

Minutes of the meeting of the Cowichan Lake Recreation Commission held at the Curling Lounge, Thursday April 29, 2010. Called to order at approximately 7:00 p.m.

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

ABSENT: K. Kuhn (Area I Director).

GUEST: Councillor Bob Day (Town of Lake Cowichan),

ALSO PRESENT:

L. Backlund, Manager, Cowichan Lake Recreation; J. Wakeham, Manager, Facility, Fleet & Transit – CVRD; R. Frost, West Cowichan Facility Coordinator; R. Austen, General Manager, Parks, Recreation & Culture Department, CVRD; J. Elzinga, Manager Island Savings Centre and N. Olive, Capital Works Manager, CVRD.

**ADOPTION OF
AGENDA**

It was moved and seconded:

That the agenda be approved as presented.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded:

That the minutes of the March 25, 2010, Cowichan Lake Recreation Commission regular meeting be approved as presented.

MOTION CARRIED

DELEGATIONS

None

**BUSINESS ARISING
FROM THE
MINUTES**

BA1-Arena Renovation Project: N. Olive gave a quick overview.

- Schedule is still a month behind – substantial completion date is September 3rd, 2010.
- Budget review – curling slab was budgeted at \$715,000 and so far the quote has come in at \$530,000. Still could be unknown costs with respect to the permafrost. Extra funds could be added to shoulder item list.
- Permeable Paving Project has been identified as a “Regionally Significant Project” and has been moved into the 2010/2011 priority list. It is hoped that we may know more about Gas Tax Funding for this project around the 2nd week of June.

It was moved and seconded:

To move ahead with Spine work on the lower floor and sound equipment/PA as identified on the shoulder item list to a total of \$65,000.

MOTION CARRIED

Note: Curling Lounge Ceiling and Floor to be added to shoulder item list.

Manager read an e-mail from S. Moss, Manager of Finance, regarding the spring borrowing rate of 4.5% instead of the anticipated 5.5%. Manager also let the Commission know that the Reserve Fund Expenditure Bylaw had been approved by the Board.

COMMISSION ACTION ITEM: to review the shoulder item list putting the items in order of priority and returning your thoughts to the Manager as soon as possible.

BA2 - Centennial Hall Lease Agreement: J. Wakeham gave the Commission an overview of the history of the Management of Centennial Hall, reviewed concerns with the proposed document and suggested three options for where to go from here. L. Backlund let the Commission know that while there has been draft documents there has never been a signed copy of a Joint Use Agreement with the Town; recommended that policies be consistent for all halls in the area; and told the Commission that based on the figures used for apportionment, the Town pays 23%, Area I pays 37% and Area F pays 40% of the 2010 Cowichan Lake Recreation tax requisition amount.

It was moved and seconded:

To direct staff to negotiate the Centennial Hall Lease Agreement with the Town.

MOTION CARRIED

CORRESPONDENCE

None at this time.

NEW BUSINESS

NB1 - CVRD Board Meeting Review: Director Morrison gave a quick update of the last Board meeting.

NB2 - Liquor Extension Application – Annual Youbou Regatta Dance:

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 14, 2010.
2. That the CVRD Board has taken into account:
 - The potential for noise if the application is approved: Noise is kept at a minimum as the dance will be held indoors.
 - The impact on the community if the application is approved: This is an annual community event that has been occurring since the 1940's. Community will be involved through participation and volunteer activities.
 - 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 - Special Occasion License Application Approval New Year's

Eve: L. Backlund explained that the Liquor Primary Liquor License #300537 – Youbou Lanes is not in effect on Friday nights due to family programming. New Year's Eve 2010 is on a Friday night therefore we cannot apply for an extension of the liquor license in this case.

It was moved and seconded:

That the CVRD Board give approval and support of Cowichan Lake Recreation staff obtaining a special occasion license in order to host this annual event.

MOTION CARRIED

NB4 –Public Forum – Cowichan Social Planning – BC Affordable

Housing: K. Worsley, on behalf of the Cowichan Lake Chamber of Commerce, requested that the Commission waive the rental fees for the Lower Centennial Hall for the May 19th regular dinner meeting due to

the fact that Cowichan Social Planning will be speaking to a larger audience on affordable housing in the Cowichan Lake Area and it was felt that this was a community event rather than a private event.

It was moved and seconded:

To permit a 40% reduction of fees for this event.

MOTION CARRIED

NB5 – Fees and Charges – ice & community halls: L. Backlund reviewed how HST will impact services provided by CVRD Parks, Recreation and Culture and presented a staff report titled “Fees & Charges 2010/2011 Review”.

It was moved and seconded:

That the Commission approves a 3% increase over two years (1.5% per year) in hall rental base rates for 2010/2011 and 2011/2012.

MOTION CARRIED

It was moved and seconded:

That the Commission approves a 3% increase in ice rental base rates for 2010/2011.

MOTION CARRIED

Direction was given for Staff to do a media release signed by the Commission Chair regarding the new rental rates.

NB6 – Rental Agreement Canada Post – Honeymoon Bay Community Hall:

It was moved and seconded:

- 1. That the Commission approves the renewal of the Rental Agreement with Canada Post Outlet within the Honeymoon Bay Community Hall for a term of five (5) years commencing on June 1st, 2010 and terminating on May 31st, 2015.**
- 2. That the Commission approves no rental increase leaving the fee at \$166.67/month + applicable taxes.**
- 3. That staff seek Board Approval regarding this renewal requesting that should the request be approved, the Chair**

and Corporate Secretary be authorized to enter into the agreement on behalf of the CVRD.

MOTION CARRIED

NB7 – Vancouver Island Spine Relay: Mayor Forrest let the Commission know that this relay will be coming to the Town of Lake Cowichan on June 24th and invited the Commission members to attend the community event at 10 a.m. at Saywell Park.

OLD BUSINESS

None at this time.

**WEST COWICHAN
FACILITY
COORDINATOR
REPORT**

No additional information presented by R. Frost.

C. Bath questioned R. Frost on protocol regarding janitorial and Playschool Area.

**RECREATION
MANAGER'S
REPORT**

L. Backlund thanked the Commission for their affirmative response to the e-mail question regarding free rent of Centennial Hall for long time Cowichan Lake Recreation employee, Garry McPhee's memorial service. L. Backlund discussed the offer from the Recreation Facilities Association of BC to provide a donation to Garry's favorite charity and a plaque in his name for a bench on the arena property.

NEXT MEETING

Thursday May 27, 2010, 7:00 p.m. Curling Lounge.

Meeting adjourned close to 10 p.m.