

Co-An Park Committee Regular Meeting Minutes

Meeting Date: Wednesday, February 12, 2020

Time: 5:30 pm

Location: McGregor Community Centre

LArge Meeting Room

9571 Walker Road, McGregor, Ontario

1. Roll Call

Present:

For the Town of Essex:

Kim Verbeek – Councillor Ward 2

Christine (Tina) McAgy – Chairman 2019-2022 Term

Jim Meloche – Vice-Chairman 2019-2022 Term

Jonathan Little

For the Town of Amherstburg:

Leo Meloche – Deputy Mayor Town of Amherstburg

Murray Sellars

Jennie Lajoie

2. Call to Order

Tina McAgy, Chairman of the Co-An Park Committee called meeting to order

4. Declarations of Conflict of Interest

No conflict of Interest was declared

5. Adoption of Published Agenda

a) February 12, 2020 Regular Co-An Park Committee Meeting Agenda

Moved by Jim Meloche

Seconded by Jennie Lajoie

(CAP-2020-02-01) That the published agenda for February 12, 2020 Regular Co-An Park Committee meeting be adopted as amended

Carried

6. Adoption of Minutes

6.1 Co-An Park Committee Regular Meeting Minutes September 11, 2019

Moved by Jonathan Little

Seconded by Leo Meloche

(CAP-2020-02-02) That the minutes of the Regular Meeting for the Co-An Park held September 11, 2019 be adopted as circulated

Carried

7. NEW BUSINESS

7.1 2019 Financials

Moved by Leo Meloche

Seconded by Jonathan Little

(CAP-2020-02-03) That 2019 Co-An Park Financials be approved for circulation subject to changes as discussed

Carried

7.1.1 Change in Reporting Policy of Capital Assets

Moved by Leo Meloche

Seconded by Jonathan Little

(CAP-2020-02-08) That the Co-AN Park change its reporting policy for Capital assets; that change in value for capitalization be noted as \$1,000

Carried

Moved by Leo Meloche

Seconded by Jonathan Little

(CAP-2020-02-09) That Co-An Park Capital items with a value of less than \$1,000 be removed from asset accounts to capital surplus effective December 31, 2019; moving (8) capital items totaling \$19,827.44 of prior year expenditures as discussed to expense

Carried

7.2 Calendar of Events - See attachments

Committee noted and reviewed calendar of events

7.2.1 Request from LA Shepley

LA has requested that fees for the tournament dated July 10-12 be waived; all proceeds going to "Jump Start"

Moved by Christine McAgy

Seconded by Jennie Lajoie

(CAP-2020-02-04) That Park rental fees only for the weekend of July 10 thru July 12, 2020 be waived as all proceeds are going to “Jump Start” for kids but all other fees to remain in force **Carried**

7.2.2 Request from County Music Jamboree

Sue Leclair requests that fees for the Music Jamboree be waived; last season Co-An donated use of cooler (\$75)

Moved by Kim Verbeek

Seconded by Jonathan Little

(CAP-2020-02-05) That cooler fees be waived for June 14, 2020 Music Jamboree **Carried**

7.3 Pirates Bounty Tournament

Committee noting that; Pirate’s tournament is the first of the season; April 25 and April 26, they are requesting that the CO-AN Improvement Committee take over the SOP and co-host the tournament where a sizable donation will be given to the CO-AN Park, Paul Bryant is assuming responsibility and all insurances will be forwarded, as well any/all pertinent information. Smart serve certifications and parking lot patrols will be set in place.

Committee to obtain more information from Town of Essex regarding Director’s Liability insurance and will advise.

7.4 Town of Amherstburg -2019/2020 Seasonal fees to turn on/off water

Letter was received from the Town of Amherstburg notifying us that a \$50 fee for seasonal water turn-ons and turn- offs will be implemented. A memo was forwarded to Dan Beaulieu on March 22, 2019 requesting that the fees be waived with an on going basis for Co-AN Park, Deputy Mayor Leo Meloche to look into and advise of status.

7.5 Memorial Benches/Trees

Families have approached park wanting to donate a tree/bench in the memory of their loved one; Committee noted interest and feel any persons wanting to proceed, should first contact park, after full payment received with nursery for trees and planting fees, the Co-An will help

facilitate installation; as well if benches are requested, payment should be received in full and Co-An will order uniformed bench to the park thru the Town of Essex, and will have cement pad, and installation taken care of, also noting the Town of Essex program fees are Trees \$500 donation and benches are \$1,500 donation. Tree selection should be geared to viability in Essex County.

7.6 Director's Liability Insurance

Committee requests that Doug Sweet be contacted to confirm extent and limits of coverage for Liability insurance for committee members and it's acting agents; noting Co-An Improvement Committee as acting fund raising committee for the Co-An Park.

7.7 Vandalism / Committee Notifications

7.7.1 Vandalism

Committee noted vandalism at the Co-An Park; vehicles drove onto outfields and partially on Diamond #5, appear to have left rutts which will need repair. Leo Meloche spoke to CTV news and Kim Verbeek spoke to CBC Windsor news; similar vandalism was found at surrounding parks

7.7.2. Committee Notification Regarding Vandalism

Co-An park committee members to contact secretary when notified of any vandalism where all members will be advised immediately

7.7.3 Security Cameras

Moved by Jim Meloche

Seconded by Murray Sellars

(CAP-2020-02-07) That the Co-An Park Committee approach the town to consider the installation of security cameras at the park due to recent and past vandalism **Carried**

8. Costing Report/ 2020 Capital Budget – See attachment

8.1 Costing Report

Moved by Leo Meloche

Seconded by Jonathan Little

(CAP-2020-02-06) That the Feb 12, 2020 Costing report be approved as written **Carried**

8.2 Capital Budget

Committee reviewed Capital for 2020 and will revisit once quotes are received

9. Tricia Meloche's Lease Contract

Committee to note; to follow up approval CAP-2019-09-30 - All terms were reviewed by Tricia Meloche and agreed to as outlined on October 16, 2018 Co-An regular meeting minutes section 8 (ii), contract revised and ready for signatures.

10. Secretarial Wage

Committee to note; CAP-2019-09-31 approved increase dependant on Operating Fund increase from both towns; Secretarial wage will now reflect operating cost of \$17,500

11. Future Meetings

11.1 Regular Co-An Park meetings

Wednesday, March 25, 2020 5:00 PM

Location: CO-AN Park 11071 11th Concession Rd, in the office

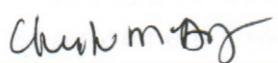
12. Adjournment

Moved by Jonathan Little

Seconded by Leo Meloche

(CAP-2020-02-10) That the meeting be adjourned at 7:15 p.m.

Carried



Christine McAgy – Chairman



Joanne Bissonnette - Secretary Treasurer