



MINUTES

DATE: October 23, 2013 / LOCATION: Bouchie Lake Hall, 7:00pm

Commissioners:

Angela Mezzatesta (Chair), Lisa Scott-Cooper, Lisa Collins, Maria Dawson, Brenda Lebeck, Wendy Donald, Heloise Dixon-Warren (Area B Director)

In Attendance: Lisa Collins, Angela Mezzatesta, Wendy Donald, Maria Dawson, Heloise Dixon-Warren (quorum 50% of total); Lisa Collins departed at 8:06 pm

Maria will be taking a leave of absence for up to 6 months

Regrets: Brenda Lebeck

Guests: Everyone Welcome!

Chair: Angela

Scribe: Heloise

1. **Meeting called to order:** 7:06 pm
2. **Roll call/ Introductions** – Sadie Collins
3. **Delegations:** Bill Staats; unavailable this evening; will notify BLRC when available
4. **Contractor's Report – Leanna** (*Facility Booking Agent / Custodian*); report received dated October 23, 2013; *Rental Agreement needs to be amended with a 1 pager outlining what is and what is not included with the rent; Wendy will work with Leanna to develop a budget for how the \$10,000 capital will be allocated (stove, griddles, small appliances, new floors, locks on the cupboards, painting, window, etc.); Wayne* (*Outside Maintenance*) – concerns regarding fires being made with wooden pallets back by the rink; open and willing to assist with upcoming projects (*beautification of grounds, re-routing of outside water*)
5. **Director's Report - Heloise Dixon-Warren**
 - (i) **Special Projects Fund (Electoral Area – CRD):** policy being amended to allow for annual volunteer recognition celebrations / events (*based upon the wish of the Director; must still be passed by 2/3rd resolution of CRD Board*)
 - (ii) Grants for Assistance – *committee members required to review applications (Area B)*
 - (iii) *North Cariboo Economic Development: see resolution below re: increase in taxation limit for Ec. Development function; opportunity for a Community group to enter into a Contribution Agreement with the CRD to access funds through the North Cariboo Ec. Development function for maintenance of outhouses at both Bouchie Lake and Milburn Lake (similar to agreements for outhouses at Blessings Grave, Stanley Cemetery, and Deserter Creek); need a proposal from group; funds would be channeled through a group to a contractor'*

Bouchie Lake Recreation Commission

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- (iv) North Cariboo Jt. Planning Committee Meeting – October 8, 2013; budget reviewed; rural recreation commission budgets scrutinised by elected officials;
- (v) Commissioner Phil Demers has submitted his letter of resignation from the BLRC effective immediately.

<https://caribooregionaldistrict.civicweb.net/Documents/DocumentList.aspx?ID=25611>

Tuesday, September 13th – excerpt from Northern Rural Caucus Meeting

4.1

Proposed North Cariboo Economic Development Service Bylaw Amendments

That the agenda item summary from Alice Johnston, Corporate Officer, dated May 29, 2013, regarding the process for amending the North Cariboo Economic Development Service establishment bylaw to remove the maximum requisition and change the participating areas, be received. Further, that the requisition in 2014, for the economic development function, be increased to the maximum possible, approximately \$31,000, under the existing establishment bylaw. Further, that a contribution agreement be entered into with a local community group for maintenance of public outhouses at Bouchie and Milburn Lakes, subject to receipt of an adequate proposal from the group

- 6. Adoption of Agenda** – Maria motions to adopt; seconded by Lisa C.; AIF
- 7. Acceptance of Previous Minutes** – Sept 9, 2013; *Minutes need to be amended that there would be an expectation that the BLCA would need to begin paying rent;*
 - (i) Positions of Vice Chair, Secretary, still open
 - (ii) BLRC Minutes are emailed to bouchielakerc@gmail.com for back up on BLRC computer; copies must also be forwarded onto the CRD via Diane Rogers
- 8. Financial Report** – Wendy; *Wayne's monthly wage was increased to \$1400.00 / year; Wayne will also be provided with an equipment fee for use of lawn mower; Angela will get a quote from Active Rental; Angela and Heloise will meet with Wendy to discuss budget to the year end;*
- 9. Correspondence** – *Phil Demer's letter of resignation*

OLD BUSINESS

GENERAL

- 10. Kiosk project** – grant update – Heloise; to be discussed as part of Contractors
- 11. HALL**

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- (i) Lighting / electrical upgrade – *Community Works grant approved by CRD for \$10,000; 2nd quote being obtained – goal is for work to be completed by December 31/13; lighting upgrades for inside and outside; timer at outdoor equestrian arena; light switches will be relocated from electrical room; other minor changes completed;*
- (ii) Hall lighting repair – *T8's installed, invoice to be submitted to CRD for reimbursement*
- (iii) *Waterline rerouting – Wayne to follow up determine if within his scope to complete*
- (iv) *Signage – re: water usage, camping, emergency contact info for hall/Claymine*

12. RECREATION GROUNDS – Equestrian, Baseball, Skating Rink, etc

Recommendations: *timers be installed for lighting at equestrian arena*

13. COMMITTEE UPDATES

Contract Committee: (Angela, Lisa S., Heloise)

- (i) Contracts: both Wayne and Leanna's contract needs to be renewed; suggestion that the contracts be re-assessed following Nov. 12th (NCJPC meeting – budget review)
- (ii) Program / Grant Funding Contractor – proposal (2014); suggested some seed funds be allocated for the BLRC to hire on, under a contract, a program / grant co-ordinator in 2014; the BLRC and BLCA need to be “married” and we need to focus on “Bouchie Lake Recreation”; Maria will look into accessing what is filed for the BLCA with BC Registry (not for profit societies)
Arts & Culture: Feb. 1-May 31st
Public Safety: July 1-August 31
Human and Social Services: Aug. 1- Nov. 30th
Sports: Feb. 1-May 31st
Environment: July 1-Aug. 31st

14. Budget Committee – Angela, Wendy and HDW will meet

- (i) 2013 CRD Allocation – *total funds spent to-date, funds available*
- (ii) 2014 DRAFT Business Plan and Budget – *Update: budgets reviewed by NCJPC at October 8th meeting; approval of budget deferred until next NCJPC meeting on Nov. 12th; lots of discussion on recreation commission budgets (request for funding increased by Barlow, BL, and Parkland) - Heloise*
- (iii) Capital Projects for 2014 – *waiting for Business Plan to be approved by NCJPC; quote received Sept. 26th from Ketchum Enterprises for “concrete work”*

15. Website Committee: (Brenda, Leanna)

- (i) Updates: suggested the BLRC have South Hill Graphics to load on documents and changes; Heloise will contact Bob for his rate / update;

16. Claymine Committee: Brenda

- (i) Wheelchair trails – update

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- (ii) Emergency contact info signage – the BLRC will allocate funds to have the sign updated / installed
 - (iii) Claymine Road – access re: Mr Bott’s feedback; **ACTION: contact M. of Transportation & Infrastructure and request that they grade Claymine Road; will suggest that Mr. Bott’s contact them also (see emails attached re: Claymine Road); Heloise will contact M. of T. and Mr. Botts**
- 17. Pioneer Park Committee: Maria**
(i) *Visibility re: road & proposed spending in 2013; Richbar Nursery sold the Saskatoon bushes ordered; Saskatoons will be planted in the spring, 2014; Richbar will provide some kinnicknick (ground cover) at no charge; **Maria motions that the BLRC allocate \$200.00 to pay for shrubs, etc. at Richbar Nursery; seconded by Angela; AIF***
- 18. Volunteer Appreciation Committee: Heloise / Angela**
(i) Volunteer Appreciation Garden – *project to begin with \$1800.00 remaining from tank removal (funds need to be spent by Dec. 31st - PO obtained from DC at CRD). Chair & volunteers required for part 1 of project; **Leanna and Wayne will assist with this project; Angela will provide guidance on work that can be immediately***
- 19. Upstairs Renovation** (as per Strat. Plan) – *status, included in Business plan – Chair required; **table***
- 20. Events hosted/sponsored**
(i) BC Healthy Communities workshop – *Feedback from PAC: Maria, committee development; **tabled until January***
(ii) Home Business /Not for Profit Market – *Nov. 16th: entertainers needed; space for more vendors; update– Angela; 9 different vendors/ booths;*
- 21. Other:**
(i) *THANK YOU - from Hallis Lake for donation of TV; having it will assist club with training coaches, allow viewing of training video & sporting events which feature Nordic events.*
(ii) *Quesnel Roping Club – possible outstanding issue regarding security deposit not being returned from last year’s New Years Dance; Wendy is investigating;*
- 22. Next Meeting:** December 10, 2013, Tuesday
- 23. Adjournment**

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