

Minutes of the Special meeting of the Cowichan Lake Recreation Commission held at the Curling Lounge, Thursday April 30, 2009. Called to order at 7:00 p.m.

PRESENT: Members: S. McFarlane (Chairperson), B. Peters, D. Darling, R. Wise, C. Bath, R. Forrest (Mayor of Town of Lake Cowichan), I. Morrison (Area F Director), L. Olson, K. Kuhn (Area I Director),

ABSENT: None

ALSO PRESENT:

J. Elzinga, Manager, Island Savings Centre; R. Frost, West Cowichan Facility Coordinator; L. Backlund, Manager, Cowichan Lake Recreation.

ADOPTION OF AGENDA

It was moved and seconded:

To approve the agenda as presented.

MOTION CARRIED

ADOPTION OF MINUTES

None

RESOLVING

It was moved and seconded:

That the meeting be closed to the public in accordance with the Community Charter F.O.I. Sub 90 (1)(j).

MOTION CARRIED

It was moved and seconded:

That the Cowichan Lake Recreation Commission rise with report on item NB1 and NB2

MOTION CARRIED

NB1

Approval of the Construction Management Firm

It was moved and seconded:

That it be recommended to the Board that Cowichan Lake Recreation enter into a contract with Venture Pacific Construction Management / n. Wallace and Associates for the provision of

Construction Management services for the Cowichan Lake Sports Arena project, for the following fees:

- 1. Services for pre-construction (\$71,000), construction (\$150,000), and post-construction (\$9,000), for a total of \$230,000 + GST.**
- 2. On Site Personnel of Site Manager at \$13,750 per month, and Construction Safety Officer of \$7,060 per month.**
- 3. Additional services to be billed by hourly rates as outlined in the proposal.**
- 4. Reimbursable expenses as outlined in the proposal.**

NB2

Approval of Engineering Sub-Consultant Firms

That it be recommended to the Board that Cowichan Lake Recreation enter into a contract with the following firms for the outlined engineering services for the Cowichan Lake Sports Arena renovation project:

Structural engineers - Fast and Epp - for a fee of \$60,000 plus expenses.

Electrical engineers - AES - for a fee of \$35,200 plus expenses.

Mechanical engineers - HWT - for a fee of \$73,200 plus expenses.

MOTION CARRIED

NB3

Amendment to members of the Project Design Committee

It was moved and seconded:

That the Project Design Committee be amended to add R. Wise.

MOTION CARRIED

NB4

Approval of recommendations made by the Project Design Committee:

It was moved and seconded

To accept the recommendations made by the Project Design Committee in their Committee Report of April 29, 2009 with the following additions: add the word “initial” before word “changes” and after the word “following”, and ask for clarification as to what is above corridor Room #151.

MOTION CARRIED

It was moved and seconded

That budget takes precedence over program components of the Arena Renovation Project.

MOTION CARRIED

Discussion around donated goods occurred. The Commission has decided to table this discussion. There will be further discussion at a later date around creation of policy dealing specifically with donated goods.

**NB5
NEXT MEETING
DATE**

Discussion about the next meeting date because the Manager is away at a conference on May 26th and J. Elzinga is away at a conference May 21st. It was decided that the next regular meeting date would be:

Monday May 25th, 7:00 p.m. Curling Lounge.

NEXT MEETING