

Minutes of the meeting of the Cowichan Lake Recreation Commission held at the Curling Lounge, Thursday July 30, 2009. Called to order at 7:12 p.m.

PRESENT: Members: B. Peters (Acting Chair), D. Darling, R. Wise, C. Bath, R. Forrest (Mayor of Town of Lake Cowichan),

ABSENT: K. Kuhn (Area I Director), S. McFarlane (Chairperson), I. Morrison (Area F Director), L. Olson

ALSO PRESENT:

J. Elzinga, Manager, Island Savings Centre; R. Austen, General Manager Parks, Recreation and Culture, L. Backlund, Manager, Cowichan Lake Recreation; Norm Olive, Capital Works Manager.

**ADOPTION OF
AGENDA**

It was moved and seconded:

That the agenda as amended and presented be approved.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded:

That the minutes of the June 25, 2009, Cowichan Lake Recreation Commission meeting be approved as amended to note that Monday had been changed to Thursday.

MOTION CARRIED

BA1: Arena Renovation Project:

- Capital Works Manager Introduction: J. Elzinga introduced Norm Olive as the CVRD's new Capital Works Manager. Norm will be moving the project forward with John remaining, for the time being, in a consultant type position.
- Update on exterior issues:
 1. Parking lot adjustment: approved in Principal. Town of Lake Cowichan has agreed to gift the 729 square feet of land needed for the addition to the front of the arena. Staff is working through the process with the Town on a 10 item checklist. A drawing of the parking plan is being prepared for presentation.
 2. Environmental assessment: soils at the front look good. No trouble expected.

**BUSINESS ARISING
FROM THE
MINUTES**

- Update on Interior Studies:
 1. Asbestos Abatement: the last report done on the arena was a cursory study done in 1993. We may need something a little more in depth.
 2. Geotechnical: There is 10 feet (on average) of frozen material in the center of the curling sheet. This is more than originally expected. Excavating permafrost must be done to put new soil in before pouring the concrete slab. Report to come out tomorrow.

- New discussion on inclusion of volunteers: Commission would like to re-emphasize that the Construction Manager should host a Trades Open House. ACTION ITEM: N. Olive to confirm with the architects which jobs could be done by volunteers. More discussion on volunteers to occur at a future meeting.

- Update on Grants: Haven't heard anything yet. J. Elzinga will keep the commission informed re: cost affect of waiting to hear about the grants. Realistically ground breaking will occur in early October rather than September. More discussion to follow at a later meeting.

- Costing Report: Class D estimate was handed out. Commission informed that they should expect a Class C, B and A estimate report as the project moves along. ACTION ITEM: N. Olive to find out about the Harmonized Sales Tax and how this could affect the overall cost of the project. At this point the Class D estimate shows project costs to be approximately \$7,178,000.00 without a contingency fund. Note though, this figure is expected to change as the project progresses. Contingencies are expected to get smaller as we progress to C, B and A stage of the cost estimate process.

- Roof Options: N. Olive presented a CLSA roofing options matrix for review and discussion by Commission members.

It was moved and seconded:

That staff will proceed with getting a structural assessment of the roof done as soon as possible for a cost of approximately \$1500.00.

MOTION CARRIED

Further discussion regarding roof options will occur after the structural assessment of the roof is completed.

BA2: Camping in the parking lot for the Summer Curling

Bonspiel. L. Backlund read an e-mail received from J. Fernandez stating that Town Council has declined our application to allow camping in the parking lot of the arena for the Annual Summer Bonspiel. L. Backlund informed the Commission that the Cowichan Rocks Curling Club members have asked to be a delegation at the August 4th Parks and Recreation Committee meeting of Town Council members but had been put on the agenda for August 11th at 6 p.m. instead. Cowichan Rocks Curling Club members are requesting Commission members to attend this meeting to show support of our event.

CORRESPONDENCE

None at this time

NEW BUSINESS

None at this time

OLD BUSINESS

None at this time

**WEST COWICHAN
FACILITY
COORDINATOR'S
REPORT**

No report at this time

**MANAGER'S
REPORT**

- 38th Annual Summer Hockey School: Starts Monday August 3, 2009. Numbers are down from last year.
- Youbou Regatta: Saturday August 8, 2009
- Summer Bonspiel: August 27th – 30th, 2009
- Programmer Update: Marie Bisson has accepted our offer of employment and will start August 10, 2009.
- Temporary Playschool Instructor: Debbie Martel has accepted our offer of temporary employment relieving Jessica Lendrum who will be off on maternity leave for the next season.
- Concession Staff: We have hired two new concession staff members to begin on Tuesday.

NEXT MEETING

Director I. Morrison entered meeting at 8:12 p.m.

Thursday August 27, 7:00 p.m. Lower Centennial Hall.

Meeting adjourned at 8:13 p.m.