

**COWICHAN VALLEY REGIONAL DISTRICT
SHAWNIGAN LAKE COMMUNITY CENTRE**

Minutes of the regular meeting of the Shawnigan Lake Community Centre Commission meeting held at Shawnigan Lake Community Centre on Tuesday, September 13, 2011 at 7:00 pm.

PRESENT: Commissioners: Fransje Carr, Marian Davies, Sarah Malerby
Director: Ken Cossey

ALSO PRESENT: Kim Liddle- Division Manager, S.C. Recreation Division
Tony Liddle- Facility Coordinator, S.C. Facilities Division
Ron Austen-General Manager, PR&C, CVRD

ABSENT: Commissioner: Kim Rowe, Sharleen Impett, Barb Schultz

CALL TO ORDER: Meeting called to order at 7:03 pm

APPROVAL OF AGENDA: It was moved and seconded that the agenda be adopted as presented

MOTION CARRIED

ADOPTION OF THE MINUTES: It was moved and seconded that minutes from the February 25, 2011 Shawnigan Lake Community Centre Commission be adopted with an amendment to correct the time of the meeting as 9:30 am

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES: None

DELEGATIONS: None

CORRESPONDENCE: None

UNFINISHED BUSINESS: None

DEPARTMENT REPORTS: **DR1 – 2012 SLCC Budget Discussions**
Kim Liddle gave an overview of the staff report written by Mark Kueber in regards to the 2012 Shawnigan Lake Budget Discussion; manager discussed the challenges Shawnigan Lake Community Centre have faced over the last few years working within such a tight budget and that an increase of approximately 7% to the core budget is required for 2012

DR2 – Mid-Year Budget Status Report

Kim Liddle gave an overview of the SLCC budget status report. The commission was provided an overview of the 2011 budget and areas that may not meet projected annual budget levels. It was noted staff are working towards a zero deficit for year end.

DR3- Facility Code of Conduct

Kim Liddle gave an overview of the staff report regarding a Facility

Code of Conduct for SLCC which is being incorporated within all recreation facilities of the CVRD. Commission reviewed the wording for signage as presented in the staff report.

That the identified Code of Conduct be adopted and endorsed by the Shawnigan Lake Community Centre Commission and that staff put signage in place effectively immediately.

MOTION CARRIED

DR4- Smoke-Free Policy

Kim Liddle gave an overview of the staff report regarding a smoke-free policy for SLCC. Discussion took place in regards to a South Cowichan Recreation Policy for both SLCC and KPR and that the Kerry Park Recreation Commission has adopted the Smoke-Free Policy as of July 1, 2011.

That Shawnigan Lake Community Centre Commission accepts the Smoke-Free Policy for South Cowichan Recreation to implement a smoke-free property for all facilities that fall within the Shawnigan Lake Community Centre Function.

MOTION CARRIED

DR 5- Facility Coordinator's Report

Tony Liddle gave an overview of bus repairs that were recently required for the 1991 22 passenger bus and the minimal life expectancy remaining for this vehicle. It was recommended that the commission plan to budget for a new vehicle in 2012 to replace this aging vehicle; review of facility maintenance was discussed and with budget constraints some projects may be rolled over into 2012. Lighting upgrades have been approved for a \$1200 BC Hydro rebate which will still be available next year if we postpone this project.

Action Item- staff to look into sponsorship options to help offset the cost of a new bus.

DR6- Division Manager's Report

Kim Liddle gave an overview of programs for the year and noted that there has been a decline in registration for youth programs and an overall decrease being seen throughout both recreation facilities. Many programs are running with low numbers where we typically see full classes at this time of year.

DR7- Director's Report

- The Shawnigan Lake Community Centre was awarded the Success by Six Award this year. The commission would like to congratulate staff on a job well done.
- OCP has been adopted for Areas A, B and C. This means new planning tools for developers and impact analysis to ensure consideration is being given to the community, fire, water, police and recreation impacts.
- A referendum is being held on Nov 19th in regards to the location of the South Cowichan Eco Depot. Wording of the question is going before the board on September 14, 2011

and will include the address of the Cameron Taggart property.

- Shawnigan Lake Parks and Recreation have been working on a database for the 74 road end access points around the lake. Once it has been determined which access points are important for us to have access, especially in regards to fire access, a MOU will be prepared for CVRD to take over.
- Subaru Half Iron Man- currently looking at ways to incorporate the race into the village area of Shawnigan Lake for next year. A Shawnigan Lake Task Force is currently being put together to review this topic will include members of commissions, business district, chamber of commerce, etc. Commission suggested all Shawnigan Lake events be reviewed versus just the Half Iron Man.

NEW BUSINESS:

NB1- Elsie Miles Lease Update and Future Planning

An update was given from School District 79 in regards to the long term lease agreement we have been working on. The School District is currently working to gather additional information as requested by the province and we hope to have the final lease approved by year end.

Gas Tax funding set aside for this project will be rolled over to 2012 and discussions will need to take place with both the SLCC Commission and the SL Parks Commission to discuss future planning for the site.

ADJOURNMENT:

It was moved and seconded that the meeting be adjourned at 8:12 pm

MOTION CARRIED

NEXT MEETING:

Tuesday, December 6th, 2011 at 7:00 pm
Tuesday, February 28th, 2012 at 7:30 pm

Certified Correct:

Chairperson

Kim Liddle
Secretary

Dated: September 14, 2011