

Minutes of the Shawnigan Lake Community Centre Commission Meeting held on Monday, September 18, 2017 in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake BC at 7:00 PM.

PRESENT: Director S. Acton
M. Davies
L. Treloar
S. Davies
J. Stevens
H. Goddard
N. Douglas

ALSO PRESENT: J. Elzinga, General Manager, Community Services Department
K. Liddle, Manager, South Cowichan Recreation
T. Liddle, Facilities Coordinator, South Cowichan Recreation

ABSENT:

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended by adding one Item under Unfinished Business

Parking at Elsie Miles

And that the agenda, as amended, be approved.

MOTION CARRIED

CALL TO ORDER

The facility Manager for South Cowichan Recreation called the meeting to order.

ELECTION

E1 Nominations for Chair & Vice Chair

Nominations were requested by the Manager for the position of Chair of the Shawnigan Lake Community Centre Commission. Appointee N. Douglas was nominated for the position; Nominations were declared closed.

There being no other nominations, N. Douglas was elected by acclamation to the position of Chair of the Shawnigan Lake Community Centre Commission for a one year term, expiring March 31, 2017.

Nominations were requested by the Manager for the position of Vice Chair of the Shawnigan Lake Community Centre Commission. Appointee H. Goddard was

nominated for the position. Nominations were declared closed.

There being no other nominations, H. Goddard was elected by acclamation to the position of Vice Chair of the Shawnigan Lake Community Centre Commission for a one year term, expiring March 31, 2017

Appointee N. Douglas assumed the position of Chair.

ADOPTION OF MINUTES

M1 [Regular Shawnigan Lake Community Centre Commission meeting of November 14, 2016](#)

It was moved and seconded that the minutes from the November 14, 2016 meeting be adopted as presented.

MOTION CARRIED

CORRESPONDENCE

C1 [Letter from Longevity John Falkner of Duncan Show Room RE: Two Decommissioned prone fueled school buses.](#)

The Commission reviewed the letter from the Duncan Show Room and as a result Longevity John Falkner is to be invited to the next Commission meeting to discuss further.

INFORMATION

IN1 [Shawnigan Lake Community Centre Commission Orientation Manual](#)

The orientation manual was distributed to the new Commission members.

IN2 [2018 Preliminary Budget and Five Year Plan](#)

K. Liddle, Manager, South Cowichan Recreation gave an overview of the preliminary budget for 2018 including planned Capital projects.

IN3 [Future Planning](#)

The Commission chose to hold a working group session to determine strategies for long term planning. Staff and Commission members to set a date in October to hold this session.

REPORTS

R1 Managers Report

K. Liddle, Manager, South Cowichan Recreation, produced a verbal report and monthly update for information.

An update was given regarding the recreation software replacement and next steps in the process of replacement.

It was reported that the 1st Annual Lake to Lake Walk hosted in partnership with Cowichan Lake Recreation was a huge success.

R2 Facility Coordinators Report

T. Liddle, Facility Coordinator, South Cowichan Recreation, produced a verbal report and monthly update for information.

An update was given on the Condition Based Assessment and updates on the status of the Capital Projects for 2017. Both the exterior doors and signage will be completed by year end.

R3 Directors Report

Director Acton welcomed the new Commission members.

UNFINISHED BUSINESS

UB1 Parking at Elsie Miles

The Commission discussed the removal of the sign on the Elsie Miles building as it is no longer a school, as well as the possibility of the gate at Elsie Miles remaining open on evenings and weekends in order to allow more parking for the park and museum.

Action Item. The Manager to follow up with parks regarding boulders or fencing being added so that patrons' park in appropriate areas and no damage occurs to the grounds.

ADJOURNMENT

7:56 pm **It was moved and seconded that the meeting be adjourned.**

The meeting adjourned at 7:56 pm

MOTION CARRIED

Chair

Recording Secretary

Dated: _____