



## **Bouchie Lake Recreation Commission**

### **BLRC Meeting Minutes**

**January 19, 2022**

**Bouchie Lake Hall**

**Attendance:** Barbara Bachmeier – Area B Director, Lars Carlson, Dixie Carlson, Elaine Ross, Lauren Dillabough, Wendy Donald

**Regrets:** Sarah Barber, Mark Parsey

**Minutes:** Elaine Ross

**Guests:** None

**6:00** *In Camera, Moved by Dixie, Seconded by Lauren, AIF, Carried*

**6:10** *Out of Camera, Moved by Lars, Seconded by Elaine, AIF, Carried*

1. **Call to Order:** 6:11pm

2. **Adoption of Agenda:**

*Elaine Ross motioned to accept the agenda as presented; Seconded by Lars Carlson; AIF, Motion Carried.*

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

*Lars Carlson motioned to accept the December 1, 2021 BLRC Meeting Minutes as presented; Seconded by Lauren Dillabough; AIF, Motion Carried.*

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

5. **Correspondence:**

i). **Gmail - Resignation - Stephanie Hanes** Barbara Bachmeier accepted Stephanie Hane's resignation and has advised the CRD

ii). **Gmail - Resignation - Amanda Mero** Barbara Bachmeier accepted Amanda Mero's resignation and has advised the CRD



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iii). **Gmail - QDRC AGM and Happy Holidays** – The QDRC sent a letter offering their support for future BLRC projects in the way of money and/or manpower. Wendy to prepare a thank you letter, Elaine to sign it.

iv). **Gmail - Credit card** – Lauren Dillabough reported that Integris offered an option of a membership card assigned to one member with a co-signer or we can apply for a credit card but more information is needed.

***Elaine Ross motioned that Lauren Dillabough look into the credit card and other options and send an email to Director and Commissioners and they are to make a decision on which one to go with. Seconded by Dixie Carlson, AIF, carried***

v). **Gmail - Roof Ladder** – Wendy reported that the ladder is ready and will be installed in the spring. It has been invoiced and Wendy has added it to the December 2021 financials.

***Lars Carlson motioned to accept report as presented. Seconded by Lauren Dillabough; AIF, Motion carried***

vi). **Gmail - Bouchie Lake Hall Roof** There was \$10,000 in the 2021 Capital Budget. Last summer there was no availability of a contractor. Wendy reported that on December 14, 2021 Gary Stuart was contacted for an update and was assured that the the project can happen in the spring of 2022. Wendy is to follow up.

***Elaine Ross motioned to accept report as presented. Seconded by Lars Carlson; AIF, Motion carried***

vii). **Gmail - Re\_ Bouchie Lake Website** Wendy reported that the website is ready to go but questioned what we should call it. The commission recommends calling it Bouchie Lake Hall & Grounds.

***Dixie Carlson motioned to name the website Bouchie Lake Hall & Grounds. Seconded by Lauren Dillabough; AIF, Motion carried***

Wendy reported that the original quote was \$940 and the final price was \$787.50. The website provider cost – Go Daddy – is an estimate of \$9.99 annually.

***Elaine Ross motioned to accept report as presented. Seconded by Lauren Dillabough; AIF, Carried***



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### **6. Reports:**

- a. **Director Report** – *no report*
- b. **Chair Report** – *no report*
- c. **Financial Report** – Prepared & presented by Lauren; Report attached.  
***Lauren motioned to accept the Financial Report as presented; Seconded by Dixie Carlson; AIF, Motion Carried.***
- d. **Facility Manager Report** – Prepared and presented by Wendy Donald. Report attached.  
***Lars Carlson moved to accept the Facility Manager report as presented; Seconded by Lauren Dillabough; AIF, Motion Carried.***
- e. **Maintenance Report** – Prepared by Mark Parsey. Report attached.  
***Elaine Ross moved to accept the Maintenance Report as submitted; Seconded by Lars Carlson; AIF, Motion Carried.***
- f. **Custodial Report** – *Wendy*
  - Norm's wife, Candice, comes in to clean every week.
- g. **Policy and Procedures Committee** – No report
- h. **Budget Committee** – Lauren - *No report*
- i. **Claymine Trails Report** – *No report*
- j. **Multi-Use Trails Report** – *No report*
- k. **Rink Upgrade Project** – *No report*



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### **7. Old Business:**

- a. **Web Page Improvement** – Wendy – Discussed in Correspondence – item vii)
- b. **Acoustic improvement in main hall** – Stephanie will assist and will give Wendy the information that she has gathered to date. BLRC to apply for a grant.
- c. **Hitching Posts at warm-up arena** - Tabled to May 2022
- d. **Water system assessment** - no report
- e. **Warm up arena – usage / warning signs** – No report
- f. **Audio equipment storage - waiting for quotes** – Wendy  
No update. Wendy will follow up on quotes.
- g. **Rink official opening** – Wendy  
Email sent to commissioners to tentatively change the date to February 19, 2022  
10:00 am to 3:00 pm. Wendy to prepare letter inviting:
  - Stephanie Hanes (also request that she assists with the presentation)
  - CRD – Darron Campbell,
  - CRD Northern Directors
  - City of Quesnel council & Richard Gauthier
  - Kyle Russell
  - Northern Development Initiative Trust
  - Cariboo Observer
  - Radio stations
  - Family Fun Group have been invited to set-up a bottle drive in the parking lot.  
Accepted
  - Bouchie Lake Helping Hands Food Program for Seniors have been invited to prepare hot dogs and hot chocolate. Any donations to go directly to the Bouchie Lake Helping Hands Food Program for Seniors. Accepted



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- h. **Ladder from upstairs room to entrance way roof** – Discussed in correspondence– item v)
- i. **Cooler in storage room**– Wendy reported that Crick’s Appliance checked the cooler. Condenser is working but needs refrigerant (possible cost of \$2500.) Bruce Crick also advised Wendy that coolers are the property of the soft drink company.

***Elaine Ross motioned that Wendy contact the owner and ask them to pick it up, seconded by Dixie Carlson; AIF, carried***

- k. **Signing authority on bank accounts** – Lauren

***Elaine Ross motioned to rescind Stephanie Hanes’ signing authority on the bank account, seconded by Dixie Carlson; AIF, carried***

***Dixie Carlson moved that Lars Carlson and Lauren Dillabough have full authority on the bank account and that Elaine Ross be added with signing authority. Lars to take a copy of the minutes and a letter of instruction to Integris Credit Union. Seconded by Barb Bachmeier, AIF, carried.***

- l. **New tables** – Wendy reported that the new tables were delivered. They are much better quality. The new ones were left downstairs and older ones were brought upstairs.

- m. **Electronic Sign** – Dixie – no new information. Tabled to next meeting

- n. **Alarm sensor to be added to back door from storage room** – Wendy reported that Telus estimated it would cost approximately \$300 to move the sensor that isn’t working. Possibly a broken wire in the system. They recommended that we upgrade to a wireless alarm system on all doors,. Quoted \$369 plus taxes. Lars signed acceptance of the quote.

***Elaine Ross motioned that we upgrade to a wireless alarm system, Dixie Carlson seconded; AIF, carried***



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### **8. New Business:**

a. **Zoom** – Zoom was discussed as an option as a medium for future meetings. Wendy has a quote for \$200 annually for a licence. It was suggested that the \$200 comes from the 2021 Covid Relief Payment. Lauren to research other alternatives. Tabled to next meeting.

b. **Rink official opening** – see old business 7(h)

c. **Purchase new Tables** – Wendy requested that we purchase 6 new tables each year until all the tables have been replaced. Wendy to check if the Lions Club would like the old tables.

**Dixie Carlson motioned that we purchase 6 new tables each year for the next 5 years starting in 2022. Seconded by Lauren Dillabough; AIF, carried**

d. **Radon Tests** – Wendy reported that she ordered a long-term radon test at a cost of \$40.31

**Upcoming Events** – Barb requested that at the October 2022 meeting notice be given to announce the election in November of chair or vice chair.

**Next BLRC Meeting:** Wednesday, March 2, 2022 @ 6:00 pm

**Motion to Adjourn:** Lars Carlson motioned to adjourn the meeting at 7:35 pm; Seconded by Lauren Dillaough; AIF; Motion Carried.

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***Barbara Bachmeier, acting chair***