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

Minutes of the regular meeting of the Kerry Park Recreation Centre Commission meeting held at Mill Bay Community Hall Board room on Tuesday February 24th, 2009 at 5:15 pm.

PRESENT: Chairperson: Heather Broughton
Directors: Ken Cossey, Gerry Giles, Brian Harrison, Lori Iannidinardo
Commissioners: Michael Croft, Melanie Brancato, Leslie Heinio

ALSO PRESENT: Manager: Kim Liddle,
Administration Coordinator: Sheena Boyles
General Manager: Ron Austen
Facilities Manager: Jim Wakeham

ABSENT: Doug Higginson

CALL TO ORDER The chairperson called the meeting to order at 5:20 pm.

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved with the addition of topic Barefoot in the Park.

MOTION CARRIED

DELEGATIONS None

ADOPTION OF THE MINUTES

It was moved and seconded that the minutes from the January 27th, 2009 Kerry Park Recreation Centre Commission meeting be adopted.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES None

CORRESPONDENCE None

REPORTS – R1 **R1 - Manager's Report**

Manager provided a brief history of her career, where she comes from, general philosophies and a few goals she would like to look at for Kerry Park Recreation in the new future.

She also provided some accomplishments already realized including individual staff meetings, establishment of regular coordinators meeting, work on goal setting and strategic planning. Great feedback reported from the participants of the Men's bonspiel.

The office hours have been extended at this time to be 7 days a week.

UNFINISHED BUSINESS: None

NEW BUSINESS:

NB1 Budget 2009

Jim Wakeham summarized the 2009 core budget with optional items to include the extension of field C fence and the referendum costs. He also summarized final numbers for 2008. It was reported that the revised estimate for the actual 2008 revenue and expenditures is a surplus of \$68,969

Several members asked questions regarding line items in both the 2008 & 2009 budgets.

Discussion was held on the topic of the sports field extension and it was recommended that for 2009 Administration would monitor the sports field C/skate park activity to obtain a better understanding of any possible configuration issues and the capital cost of a fence would be reviewed for the 2010 budget. Programming would also be reviewed so that skateboard programs would not be offered during adult usage on field C (ie. during tournaments).

Management was asked to identify any items currently within the 2009 budget that could be considered for a possible deferral to 2010.

It was moved and seconded that consensus was reached to remove 2 capital items from the 2009 draft budget and deferred to next year – dishwasher \$13,000 and tables and chairs \$24,500.

MOTION CARRIED

It was moved and seconded that the cost of \$18,000 for holding a fall 2009 referendum be added back into the 2009 budget.

MOTION CARRIED

The total net effect of the above 3 items to the draft budget is a reduction of \$19,500. The revised tax requisition for 2009 is projected to be \$2,325,855 which is an increase of \$114,518 or 5.18% from 2008.

It was moved and seconded that the 2009 budget be approved as amended.

MOTION CARRIED

NB2 - Canada Day Grant Application

It was moved and seconded that the Kerry Park commission support the grant application for the 2009 Canada Day Grant In the amount of \$1150.00 as presented and be sent to CVRD board for approval.

MOTION CARRIED

NB3 - Commission meeting dates and location – New Information

Information was presented stating the commission could meet on a regular basis on the first Tuesday of the month. Several Directors had a conflict with this day so meeting dates will stay as the 4th Tuesday of the month

NB 4 - Dry Floor Rates for 2009

It was moved and seconded that dry floor rates would have no increase for the 2009 season.

MOTION CARRIED

For future user rate reviews, staff was asked to provide a financial analysis of the facility operating costs as they relate to each function. This will allow the Commission to establish a strategic plan for cost recovery percentages.

NB 5 – Kerry Park Recreation Commission Bylaws

Discussion took place regarding suggested changes to the current bylaws. It was recommended that the agreed upon changes, be made and submitted to the CVRD’s Corporate Secretary for his review and be brought back to the commission.

NB 6 - Barefoot in the Park

Director Giles presented the commission with a new program SEASAC is producing in conjunction with many other community groups aimed at the education and awareness of needle disposal and the dangers associated with needles.

Director Giles is seeking the commission’s approval to look at an appropriate disposal site in the South Cowichan area; possibly at Kerry Park.

It was recommended that Director Giles provide a full Tool Kit information package to Mr. Austen for discussion at the Parks, Recreation and Culture Manager’s meeting and that Mr. Austen will send a staff report back to the next regularly schedule commission meeting with his recommendation.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:30 pm.

MOTION CARRIED

Certified Correct:

Chairperson

Secretary

Dated