



## **Bouchie Lake Recreation Commission**

### **BLRC Meeting Minutes**

**March 2, 2022**

**Bouchie Lake Hall**

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

**Regrets:** Sarah Barber

**Minutes:** Elaine Ross

**Guests:** Cam Hadfield

1. **Call to Order:** 6:00 pm

2. **Adoption of Agenda:** To be added – Old Business: sprinklers in baseball diamond, equestrian concession and man door in baseball dugout. New Business: Alarm contacts.  
***Lars Carlson motioned to accept the agenda as amended; Seconded by Lauren Dillabough; AIF, Motion Carried.***

3. **Adoption of Previous Meeting Minutes:**  
***Lauren Dillabough motioned to accept the December 1, 2021 BLRC Meeting Minutes as presented; Seconded by Dixie Carlson; AIF, Motion Carried.***

4. **Guest Presentations:** None

5. **Correspondence:**

i). Gmail – Claymine Trails Firewood

ii). Gmail – Claymine Trails

***Lars Carlson motioned to receive and file correspondence items i and ii. Seconded by Lauren Dillabough. AIF, Motion Carried***

iii). Gmail – Family Day Event –

iv). Gmail – Family Day Rental\_Rise Up Quesnel (Family Day)

***On any “family style” holiday days, areas of the facility grounds will remain open to the general public at large.***



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- v). Gmail – Fwd\_FW\_Recreation Commission COS – **see old business item b.**
- vi). Gmail – Re\_Show - 18<sup>th</sup> 19<sup>th</sup> june
- vii). Gmail – Rental of Grounds

***Elaine Ross motioned that the ball diamond not be used for equestrian events and a letter to be sent to both groups:***

- ***the grounds are not meant for horses and could cause damage to the grounds***
- ***the ball diamond will be used by the Farmer's Market in the summer and could cause cross contamination with food being served and/or sold.***

***Seconded by Dixie, AIF, carried***

### **6. Reports:**

- a. **Director Report** – no report
- b. **Chair Report** – no report
- c. **Financial Report** – Addition to Financial report – Covid Relief Funding in the amount of \$4,000 to be carried forward to 2022.  
***Lauren Dillabough motioned to accept the Financial Report as amended; Seconded by Lars Carlson; AIF, Motion Carried.***
- d. **Facility Manager Report** – Prepared and presented by Wendy Donald. Report attached.  
***Lauren Dillabough motioned to have Wendy contact Telus Security and get a quote for a 4 or 5 wireless security system and a seperate monitor. Once quote received we will discuss where the money is coming from. Seconded by Dixie Carlson; AIF, Motion Carried.***
- e. **Maintenance Report** – Prepared by Mark Parsey. Report attached.  
***Elaine Ross motioned to purchase a 2<sup>nd</sup> sandbox next winter to be set up near the skating rink walking path; Seconded by Dixie Carlson; AIF, Motion Carried.***
- f. **Custodial Report** – Norm's wife, Candice, comes in at least once a week to clean.



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- g. **Policy and Procedures Committee**  
*Lauren Dillabough motioned that new committee members be Lauren Dillabough, Elaine Ross and Wendy Donald. Seconded by Elaine Ross, AIF, Motion Carried.*  
Wendy to arrange a meeting time to review and recommend revisions to the current policies
- h. **Budget Committee** – July 6, 2022 meeting to be a budget meeting and with everybody participating.
- i. **Claymine Trails Report** – Decided not to deal with the firewood issue. Motorized vehicles are accessing the trails and the rocks blocking the entrance have been removed. This has to be remediated.
- j. **Multi-Use Trails Report** – No committee. Tabled to September 2022
- k. **Rink Upgrade Project** – Official opening was February 19, 2022. Lots of press coverage:
- CRD & NDIT publications
  - Radio interview
  - Quesnel & Prince George newspaper websites
- We need to get an update from Kyle Russell regarding the concrete work needed to complete the project. Mark Parsey to do a map showing “bubble area(s)”

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

- a. **QDRC thank you letter** - attached
- b. **Credit Card** – Lauren.  
*Elaine Ross moved that Lauren Dillabough complete the Integris Credit Union application with no guarantor complete with two years financial statements. The card is to be assigned to Lauren Dillabough. Seconded by Lars Carlson, AIF, Carried*
- c. **Roof ladder** - Installed Feb 17, 2022



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- d. **Bouchie Lake Hall roof-** meeting room roof done Feb 16-17, 2022 Flashing still needs to be installed.
- e. **Bouchie Lake website –** The website is ready to go live. Wendy will meet with Erica Lahoda on Friday, March 4, 2022 to finalize plan.
- f. **Accoustic improvement in main hall** – Wendy reported that Kyle Russell is looking into options for accoustics. He will also get quotes to remove the curtains and to prepare and paint the walls in the main hall.
- g. **Audio equipment storage** – Wendy suggested that we wait until the painting has been done so we can match the colour. Tabled to May 2022
- h. **Rink official opening** – Total cost of hot dogs & drinks was \$109.20
- i. **Signing authority on bank account** – Elaine Ross, Lauren Dillabough and Lars Carlson have updated the signing authority.
- j. **Electronic sign** – Dixie Carlson will call 4 Rivers Coop to get information abouts signs available.
- k. **Alarm sensor to be added to back door from storage room** – wireless panel and sensors have been installed.
- l. **Zoom or alternative** – Lauren recommends Zoom  
***Lauren Dillabough motioned that the commission waits until credit card is received to set up Zoom.***
- m. **Purchase new tables**– waiting until credit card is received to order new tables
- n. **Radon Test** – detector has been received but not set up yet
- o. **Sprinklers in baseball diamond** – Mark Parsey and Cam Hadfield will check out the system when the snow is gone.



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p. **Equestrian Concession electrical**

*Elaine Ross moved that an electrician be hired to put covers on or replace the fluorescent lights and to investigate and fix the issue causing the breaker to trip up to a maximum of \$1,000.00 Seconded by Lauren Dillabough, AIF, carried*

q. **Man door in baseball dug-out** - Mark Parsey to price out the cost of a new door and his labour. Once received Wendy Donald to send it out to commissioners for an email vote. Vote to be ratified at the next commission meeting.

8. **New Business:**

a.&b. **Use of warm up arena and baseball diamond** – see correspondence vi. & vii.

c. **Fire Department Access** – tabled to next meeting

d. **Fence replacement** – tabled to next meeting

e. **Alarm contacts** – Telus Security requested additional contacts for the alarm. Lauren Dillabough to be added. Wendy Donald to fax form to Telus.

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

**Next BLRC Meeting:** Wednesday, April 13, 2022 @ 7:00 pm

**Motion to Adjourn:** Lars Carlson motioned to adjourn the meeting at 7:55 pm; Seconded by Lauren Dillabough; AIF; Motion Carried.

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***Barbara Bachmeier, acting chair***