



Bouchie Lake Recreation Commission

BLRC Meeting Minutes

May 26, 2021

Bouchie Lake Hall

Attendance: Lauren Dillabough, Stephanie Hanes, Steven Loos, Wendy Donald, Barbara Bachmeier – Area B Director

Regrets: Sarah Barber, Dixie Carlson, Lars Carlson, Amanda Mero, Ron Terlesky, Mark Parsey

Minutes: Steven Loos

Guests: Cam Hadfield

1. **Call to Order:** 6:07 pm

2. **Adoption of Agenda:**

Additions to Agenda: - Under Old Business, "Seniors Helping Hand Food Program Report"

Lauren moved to accept the agenda as amended; Seconded by Steven; AIF, Motion Carried.

3. **Adoption of Previous Meeting Minutes:**

Steven moved to accept the April 14, 2021 BLRC Meeting Minutes as presented; Seconded by Stephanie; AIF, Motion Carried.

4. **Guest Presentations:** No public presentations (COVID-19 restrictions)



Bouchie Lake Recreation Commission

5. Correspondence:

- i). **Gmail - Bouchie Lake Hall Firesmaring**
- ii). **Gmail – Recreation Trails**
- iii). **Gmail – Website Quote - EricaLahoda.com**
- iv). **Gmail - Website Quote – South Hill Graphics**
- v). **Gmail - Fwd_ Bouchie Lake Gymkhana Club Core Grant**
- vi). **Gmail - Newsletter Time**
- vii). **Gmail - Re_ Confirmation - Bouchie Lake Application (Rink)**
- viii). **Gmail - Maintenance Contract (Claymine)**

Steven moved to receive correspondence as circulated, Seconded by Lauren; AIF, Motion carried.

6. Reports:

a. Director Report – Presented by Director Barb Bachmeier

- The pool referendum is next month; local voting will be held at the BL school;
- MoTI is concerned about Highway 97 and Blackwater Road, particularly in dealing with their slide issues;
- Barb announced that she had unexpectedly won a Fortis prize and that she will be donating it to the North Cariboo Seniors Council.

Stephanie moved to accept the Director Report as presented; Seconded by Lauren; AIF, Motion Carried.

b. Chair Report – Presented by Stephanie Hanes

- Stephanie confirmed that the Facility Manager contract has been accepted and signed.

Barb moved to accept the Chair Report as presented; Seconded by Lauren; AIF, Motion Carried.



Bouchie Lake Recreation Commission

- c. **Financial Report** – Prepared & presented by Wendy Donald; reviewed by Ron Terlesky. Report attached.

Stephanie moved to accept the Financial Report as presented; Seconded by Steven; AIF, Motion Carried.

- d. **Facility Manager Report** – Prepared and presented by Wendy Donald. Report attached.
- Wendy updated the Commission on a recent carbon monoxide detector issue, which is being dealt with.

Lauren moved to accept the Facility Manager report as presented; Seconded by Stephanie; AIF, Motion Carried.

- e. **Maintenance Report** – Prepared by Mark Parsey. Report attached.

Barb moved to accept the Maintenance Report as submitted; Seconded by Steven; AIF, Motion Carried.

- f. **Custodial Report** – Norm Jeff – No report

- g. **Policy and Procedures Committee** – Steven Loos – No report

- h. **Budget Committee** – Ron Terlesky – No report

- i. **Claymine Trails Report** – Stephanie Hanes

- Stephanie has seen signs of obvious use by the public.

- j. **Multi-Use Trails Report** – Sarah Barber – Presented by Wendy Donald.

- the trails have been cleared;
- Stuart donated some cedar trees to be used as obstacles.

- k. **Rink Upgrade Project** – Stephanie Hanes

- Kyle Russell at the City of Quesnel has taken on the role of general contractor and started ordering supplies due to the scarcity of private contractors at this time;
- painters are being subcontracted from the City of Quesnel;
- Mark Parsey has also been subcontracted under Kyle;



Bouchie Lake Recreation Commission

- Darren Campbell is sending replacement rubber mats for the change rooms.

Steven moved to accept the Rink Upgrade Project Report as presented; Seconded by Lauren; AIF, Motion Carried.

- I. **Arena Roof Feasibility Study** – Sarah Barber – tabled to next meeting

7. **Old Business:**

- a. **Equestrian Arena & Area Questionnaire** - Stephanie – tabled to next meeting

- b. **Announcer Booth – Closing In Building Openings** – tabled to next meeting

- c. **Arena Groomer – HCBC Grant** – Sarah

- The Gymkhana Club received \$3500.00 in grant funds to go towards the groomer;
- the procedure is that the groomer be purchased first and the Gymkhana Club will be reimbursed with the grant funds after providing paperwork verifying the purchase;
- the Gymkhana Club does not have the full funds on hand to complete the purchase and has requested BLRC assistance in completing the transaction.

Stephanie moved that the BLRC provide a cheque to the Gymkhana Club in the amount of the final invoice for the arena groomer to complete the purchase, less the \$750.00 already provided, under the understanding that a refund of \$250.00 plus \$3500.00 will be provided by the Gymkhana Club to the BLRC after redemption has been received from the grant provider; Seconded by Lauren; AIF, Motion Carried.

- d. **Web Page Improvement** – Wendy

Lauren moved that the BLRC accept Erica Lahoda's bid to revamp the Bouchie Lake Hall & Grounds website, in consultation with Wendy; Seconded by Stephanie; AIF, Motion Carried.

- e. **Sound Proofing of Main Hall** – tabled to next meeting

- f. **Water System Assessment** – Stephanie – tabled to March 2022



Bouchie Lake Recreation Commission

g. Signatories on Bank Account – Stephanie

- Waiting for the minutes to be formally accepted.

h. Janitor Room

- Wall has been closed in; cost was \$421.41.

i. Push Mower

- The push mower has been purchased; cost was \$329.70.

j. Whoa Dust – Amanda

- Received the Whoa Dust; waiting for optimal conditions to apply it.

k. Electronic Sign – Lars & Dixie – tabled to next meeting

l. Brush Piles Chipping – Wendy

- Wendy will be arranging a meeting between Mark and potential contractors.

m. Equestrian Arena Discing – Stephanie

- Topic to be removed from Agenda; will assess the performance of the arena groomer and the Whoa Dust before considering again.

n. Arena Concession Usage & Ventilation – Wendy

Stephanie moved that Wendy contact the Northern Health officer to make an assessment of the Arena Concession Building to determine acceptable use as the facility presently exists, and what would be needed to make it acceptable for hot food production; Seconded by Lauren; AIF, Motion Carried.

o. Seniors Helping Hand Food Program Report – BLCA

- Forwarded from the Bouchie Lake Community Association.



Bouchie Lake Recreation Commission

8. New Business:

a. Box Blade for Tractor – *Mark*

- Discussed; not really a priority at this time.

b. Review of Rental Rates and Simplification – *Stephanie / Wendy*

- Primary confusion is with the Multi-Use Rates policy – Wendy is recommending it be simplified;
- suggested that the P&P Committee look at the Alex Fraser fee schedule and attempt to simplify ours in a similar manner.

9. Progress Update – Contractor Matters (in-camera)

a. Motion to go in-camera – No in-camera meeting

b. Motion to come out of in-camera – No in-camera meeting

Next BLRC Meeting: Wednesday, July 07, 2021 @ 6:00 pm

Motion to Adjourn: Lauren motioned to adjourn the regular meeting at 8:15PM; Seconded by Barb; AIF; Motion Carried.

Stephanie Hanes, BLRC Chair

IMPORTANT NOTE: *The Bouchie Lake Recreation Commission is presently operating under COVID-19 restrictions for public meetings. To meet the requirements of Social Distancing, the*



Bouchie Lake Recreation Commission

number of people in attendance outside of the Commissioners must be restricted. Public presentations have been suspended at this time. Any person or group wishing to attend the meeting must give advance notice to the Facility Manager of no less than one day prior to the meeting. All groups will be restricted to ONE individual to represent them at the meeting. All members of the public will be there as observers only and must agree to stay two metres apart from everyone else in the room. Seating will be arranged in advance by the Facility Manager.