



**AGENDA**  
**PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING**

April 25, 2018, 5:30 PM - 7:30 PM  
Board Room, Service and Resource Centre,  
411 Dunsmuir Street, Nanaimo, BC

Pages

1. **CALL THE MEETING OF THE PARKS, RECREATION, AND WELLNESS COMMITTEE TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

a. Minutes

3 - 5

Minutes of the Parks, Recreation and Wellness Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2018-MAR-28 at 5:30 p.m.

5. **PRESENTATIONS:**

a. Draft Hospital Area Plan

Brian Zurek, Planner, Community and Cultural Planning Department, to provide the Parks, Recreation and Wellness Committee with a presentation regarding the Draft Hospital Area Plan.

6. **REPORTS:**

a. Cambie Neighbourhood Park Improvement Request Under the Partners in Parks Program

6 - 16

To be introduced by Kirsty MacDonald, Parks and Open Space Planner.

*Purpose: To provide background information on the Partners in Parks (PIP) Program, to consider the request from the Cambie Neighbourhood Park Development Committee and to recommend Council approval.*

Recommendation: That the Parks, Recreation and Wellness Committee recommend that Council allocate \$25,000 from the 2018 Partner In Parks Program for Cambie Neighbourhood Park improvements.

Delegation:

1. Jocelyn Dewar, Representative of the Cambie Neighbourhood Parks Development Committee, to provide the Cambie Neighbourhood Parks Development Committee park proposal.

b. 2018 Strategic Directions

17 - 20

Parks, Recreation and Wellness Committee discussion to take place regarding the 2018 Strategic Directions.

Recommendation: That the Parks, Recreation and Wellness Committee:

1. select and approve the 2018 Strategic Directions; and,
2. obtain Council approval of the Parks, Recreation and Wellness Committee's 2018 Strategic Directions.

[Note: The original report and attachment dated February 28, 2018, is attached for information.]

**7. OTHER BUSINESS:**

**8. QUESTION PERIOD:**

**9. ADJOURNMENT:**

**MINUTES**  
PARKS, RECREATION AND WELLNESS COMMITTEE MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2018-MAR-28, AT 5:30 P.M.

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Members: Alec McPherson, Chair  
Marsha Down  
Trevor Heshka  
Howard Houle  
Daniel McVicar  
Ken Milne  
Mark Swain (arrived 5:41 p.m.)  
Calvin Tant  
Tracy Vandermolen  
Maureen Young

Absent: Councillor I. Thorpe  
Councillor W. Bestwick (Alternate)  
Julia Buisman  
Tyler Fraser  
Gabby Lent

Staff: R. Harding, Director, Parks and Recreation  
S. Pamminger, Manager of Infrastructure Planning and Energy  
K. Gerard, Recording Secretary

1. CALL THE PARKS, RECREATION AND WELLNESS COMMITTEE MEETING TO ORDER:

The Parks, Recreation and Wellness Committee Meeting was called to order at 5:30 p.m.

It was moved and seconded that the Parks, Recreation and Wellness Committee select Alec McPherson as interim Chair of the Parks, Recreation and Wellness Committee for the meeting held 2018-MAR-28. The motion carried unanimously.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Parks, Recreation and Wellness Committee Meeting held in the Training Room, 2nd Floor, City Hall, 455 Wallace Street, 2018-JAN-17 at 5:30 p.m. be adopted. The motion carried unanimously.

4. PRESENTATIONS:

(a) Update regarding the City of Nanaimo's Energy Management Plan

Introduced by Richard Harding, Director, Parks and Recreation.

Scott Pamminger, Manager of Infrastructure Planning and Energy, provided the Parks, Recreation and Wellness Committee with a presentation regarding the City of Nanaimo's Energy Management Plan.

Committee discussion took place and included:

- water treatment plant energy consumption;
- LED upgrading in the RCMP station and at Cliff McNabb Arena;
- replacement cycle of LED compared to the previous lighting system;
- green energy sources such as solar or wind power;
- water temperature in the pools at Beban Park compared to Nanaimo Aquatic Centre; and,
- 24 hour lighting in the parkades.

It was moved and seconded that the Parks, Recreation and Wellness Committee receive the presentation from Scott Pamminger, Manager of Infrastructure Planning and Energy, for information. The motion carried unanimously.

5. REPORTS:

(a) Parks, Recreation and Wellness Committee Meeting Starting Times

Richard Harding, Director of Parks and Recreation, spoke regarding the start times of the Parks, Rec and Wellness Committee meetings.

The Parks, Recreation and Wellness Committee conducted a round table discussion so each member could give their opinion on the start time of the meeting.

The Committee agreed to keep the existing start time of 5:30 p.m.

(b) 2018 Annual Strategic Directions for the Parks, Recreation and Wellness Committee

Richard Harding, Director, Parks and Recreation, provided a presentation regarding the 2018 Strategic Directions.

Committee discussion took place and included:

- how the change from the Class system to PerfectMind will affect the public, credits on accounts and registering for programs;
- registration for Pre-school in the fall of 2018;
- the homeless and drug use issue and it's effect on use of Caledonia Field;
- updates to the Parks and Recreation Master Plan, when updates take place and the Committee's role in guiding the Master Plan; and,
- items outlined in the 2018 Strategic Directions.

It was moved and seconded that the Parks, Recreation and Wellness Committee receive the presentation from Richard Harding, Director of Parks and Recreation, regarding the 2018 Strategic Directions and defer any decisions regarding the 2018 Strategic Directions to the next upcoming Parks, Recreation and Wellness Committee, 2018-APR-25 in order for members have time to suggest deletions or additions to the 2018 Strategic Directions. The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:52 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

DATE OF MEETING | APRIL 25, 2018 |

AUTHORED BY | KIRSTY MACDONALD, PARKS AND OPEN SPACE PLANNER |

**SUBJECT                      CAMBIE NEIGHBOURHOOD PARK IMPROVEMENT REQUEST  
   UNDER THE PARTNERS IN PARKS PROGRAM**

## **OVERVIEW**

### **Purpose of Report**

To provide background information on the Partners in Parks (PIP) Program, to consider the request from the Cambie Neighbourhood Park Development Committee and to recommend Council approval. |

### **Recommendation**

That the Parks, Recreation and Wellness Committee recommend that Council allocate \$25,000 from the 2018 Partners in Parks Program towards Cambie Neighbourhood Park improvements.

## **BACKGROUND**

Cambie Park is a 1-hectare park located off Ninth Street in the Harewood neighbourhood of Nanaimo. This park was acquired in 2017 through subdivision. The park will soon be **zoned PRC-2** and was designated as such in anticipation of active recreation amenities. The park is situated in a rapidly growing area in Harewood. Cambie Park is located beside a farm and may be expanded with future subdivision in the neighbourhood.

After a community request to utilize the newly created green space, a Partners in Parks (PIP), start-up meeting was held in the summer of 2017 with strong support for improvements indicated. Requested improvements include a sport court, playground, shade trees, and a picnic area. Since the initial meeting, the neighbourhood has worked under the process of the Partners in Parks (PIP) Program and developed a proposal for consideration.

The PIP was initiated by the Council in 1982 to develop neighbourhood parks. Each year, the city has funds allocated for the program. Funds from the PIP program are approved and allocated on a first-come, first-served basis. Currently, sufficient funds remain to support this request for PIP program park development.

This park is just over a 5-minute walk (400m distance) from the closest playground at Kinette Evergreen Park and about a five-minute walk away from Park Avenue School.

If approved, a project account will be set aside for the Cambie Park improvements and all disbursements from the account will be City controlled. Fundraising proceeds can be added to the City account and the project will not proceed until the fundraising as outlined in the delegation's proposal is successful. |

## OPTIONS

1. That Council allocate \$25,000 from the 2018 Partners in Parks (PIP) Program for Cambie Neighbourhood Park improvements.
  - **Budget Implication:** If the money is awarded, \$25,000 dollars will still remain unallocated in the PIP account for future groups to request in 2018.
  - **Policy Implication:** The PIP program is consistent with the City of Nanaimo's Corporate Strategic Plan which identifies community partnerships as a key method of making Nanaimo a great place to work and play.
  - **Engagement Implication:** Community engagement has been carried out under the PIP process.
2. That Council not allocate \$25,000 from the 2018 PIP Program for Cambie Neighbourhood Park improvements.
  - **Budget Implication:** \$50,000 dollars will remain unallocated in the PIP account for future groups to request in 2018.
  - **Engagement Implication:** Community engagement has been carried out under the PIP process.

## SUMMARY POINTS

- Cambie Park is a new neighbourhood park created through subdivision in Harewood.
- Residents have requested improvements to Cambie Park through the Partners in Parks Program and \$25,000 to carry out the work in City funding.

## ATTACHMENTS

Neighbourhood PIP Proposal

### **Submitted by:**

Kirsty MacDonald  
Parks and Open Space Planner

### **Concurrence by:**

Richard Harding  
Director, Parks and Recreation

# Cambie Park – PIP Grant Proposal

March 2018

Dear Reviewing Members

Please accept this proposal by the residents of Cambie Park and surrounding area, to the Partners in Parks Program (PIP) for a grant to develop an intergenerational playground and community gathering place at Cambie Park. We are requesting a matching grant to install playground equipment, half sport court (basketball/hockey), swing set, picnic shelter, picnic tables, benches, water fountain, notice board, split rail fencing and suitable plantings to increase usage of the park, particularly by area children.

## Cambie Road Background

Cambie Park and surrounding area has experienced a tremendous surge in population with the rapid development of large parcels of farmland being subdivided into streets of new homes. The proposed Cambie Park is located at Park Ave and Cambie Rd, situated between the developments of Orchard Estates and Park Ave Heights.



The above landscape has dramatically changed in the last year, with nearly all but two of the above empty lots either showing completed homes, or active builds. From what you see here, there have been another 23 single family dwelling built, with nearly all of those also having legal suites situated within them.



As the area is so new, and always changing, there are no formal demographics available, yet. At first glance, it appears that the demographics are strongly weighted towards younger couples with children of all ages. The summer weather does reveal the many children that live in the area as they play outside, and in the streets, with a wide range of ages, primarily appearing to be in the 7-13 age range. Parents can also be seen pushing strollers and walking their dogs, stopping to chat with their new neighbor, and say hello to a new furry friend.

The formation of the Cambie Rd Block Watch has already formed a strong bond of community, with a meet and greet BBQ, hosted by one of our longtime residents on a neighbouring, larger property, plus a kids pumpkin carving contest, and “Back to School” pizza party for the local kids to get to know each other.

[www.nanaimobulletin.com](http://www.nanaimobulletin.com)

**Nanaimo News Bulletin**

## Block Watch keeps an eye out



PHOTO SUBMITTED

**Cheryl Gruenwald and other Block Watch members meet for a barbecue last month.**

Block Watch can always use a few more neighbours keeping an eye on things.

Shirley Gremyachev, Cambie Road Block Watch captain, said her group had a great time at a recent barbecue get-together and she said in an e-mail she wants “to encourage this excellent RCMP volunteer program to keep our neighbourhoods safe and secure.”

Search the City of Nanaimo website for more information about Block Watch.



Back to school pizza night hosted by Shirley Gremyachev



Pumpkin carving contest hosted by Shirley Gremyachev



### **Neighbourhood Interest**

An initial neighbourhood meeting was held in June 2017 from there a PIP Program Park Committee was created and the neighbours began planning for the Cambie Road Park improvements. Since then the committee has started research, seeking community feedback and creating awareness of the project.

Our committee has been canvassing the local area to encourage interest in the park and explain the PIP Program. Members of our community are aware of the commitment, in terms of time and finances that will be required to ensure the vision of Cambie Road Park is realized. So far, the community support has been positive with many families and individuals already offering to help.

We are in the early stages of fundraising and have a strong plan in place to keep momentum building and solidify the required funding. Our fundraising plan to date includes:

- Neighbourhood canvassing underway to encourage interest and request donations of time, equipment and money
- Bottle donations are being accepted and returned for refund
- Neighbourhood garage sale
- Corporate sponsorship and service club requests are underway

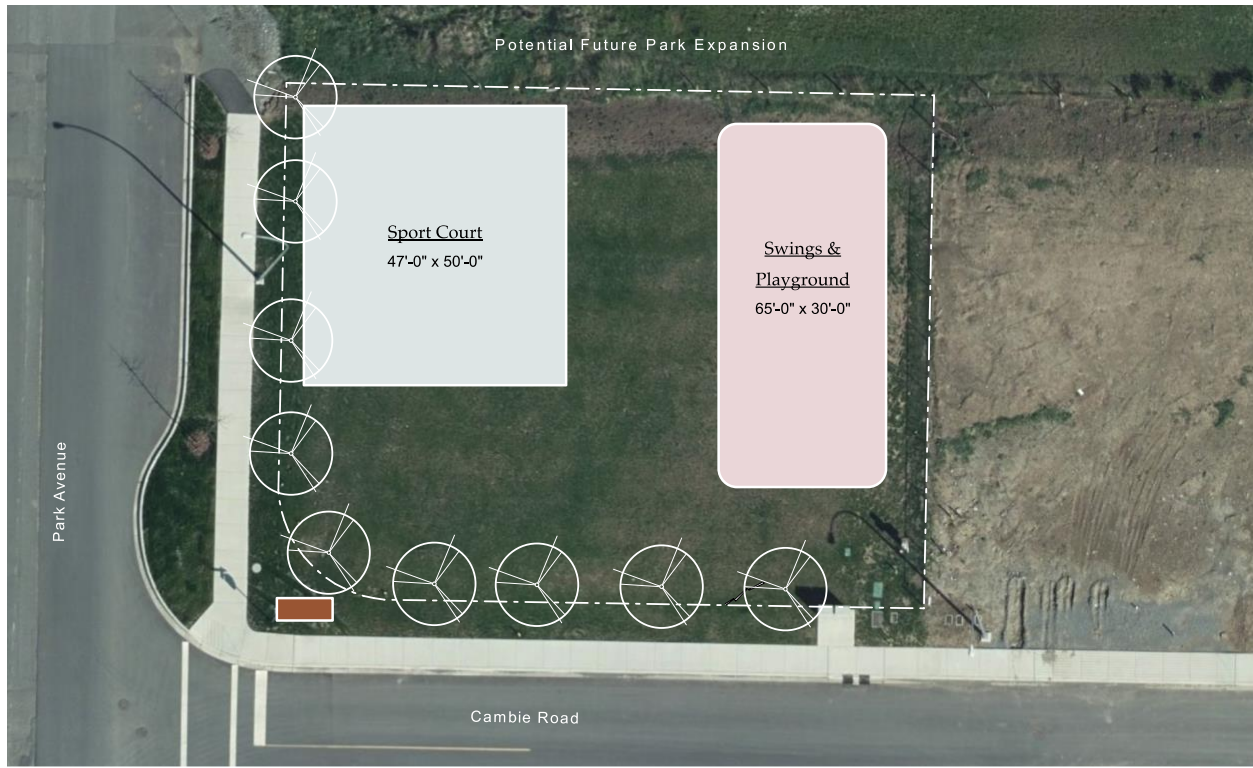
## **Current Park Background**

The current green space was laid with irrigation and seeded with lawn grade grass by the developer of Orchard Estates. Currently, there are no other features to the park, and the only activity observed is a shortcut path from Park Ave to Cambie Rd.

## **Project Proposal**

Cambie Road Park has the potential to be a great community green space and the 'hub' of the neighbourhood. A wonderful gathering place for neighbours to share, visit and meet each other. The objective is to have Cambie Road Park be rejuvenated into a versatile green space for all community neighbours to use and enjoy, and for local children to have a safe space to play.

- New park signage to improve the park awareness, shifting to public notice board once complete.
- Playground equipment zone with safety surfacing and age appropriate equipment. (Age 3-5)
- Playground equipment zone safety surfacing. (Age 5-12)
- Swing set with belt and baby swings.
- Paved sport court for sport games (basketball/hockey) and chalk art and to provide an additional hard surface area for safe play, including chain-link fencing on one side
- Shade trees to line space facing the streets
- Picnic shelter with 2 picnic benches (location TDB)
- Water fountain
- Split rail fencing to prevent children from running onto the road (2 side of park)
- Incorporate and improve existing irrigation to new configuration
- Trach can



### **Budget and Community Fundraising**

- Community members will provide labor to prepare the site and install the equipment.
- Fundraising will be undertaken to augment project funds.

We recognize that significant donations of time, labor, materials and services will be necessary to upgrade Cambie Road Park. Already, several residents have expressed their willingness to contribute to this project. As a new housing community, we also have developers, builders, landscapers and realtors working in the area on an ongoing basis, many of who may be willing to help. We are confident in our ability to fulfill our financial, time and labour obligations to this project.

## Phase 1

Item	Cost	
Notice Board	\$1,800	
Perimeter Split Rail Fence (2 sides)	\$3,600	
Trash Can	\$500	
Water Fountain	\$2,500	
Irrigation Re-configuration	\$2,000	
Site Furnishings	Benches x2 Installation \$3,000	
Sport Court	Site Preparation (secured equipment & operator)	\$5,000
	Paving	\$13,000
	Basketball Net	\$1,300
	Hockey Net	\$900
	Fencing (chain-link, one side)	\$3,000
	Installation	
	<b>\$36,600</b>	

## Phase 2

Item	Cost	
Playground (ages 3-12)	Climber	\$25,000
	Wood fibre	\$6,000
	Installation	
Swing	Belt/Baby swings	\$10,000
	Wood fibre	\$3,000
	Installation	
	<b>\$44,000</b>	

## Phase 3

Item	Cost	
Site Furnishings	Picnic Shelter	\$15,000
	Concrete	\$7,000
	Picnic Tables x2	\$4,000
	Installation	
	<b>\$26,000</b>	

**Total Cost of Cambie Road Park**

**\$106,600**

## **Funding Request**

Given our projected budget of \$105,600, we request a **PIP grant in the amount of \$25,000 to complete phase 1 in 2018**, with community donations of cash, materials, machinery and labor to cover the remainder of the cost.

## **Conclusion**

Thank you for the opportunity to participate in the PIP program, and for your consideration of our application.

Should you have any questions or require clarification, please contact us below. We will be happy to respond and/or to direct you to a committee member who can provide the necessary information.

Shirley Gremyachev @ [cambierdblockwatch@hotmail.com](mailto:cambierdblockwatch@hotmail.com)

Jocelyn Dewar @ [jocdewar@gmail.com](mailto:jocdewar@gmail.com)

Justin Mundy @ [jmundy@shaw.ca](mailto:jmundy@shaw.ca)

Yours sincerely,

The Cambie Road Park Planning Committee



DATE OF MEETING | FEBRUARY 28, 2018 |

AUTHORED BY | RICHARD HARDING, DIRECTOR, PARKS AND RECREATION |

**SUBJECT                    2018 STRATEGIC DIRECTIONS – PARKS, RECREATION AND WELLNESS COMMITTEE**

## **OVERVIEW**

### **Purpose of Report**

To review the Parks, Recreation and Wellness Committee's draft Strategic Directions.

### **Recommendation**

That the Parks, Recreation and Wellness Committee endorse the 2018 Strategic Directions:

1. Maffeo Sutton Park Improvement Plan
2. Recreation Software Update to Perfect Mind
3. The Youth Health Hub Project – Partnership with Island Health/VIU/SD68
4. Linley Valley Park Plan
5. Westwood Lake Improvement Plan
6. Serauxmen Stadium Improvements
7. Caledonia Stadium Improvements
8. Leadership in Asset Management Program (LAMP) with Parks Operations

## **BACKGROUND**

Council's formation of the select committees, including the Parks, Recreation and Wellness Committee, provided for the preparation of annual Strategic Directions for the committee. The Strategic Directions for the committee, together with the committee's terms of reference, provide the scope of content for the committee to provide advice and recommendations to Council and ensure the work of the committee directly links to Council's objectives.

Staff have prepared the draft 2018 Annual Strategic Directions for the Parks, Recreation and Wellness Committee (Attachment A). The scope of content for the Strategic Directions relates to the Council Strategic Plan Update 2016-2019, as well as to adopted plans and programs approved by Council.

The 2018 Annual Strategic Directions is provided in draft form to allow for discussion, as well as any amendments and additions in keeping with the committee's mandate, Terms of Reference, and the Strategic Plan Update 2016-2019. |

## OPTIONS

1. That the Parks, Recreation and Wellness Committee endorse the 2018 Strategic Directions:
  1. Maffeo Sutton Park Improvement Plan
  2. Recreation Software Update to Perfect Mind
  3. The Youth Health Hub Project – Partnership with Island Health/VIU/SD68
  4. Linley Valley Park Plan
  5. Westwood Lake Improvement Plan
  6. Serauxmen Stadium Improvements
  7. Caledonia Stadium Improvements
  8. Leadership in Asset Management Program (LAMP) with Parks Operations
    - **Budget Implication:** There are no direct budget implications for the Strategic Directions.
    - **Strategic Priorities Implication:** The 2018 Strategic Directions relate to Council's Strategic Plan Update 2016-2019.
2. That the Parks, Recreation and Wellness Committee amend and endorse the 2018 Strategic Directions.
  - **Budget Implication:** There are no direct budget implications for the Strategic Directions.
  - **Strategic Priorities Implication:** The 2018 Strategic Directions relate to Council's Strategic Plan Update 2016-2019.
3. That the Parks, Recreation and Wellness Committee not endorse the 2018 Strategic Directions. ]

## SUMMARY POINTS

- The 2018 Strategic Directions for the Parks, Recreation and Wellness Committee have been prepared for the Committee's consideration and endorsement.
- 2018 Strategic Directions are provided to guide the annual work of the Parks, Recreation and Wellness Committee.]

## ATTACHMENTS

ATTACHMENT A: 2018 Annual Strategic Directions for the Parks, Recreation and Wellness Committee

Submitted by:



Richard Harding  
Director, Parks and Recreation

## 2018 Annual Strategic Directions for the Parks, Recreation and Wellness Committee

### Item 1: Maffeo Sutton Park Improvement Plan

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> <li>▪ Cultural Vitality, Active Lifestyle</li> <li>▪ Recreation, Culture, Sports &amp; Tourism</li> <li>▪ Community Wellness</li> </ul>	<ul style="list-style-type: none"> <li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li> <li>▪ Maffeo Sutton Park Master Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

### Item 2: Recreation Software Upgrade to Perfect Mind

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> <li>▪ Social Equity, Cultural Vitality, Active Lifestyle</li> <li>▪ Recreation, Culture, Sports &amp; Tourism</li> <li>▪ Community Wellness</li> </ul>	<ul style="list-style-type: none"> <li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

### Item 3: The Youth Health Hub Project – Partnership with Island Health / VIU / SD68

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> <li>▪ Economic Health, Social Equity, Cultural Vitality, Active Lifestyle</li> <li>▪ Recreation, Culture, Sports &amp; Tourism</li> <li>▪ Community Wellness</li> </ul>	<ul style="list-style-type: none"> <li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li> </ul>	<ul style="list-style-type: none"> <li>▪ LEAP – access for low income</li> <li>▪ Swim to Survive program</li> <li>▪ Health Community programs</li> </ul>

### Item 4: Linley Valley Park Plan

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> <li>▪ Environmental Responsibility, Cultural Vitality, Active Lifestyle</li> <li>▪ Recreation, Culture, Sports &amp; Tourism</li> <li>▪ Community Wellness</li> </ul>	<ul style="list-style-type: none"> <li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li> <li>▪ Trail Implementation Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Linley Valley Parkland Acquisition Program</li> <li>▪ Planning Process approved and underway</li> </ul>

### Item 5: Westwood Lake Improvement Plan

How does it relate to the following?

<b>Strategic Plan Update 2016-2019</b>	<b>Adopted Plans and Documents</b>	<b>Programs</b>
<ul style="list-style-type: none"><li>▪ Cultural Vitality, Active Lifestyle</li><li>▪ Recreation, Culture, Sports &amp; Tourism</li><li>▪ Community Wellness</li></ul>	<ul style="list-style-type: none"><li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li><li>▪ Trail Implementation Plan</li></ul>	

### Item 6: Serauxmen Stadium Improvements

How does it relate to the following?

<b>Strategic Plan Update 2016-2019</b>	<b>Adopted Plans and Documents</b>	<b>Programs</b>
<ul style="list-style-type: none"><li>▪ Economic Health, Cultural Vitality, Active Lifestyle</li><li>▪ Recreation, Culture, Sports &amp; Tourism</li><li>▪ Community Wellness</li></ul>	<ul style="list-style-type: none"><li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li></ul>	

### Item 7: Caledonia Stadium Improvements

How does it relate to the following?

<b>Strategic Plan Update 2016-2019</b>	<b>Adopted Plans and Documents</b>	<b>Programs</b>
<ul style="list-style-type: none"><li>▪ Cultural Vitality, Active Lifestyle</li><li>▪ Recreation, Culture, Sports &amp; Tourism</li><li>▪ Community Wellness</li></ul>	<ul style="list-style-type: none"><li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li></ul>	

### Item 8: Leadership in Asset Management Program (LAMP) with Parks Operations

How does it relate to the following?

<b>Strategic Plan Update 2016-2019</b>	<b>Adopted Plans and Documents</b>	<b>Programs</b>
<ul style="list-style-type: none"><li>▪ Environmental Responsibility, Cultural Vitality, Active Lifestyle</li><li>▪ Recreation, Culture, Sports &amp; Tourism</li><li>▪ Community Wellness</li></ul>	<ul style="list-style-type: none"><li>▪ Parks, Recreation &amp; Culture Master Plan 2005</li><li>▪ City of Nanaimo's Asset Management Plan</li></ul>	