



## KERRY PARK RECREATION COMMISSION

Tuesday, April 23, 2013

5:30 pm - Regular Commission Meeting  
Kerry Park- Social Lounge

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### AGENDA

1. **APPROVAL OF AGENDA:**

2. **ADOPTION OF MINUTES:**

A1 - Adoption of the Kerry Park Commission meeting minutes – February 26, 2013

3. **BUSINESS ARISING FROM THE MINUTES:**

4. **DELEGATIONS:**

5. **DEPARTMENT REPORTS/CORRESPONDENCE:**

DR1- Manager Report

*verbal report*

DR2- Facility Coordinator's Report

*verbal report*

6. **UNFINISHED BUSINESS:**

7. **NEW BUSINESS:**

NB1- KPR Capital Projects and Reserve Funds

*discussion*

NB2- Community Engagement Update- Kim Van Bruggen

*verbal report*

8. **QUESTION PERIOD:**

9. **ADJOURNMENT:**

The next regularly scheduled commission meeting will be May 28, 2013

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#### Distribution:

Mike Walker,  
Bruce Fraser,  
Gerry Giles,  
Lori Iannidinardo  
Brian Harrison,  
Vacant  
Michael Croft,  
Leslie Heino

Director Area A  
Director Area B  
Director Area C  
Director Area D  
Appointee Area A  
Appointee Area B  
Appointee Area C  
Appointee Area D

Kim Liddle,  
Sheena Boyles  
Tony Liddle  
Ron Austen  
Jim Wakeham  
Allison Nelson

Manager, South Cowichan Recreation  
Admin & Facility Bookings Coordinator, South Cowichan Recreation  
Facilities Coordinator, Facility, Fleet and Transit  
General Manager, Parks Recreation and Culture Department  
Manager Facility, Fleet and Transit  
Executive Assistant, CVRD

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

Minutes of the regular commission meeting of the Kerry Park Recreation Centre Commission, meeting held at Kerry Park Recreation Centre on Tuesday, February 26<sup>th</sup>, 2013 at 5:30 pm.

**PRESENT:** Chairperson: Mike Croft  
Directors: Mike Walker, Gerry Giles, Lori Iannidinardo,  
Commissioners: Leslie Heinio, Brian Harrison  
Alternate: Kelly Musselwhite

**ALSO**

**PRESENT:** Kim Liddle, Manager, South Cowichan Recreation  
Tony Liddle, S. C. Facility Operations Coordinator  
Sheena Boyles, Recording Secretary  
Ron Austen, GM Parks, Recreation & Culture  
Jim Wakeham, Manager Facility, Fleet and Maintenance  
Kim Van Bruggen, Accum Consulting  
Sharon Moss, Manager, Corporate Services  
Steve Hurcombe, Budget Coordinator, Corporate Services

**ABSENT:** Director Bruce Fraser

**CALL TO ORDER**

The meeting was called to order at 5:30 pm.

**APPROVAL OF  
AGENDA**

**It was moved and seconded that the agenda as presented be approved.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

**It was moved and seconded that the minutes from the January 22<sup>nd</sup>, 2013 Kerry Park Recreation Commission meeting be adopted as presented.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE MINUTES**

None

**DELEGATIONS**

None

**DEPARTMENT  
REPORTS/  
CORRESPONDENCE**

**DR1. User Rates**

The manager gave a verbal report on the changing of the HST to GST and asked the commission for direction regarding user rate increases. It was noted that there was no increase in 2012/2013 rates.

**MOTION – It was moved and seconded that there would be a 3% increase in user rates for the 2013/2014 season. Net effect will still be a reduction of rates by 4% due to the elimination of the HST portion of the tax.**

**MOTION CARRIED**

**UNFINISHED  
BUSINESS****UB1 – KPR – Repair and Maintenance Costs**

The manager presented a draft report on the annual repair and maintenance expenditures as well as a long term facility repair and maintenance plan; discussion took place around the long term facility repairs and the costs associated with each item; commission recommended an annual inflation be built into this document as construction costs do increase over time.

*Action Item- staff to update Long Term Facility and Repair Maintenance Plan to include a 3% inflation rate.*

**UB2 Recreation Assistance Program**

The manager presented the Recreation Assistance Program information that has been created for the community as well as a verbal report on the costs associated, how it would be managed and proposed reevaluation timeframe.

**Motion: It was moved and seconded to accept the Recreation Assistance Program as presented and immediately implement immediately.**

**MOTION CARRIED**

**NEW BUSINESS****NB 1 – Meeting Updates – Kim Van Bruggen**

Accumen consultant Kim Van Bruggen updated the commission as to their progress with the community roundtable discussions. She was also pleased to announce that their social media side of the information sharing process has been launched and we are already getting followers on Twitter and Facebook. Follow up meetings and broader public engagement initiatives will be held later in the spring with final recommendations on the next steps will go to the commission at our May meeting.

**NB2 – 2013 Budget**

The manager presented a staff report on the Kerry Park Recreation 2013 Annual Budget. The presented budget had a 0% tax requisition increase for 2013.

**Motion: it was moved but not seconded to increase requisition up to 1% and funds be transferred to reserve for future use.**

**MOTION DEFEATED**

**Motion: It was moved and seconded to accept the Kerry Park Recreation 2013 Annual Budget as presented.**

**MOTION CARRIED**

**QUESTION PERIOD**

**None**

**MEETING DATE**

The next meeting is scheduled for March 26<sup>th</sup>, 2013.

**ADJOURNMENT**

The meeting adjourned at 6:30 pm

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Chairperson

Secretary

Dated \_\_\_\_\_