

AGENDA
REGULAR MEETING OF THE PARKS COMMITTEE
CRYSTAL BROOK PARK, 2449 CRYSTAL BROOK WAY
THURSDAY, 2013-JUL-11, COMMENCING AT 5:00 P.M.

ACTING CHAIR: COMMISSIONER GRAHAM SAVAGE

1. **CALL THE REGULAR PARKS COMMITTEE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the agenda)

4. **ADOPTION OF MEETING NOTES:**

- (a) Notes of the Regular Parks Committee Meeting held Thursday, 2013-JUN-13, at 5:03 p.m., in the Bowen Park Complex Conference Room. Pg. 2-3

(Motion required to adopt the meeting notes)

5. **CHAIR'S REPORT:**

- (a) VIP Grant Request for Crystal Brook Park Pg. 4-7

At the 2013-JUN-26 meeting of the Parks, Recreation and Culture Commission, a delegation presented their request for a \$25,000 VIP Grant for Crystal Brook Park. At that meeting, a motion was passed referring the request to the Parks Committee.

6. **CORRESPONDENCE:** (not related to a Report to the Parks Committee)

NONE.

7. **NOTICE OF MOTION:**

8. **OTHER BUSINESS:**

(Motion required if there is other business)

9. **QUESTION PERIOD:** *(Agenda Items Only)*

10. **ADJOURNMENT:**

(Motion required to adjourn)

NOTES
PARKS COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,
THURSDAY, 2013-JUN-13, COMMENCING AT 5:00 P.M.

PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Diana Johnstone
Commissioner Donald Rinald
Commissioner Graham Savage
Commissioner Maureen Young

Staff: Jeff Ritchie, Senior Manager, Parks And Civic Facilities
Jackie Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Parks Committee was called to order at 5:03 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add delegation Mr. Craig Evans, director of the Colliery Dam Park Preservation Society, regarding the Colliery Dam Park master plan and the City's plans to demolish and rebuild the lower and middle dams.

It was moved and seconded to allow the late agenda item. The motion carried unanimously.

3. ADOPTION OF AGENDA:

It was moved and seconded to move the delegation forward on the Agenda. The motion carried unanimously.

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

4. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Meeting Notes of the regular meeting of the Parks Committee held Thursday, 2013-MAY-09, at 5:02 p.m., in the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (not related to a report to the Parks Committee)

- (a) Mr. Craig Evans, director of the Colliery Dam Preservation Society, gave a presentation on the Society's status, focus and goals. Mr. Evans would like the Society to have input for the Colliery Dam Park master plan, in consultation with the Parks Committee and the Parks, Recreation and Culture Commission, once planning begins.

6. CHAIR'S REPORT:

Commissioner Ian Thorpe, Chair, gave a verbal report on the following topic:

- At the regular meeting held 2013-MAY-22, the Parks, Recreation and Culture Commission received a presentation from Jennifer Vroom of the Van Isle Paddleboard Co. Ms. Vroom is requesting an operation permit for Stand Up Paddleboard lessons and rentals at Westwood Lake.

It was moved and seconded that staff draft a licence agreement and seek approval from the Parks, Recreation and Culture Commission. The motion carried unanimously.

7. STAFF REPORTS:

- (a) Hovercrafts in City Parks
J. Ritchie, Senior Manager, Parks and Civic Facilities

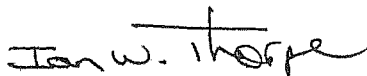
It was moved and seconded to accept the staff recommendation to not allow hovercrafts in City Parks. The motion carried unanimously.

8. QUESTION PERIOD:

- (a) Commissioner Johnstone asked about geese control at Westwood Lake and inquired about installing a culvert to divert water coming off private land away from the trailway. Staff will look into both issues.

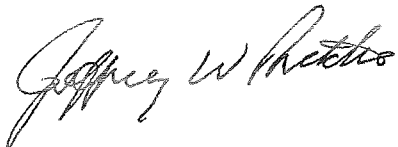
9. ADJOURNMENT:

It was moved and seconded at 5:47 p.m. that the meeting adjourn. The motion carried unanimously.



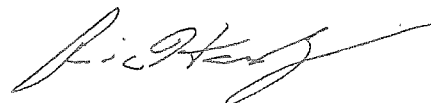
Ian Thorpe
CHAIR
PARKS COMMITTEE

CERTIFIED CORRECT:



Jeff Ritchie
SENIOR MANAGER
PARKS & CIVIC FACILITIES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE



RECEIVED

JUN 19 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 2013 - JUN - 26
year month day

NAME OF PERSON MAKING PRESENTATION: Dean Doney

ADDRESS: 2445A Crystal Brook Way Nanaimo BC
street address City Province Postal Code

PHONE: 250-751-7893 EMAIL: cheridoney@shaw.ca
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: Cheri Doney

DETAILS OF PRESENTATION:

Apply for a grant under the Volunteers in Parks Program for Crystal Brook Park

PLEASE NOTE

- **Electronic presentations** must be provided on a CD, memory stick, or by email no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18.6 of the Council Procedure Bylaw.

Parks, Recreation and Culture Commission
500 Bowen Road, Nanaimo BC V9R 1Z7

Phone: (250) 755-7511
Fax: (250) 753-7277
parks@nanaimo.ca

Nanaimo Parks, Recreation and Culture commission
500 Bowen Road
Nanaimo, BC
V9R 1Z7

June 10, 2013

Dear Commission Members

Please accept this letter as application, by the residents of Crystal Brook Way and surrounding area, to the Nanaimo Volunteers In Parks program.

The development of Crystal Brook Park was originally begun in 2008. Our community came together to prepare the area and erect the playground equipment. This was viewed as phase one of the park creation. Many residents have utilized and enjoyed the existing facilities which include park benches. But there remains a large area of unusable parkland. The area is mainly overgrowth of weeds and contains no facilities to promote activities. The residents of the area feel it is time to complete the second phase and enhance the park to create a space that promotes more active play areas for the children in the community. Crystal Brook Way is a short cul de sac and many of the homes on the street contain rental suites. This creates no area of safe play for the children as the street is congested with parked cars.

Recently members of the community held a meeting with Kirsty MacDonald at the park site. The items discussed were; creating a hard surface court with basketball hoops and hockey nets. This would be a feature of the park that would appeal to a broader age group of children. A path that would provide handicap accessibility to both levels of the park. And a picnic area with shade trees. Our vision for this park is to provide a multi purpose, safe area for the neighborhood children to play and for families to gather for recreation.

Our community is requesting a grant from the Volunteers in Parks Program in the amount of \$25 000. This money would be used to achieve the following:

- Excavate and prepare site for hard surface court and pathway
- Remove brush and noxious plants
- Provide sub drainage as required to preserve and maintain a solid foundation for the hard surface court.
- Relocate existing stairway to allow handicap path access
- Purchasing and planting shade trees
- Install sports equipment for the court

Proposed Budget

Concrete Path - 90 x 5 ft	\$5685.00
Hard surface court - 35 x 40 ft	\$11685.00
includes excavation of site for court and pathway as well base crush gravel, placement and compaction	
Fencing at ends of court	\$1500.00
Basketball hoops (2)	\$1600.00
Site Furnishings 2 benches, 1 picnic table	\$3000.00
Shade Trees and shrubs	\$ 800.00
Drainage perforated pipe - 180 ft	\$1600.00
includes rockpit material	
Top soil and grass	\$3200.00
Bobcat Rental	\$2000.00
Relocation of Stairs	\$2000.00
Total	\$33,070.00

Community Contributions

Our committee is currently working on soliciting community donations from several local businesses and residents. Businesses solicited include a donation from the concrete contractors, local garden and building centers to assist with the costs of the landscaping including trees, shrubs and materials required to plant the grass. As well many of the neighbors will be volunteering an estimated total of 220 hours working directly on the park project, our estimate of cost savings on labour is approximately \$3000. It is our hope to accumulate approximately \$12000.00 through fundraising and community donations.

Thank you for the opportunity to further participate in the VIP Program and complete phase 2 of our neighborhood park. The completion of Crystal Brook Park will enhance our neighborhood by providing a safe, constructive play area for children from tots to teens and promote a healthy, co-operative community spirit.

Janice/Roger Paquette
rj-paquette@shaw.ca

Dean/Cheri Doney
cheridoney@shaw.ca

