

# **Bouchie Lake Recreation Commission**

## **BLRC Meeting Minutes**

**August 17, 2022**

### **Bouchie Lake Hall**

**Attendance:** Barbara Bachmeier-Area B Director, Lars Carlson, Dixie Carlson, Lauren Dillabough, Sarah Barber, George Wiedmann, Wendy Donald, Elaine Ross

**Minutes:** Elaine Ross

**Guests:** Cam Hadfield

**1. Call to Order:** 6:05 pm

**2. Adoption of Agenda:** George Weidmann added item vi. Automation upgrade to agenda. Mark Parsey added New Business item c: pot holes and item d: lawn mower attachment for sale, item viii. Gmail-shrubs and trees was added to correspondence. ***Lauren Dillabough motioned to accept the agenda as amended; Sarah Barber seconded; AIF; Motion carried.***

**3. Adoption of Previous Minutes:** ***Dixie Carlson motioned to accept the previous minutes as presented; George Wiedmann seconded; AIF; Motion carried.***

**4. Guest Presentations:** None

**5. Correspondence:**

- i). Gmail-Lawnchair Travel-2022-2023
- ii). Gmail-Lawnchair Travel-2022-2023 response
- iii). Gmail-Bouchie Lake Hall drain field. Wendy contacted our local Health Department office, they suggested she contact Northern Health in Prince George regarding the septic field location. There is a \$50.00 fee for making the application. ***Elaine Ross motioned we apply to Northern Health and approve the \$50.00 application fee; Dixie Carlson seconded; AIF; Motion carried.***
- iv). G-mail Piano. The church group using the Bouchie Lake Community Hall on Sundays has their piano stored in the storage room. Wendy will contact them regarding liability for damage.
- v). Gmail-roofer- Wendy will monitor the progress on the roof installation.
- vi). Gmail-Bouchie Lake Sewer- see iii)
- vii). Bouchie Lake Title- the title for the Bouchie Lake Hall is needed for the application to Northern Health to obtain the information regarding the drain field.
- viii). Gmail-Shrubs and trees. Trimming of shrubs and trees is not in Mark Parsey's contract. Wendy Donald will ask Mark to clear shrubs and trim trees to 2 meters. He will be paid extra if he accepts. Wendy will contract the work out if necessary. Wendy to speak to Cam Hadfield as a possible contractor. ***Lars Carlson motioned for Wendy Donald to ask Mark Parsey to clear shrubs and trim trees; Lauren Dillabough seconded; AIF; Motion carried.***

- ix). Building Automation Upgrade – DDS: George Wiedmann reported a sensor system could cost approximately \$3000.00. George will research companies, get quotes and speak to Wendy Donald and Richard Gauchier about building automation to control heating, cooling and door alarms.

## 6. Reports:

- a. Barbara Bachmeier-Area B Director reports there will be a CRD election on October 16, 2022
- b. Chair Report- Barbara Bachmeier informed us she should not be acting as the chairperson for BLRC meetings. She suggests we have a rotating chair. The chair will be responsible for providing the agenda and running the meeting. The suggested schedule for future chairperson's is Sarah Barber September 28, 2022; Lauren Dillabough November 9, 2022; George Wiedmann December 21, 2022 and Lars Carlson, then Dixie Carlson to be announced. Elaine Ross will not chair as she is secretary. **Lauren Dillabough motioned to accept Barb's proposal; Elaine Ross seconded; AIF; Motion carried.**
- c. Financial Report-Lauren Dillabough. It was suggested a new line be added to the financial report to reflect the credit card spending. **Lauren Dillabough motioned to add the new line showing the credit card; Dixie Carlson seconded; AIF; Motion carried.**
- d. Facility Manager Report-Wendy Donald- Wendy added that the radon tests she had taken for the hall have disappeared. She will repeat them. The arms for the basketball hoops are not standard and are too short. **Lauren Dillabough motioned to accept the Facility Manager Report as presented; Elaine Ross seconded; AIF; Motion carried.**
- e. Maintenance Report-Mark Parsey Wendy Donald has been requested to formalize a check list to assist Mark with his reports.
- f. Custodial Report-Candice and Norm Jeff come in a least once per week to clean.
- g. Policy and Procedure Committee-No reported
- h. Budget
- I. Claymine Trails Report-Mark Parsey Wendy Donald reported on Mark's behalf. The herons have left and some cleanup has resumed.
- j. Skating Rink-Wendy Donald requested we approve the purchase of a gift certificated to present to Cam Hadfield to show our appreciation for the many hours he has helped the commission the skating rink upgrade. It was approved to purchase a \$250.00 Canadian Tire Gift Card.

## 7. Old Business

- a. 2023 Operating Budget-**Lauren Dillabough motioned to accept the 2023 Operating Budget as presented; Dixie Carlson seconded; AIF; Motion carried.**
- b. 2023-2027 Capital Budget- it was recommended the column for future recommendations be deleted from the Bouchie Lake Capital Budget. **Lauren Dillabough motioned to accept the budget as presented; Dixie Carlson seconded; AIF; Motion carried.**
- c. Credit Card- Lauren Dillabough advised that Wendy Donald now has the credit card with the credit limit being \$2000.00.
- d. Fence replacement-tabled
- e. Zoom-tabled until November
- f. New tables-Wendy Donald states the new tables arrived July 15, 2022
- g. Audio equipment storage- Wendy Donald is looking for somebody who can custom build a cabinet-tabled to November
- h. Sprinklers in baseball diamond-Cam Hadfield and Don Patchett have met and discussed the

sprinkler system. Cam is to check to see if the sprinklers still work. Mark Parsey should contact Cam Hadfield giving him permission to look at the sprinkler system.

I Garden Maintenance-Neil Elston weeded the garden and pathway.

## **8. New Business**

- a. BLCA (Bouchie Lake Community Association)-storage of food processing equipment. The equipment is not ours to discuss.
- b. Baseball Concession-remove old fridges, they run cool, not cold and should be taken to the dump. It was suggested to move the small cooler to the hall. The concession should be cleaned up and painted before the 2023 Farmers Market begins and need health inspection.
- c. Pot holes-It was recommend we order a load or  $\frac{3}{4}$  crush to fill the potholes. ***Dixie Carlson motioned we order a load of  $\frac{3}{4}$  crush; Elaine Ross seconded; AIF; Motion carried.***
- d. Grass Cutter Attachment; Mark no longer uses this attachment and it was recommended we we sell it.

**Next BLRC Meeting: September 28, 2022 @6:00**

**Motion to Adjourn: *Dixie Carlson motioned to adjourn at 7:39 pm; Lauren Dillabough seconded; AIF; Motion carried***