



## SHAWNIGAN LAKE COMMUNITY CENTRE COMMISSION ANNUAL GENERAL MEETING AGENDA

MONDAY, MARCH 26, 2018  
LOUNGE  
2804 SHAWNIGAN LAKE ROAD, SHAWNIGAN LAKE, BC  
7:00 PM

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	<u>PAGE</u>
1. <b><u>APPROVAL OF AGENDA</u></b>	
2. <b><u>ADOPTION OF MINUTES</u></b>	
M1 Regular Shawnigan Lake Community Centre Commission meeting of March 30, 2017	1
<b>Recommendation</b> That the minutes of the Shawnigan Lake Community Centre Commission AGM meeting of March 30, 2017 be adopted.	
3. <b><u>INTRODUCTION OF CURRENT COMMISSION MEMBERS</u></b>	
4. <b><u>REPORT ON PREVIOUS YEARS ACTIVITIES</u></b>	
D1 Reports by Kim Liddle, Manager, Shawnigan Lake Community Centre & Area B Director, S. Acton.	Verbal
5. <b><u>ELECTION OF 6 NEW COMMISSION MEMBERS</u></b>	
C1 Election chaired by Area B Director, S. Acton	Verbal
6. <b><u>UNFINISHED BUSINESS</u></b>	
7. <b><u>NEW BUSINESS</u></b>	
8. <b><u>ADJOURNMENT</u></b>	

The next Shawnigan Lake Community Centre Commission AGM Meeting will be held March 2019, in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake, BC.

### **Committee Members**

N. Douglas, Chair  
H. Goodard, Vice-Chair  
Director S. Acton

M. Davies  
S. Davies

J. Stevens  
L. Treloar



Minutes of the Shawnigan Lake Community Centre Commission AGM Meeting held on Thursday, March 30, 2017 in the Multi-Purpose Room, 2804 Shawnigan Lake Road, Shawnigan Lake BC at 7:00 PM.

**PRESENT:** M. Davies  
S. Davies  
J. Stevens

**ALSO PRESENT:** Kim Liddle, Manager, South Cowichan Recreation

**ABSENT:** Director S. Furstenau  
F. Carr  
L. Treloar

#### **APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be adopted.**

**MOTION CARRIED**

#### **ADOPTION OF MINUTES**

**M1** Shawnigan Lake Community Centre Commission Annual General meeting of March 21, 2016

**It was moved and seconded that the minutes of the March 21, 2016 Shawnigan Lake Community Centre Commission Annual General meeting be adopted.**

**MOTION CARRIED**

#### **REPORT ON PREVIOUS YEARS ACTIVITIES**

**D1** Report by Kim Liddle, Manager, Shawnigan Lake Community Centre

K. Liddle, Manager, South Cowichan Recreation, gave a verbal report on projects that have been worked on over the past year, including:

Energy upgrades which included new exterior and interior lighting throughout the facility.

Replacement of the CLASS Database Software Project was started. This is a partnership with other CVRD Recreation Facilities as well as North Cowichan and Ladysmith. CLASS will no longer be supported at the end of 2017, so the three local governments partnered in an RFP and awarded the contract to Legend Software as the new provider. Staff began the set up process and training at the end of 2016 and are currently the final phase of transferring everything over with a tentative go live date at the end of May. With this new system, clients will be able to register for any recreation

programs that take place in the Cowichan Valley with online registration have a new website called reconnect.ca

Staff continue to work on a Cowichan Valley wide initiative to increase awareness around Physical Literacy and the importance of building confidence and competence in children so they stay active for life. Currently we have a steering committee that has representation from recreation, early years, education and health. Initiatives that have been implemented to date include branding standards, awareness campaign, and mentorship program within the schools for kindergarten to grade three. Projects for this spring/summer include playground markings and play boxes.

**ELECTION OF 6 NEW COMMISSION MEMBERS**

**C1** Elections chaired by K. Liddle, Manager, South Cowichan Recreation

Kim Liddle, Manager, South Cowichan Recreation, proceeded to conduct elections for the six available positions on the Shawnigan Lake Community Centre Commission for a one-year term dating April 1, 2017 to March 31, 2018.

Nominations were received from the floor:

- Marian Davies
- Jennie Stevens
- Sally Davies

Motion to close nominations was made

**MOTION CARRIED**

All nominated electors agreed to stand; nominations appointed by acclamation

**MOTION CARRIED**

**ADJOURNMENT**

**It was moved and seconded that the meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 7:45 pm

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Chair

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

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