

**COWICHAN VALLEY REGIONAL DISTRICT
KERRY PARK RECREATION CENTRE**

Minutes of the regular meeting of the Kerry Park Recreation Centre Commission meeting held at Kerry Park Recreation Centre in Mill Bay Community Hall January 26, 2010 at 5:15 pm.

PRESENT: Chairperson: Heather Broughton
Directors: Gerry Giles, Lori Iannidinardo, Brain Harrison.
Alternate Director: John Gutensohn, Leslie Heinio
Commissioners: Michael Croft, Doug Higginson

ALSO PRESENT: Kim Liddle- Manager, Tony Liddle- Operations Coordinator, Jim Wakeham- Manager Facilities, Fleet and Maintenance, Ron Austen- General Manager PR&C Dept

ABSENT: Director: Ken Cossey
Commissioner: Melanie Brancato

CALL TO ORDER: Division Manager called the meeting to order at 5:20 pm.

ELECTION OF CHAIR: Division Manager called for nominations for the position of chairperson. Heather Broughton was nominated. With there being no other nominations, nominations were closed. Heather Broughton was declared the chairperson of Kerry Park Recreation Commission for the year 2010.

ELECTION OF VICE CHAIR: Division Manager called for nominations for the position of vice chairperson. Michael Croft was nominated. With there being no other nominations, nominations were closed. Michael Croft was declared the vice chairperson of Kerry Park Recreation Commission for the year 2010.

Heather Broughton assumed the role of chairperson for the meeting.

APPROVAL OF AGENDA: NB2 was added to include Defibrillators;
It was moved and seconded that the agenda be approved as amended.

MOTION CARRIED

ADOPTION OF THE MINUTES: **It was moved and seconded that the minutes from the December 15, 2009 Kerry Park Recreation Centre Commission meeting be adopted.**

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES: None

DELEGATIONS: None

CORRESPONDENCE: C1- Correspondence from Bob MacDonald; excepted as presented.

REPORTS:

R1 – Division Manager’s Report

- Manager gave a staff update on employee vacancies and absences; reported that Dave Fairfield has officially retired after 33 ½ years of service.

Action Item: *a thank you letter prepared on behalf of the commission to thank Dave and wish him well on his retirement.*

- Update given on strategic plan for South Cowichan Recreation; discussion took place around next steps- identifying the community’s top priority and what direction they would like to see us going; it was decided that feedback from the public needed to take place prior to an future planning; suggestions of developing a questionnaire sent out through bulk mail or an Ipsos Reid study as a starting point; it was recommended that we set up a sub-committee to discuss further; discussion took place around Cowichan Bay and ensuring they are involved in this process as they are still full partners in the Kerry Park function.

Action Item: *Staff to set up a sub-committee meeting to develop a plan in moving forward within the next two weeks.*

R2- Facility Coordinator’s Report

- Water Study- discussion took place around a possible desktop study to look at increasing and improving the current draw we have from our well; possibilities of hooking up the ball fields to the system so we are supplying our own water for irrigation; discussion around the concerns of our water quality and the problems we have had over the years with scaling; Mill Bay Water system is nearby- discussion around setting aside funds for 2010 to explore possibilities of tying in with them.
- Sewage Study- update was given on our current septic system and options available; there is the possibility of \$100,000 gas tax funding that will be available to assist with costs associated with study and possibly tying into a nearby sewer system; engineering dept recommends we go ahead with the Thurber Engineer Study for \$18,000 to find out where our system is at currently

Motion: That up to \$18,000 be spent on a sewage study and up to \$10,000 be spent on a water report to connect with the Mill Bay Water Works and that the amounts be included in the 2010 core budget.

MOTION CARRIED

- Facility Maintenance Schedule is currently being prepared to look at a 3-5 year maintenance/replacement schedule on the mechanical systems throughout the faculty
- Discussion regarding the current sound system and the lack of clarity during Junior B Games

Action Item: *Tony to arrange ISC Technical Director to come out and review our sounds system and come up with a plan to resolve the problems.*

**UNFINISHED
BUSINESS:**

UB1- Redevelopment Project

To be discussed at the Sub-Committee meeting with an invitation to Warren and Ron to attend

UB2- Area D Agreement

Discussion took place around where Cowichan Bay Area fits within Kerry Park; Area D Director is getting a strong sense residents do not wish to be a participant in the Kerry Park function and would like to remain distant until such time as the service review is complete; discussion around how Parks Recreation and Culture benefit the community as a whole and ensuring Cowichan Bay residents clearly understand what they are paying for- there is a misconception that they pay double for certain services when in fact they do not; directors to discuss at a later date to ensure it is working for all participants.

UB3- 2010 Budget

Updated 2010 Budget presented with requested amendments made; review and discussion took place.

Motion: to except the 2010 budget as presented with any changes to the surplus/deficit being moved to reserve funds versus being taken off the tax requisition.

MOTION CARRIED

NEW BUSINESS:

NB1- Canada Day Grant

Staff report was presented in regards to applying for the Canadian Heritage grant to assist with funding the Canada Day activities that take place in the South Cowichan Area.

Motion: That the Kerry Park Recreation Commission support sending a recommendation to the Cowichan Valley Regional District Board to approve staff submitting a grant application to the Celebrate Canada Committee for British Columbia c/o Canadian Heritage for funds to host the Canada Day Celebration in the South Cowichan area.

MOTION CARRIED

NB2- Defibrillators

The purchase of two AED systems has been included into the 2010 budget with the approximate value of \$2000/unit; a \$1500 donation was received from the Women’s Auxiliary group to assist with the purchase; the Facility Coordinator is currently working on quotes and we should have these units in place within the next 6 weeks.

ADJOURNMENT:

It was moved and seconded that the meeting be adjourned at 6:54 pm

MOTION CARRIED

NEXT MEETING:

February 23, 2010

Certified Correct:

Chairperson

Kim Liddle

Secretary

Feb 5, 2010
Dated