



KERRY PARK RECREATION COMMISSION MEETING AGENDA

TUESDAY, MARCH 28, 2017
KERRY PARK RECREATION CENTRE LOUNGE
1035 SHAWNIGAN-MILL BAY ROAD, MILL BAY BC

5:30 PM

	<u>PAGE</u>
1. <u>APPROVAL OF AGENDA</u>	
2. <u>ADOPTION OF MINUTES</u>	
M1 Regular Kerry Park Recreation Commission meeting of January 24, 2017	1
Recommendation That the minutes of the regular Kerry Park Recreation Centre Commission meeting of January 24, 2017 be adopted.	
3. <u>BUSINESS ARISING FROM THE MINUTES</u>	
4. <u>DELEGATIONS</u>	
5. <u>CORRESPONDENCE</u>	
6. <u>INFORMATION</u>	
IN1 Calendar of Events	To be distributed
IN2 Capital Projects	Verbal
IN3 Legend Software Update	Verbal
IN4 Skateboard Park Project Planning for 2018	Verbal
7. <u>REPORTS</u>	
R1 Managers Report	Verbal
R2 Facility Coordinators Report	Verbal
8. <u>UNFINISHED BUSINESS</u>	

9. **NEW BUSINESS**

10. **CLOSED SESSION**

Motion that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

11. **ADJOURNMENT**

The next Kerry Park Recreation Commission Meeting will be held Tuesday, April 25, 2017 at 5:30 PM, in the Kerry Park Recreation Centre Lounge, 1035 Shawnigan-Mill Bay Road, Mill Bay, BC.

Commission Members

B. Harrison, Chairperson
S. Evans, Vice-Chairperson
Director M. Clement

C. Collister
S. Cox
Director K. Davis

Director S. Furstenu
Director L. Iannidinardo

Minutes of the Kerry Park Recreation Commission Meeting held on Tuesday, January 24, 2017 in the Kerry Park Recreation Centre Lounge, 1035 Shawnigan-Mill Bay Road, Mill Bay BC at 5:30 PM.

PRESENT: Chair B. Harrison
Director K. Davis
Director M. Clement
Director L. Iannidinardo
Appointee S. Evans
Appointee C. Collister
Alternate S, Acton

ALSO PRESENT: Kim Liddle, Manager, South Cowichan Recreation
Tony Liddle, Facility Coordinator, South Cowichan Recreation
John Elzinga, General Manager, Community Services
Cynthia Lockrey, Manager, Strategic Services
Sheena Boyles, Administration Coordinator/Recording Secretary

ABSENT: Director S. Furstenau
Appointee S. Cox

CALL TO ORDER

The Facility Manager for South Cowichan Recreation called the meeting to order.

ELECTION

Nominations were requested by the Manager for the position of Chair of the Kerry Park Recreation Centre Commission for the year 2017. Appointee B. Harrison was nominated for the position. Nominations were declared closed.

There being no other nominations, B. Harrison was elected by acclamation to the position of Chair of the Kerry Park Recreation Centre Commission for the year 2017.

Nominations were requested by the Manager for the position of Vice Chair of the Kerry Park Recreation Centre Commission for the year 2017. Appointee S. Evans was nominated for the position. Nominations were declared closed.

There being no other nominations, S. Evans was elected by acclamation to the position of Vice Chair of the Kerry Park Recreation Centre Commission for the year 2017.

Appointee B. Harrison assumed the position of Chair.

APPROVAL OF AGENDA

It was moved and seconded that the agenda be adopted.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Kerry Park Recreation Commission meeting of December 13, 2016

It was moved and seconded that the minutes of the December 13, 2016 Kerry Park Commission meeting be adopted.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

The response letter to Mr. Croft’s correspondence which was addressed at the December 2016 Kerry Park Recreation Centre Commission meeting has been completed and will be sent out presently.

INFORMATION

IN1 Cowichan Valley Regional District Marketing

Kerry Park Commission members along with Cynthia Lockrey, Manager, Strategic Services and staff discussed perceived issues around the navigation and available information through the Cowichan Valley Regional District website and Facebook page and some areas for improvements specifically for the Kerry Park Recreation Centre pages.

5:48 pm

Director L. Iannidinardo left the meeting at 5:48 pm

Benefits and disadvantages to having our own website were also discussed including staff time to maintain two sites. The Information Technology department is being consulted regarding possible improvements in the near future.

6:08 pm

C. Lockrey left the meeting at 6:08 pm

IN2 Ryan Vending

The facility’s vending contract with Ryan Vending is up for renewal. Staff are exploring possible alternatives such as purchasing their own machines which would be maintained through the food and beverage department. In addition service time for the machines needs improvement.

It was moved and seconded that the renewal of the Kerry Park Recreation Centre vending contract with Ryan Vending be signed for a term of 1 year and that included in this renewal is a negotiated improved service agreement.

MOTION CARRIED**IN3** Kerry Park Recreation Centre Commission Appointments

Area Directors will reappoint two current commission members for a term of one year to align with the term expiry date of the other appointees.

REPORTS**R1** Managers Report

K. Liddle, Manager, South Cowichan Recreation, produced a verbal report and monthly update for information.

Kerry Park Minor Hockey purchased a new divider board system in the fall to be used with their Initiation and Novice divisions as per the requirements from BC Hockey. They have requested to be allowed to sell advertising on these boards for additional revenues.

It was moved and seconded to approve Kerry Park Minor Hockey being allowed to sell advertising on the divider board system. In addition all costs and time associated with the production, installation/removal of the advertising will be their responsibility.

MOTION CARRIED

December was challenging for the programs department as our programmer got a new position at the Island Savings Centre in Duncan; Our casual events person as well as other staff stepped up to help out and keep things running. Our new Programmer, Britney Slade, started with us the first week of January.

The Pacific Cup and Brentwood Saville Cup game were both held here last weekend.

The go live date for Legend Software may be pushed back slightly as not all modules in the system are ready for use.

R2 Facility Coordinators Report

T. Liddle, Facility Coordinator, South Cowichan Recreation, produced a verbal report and monthly update for information.

The cladding project is almost complete with just the final coat of paint needing to be done. Additional items needing to be completed are the installation of the curling rink roller door, painting of the exterior doors and landscaping. Feedback from the public is generally positive.

Exterior door replacement through the rest of the facility is scheduled for 2018.

Due to the extreme weather we have had over the last month we have recently found issues with the paving in the parking lot of the facility. These are expected to

be completed as quickly as possible.

The operations department is getting ready for projects scheduled for 2017.

NEW BUSINESS

The Aboriginal Championship is being hosted in the Cowichan Valley May 1-5, 2017. The Island Savings Centre and Cowichan Lake Recreation are both keeping their ice in for this event so it is anticipated that Kerry Park will see an increased dry floor use for lacrosse.

BC Summer Games are being hosted in the Cowichan Valley in 2018. Kerry Park has been identified as the possible location for box lacrosse.

ADJOURNMENT

6:34 pm

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 6:34 pm

Chair

Recording Secretary

Dated: _____