

Minutes of the Kerry Park Recreation Commission Meeting held on Tuesday, January 16, 2018 in the Kerry Park Recreation Centre Lounge, 1035 Shawnigan-Mill Bay Road, Mill Bay BC at 5:30 PM.

PRESENT: Director K. Davis
Director S. Acton
Director M. Clement
Director L. Iannidinardo
Appointee B. Harrison
Appointee S. Evans

ALSO PRESENT: Kim Liddle, Manager, South Cowichan Recreation
Jim Wakeham, Manager, Transit, Fleet Management
Tony Liddle, Facility Coordinator, South Cowichan Recreation
Sheena Boyles, Administration Coordinator/Recording Secretary

ABSENT: None

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 2018. 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 2018.

Nominations were requested by the Manager for the position of Vice Chair of the Kerry Park Recreation Centre Commission for the year 2018. 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 2018.

Appointee B. Harrison assumed the position of Chair.

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended by adding one Correspondence and one New Business Item

C1 Correspondence from Kerry Park Minor Hockey regarding ice allocation

NB 1 Commission meeting schedule

and that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Kerry Park Recreation Commission meeting of October 24, 2017

It was moved and seconded that the minutes of the October 24, 2017 Kerry Park Commission meeting be adopted.

MOTION CARRIED

DELEGATIONS

D1 Tom Shadlock, Head of Hockey, Brentwood College. Re: Ice Allocation

It was moved and seconded that staff review the ice Allocation Policy and current scheduling and report back to the Commission.

MOTION CARRIED

CORRESPONDENCE

C1 Correspondence from Kerry Park Minor Hockey regarding ice allocation

It was moved and seconded that staff review the ice Allocation Policy, rates and current scheduling and report back to the Commission.

MOTION CARRIED

REPORTS

R1 2018 Budget Adjustments

K. Liddle, Manager, South Cowichan Recreation reviewed the 2018 Budget Amendments staff report for function 411, Kerry Park Recreation Centre and noted all adjustments are 2017 Capital projects that are in the process of being completed but were not finalize prior to Dec 31, 2017. No new funding has been added

6:13 pm Director L. Iannidinardo left the meeting at 6:13 pm.

It was moved and seconded to accept the recommended resolution That the 2018 Budget for Function 411 – be amended as follows:

- **Increase Capital Furniture, Fixtures and Equipment by \$75,000**
- **Increase Capital Building Improvements by \$229,910**
- **Increase Capital Parks Infrastructure by \$40,000**
- **Increase Capital Land Improvements by \$46,200**

- Increase Miscellaneous Equipment by \$13,000
- Increase Consultants by \$25,000
- Increase Repair and Maintenance by \$15,000
- Increase Contingency by \$30,000
- Increase Transfer from Capital Reserves by \$158,110
- Increase Transfer from Gas Tax Reserves by \$135,000
- Increase MFA Short Term Borrowing by \$98,000
- Increase Transfer from Operating Reserves by \$38,000

MOTION CARRIED

Staff to forward recommendations to the Cowichan Valley Regional District Board for approval.

R2 Managers Report

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

Staff met with representatives from PerfectMind Software for initial discovery meetings and are now working on planning stages of the set up process. Additional meetings and training will take place over the next few months with an anticipated go live date of late August or early September. Many municipalities on the Island and Lower Mainland have chosen PerfectMind as their service provider which will be helpful for networking in the future.

R3 Facility Coordinators Report

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

The well pump was replaced which seems to have resolved the low water issues.

Staff continue to work through a few issues with the new Chiller.

The flooring project is approximately 75% completed.

NEW BUSINESS**NB1** Commission meeting timing

The Commission discussed the timing of the Commission meetings and if dinner should continue to be served. Members felt that the timing was convenient for their schedules so will remain as is.

ADJOURNMENT

6:30 **It was moved and seconded that the meeting be adjourned.**

The meeting adjourned at 6:30 pm

MOTION CARRIED

Chair

Recording Secretary

Dated: _____