
**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
Thursday, February 16, 2012 at 7:00 pm.

PRESENT: Commission Chair: Kim Rowe
Commissioners: Fransje Carr, Marian Davies, Sarah
Malerby, Sharleen Impett
Director: Bruce Fraser

ALSO PRESENT: Kim Liddle- Division Manager, S.C. Recreation Division
Tony Liddle- Facility Coordinator, S.C. Facilities Division
Sharon Moss- Manager, CVRD Finance Division
Mark Kueber- General Manager, CVRD Corporate
Services Division
Kelly Musselwhite- Area B Alternate Director

ABSENT:

CALL TO ORDER: Meeting called to order at 7:05 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 September 13th, 2011 Shawnigan Lake Community Centre Commission be adopted as presented

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES: **BA 1- Bus Sponsorship Update**
Staff is in the process of preparing letters to send out to possible Corporate Sponsors to help offset the cost of a new bus. Discussion took place regarding possible sponsors and the possibility of grants available through Ronald MacDonald house to assist with the cost of purchasing a wheelchair assessable bus. Staff to look into possible grants.

BA 2- Elsie Miles Lease Agreement Update

CVRD staff is in the process of preparing the written lease agreement to help speed up the process of getting a signed document in place. Staff is also in the process of setting up a meeting with SD79 to finalize the draft agreement.

DELEGATIONS: None

DEPARTMENT REPORTS: **DR1 – Facility Coordinator’s Report**
Tony Liddle gave an update on projects that have taken place over the last several months. All exterior lighting has been upgraded, replaced with LED technology. Initial product cost was more but should pay for itself within 2 years with energy savings; interior lights have been replaced in the lounge and replacement bulbs in the gymnasium. Still more work to be done this year in

the two classrooms and lobby area. Project was also successful in receiving grant funding through BC Hydro and we have approval to finish the project for 2012. Fransje noted that the lighting upgrades in the lounge were well received from Craft Fair participants.

DR2 – Division Manager's Report

None

DR3- Director's Report

Director Fraser noted he will be hosting three meeting at SLCC over the next month regarding the following:

- March 5th 7pm- holding a town hall meeting to review the budget and explain the make-up of Area B residents tax bills. There will be a similar meeting held monthly with an agenda being produced based on current issues and local groups are welcome to participate in the meeting; purpose of the meetings is to increase civic awareness
- February 25th 2 to 4 pm- meeting to discuss the Village Development and look at what's appropriate for this area and funding options. Purpose of meeting is to set up a committee with members that have interest in this area
- March 3rd 2 to 4 pm- meeting to discuss Water Shed; round table discussion to address issues and determine who wants to be involved in this process.

Director Fraser also noted that he has secured an office space in the Village. Space is located in the upstairs suite of the 'Purple Building' and will be utilized by local organizations to hold community meetings and support the local arts community-showcasing local art work within the space.

UNFINISHED BUSINESS:

None

NEW BUSINESS:**NB1- 2012 Budget Review**

Manager presented 2012 budget report and tax requisition review; discussion took place regarding the delay of the long term lease agreement for Elsie Miles and possible lease payments charged for 2012; discussion took place regarding the supplemental item of a new bus and the need to replace the current 1991 Microbird; Commission agreed that a contingency for lease payments needed to be included as well as the short term borrowing for a new bus; Total tax implications for 2012 is a 13.87% increase.

That it be recommended to the Board that the 2012 budget be approved as amended.

MOTION CARRIED

NB2- SLCC AGM

Manager reminded commission that March is the month where the Annual General Meeting for Shawnigan Lake Community Centre needs to be held. The meeting will include elections for 6 commissionaire positions; any positions remaining vacant after the AGM will be filled with appointees made by Director Fraser.

Commission set the AGM date for Tuesday March 27th, 2012 held at 7:30 pm. Staff will ensure meeting is advertised in the local papers including the Shawnigan Times and Shawnigan Focus.

ADJOURNMENT: **It was moved and seconded that the meeting be adjourned at 8:42 pm**

MOTION CARRIED

NEXT MEETING: AGM- Tuesday, March 27th, 2012 at 7:30 pm

Certified Correct:

Chairperson

Kim Liddle
Secretary

Dated: February 17, 2012