RCMP will be invited to have a presence at this event.

- c. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose: This facility will still be operated as a liquor primary facility for the purposes of this event.
3. And further, that should the Board give approval to proceed with the application process, the Chair and Corporate Secretary be authorized to sign a copy of the resolution required accompanying the application form.

**MOTION CARRIED**

It was moved and seconded:

1. That the CVRD Board request that the Liquor control and Licensing Branch approve the temporary change of location to Liquor License #300537 so that staff may run the Annual Youbou Regatta Dance on August 13, 2011 and the New Year's Eve Dance on December 31, 2011.
2. That the CVRD Board has taken into account:
  - a. The potential for noise if the application is approved: Noise is kept at a minimum as the dance will be held indoors.
  - b. The impact on the community if the applications are approved: These are annual community events that have been occurring for many years; The community will be involved in both events through participation and volunteer activities.
  - c. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose: This facility will still be operated as a liquor primary facility for the purposes of this event.
3. And further that should the Board give approval to proceed with the application process, the Chair and Corporate Secretary be authorized to sign a copy of the resolution required accompanying the application form.

**MOTION CARRIED**

**NB3 – Fees and Charges – ICE 2011/2012:** L. Blatchford presented a staff report giving a breakdown on comparable ice rentals in other arenas on the island. Currently CLSA is 3<sup>rd</sup> lowest on the island. It was agreed the lower rates draw out-of-town rentals which help CLSA to continue to operate. Same rate structure would apply to local as well as

out-of-town organizations.

It was moved and seconded:

- 1. That the Commission approves a 3% increase in ice rentals rates (before HST) for the 2011/2012 season effective August 1, 2011.**
- 2. That the Commission approves of adding the HST and then rounding the figure to the nearest dollar.**

**MOTION CARRIED**

**NB4 – Special Occasion Licenses and the new multipurpose room:** L. Blatchford reviewed with the Liquor Control and Licensing Branch the possibility of licensing the new Multipurpose room. In order to maintain the multipurpose nature of this space we cannot license it in a similar manner to the Curling Lounge.

It was moved and seconded:

**That staff be given approval and direction to obtain special occasion liquor licenses on behalf of Cowichan Lake Recreation on an “as needed basis” for our own special events held in the new multipurpose/playschool extension rooms.**

**MOTION CARRIED**

**NB5 – CVRD Pepsi Cola Agreement Renewal:** L. Blatchford would like to review with other Parks, Recreation and Culture Divisions, the idea of one large tender for all in the effort to reduce cost.

It was moved and seconded:

**That the CVRD Corporate Secretary and the CVRD Board Chair be authorized to enter into year 3 of the 3-year option with Pepsi Bottling Group for the provision of soft drinks for the period of September 1, 2011 – August 31, 2012.**

**MOTION CARRIED**

**None at this time.**

## **OLD BUSINESS**

### **WEST COWICHAN FACILITY COORDINATOR REPORT**

**R1 – R. Frost: Verbally presented.** Hydro is going way up. There is a \$20,000 - \$30,000 increase. Discussion on new Hydro 2-tier billing system and penalty costs for usage based on historical usage. Taking ice out earlier could take care of that issue. Suggestion to take ice out at the end of the month rather than during a month. Discussion around ways to conserve power costs. Discussion on benefits to hiring an energy

efficiency manager shared between the arenas. R. Frost will be away May 6 – May 30.

**RECREATION  
MANAGER'S  
REPORT**

**R2 – L. Blatchford: Manager's Report – Verbally presented.**

- April 4 was the start date for CLR's new programmer – John Cummings. John comes to us with 23 years of military experience, 9 of which were in the capacity of a Physical Education Recreation Director. It has been a pleasure working with John thus far and staff is very excited about his ideas and plans for future programming in the Cowichan Lake Area.
- CLR has recently hired summer staff. They will start on June 27 and work until September 2. We have 5 local kids (1 from Youbou, 1 who is a summer resident of Honeymoon Bay, 3 from Lake Cowichan) and 3 from neighboring communities.
- Ice is coming out on May 16. Dry floor activities (roller skating, etc.) starts May 20.
- Lake Days Dance is Saturday, June 11. The JointChiefs have been hired to play the whole night. This includes locals Jack Gunderson and Paul Jutras.
- L. Blatchford will be away on vacation May 9 – May 13.

Discussion on facility bookings and activities. It was noted that there are many events and bookings within the facilities.

**Thursday, May 26, 2011 – 7pm. NEW Meeting Room**

**NEXT MEETING**

It was moved and seconded:  
**Meeting adjourned.**

**MEETING  
ADJOURNED**

**MOTION CARRIED**

Meeting adjourned at 8:16 pm.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_