

DIRECTOR MEETING

SPROAT LAKE HALL

Monday, November 6, 2023, 7pm

Minutes

Chair: Nancy Harvey

Call to Order: 7:03

Attending: Nancy Harvey, Greg Steel, Pat O'Connell, Heather Sander, Rene Lacoursiere, Penny Cote, Brian Cote, Lynn Fridfinnson, Mike Gerigk, Sheri Gerigk, Tamara Thorpe, Catherine Mackay

Regrets: Robert Lindores

Absent: Wynn Thompson

Adoption of Agenda:

- **Moved by Greg, Second by Sheri, Carried**
- Additions to New Business
 - o Town Hall meeting – Guest, Delone Abercrombie

Adoption of Previous minutes:

- Minutes from September 25,2023 distributed via email
- **Motion to adopt with the correction noted below, Moved by Greg, Second by Mike, Carried**
- Rene requested a change to the minutes, under Treasurer's report: Motion to add a 3rd signatory – bank requires full name. Change minutes to:
 - o Motion to add Sheri-Lynne Gerigk as a third signatory. Moved by Nancy, Second by Lynn, Approved.

New Business – Hall Rental for Town Hall Meeting

- Guest Attendee: Delone Abercrombie
- Community members are requesting to use the Community Hall for a Sproat Lake Town Hall meeting on November 19, 2023 and request the hall rental fee waived.
- Document outlining Objectives and Agenda distributed
- Discussion points: such a meeting falls within the mandate/guidelines for hall rental; community organizers will oversee the planning and establish a process to facilitate discussion and gather feedback on bylaws and issues of interest; how does this relate to the recent ACRD planning meeting
- Delone explained that this is a preliminary meeting and if there is interest and identified issues/priorities these will be brought forward to the ACRD for further discussion.
- **Motion to waive hall rental fee, Moved by Greg, Second Sheri, Carried**
- Delone Abercrombie left the meeting

Treasurer's Report:

- Rene LaCoursiere provided a verbal report
- very little to report since September

- routine bills and previously approved expenditures have been paid. No outstanding bills requiring motion for approval
- **Motion to accept report, Moved by Greg, Second Sheri, Carried**

Vacant Secretary Position:

- Lauralee Edgell is not able to continue on the Board. Catherine Mackay has agreed to fill the Secretary role. Thank-you Catherine!

Multi-Use Courts:

- Nancy continues to explore remediation for outside court drainage and posts; scope of work in progress

Pickleball Committee:

- Heather Sander distributed a written Pickleball Committee Report for November 6, 2023
- The formation of a Pickle Ball subcommittee reporting to the SLCA Board was a vision of Linda Bowers. A group of PB players were recruited and a PB committee was formed, however no Board guidelines or outline of purpose have been established. The PB Committee now appreciate that the Board does not necessarily require a committee, but more simply a group of volunteers who will 1) help out with projects and provide input/advise as requested by the board; 2) purchase supplies; and 3) deposit the funds generated by pickle ball players.
- The PB Committee recommends it be disbanded until a PB committee mandate is established if needed.
- There was much discussion and Board members were supportive of the Committee recommendation to disband at this time, acknowledging that two members of the board were on the PB Committee and can bring forward agenda items and motions.
- Discussion for need to establish maximum booking times for the pickle courts and to develop signs accordingly
- **Motion by Heather to allow inside court to be booked for maximum 2 hours and outside court to be booked for a maximum of 3 hours, Second Lynn. Discussion what other clubs permit – standard is 1 or 2 hours maximum. Oppose 5; in favour 3, Abstain 3; Not Carried**
- **Motion by Heather to allow both inside and outside court to be booked for a maximum of 2 hours, Second Mike. In favor 8, Abstain 3 – Carried**
- Need to finalize wording for signs – Nancy will take on
- Lynn will email out a document: Resource for Board Members, which outlines protocols for meetings
- Board members are pleased to see the outside courts being used
- Thank you to men's group for taking down nets, fencing and storing
- Future agenda item –updated/verified list for pickleball players required for access to hall

SL Community Hall:

- Hall Heating – Service to Propane heater Nov 6/23.
- Important to keep heating system at constant temperature and not be turned on and off
- Remotes for heat pump and thermostats will be secured in kitchen so visitors do not change settings
- Leak reported by Pickleball players and repaired – thanks Brian!
- Bar Renovation - scope of work in development; please send Nancy names of contractors who might be interested, (contractors must be licenced, have insurance and WCB coverage)

Community Engagement:

- Tamara Thorpe provided a verbal update
- The sproatlakecommunityassociation.com domain expired October 31, 2023; renewed for 1 year
- The sproatlakecommunityassociation.ca domain expired November 5, 2023; will be renewed
- There are currently 169 subscribers to the SLCA Website
- Discussion on how to reach people who are not on social media; any ideas to Tamara Thorpe.
- google analytics has been set up to track engagement on Website

Community Engagement cont'd:

- Tamara asked board members to pass along any ideas for blog articles
- There is not enough interest for a New Years Eve party.
- Tamara raised the possibility of a Friday or Saturday game night in January at the Hall. Board members are supportive.
- Board members acknowledged the improvements to content on the website and social media engagement and extended their thanks to Tamara for her leadership in this area.

Hall License:

- Rene paid hall licence at same rate in 2022 as 2021. Have a 5 year signed lease until 2027; working to try to extend this to 2028.
- Still working with Mosaic regarding fire fighting insurance and the need for Mosaic to change licence to be clear that there is no forestry/woodcutting on this property so that fire insurance can be obtained
- Future of Bomber Base lands still in discussion with a number of parties. Before any part of the property could be subdivided an environmental assessment and remediation is required related to past forestry activity on the site. Board approved waiving rental fee (via email) for group's next meeting Nov 7

Hall Rental:

- Floor Plan needed – Mike Cann is going to help with that
- Rental request for wedding reception Aug 24; requires hall rental for 48 hours to enable set up, catering, clean up, etc. Also requested use of upper field to hold ceremony. This would require closing the Pickleball courts for all or partial day. Due to fire risk at that time of year would mow the field beforehand.
- Discussion 1) is there support in general for renting the hall for activities that would block off the courts for the day; and 2) about fee schedule for courts if someone wanted to rent all the courts, eg hold a tournament, wedding on grounds, etc.
- **Motion by Heather to charge \$750 for the hall/48 hours plus \$250 for the court/24 hours the renters require the court to be closed; Lynn seconded the motion; in favour 8 – opposed 3 – Carried**
- Discussion - what is an acceptable time frame to cancel Pickleball or PB player use of the Hall related to rentals? General agreement 1 week notice
- Suggest a sign be placed on the site to indicate when courts are closed
- Tamara can make a notation within the calendar to advise people of a special event if someone can send her the password for the booking site
- Hall maintenance list created

Hall Security system:

- All batteries replaced

Road Committee:

- Nancy reported pot holes on Taylor Arm this week; some repaired on Friday, more marked
- Greg has been in contact regarding snow removal; plans in place

ACRD Report:

- Penny Cote provided a verbal report
- Sproat Lake Community Newsletter for summer/fall 2023 was published providing an update on a number of community matters
- Water testing conducted twice per year, allows residents to test their water systems at a reduced group rate
- Water testing completed in October: 24 samples; 3 with e-coli, 16 clean, 1 sample 170 total coliforms from pipe sample at end of Taylor Arm
- Would like permission to distribute water test results to Island Health – endorsed
- Requested SLCA cover cost of volunteer travel to Comox to deliver water samples – suggested \$100 – Board endorsed this recommendation
- Forestry update provided; plan to decommission road at end of Taylor Arm. Discussions underway to keep as emergency exit
- Plan in place for next year for management of Somass River weir and Great Central dam.
- Penny has asked ACRD to establish committee to look at water conservation/management

New Business:

- Hall rental – discussion re need for policy for use and if we need policy outlining expectations; respectful behaviour, 'hate' speech etc?
- Greg advised that concerns have been raised regarding camping on Taylor Arm Crown land for extended periods; people are bringing in porta potties, garbage is accumulating – Resource Officer responsible for managing Crown Land matter notified and has been on site
- Greg: Landfill fees are increasing; 1 bag \$5.00; 2 bags to dump will be \$10.00, - all yard waste will be charged as well – will this lead to more illegal dumping? – Greg will send a letter to ACRD
- Future of Mars Bombers. Work underway for Coulson to donate both planes, one to an aviation museum Victoria and one possibly retained in the Alberni Valley. Costs about \$10k per year to maintain each plane. Ideally planes should be stored inside to prevent deterioration over time. Greg to provide further update at next meeting.
- AGM – request from ACRD to set date so they can present budget info. Proposed date March 4, 2024. There is no wifi at the hall, so to accommodate Zoom would have to be at the ACRD building. Typically less attendance when held at ACRD building. At next meeting Board will discuss whether to hold AGM at the Community Centre or ACRD Building.

Old Business to Carry forward:

- Hall AED use – Process needed – working with SLVFD
- Old files in store room – sort for archive/record retention/discard
- Wifi access
- Asset Management Plan needed
- Sign board to acknowledge volunteers & Trades donations re: Hall & Courts.
- Water system filters – recently changed but process/schedule needed
- Project: Basement West-end room completion for Storage & exterior paint repair

- Penny Cote: Bench in memory of Linda Bowers, would appreciate Pickleball group to review some suggestions. Penny will forward to Lynn

Next Meeting: Dec 4th

- Topic for Discussion: Hall maintenance
- AGM location of meeting
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Adjourned: 9:21