

Minutes of the Cowichan Lake Recreation Commission Meeting held on Thursday, October 26, 2017 in the Cowichan Lake Sports Arena Curling Lounge, 311 South Shore, Lake Cowichan BC at 7:04 PM.

PRESENT: Acting-Chair L. Johnson
Mayor R. Forrest
Director I. Morrison
Director K. Kuhn
E. Fearon
T. Repstock
T. Akiyama
D. Darling

ALSO PRESENT: J. Elzinga, General Manager, Community Services, CVRD
J. Wakeham, Manager, Facilities and Transit
L. Smith, Assistant Manager, Finance
L. Blatchford, Manager, Cowichan Lake Recreation
R. Frost, West Cowichan Facilities Coordinator

ABSENT:

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved with the addition of UB1:

**UB1 Curling Rink Study Stakeholder Group; and
that the agenda, as amended, be approved.**

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Cowichan Lake Recreation Commission meeting of September 21, 2017

It was moved and seconded that the minutes of the Regular Cowichan Lake Recreation Commission meeting of September 21, 2017 be adopted.

MOTION CARRIED

REPORTS

R1 R. Frost, West Cowichan Facility Coordinator Verbal Report

The digital road sign is installed.

CLR hosted the Curling Ice Technician Level I course on October 14 & 15, 2017. There were 10 people in attendance and 6 were CLSA staff members.

In light of the recent ammonia incident in Fernie, R. Frost, updated the committee regarding the safety procedures, monitoring and maintenance duties for the CLSA refrigeration plant. Cowichan Lake Sports Arena (CLSA) is Technical Safety BC

certified with the highest risk assessed status for safety procedures and maintenance possible. With the installation of a new chiller at CLSA, the ammonia levels have been reduced from 700 lbs. to 200 lbs. WorkSafe BC and Technical Safety BC are looking at the policies and procedures for all arenas.

7:35 PM

C. Bath arrived.

ACTION: Staff to get the Evacuation Plan out to user groups.

R2

L. Blatchford, Manager, Cowichan Lake Recreation Re: Budget 2018

It was moved and seconded that the 2018 Budget for Function 405 – Cowichan Lake Recreation be approved with the following changes:

1. To reduce the requisition by \$19,871 for the CLASS replacement project and to fund it out of a transfer from the Operating Reserve Fund;
2. To reduce the requisition by \$10,000 for the purchase of stacking chairs and to also reduce Minor Capital by \$10,000;
3. To reduce the requisition by \$39,575 for Allocations and to fund it out of transfer from the Operating Reserve Fund;
4. To increase the requisition by \$31,651 and increase the Admin Salaries by \$31,651 for a Permanent Part time Secretary 1; and
5. To increase the requisition by \$30,000 and to also increase the Transfer to Capital Reserve Fund by \$30,000.

MOTION CARRIED

C. Bath on record as opposed.

In summary...the increase to the CORE requisition amount is \$28,286 (1.17%) but the increase due to approved supplemental requests is now \$61, 551 (2.55%) for a total of \$89,937 (3.72%).

R3

Directors I. Morrison and K. Kuhn Verbal Report Re: CVRD Board update

K. Kuhn stated that budget time is a very interesting time with the difficult task of trying to balance the work that needs to be done and the money available.

Arbutus park upgrades are still underway.

There have been three Town hall meetings booked in Youbou regarding logging the mountain behind Youbou.

R4

Mayor R. Forrest Verbal Report Re: Town of Lake Cowichan update

A call for a Volunteer Display Case Curator will go out in next weeks newspaper.

Centennial Ballfield upgrades are still underway.

Columbarium fees will be one cost for all.

UNFINISHED BUSINESS

UB1

The Curling Rink Study Stakeholder Group will consist of R. Forrest, I. Morrison, E. Fearon, and Bob Day.

ADJOURNMENT

9:05 PM

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 9:05 PM.

Chair

Recording Secretary

Dated: _____