

**MINUTES**  
SPECIAL OPEN MEETING OF THE PARKS AND RECREATION COMMISSION  
BOWEN COMPLEX CONFERENCE ROOM  
500 BOWEN ROAD  
WEDNESDAY, 2015-JUL-15, AT 6:00 P.M.

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PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Karen Alden  
Commissioner Mercedes Beaudoin-Lobb  
Commissioner Alec McPherson  
Commissioner Barry Sparkes  
Commissioner Maureen Young

Staff: R. Harding, Director, Parks, Recreation and Environment  
M. Smith, Manager of Recreation Services  
A. Britton, Manager of Parks Operations  
K. MacDonald, Parks and Open Space Planner  
R. Tweed, Recording Secretary

REGRETS: Commissioner Gordon Fuller  
Commissioner Denise Haime  
Commissioner Marsha Down  
Commissioner Mike Horn  
Commissioner Howard Houle  
Commissioner Wendy Pratt

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1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 6:03 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES: (None.)

5. PRESENTATIONS: (None.)

6. CHAIR'S REPORT: (None.)

The Chair acknowledged the work of staff at the Phase I improvements opening of Harewood Centennial Park and extended a thank you extended to all staff involved.

7. REPORTS OF ADVISORY BODIES: (None.)

8. STAFF REPORTS:

(a) **Maffeo Sutton Park Improvement Plan Update – Kirsty MacDonald.**

It was moved and seconded that the Parks and Recreation Commission approve the Draft Maffeo Sutton Park Improvement Plan concepts for stakeholder and public review and input, with staff also exploring a reduced parking option, this summer and that staff report back in the fall with findings and final draft plan for consideration. The motion carried unanimously.

(b) **Knowles Estate Reserve Fund Request – South-Side Minor Football Association – Richard Harding.**

Delegations:

1. Robert E. Stevenson

It was moved and seconded that the delegation be received. The motion carried unanimously.

It was moved and seconded that the Parks and Recreation Commission approve and recommend that Council approve \$15,762.76 from the Knowles Estate Reserve Fund towards purchase by the South-Side Minor Football Association for football equipment for the upcoming season. The motion carried unanimously.

It was moved and seconded that the Parks and Recreation Commission request a staff report on funding options for Phase 2 development of Harewood Centennial Park, including funding from the interest from the Knowles Estate Reserve Fund. The motion carried unanimously.

(c) **Travel Assistance Grant – Nanaimo District Minor Fastball Association – Mary Smith.**

It was moved and seconded that the Parks and Recreation Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo District Minor Fastball Association U16 Girls team in the amount of \$500.00 for 10 athletes to attend the Provincial Softball Championships, being held in Ridge Meadows, B.C. The motion carried unanimously.

(d) **Oliver Woods Community Centre (OWCC) – Gymnasium Window Solar Film – Elizabeth Williams.**

Correspondence:

1. Letter dated 2015-JUL-08, received 2015-JUL-15, from Cathie Beddoes, Oddfellows Badminton Club.

It was moved and seconded that the correspondence be received. The motion carried unanimously.

It was moved and seconded that the Parks and Recreation Commission proceed with the installation of window film as per the 2016 Capital budget, subject to Council approval. The motion carried unanimously.

9. CORRESPONDENCE: (None.)

10. NOTICE OF MOTION:

11. OTHER BUSINESS:

12. DELEGATIONS (not related to a Report to Commission): (None.)

13. QUESTION PERIOD: (*Public - Agenda Items Only*)

- (a) Bert Sundberg – spoke to issues regarding sunlight affecting sports being played in the gymnasium and the letter submitted by Cathie Beddoes, Oddfellows Badminton Club.

14. ADJOURNMENT:

It was moved and seconded at 7:58 p.m. that the meeting adjourn. The motion carried unanimously.

APPROVED AS READ:

APPROVED FOR DISTRIBUTION:



Ian Thorpe, Chair  
Parks and Recreation Commission



Richard Harding, Director  
Parks, Recreation and Environment

CERTIFIED BY:

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Corporate Officer  
City of Nanaimo

