

Minutes of the regular meeting of the Cowichan Lake Recreation Commission held Thursday, August 16, 2012 in the Cowichan Lake Sports Arena Multipurpose Room, Lake Cowichan, BC.

**PRESENT:** Members: D. Darling (Chair); R. Forrest (Mayor, Town of Lake Cowichan); B. Peters; J. Rowley I. Morrison (Area F Director); E. Fearon; L. Johnson; R. Wise

**ABSENT:** P. Weaver (Area I Director)

**ALSO PRESENT:** L. Blatchford, (Manager, Cowichan Lake Recreation); R. Frost, (West Cowichan Facility Coordinator);

**Meeting called to order at 7:08 p.m.**

**ADOPTION OF  
AGENDA**

It was moved and seconded:

**That the agenda be approved as amended with the addition of NB1- Old Curling Lounge Chairs and NB2 – Radio Station.**

**MOTION CARRIED**

**Welcome and introduction to new Commission Member John Rowley.**

**ADOPTION OF  
MINUTES**

It was moved and seconded:

**That the minutes of the Cowichan Lake Recreation Commission regular meeting of Thursday, June 28, 2012 be adopted as presented.**

**MOTION CARRIED**

**DELEGATION**

**None at this time.**

**BUSINESS ARISING  
FROM THE MINUTES**

**BA1- L2 EV charge Station update:** R. Frost gave the following verbal status report on this project:

- Approval for the grant has been received
- Expected cost to Cowichan Lake Recreation will be around \$1200
- Recommendation from staff that the charger be located on the North end of Cowichan Lake Sports Arena.

It was moved and seconded:

**To support the staff recommendation.**

**MOTION CARRIED**

**BA2: Paving:** R. Frost gave the Commission an update on two paving options: 1) Extending the pavement on each side of the current parking stalls by 50mm will cost approximately \$4200 2) paving whole area to

wall of building will cost approximately \$12,500.

Direction for staff to come back with a quote on brick work and concrete work to be discussed at the next meeting.

**BA3 – Timbers:** R. Frost reported on the status of the Timbers sold in principal to another department for use at another location. The approximate retail value of the Timbers is approximated to be \$2659.

It was moved and seconded:

**That the Timbers be used on a project in the Cowichan Lake area so that they benefit the community from which they originated.**

**MOTION CARRIED**

## **CORRESPONDENCE**

Staff shared, for information purposes only, an email titled the “2012 Experience Canadian Heritage Rivers Photo Contest”.

## **REPORTS**

**R1: Verbal Update CVRD Board:** Director Morrison reported that the facility usage study has been done and talked about the status of the Sportsplex funding request, regional recreation and the potential Kerry Park Recreation Centre upgrades.

**R2: West Cowichan Facility Coordinator - R. Frost reported verbally on the following items:**

- Parking lot lighting is complete, in-obtrusive and a good fit. The invoice for the temporary lighting was approximately \$8250 which was an unbudgeted expense for 2012.
- Acoustic upgrade is complete.
- Compressor project is complete.
- Statutory Right of Way regarding storm drains is being completed now and will end up costing over \$10,000. This was not a planned budget item either but is necessary for completion of the renovation and parking lot projects.

**R3: Cowichan Lake Recreation Manager - L. Blatchford gave a verbal report on the following items:**

- Youbou Regatta held August 11, 2012 at Arbutus Park was a huge success however the Youbou Regatta Adult Dance was not well supported and only had 21 participants. Based on reduced participation over the past three years there will be no adult dance in 2013.
- Summer Mixed Curling Bonspiel August 13 – 18, 2012 has 23 teams at this time.
- 41<sup>st</sup> Annual Summer Hockey School August 13 – 18, 2012 has 85 participants.
- BC Hockey Officiating School was held August 6 – 10, 2012. There were 48 participants and 6 instructors. Cowichan Lake Recreation’s Food and Beverage Department provided catering

services for this event.

- Major Midget South Island Royals (affiliated with WHL) will be hosting a training camp at CLSA September 7 – 9, 2012. CLR's Food and Beverage Department will provide catering for this event.
- The 2012/13 Ice allocation process is complete. We are now waiting for copies of signed contracts to be returned.
- Staffing update regarding Secretary III position, Bowling Alley Coordinator Position and notice of W. Nash's retirement was given.

**NEW BUSINESS**

**NB1: Old Curling Lounge Chairs:** 80 new banquet style chairs have been purchased for the curling lounge. The old chairs need to be disposed of.

It was moved and seconded:

**That staff check with local tax paying participants (i.e. fire departments and then Chamber of Commerce members and then local churches) first to see if they have any use for these old chairs.**

**MOTION CARRIED**

**NB2: Radio Station:** staff gave the Commission a heads up that the local radio station is looking for a new home and has requested a possible location in the Youbou Hall. Commission direction is to wait for more information at which time further discussion will occur.

**INFORMATION**

None at this time.

**OLD BUSINESS**

None at this time.

**QUESTION PERIOD**

Mayor Forrest asked a question regarding hiring policies which will be directed to the Human Resources Division for follow-up.

**NEXT MEETING DATE**

Discussion ensued regarding the 4<sup>th</sup> Thursday of September being UBCM. Therefore the Commission meeting has been changed to **Thursday, September 20<sup>th</sup> , 2012 - 7:00pm CLSA Meeting Room**

**MEETING ADJOURNED**

**Meeting adjourned at 8:39 p.m.**

\_\_\_\_\_  
Chairperson

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

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