

**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, May 8, 2012 at 7:00 pm.

PRESENT: Commissioners: Sarah Malerby, Shelagh Bell-Irving, Barb Shultz
Director: Bruce Fraser

ALSO PRESENT: Kim Liddle- Division Manager, S.C. Recreation Division
Tony Liddle- Facility Coordinator, S.C. Facilities Division

ABSENT:

CALL TO ORDER: Meeting called to order at 7:15 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 16, 2012 Shawnigan Lake Community Centre Commission be amended to include the attendance of Barb Shultz; BA1 to read accessible versus assessable and approved as amended.

MOTION CARRIED

ELECTIONS: Motion was made to nominate Sarah Malerby as chair; Sarah accepted the nomination; no other nominations were received. Sarah Malerby appointed Chair by acclamation

BUSINESS ARISING FROM THE MINUTES: **BA 1- Bus Sponsorship**
Staff has prepared a letter to circulate to different organizations in regards to hopefully getting some support for the bus purchase.

DELEGATIONS: None

DEPARTMENT REPORTS: **DR1 - Facility Coordinator’s Report**
Tony Liddle presented a staff report in regards to the possibility of purchasing old sound system equipment from Kerry Park to utilize within this facility; KPRC Commission is currently looking into the possibility of transferring capital assets for SLCC to utilize.

DR2 - Division Manager’s Report
Kim Liddle presented information regarding current fees and rates at SLCC. Discussion took place around the existing rates and the need to increase overall rental rates.

Motion to eliminate the 3 hour rental rates effective September 1, 2012 and round off all other hourly rates to the nearest quarter.

MOTION CARRIED

DR3- Director’s Report - nothing to report

UNFINISHED BUSINESS: None

NEW BUSINESS:

NB1- Bad Debts

Manager presented staff report regarding outstanding debts owed to the Community Centre; it was discussed that final notices be sent to all parties and further action take place to try and collect.

That the outstanding debts listed within the April 30, 2012 Staff Report be written off of the SLCC Accounts Receivable and forwarded to collections for further action.

MOTION CARRIED

NB2- Bus Purchase

Facility Coordinator gave an update on options for the purchase of a new 24 passenger bus.

That it be recommended to the Board, to approve short term borrowing up to a maximum of \$65,000 for the purchase of a bus for Shawnigan Lake Community Centre; to be paid back within 5 years under the Liabilities Under Agreement Section 175 of the Community Charter.

MOTION CARRIED

ADJOURNMENT:

It was moved and seconded that the meeting be adjourned at 8:00 pm

MOTION CARRIED

NEXT MEETING:

To be Determined

Certified Correct:

Chairperson

Kim Liddle
Secretary

Dated: May 10, 2012