



MINUTES

DATE: September 9, 2013 / LOCATION: Bouchie Lake Hall, 7:00pm

Commissioners:

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

In Attendance: *Angela Mezzatesta, Wendy Donald, Maria Dawson, Lisa Collins, Brenda Lebeck, Heloise Dixon-Warren*

Contractor: *Leanna Richardson*

Regrets: n/a

Guests: *Michael Furminger, Sue Furminger, Melody Peck, Dixie Carlson, Lars Carlson*

Chair: Angela

Scribe: Heloise

1. **Roll call/ Introductions** – Guests; meeting called to order at 7:13 pm
2. **Delegations:** n/a
3. **Contractor's Report** –
 - (i) **Leanna (Facility Booking Agent / Custodian);** written report received dated September 9, 2013; the recommendation is for Leanna to contract Darron at CRD – re: remediation of oil tank site / beautification of site;
 - (ii) **Wayne (Grounds Maintenance):** preparing for winter (blowing out lines); *in between the busy season; Recommendation that water line coming out of building and goes to taps outside be re-routed as it goes through a water softener; number of people filling buckets / water tanks for their own personal use; signage should be installed to address this; option to place a lock on the outside tap; people camping have been noted on the site*
4. **Director's Report - Heloise Dixon-Warren;**

Northern Rural Caucus Meeting – Sept. 10, 2013: Discussion on Rural Recreation, Goals of CRD Recreation ;proposed North Cariboo Multi-Centre Meeting (October 10, 2013 – BL Hall)

North Cariboo JPC Meeting: next meeting October 8th; budget for NCRP function will be discussed and approved; recommended that commissioners attend



Bouchie Lake Recreation Commission

5. *Adoption of Agenda: motioned by Maria; seconded by Brenda; AIF*
6. **Acceptance of Previous Minutes** – June 27, 2013; motioned by Heloise; seconded by Angela; AIF.
Note:
(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
7. **Financial Report** – Wendy; seconded advance received from CRD - \$31,441.11; \$10,000 capital remaining; operational: motion to accept financial report by Wendy; seconded by Brenda; AIF
8. **Correspondence:** n/a

OLD BUSINESS

GENERAL

9. **Kiosk project** – grant update; no update at present
10. **HALL**
 - (i) **Electrical report** – Lisa, *update & actions required ; NO REPORT; **Tabled until the next meeting;***
 - (ii) **Oil tank update** – Angela, *oil tank removed in August; report & remediation work, opportunity for residents to take plants from the garden; work scheduled September 13th*
 - (iii) **lawn mowers (x2)** - *Wayne to determine if operable & give feedback/recommendation; one lawn mower is fairly new and repairable; the other lawnmower is not (it can be re-purposed); Brenda motions that the BLRC provide an allowance for Wayne for the use of his own lawn mower; seconded by Maria; AIF; this will be tracked as a maintenance / equipment rental; **Maria motions that the BLRC get rid of the 2 lawn mowers at Wayne's convenience (they can go to the share shed / be donated to Correlieu); seconded by Angela; AIF***
 - (iv) **Hall lighting repair** – *completed, budgeted vs actual cost (approval for overage); \$1000.00 allocated but project cost \$1570.55; **ACTION: Wendy will follow up with Leanna***
11. **RECREATION GROUNDS – Equestrian, Baseball, Skating Rink, etc**
Recommendations: Signage - No Unauthorised Camping; Use of Grounds (Booking, policies, etc.)

Bouchie Lake Recreation Commission

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12. COMMITTEE UPDATES

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

- (i) *Contracts (Outdoor Maintenance, Facility Booking Agent, Custodian) reviewed & recommendations included in 2014 Business Plan;*
- (ii) *Wage lifts & restructuring/additions to positions recommended to begin Sept 2013 forward; **Maria motions that the BLRC increases monthly wage for Outside Grounds Maintenance back to \$1400.00 / month as of September, 2013; seconded by Lisa C. AIF***
- (iii) *Carry over re: past Custodian/Booking Agent: clarification being asked by the BLRC for services received;*

13. Budget Committee

- (i) *2014 DRAFT Business Plan and Budget – review, Q & A, revisions*
- (ii) *Capital Projects for 2014 – concrete project*
- (iii) *Community Works fund application – Lighting upgrades; **Request Leanna proceed with request from June 27th, 2013 – re: Gas Tax Fund;***
- (iv) *Hall Tour – September 13th; with Quesnel Leisure Services (Diane, Jeff, Gary); Leanna and Wayne will be present on-site; tour will focus on 2014 Budget and Capital Projects*

14. Website Committee: (Heloise, Brenda)

- (i) *Feedback/training/usage – Brenda and Leanna attended a training with Bob of Southhill Graphics; **who is doing the updates?***

15. Claymine Committee: Brenda

- (i) ***Wheelchair trails** – update; Dan Dobson did Notice in Paper for 500 metre trail work; 2 bids received; \$13,500.00; available; \$26,873.00 ; \$32,000.00; 3 options: (i) complete portion of trail equivalent to \$13,500 and see if there is more funding avail. next year; (ii) see what contractors can provide for \$13,500.00; (iii) do project in 2014; **Brenda motions the BLRC allocates an additional \$500.00 from the 2013 budget to the Claymine Trail Project; seconded by Maria; the BLRC gives the authority to Brenda to proceed with the project as she sees fit.***
- (ii) ***Signage update:** cats and kittens found dead by the toilets at the Claymine Trail site on Labour Day weekend (two times); no longer a RCMP issue but an SPCA matter;
Recommendation: Contact info signs with the BLRC listed as the main contact should there be an emergency; or contact the RCMP; Help us maintain this site. Managed by volunteers.*
- (iv) *Quesnel Community Foundation: \$1600.00 spent of \$2000 allocated; funding to be allocated to signage*

16. Pioneer Park Committee: Maria

- (i) *site being mowed; Richbar Nursery has Saskatoon bushes; \$20.00 each (6-7); suggestion that the committee contact M. of Transportation re: the visibility of the site from the road; \$500.00 allocated to Park in 2013 Budget;*



17. **Volunteer Appreciation Committee:** Heloise / Angela
 - (i) *Volunteer Appreciation Garden – plan developed by Hugh Blanc and funded by Bruce & Jennifer Johnston; reported by Angela; plan is to fundraise to generate funds for the garden (low maintenance, fire smart plants); the garden will become an asset;*
 - (ii) *Plan to move forward – recruitment of volunteers/fundraising*
18. **Upstairs Renovation** (as per Strat. Plan) – *status, included in Business plan; Tamara Turner developed a plan for the BLRC to consider;*
19. **2013 Capital Project:** Kitchen Renovation; ***Maria motions to re-allocate the \$10,000 in capital to a kitchen renovation which includes the following: replacement of the gas stove (with electric as per Leanna’s proposal), flooring, electric small appliances; painting, locks for cupboards, etc.; Melody has offered to assist with painting; seconded by Angela; AIF***
20. **BLCA Report** – tabled;
21. **Events to be hosted/sponsored**
 - (i) *BC Healthy Communities workshop – Heloise; Maria will chat with BL PAC; committee will need to be formed; to be discussed in greater detail in October*
 - (ii) *HBB/Not for Profit Fair – Angela; the BLRC can host this;*
22. **Other:**
 - (i) **Flat Screen TV:** 2nd tv sitting on the counter for several years; *Brenda motions that the BLRC donate the tv to the Hallis Lake Ski Club; seconded by Lisa; AIF*
23. Next Meeting
24. Adjournment