

District of Highlands
Community Hall Task Force Adhoc Committee
Minutes – DRAFT
January 30, 2007 – 7:00 pm
Caleb Pike School House, 1598 Millstream Road

In attendance:

Michael Bocking, Chair
Bob McMinn, Vice Chair
Elaine Limbrick, Recording Secretary
Bob Flitton
Verna Ford
Marcie McLean

Absent:

Muriel Sibley
Kent Willner

1. Approval of the Agenda

Moved by: Bob McMinn
Seconded: Elaine Limbrick

THAT the agenda be approved.

CARRIED

2. Adoption of the minutes of January 9, 2007

Moved by: Bob McMinn
Seconded: Verna Ford

THAT the minutes of January 9, 2007 be adopted as amended by changing page 1, item 3, end of first paragraph from “were discussed” to “was discussed”.

CARRIED

3. Draft Revised Terms of Reference

The members of the Community Hall Task Force Adhoc Committee would constitute the newly named Community Centre Task Force Adhoc Committee. The work accomplished on the Community Hall would remain intact. The scope of the Committee would be broadened to determine community centre uses and land requirements and the budget would be increased to include new costs for the conceptual community centre site layout and building sketches, the preparation of site plan and building design plans involving a design consultant, and other incidental, accrued costs. The same stakeholders as before would be consulted.

The Committee believed that item 1.3 “Community Centre Vision” was a vital component of the terms of reference and should determine the direction of the committee’s recommendations.

4. Draft Revised Work Plan

The Committee approved the draft revised work plan.

5. B.C. Spirit Squares Grant Application

The Chair, Michael Bocking, outlined the steps to be undertaken in order to comply with the regulations governing the application. Phase I provided a maximum grant of \$50,000, with the municipality contributing an equal amount. The deadline was February 16, 2007. Phase II provided a maximum grant of \$500,000, which could cover the costs of land acquisition. The Administrator had prepared the grant application and asked that committee members email him their suggestions.

6. Design Consultant

The Design Consultant would be brought in later. The Committee was concerned about the need to check policy as to bids and with furnishing detailed terms of reference for the contract for the consultant.

Moved By: Bob Flitton
Seconded: Bob McMinn

THAT the Committee find out the policy on bids and develop the terms of reference for the consultant.

CARRIED.

7. New Business

The Committee examined the potential community centre uses.

8. Next Meeting

The next meeting on February 27, 2007 would look at alternative sites, with a minimum of 5 acres and a maximum of 10 acres. The committee would also look at potential community centre uses.

9. Adjournment

The meeting adjourned at 8:15 p.m.

Michael Bocking, Chair