



Memo

To: Chief Administrative Officer
Date: January 15, 2021
From: Dalton Smith, Lakeview Park Manager
Subject: Cowichan Lake Outdoor Education Centre

The Cowichan Lake Outdoor Education and Conference Centre is a destination for groups and organizations that require full-service facilities for 20 or more guests with average stays for a minimum of three days.

Little has to be reported to illustrate the clear fact that for the most part we have not been able to operate the Centre given restrictions placed on community facilities by Province to keep the population safe during this pandemic.

The only exceptions are schools with formal education plans with work place and work-safe plans preapproved by different levels of Government Ministries in conjunction with safety protocols for the clients and centre staff.

The Centre is working closely with our school district in a partnership approach to use the Centre for approximately 80 days during this calendar year and will strictly follow the approved Safety and Health guidelines as set forth and agreed upon by Federal and Provincial Authorities.

We will be unable to reach some of the revenue targets that we have had in the past for 2020. However, I believe that we can use the next year to adopt a strategy for moving forward with some new initiatives to ensure that the Centre continues to play a role as an economic generator for the community.

I know that Mayor and Council are interested in working on a strategic plan that includes the Centre and Lakeview Park Campground and I look forward to some positive meetings.

As well, I believe that the time is now to start looking at any grant opportunities that will attend to improvements and major maintenance projects that will enhance our rental desirability to groups and organizations for 2022 and beyond.

More round table discussions with Council would be the most effective conduit for exploring many exciting opportunities that will be present over the next couple of years when COVID-19 is hopefully behind us.

A handwritten signature in black ink, appearing to read "Dalton Smith", written over a horizontal line.

Dalton Smith