



Shawnigan Lake Community Centre Commission
Thursday, March 14, 2013
7:30 pm – Commission Meeting
Shawnigan Lake Community Centre
Lounge

AGENDA

- 1. CALL TO ORDER:**
- 2. APPROVAL OF AGENDA:**
- 3. ADOPTION OF MINUTES:**
A1 - Adoption of the Shawnigan Lake Commission meeting minutes- Feb 6, 2013
- 4. BUSINESS ARISING FROM THE MINUTES:**
- 5. DELEGATIONS:**
D1- Bruce Fraser/Kelly Musslewhite- Community Forum Event
- 6. DEPARTMENT REPORTS/CORRESPONDENCE:**
DR1- Manager's Report (verbal)
 - i. Rental Group Update
 - ii. KPRC Update
- 7. UNFINISHED BUSINESS:**
- 8. NEW BUSINESS:**
- 9. NEXT MEETING DATE:**
- 10. ADJOURNMENT:**

Distribution:

Commissionaires:
Area Director:
Staff:

Barb Shultz, Marian Davies, Sarah Malerby, Sheleigh Bell-Irving
Bruce Fraser
Kim Liddle, Tony Liddle, Ron Austen, Sheena Boyles, Allison Neilson, Jim Wakeham

**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 Wednesday, February 6, 2013 at 7:00 pm.

PRESENT: Commissioners: Sarah Malerby, Marian Davies,
Director: Bruce Fraser

ALSO PRESENT: Kim Liddle- Division Manager, South Cowichan Rec.
Tony Liddle- Facility Coordinator, Facilities Division
Kelly Musslewhite- Alternate Director Area B
Steve Hurcombe, Budget Coordinator CVRD

ABSENT: Barb Schultz

CALL TO ORDER: Meeting called to order at 7:02 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 13, 2013 Shawnigan Lake Community Centre Commission be amended to include the attendance of Sheleigh Bell-Irving and approved as amended.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES: None

DELEGATIONS: None

DEPARTMENT REPORTS: DR1 – Facility Coordinator's Report

Tony Liddle reported that work has commenced to install the Electric Charge station at SLCC and work should be finished by the end of February. It was noted that expectations are not high for use in the first few years but it is anticipated that within the next 5-10 years electric cars will become more prevalent. The unit is connected to Charge Point Network which tracks all usage and can also be utilized for charging for the parking space; currently no CVRD organizations will be charging for use in the first year. Discussion took place regarding reserved space or preferred space for electric cars and it was decided that it would be preferred parking to start with until higher demand for use.

SLCC Building has been rekeyed to ensure security of the building; locks are original to the building and it is unclear who has keys; timely to do now before things start to break or a security breach.

DR2 – Division Manager's Report

Kim Liddle announced that the CVRD has been awarded the 2018 BC Summer Games. The South Cowichan Area will be host to 4 events, two of which will be in the Shawnigan Area.

The CLASS Database amalgamation has been completed. This allows residents to register for programs at any of the recreation facilities within the CVRD.

Sponsorships- Our Childcare program applied for a grant through Co-op Peninsula to assist with the purchase of the bus; they awarded us a \$3000 gas credit to assist with the cost of fuel for our two buses. Decals have been placed on the bus to comply with grant requirements.

Elsie Miles Purchase- an update was given on the offer to purchase Elsie Miles and noted that everything should be finalized by April 30, 2013

DR3- Director's Report

Director Fraser reported that Christine Lintott has been working with the Village Development Council to create a celebration/gathering place and she would like to develop architect conceptual drawings to provide a vision of what things could look like; Christine worked on the Brentwood College Art Centre the cost to do these is \$2500- to be discussed during budget discussions

Director Fraser reported that a Community Forum has been organized for April 5th and 6th at SLCC. The Lieutenant Governor will be attending on the Saturday and invitations will be sent out to community groups, businesses and volunteers from all over the area; Focus group meetings will be taking place to discuss the watershed, lake issues, pros/cons to incorporation, local food markets, village development; Sunday will include showcasing local foods, jam sessions, and artisans in the area. The event is growing in size and it was requested to possibly adjust programming schedules.

Action: Kim to look into relocating gymnastics and the run clinic for this weekend if possible.

Director Fraser reported that the Inspire Space will be relocating March 1st to a new space located directly on the main strip of Shawnigan-Mill bay Road. The space will be utilized by local groups and the director's office; the space is open to any local groups that want to come in and rent space; this allows for artists to display their work, a space for groups to store documents, hold meetings, have access to phone/fax/copying/etc and creates a hub to come together; the office has received a positive response from local groups allowing easier access and space for potential growth.

UNFINISHED BUSINESS: None

NEW BUSINESS:

NB1- 2013 Budget Review

Manager presented staff report regarding the 2013 Budget overview and Tax Requisition review. Discussion took place regarding the addition of \$2500 to cover the costs of Christine Lintott fees in regards to artist renderings being prepared for the Elsie Miles/Shawnigan Lake Village possibilities. It was requested that SLCC Parks possibly share the costs of this project as it impacts parks as well as the Community Centre.

That the 2013 budget be approved as presented with the addition of \$2500 included to cover the cost of artist renderings.

MOTION CARRIED

NB2- Youth Programming

Manager gave an overview of youth programming over the years at SLCC and where we currently are today. Commissionaire, Sheleigh Bell- Irving shared her thoughts regarding ideas for youth, looking at a youth/seniors space to allow for drop-in facilities for youth to have a place to hang out, do homework, get homework help, possibly meals for kids; discussion took place around youth programming, lack of funding and different options that may be possible. It was suggested that feedback from the youth be gathered to find out what they want before committing to anything.

Action Item: Bruce Fraser to incorporate a youth discussion at the April 6/7 Community Forum and Sheleigh to assist with organizing the youth and getting them involved.

NB3- SLCC AGM

Just a reminder that the AGM must be held in March of 2013 to elect commissionaires. Commission is made up of 6 elected community members and the Area B Electoral Area Director. Suggested meeting dates where Mon, March 11th or Thurs, March 14th.

Action Item: Kim to review facility availability and e-mail commission possible dates.

Questions-

1. It was asked if outside food services could be utilized for the April 6/7 Community Forum versus just Kerry Park Services. SLCC is open to rental groups bringing in their own food, so it was noted that outside sources are allowed.
2. Community member asked questions regarding Grant and Aids; Director Fraser and Alternate Director Kelly Musslewhite gave an overview of existing requests, including the Sportsplex and Island Corridor.

ADJOURNMENT: **It was moved and seconded that the meeting be adjourned at 8:40 pm**

MOTION CARRIED

NEXT MEETING: To be Determined

Certified Correct:

Chairperson

Kim Liddle
Secretary

Dated: Feb 8, 2013