

Minutes of the meeting of the Cowichan Lake Recreation Commission held at the Curling Lounge, Thursday February 25, 2010. Called to order at approximately 7:05 p.m.

PRESENT: Members: S. McFarlane (Chairperson), R. Wise; I. Morrison (Area F Director), C. Bath, R. Forrest (Mayor, Town of Lake Cowichan), D. Darling, B. Peters; K. Kuhn (Area F Director).

ABSENT: L. Olson

ALSO PRESENT:

L. Backlund, Manager, Cowichan Lake Recreation; J. Wakeham, Manager, Facility, Fleet & Transit – CVRD; R. Frost, West Cowichan Facility Coordinator; J. Elzinga, Manager Island Savings Centre; N. Olive, Capital Works Manager, CVRD; R. Austen, General Manager, Parks, Recreation & Culture Department, CVRD.

ADOPTION OF AGENDA

It was moved and seconded:

That the agenda be approved with the following additions:

- **NB3 – Animal Rescue Society**

MOTION CARRIED

It was moved and seconded:

ADOPTION OF MINUTES

That the minutes of the January 28, 2010, Cowichan Lake Recreation Commission regular meeting be approved as presented.

MOTION CARRIED

DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES

BA1 Arena Renovation Project:

- Project Schedule: still approximately 4 weeks behind but optimistic that they can make this time up.
- Construction: things are moving along – photos on display in temporary entrance to facility.

Discussion on curling slab – Commission received a staff report from J. Elzinga outlining an option to thaw permafrost over a 2 year period. Due to the number of risks involved staff wishes to continue with the original curling slab installation option. The

report is for information purposes only.

- Shoulder Item List: A list of suggested shoulder items was presented to the Commission from the Project Design Committee.

It was moved and seconded:

That the direction of the Commission is to address five time sensitive shoulder items by adding them back into the project if funds allow. These five items are: painting of purlins; stained 3d concrete in lobby and 2nd floor; concessions add; dehumidification add; formed seating.

MOTION CARRIED

It was moved and seconded:

That the Design Committee prioritizes remaining shoulder items on the list and bring it back to the next meeting complete with rationale.

MOTION CARRIED

- Parking Lot Re-surfacing: R. Austen gave an update on the Corporate Leadership Team compiling a priority list to be considered for gas tax funding whereby 2/3 is paid for with grant money and 1/3 is paid by Cowichan Lake Recreation.

It was moved and seconded:

That approximately \$167,000 of project contingency funds be allocated to parking lot resurfacing using permeable surfacing material if funds allow.

MOTION CARRIED

- Existing Roof Material: removal of old roof should begin May 3, 2010.
- Grant Update: J. Elzinga, on behalf of CLR Commission, made application to the Minister asking for revision whereby 1.8M is spent by March 31st and 2.0M is spent between March 31st and the end of the project.
- Snow Removal Procedure: A letter was received from Fast + Epp Structural Engineers outlining a suggested Cowichan Lake Sports Arena Snow Removal Plan.

It was moved and seconded:

That the Commission supports the recommendation to evacuate the facility if there is 3 feet of snow, or more, on the roof.

MOTION CARRIED

It was moved and seconded:

To seek a legal opinion regarding the letter received from Fast + Epp outlining their suggested snow removal plan.

MOTION CARRIED

- Wall of Fame: clarification regarding Wall of Fame. CLR Commission is allocating space for this project and the Town of Lake Cowichan will pay for plaques and through the formation of a committee, will make the decisions regarding who qualifies to be recognized in this space.
- CLSA Capital Improvements (Physically Handicapped Accessibility) Reserve Fund: The Manager, L. Backlund presented the Commission with a staff report regarding this reserve fund.

It was moved and seconded:

That the CVRD Board request a Reserve Fund Expenditure Bylaw be prepared to expend the balance of funds from the CVRD Bylaw No. 2042 – Cowichan Lake Sports Arena Capital Improvements (Physically Handicapped Accessibility) Reserve Fund to assist in financing wheel chair accessibility in the Cowichan Lake Arena project, and further that the Reserve Fund Expenditure Bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

BA2: Chainsaw Sally's – rental fee request:

It was moved and seconded:

To grant request of a 40% reduction of hall rental fees for the fundraising event scheduled in the Centennial Hall on March 6, 2010.

MOTION CARRIED

Commission clarified through discussion that they wish to keep the policy created through motion carried on October 19, 2000 that a 40% reduction in rental fees for groups be approved that provide a letter to the Manager demonstrating that the group will be fundraising for a charity or other legitimate needy group.

BA3: Maintenance Position: Clarification was received regarding the motion made on January 28, 2010 that the Commission does not want the lead hand position at this time.

It was moved and seconded:

To reconsider the motion made on January 28, 2010 “to accept the staff recommendation to hire one full time maintenance person with an anticipated start date of May 1, 2010.

MOTION DEFEATED

BA4: Budget 2010:

It was moved and seconded:

To accept the 2010 budget as presented.

MOTION CARRIED

Note: Mayor R. Forrest, B. Peters and K. Kuhn requested that they be recorded as opposed.

CORRESPONDENCE

None at this time.

NEW BUSINESS

NB1: CVRD Board Meeting Review: nothing to report at this time.

NB2: 2010 Liquor Extension Application Approval: The Manager, L. Backlund, discussed the need to proceed with a liquor extension application to the Liquor Control and Licensing Branch to be able to cover a number of events during the renovation project.

It was moved and seconded:

To approve the liquor license extension application process recommending to the Board that they request the extension of the liquor primary liquor license #163104 – Curling Lounge to cover the following events:

- **The Eckert Family 80th birthday party – April 3, 2010 –**

Lower Centennial Hall.

- **Vancouver Island Rec Challenge (VIRC) – April 9, and 10th, 2010 – Cowichan Lake Sports Arena – North East Section of Stands.**
- **The Annual Lake Days Dance - Saturday June 12, 2010 – Cowichan Lake Sports Arena and Dry Floor Space.**
- **Summer Mixed Curling Bonspiel – Thursday August 26th – Sunday August 29th, 2010 – Cowichan Lake Sports Arena – North East Section of Stands.**

That, as required by the LCLB, the Board of the Cowichan Valley Regional District has considered the following items:

- **The potential for noise; the impact on the community; whether the extension will result in the establishment being operated in a manner that is contrary to its primary purpose and the views of the residents and offers the following comments:**
- **These events involve the residents of the community through participation and volunteer activities.**
- **These events are indoors.**
- **The establishment will still be operating under a liquor primary liquor license for the purpose of these four events if the application is approved.**

MOTION CARRIED

NB3 – Animal Rescue Society:

It was moved and seconded:

To grant request of a 40% reduction of hall rental fees for the Animal Rescue Society's summer garage sale fundraiser to be held in Centennial Hall in 2010.

MOTION CARRIED

OLD BUSINESS

None at this time.

**WEST COWICHAN
FACILITY
COORDINATOR**

Nothing more at this time.

**REPORT
RECREATION
MANAGER'S
REPORT**

Manager told Commission members to watch for the upcoming Spring Playbook. The Winter 2010 and Spring 2010 Playbooks have approximately double the programs in them.

NEXT MEETING

Thursday March 25, 2010, 7:00 p.m. Curling Lounge.

Meeting adjourned at 9:58 p.m.