

# **Bouchie Lake Recreation Commission**

## **BLRC Meeting Minutes**

**May 31, 2023**

### **Bouchie Lake Community Hall**

1. **Attendance:** Barbara Bachmeier-CRD Area B Director, Sarah Barber-acting chairperson, Dixie Carlson, Lars Carlson, Lauren Dillabough, Wendy Donald, Mark Parsey, Elaine Ross and George Wiedmann.
2. **Call to Order:** 6:02 pm
3. **Adoption of Agenda:** *Lars Carlson motioned to accept the agenda as presented. George Wiedmann seconded; AIF; Motion carried.*
4. **Guests:** Claudia Vogt-Quesnel Riding Club; Cam Hadfield (BLCA)
5. Correspondence:
  - I. Farmed event pdf- they asked for reduced rent for an event they are planning. Director Bachmeier explained how they have received CRD grants over 3 years for this project. Wendy is to respond to them that they will not receive a reduced rent rate.
  - ii. Food Skills pdf
  - iii. RFP-Rink roof pdf
  - iv. Capital budget-response to Kyle Russell pdf
  - v. Roof response to Kyle Russell pdf
  - vi. Claymine Trails pdf*Dixie Carlson moved to file the correspondence as received and to reply to Farmed as outlined; Lauren Dillabough seconds; AIF; Motion carried.*
6. **Reports:**
  - a. **Directors Report:** Barbara Bachmeier spoke of the proposed solid waste management plan as being a responsibility of local government, there will be a survey and information session. The deadline has been extended. She spoke again about the pool referendum and the final day to vote being June 10, 2023.
  - b. **Chair Report:** no report

- c. Financial Report**-Lauren Dillabough  
Wendy Donald asked for consent to buy tables costing up to \$3000.00 as set out in the budget. *Lauren Dillabough motions to purchase 6 more tables at a cost of up to \$3000.00. Dixie Carlson seconds; AIF; Motion carried.*
- d. Facility Manager Report** -Wendy Donald  
*Dixie Carlson motioned to accept Wendy's report as presented; Elaine Ross seconded; AIF; Motion carried.*
- e. Maintenance Report**-Mark Parsey  
Mark suggested we add a hose to the tap pipe at the concession stand and to put a lock on the taps to prevent water theft which has been occurring. The user groups will have a key to unlock the taps for access to water.  
*Elaine Ross motions to accept Mark's report as presented and to have him add the hose to the tap pipe and lock the taps to prevent water theft; Dixie Carlson seconded; AIF; Motion carried.*
- f. Custodial Report**-Candice and Norm Jeff come in a least once per week
- g. Policy and Procedures**  
the amended policy and procedure documents are attached.  
Policy 2017-003.8 *George Wiedmann motioned to accept Policy 2017-003.8 as amended; Dixie Carlson seconds; AIF; Motion carried.*  
Policy 2017-005.6 *Lars Carlson indicated the dates for both policies should be changed to Adopted May 31, 2023 and motions to accept the policy as amended. Lauren Dillabough seconds; AIF; Motion carried.*
- h. Claymine Trails**-see correspondence  
Barbara Bachmeier wants Ian van Leusden (Contracted Trail Coordinator) and Darron Campbell (Manager of Community Services) to be invited to our next BLRC meeting being held June 21, 2023. Wendy will send the invitation. It was suggested that a Stop sign be added at the exit from the parking lot at Claymine Trails to increase safety. George Wiedmann will call Emcon to see about having a stop sign installed.

7. **Old Business**

a. RFP -rink roof

Barbara Bachmeier, George Wiedmann and Wendy Donald will meet the designer. Instead of an RFP we can go straight to a feasibility study. Richard Gauthier will get back to us after reviewing the plans and getting a drawing. ***Dixie Carlson motions to accept the roof report as given and move forward to the feasibility study, design stage and cost estimate. Lauren Dillabough seconds; AIF; Motion carried.***

b. Hearing Loop/Door Alarm- George Wiedmann

George reports we need to check our voltage to determine if it is high or low voltage. We need to check our internet connection. There are additions we can get. The cost is \$2.50 per thermometer per month. Wendy to contact Kyle Russell to have Jessie look at our system.  
***Tabled to next meeting***

c. Fence by septic field replacement-we are still waiting for Quesnel Septic to check out the direction of the drainfield.

d. Baseball Concession- the old fridges have been removed and basic cleanup has been done.

e. Sale of Zero Turn lawnmower- sealed bids have been received.

f. Capital Budget-

Water wagon for riding arenas-Wendy Donald

Cam Hadfield, whom will be building the water wagon, is looking for a pump and agricultural wheels. The wagon will be easier to tow with the wider wheels.

Handicap Washroom-Barbara Bachmeier

Dave? CRD inspector, Kyle Russell, Barbara Bachmeier and Wendy Donald reviewed the existing washroom and what is required to bring it up to code as a handicap washroom. The room needs to be made at least 6 inches wider to bring it up to code so the door can swing in. If the coat racks are removed from the hallway there is 16 inches of space available to move the walls out. The floor needs replacement, and the

door will be push button operational at a cost of approximately \$10,000.00. The new plumbing and wiring should accommodate a washer and dryer to be placed in closet in the hallway. Wendy

Donald has contacted Kyle Russell to ask for a quote on plumbing and reconstruction for the washer and dryer. ***Dixie Carlson motions to ask Kyle Russell to determine the feasibility of having a washer and dryer,***

*determine the infrastructure and give a quote for this to be included in the washroom project. Lauren Dillabough seconds; AIF; Motion carried.*

- g. Swing Set/play center beside the hall-Mark Parsey has removed them
- h. Pickleball net donation -tabled
- I. Potholes- We have enough gravel for this year
- j. Water lines for sprinklers in baseball diamond need to be repaired. Needs sprinkler heads, Cam will check and let us know.
- k. Washer and dryer- tabled- to be purchased in the fall.

**8. New Business**

- a. Lock for water taps-Mark Parsey-discussed as part of his maintenance report
- b. Janitor contract-expired November 5, 2019-in camera  
Directors went in camera at 7:45 pm and out of camera at 8:07 to discuss the janitor contract and sealed bids for zero turn lawnmower.

**Next BLRC Meeting; June 21, 2023**

**Motion to Adjourn: *Dixie Carlson motioned to adjourn the meeting at 8:12; Lauren Dillabough seconded; AIF; Motion carried.***