

Bouchie Lake Rec Commission  
Meeting Minute  
Bouchie Lake Hall

**Aug 10/16, 2016 @ 7:00 PM**

Present: Ron Terlesky (Alternate Area B Rep), Wendy Donald (Rec Commissioner), Steven Loos (Rec Commissioner), David Law (Rec Commissioner), Jan Rivers (Rec Commissioner), Angela Mezzatesta (Facility Manager), Jerry Bruce (Area B Director)  
Regrets: Tracy Parker (Rec Commissioner)

Chair: Ron Terlesky – meeting called to order 7:01 pm  
Scribe: Angela Mezzatesta

- 1) Review of previous meeting minutes – Motion to adopt David 2<sup>nd</sup> Steven - AIF, carried.
- 2) Review & Adoption of Agenda – with addition of #9 Other
  - i) Drainage work approval
  - ii) Unauthorized use of Grounds
  - iii) Kitchen - Fire suppression equipment replacement

Motion Steven, 2<sup>nd</sup> David - AIF, carried.

#### Regular Business

1. Financial Report – Total funds available \$27, 666.88. Reimbursement of 2<sup>nd</sup> quarter funds from CRD in process approx. \$10,669.76 due. Review of receipts/disbursements. Concern re: BLRC ability to meet the obligations in the Building Condition Assessment due to limited budget. Commissioners advised by Director Bruce that he knows they have been prudent in their spending, managed funds well and if funds are short NCJPC will flex on requirement from the BCA report. Motion to receive report Wendy, 2<sup>nd</sup> Jan AIF, carried.

#### 2. Facility Agent report / recommendations

Correspondence – Invite to Empowering Health Communities launch

Highlights of month – Basement flooded – 2times, ICBC repair – quotes received from 2 Contractors writer working with Adjuster to ensure repairs are completed.

#### 3. Community Garden – update

Grant Application – completed & submitted by BLCA in conjunction with BLRC to Quesnel Community Futures – request submitted was in amount of \$3500.00. Committee planning to host Bingos, get donations from individuals/businesses, put on raffles and other fundraisers! All in attendance requested to support/promote this worthy project.

4. Policy & Procedure – last meeting Aug 9/16, Reps from Bouchie Lake Community Association in attendance. Draft of cleaning policy reviewed, input provided. Amended version of policy will be presented to BLRC & BLCA members for discussion.

Space allocation – developing philosophy, listing user groups and creating classification next on Agenda.

Cleaning of facility – funds available in budget to cover routine costs, going forward recommend they be used. All users to 'leave it how they found it'. Renter(s) who DO NOT clean to expectation to pay Custodial charge @ \$25 p/h. Q & A period, recommend - final decision to determine need for cleaning/authorization to proceed with cleaning to be left at Manager's discretion.

5. Area B Director Jerry Bruce report – CRD Representatives request that the donations received from the BBQ, which they sponsored and was hosted @ Bouchie Lake Hall, be used for a community purpose and be shared as per agreement set. Motion Jan fifty percent (50%) of funds donated to BBQ be given to the BL Volunteer Fire Department for their support and assistance with the event. 2<sup>nd</sup> David AIF, carried.

Bouchie Lake clean up – Cariboo Divers were hired to dredge/clean out Flowering Rush from the waters. During process all learned it will take more efforts to eradicate this invasive plant. This exercise allowed all involved to gain more insight into issue which will assist in planning with what approach to use next. Next steps are for the CRD to send out a letter to all lake shore home owners advising them of the findings and inviting them to discuss which options remain to clean up the algae.

Parkland Recreation Commission (PLRC) still in limbo waiting to hear if they will be able to continue using the Parkland Elementary school for Recreational purposes. PLRC & community members are hopeful an agreement will be reached soon.

Other concerns reported to Director which he is in process of fact finding and taking forward are: barking/nuisance dogs/pets/livestock, Milburn Lake boat launch access/parking & outhouse.

#### New Business

6. Bouchie Lake Country Kids Club/ Growing North Cariboo society – Sue, misunderstanding about need for Club to book the grounds for events and have insurance coverage. Attendance in Club activities is considered drop-in to them; no registration, membership requirement so belief was it fit under BLRC coverage. Event held was a Tie Dying activity for children (parents to remain on site). Going forward Group are seeking a facility to use for their program, have shoe string budget. No schedule set rather activities occur in various locations. Facilitator/leaders receive Honorarium. Those in attendance reminded the Commission is responsible for operating/managing the facility and ensuring policies in place are effective/followed. Use of facility rent free is under review, no determination will be made until review complete. BLCKC referred to Bouchie Lake Community Association to apply for funding to cover rental / insurance cost associated with use of the hall / grounds.

7. BL/ML Community Park /Pioneer Park development – tabled, no update

8. Bylaw review – Commission Powers & Responsibilities – Role is to manage/rent facility; if need presents those in a position are to direct presenters with authority so they are clear about role.

#### 9. Other

i) Drainage work approval – quote received (2) viewed, scope of work/merits of each discussed. Recommendation job be awarded to Fresno Construction. Motion: Steven to accept quote & award work to Fresno Construction. Side note – work is seen as a capital expense, unforeseen when budget determined. ACTION: Facility Manager to write a request to NCJPC asking that they consider reimbursing the Rec Commission for the costs associated with this project. 2<sup>nd</sup> Jan, AIF carried.

ii) Unauthorized use of Grounds – current policy states that unauthorized use of hall and /or grounds without authorization and an agreement in place will not occur. When an organized function – attendees come together with an expectation of being taught by provider and a space being provided a rental agreement as well as insurance are requirements. Recommendation – Chair to send letter to User/s who have not followed the required rental process and educate. Options available will be stated as well as need to adhere to the policy.

iii) Kitchen - Fire suppression equipment replacement – Current system at end of life, recommended to be replaced in 2017. Quote from Cariboo Fire protection provided – estimated cost \$2400. Replacement of equipment fits under Capital. ACTION: Allocate funds to cover cost of Fire suppression equipment.

Meeting adjourned: 8:49pm. Motion David, 2<sup>nd</sup> Jan – AIF, carried.

Next meeting: Sept 21/16 @ 7:00pm

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Scribe/Chair

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Date