



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

February 28, 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 - 6

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.

5. **PRESENTATIONS:**
6. **REPORTS:**

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

7 - 10

To be introduced by Richard Harding, Director, Parks and Recreation.

*Purpose: 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 Upgrade to Perfect Mind
3. The Youth Health Hub Project - Partnership with Island Health / VIU / SD#68
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 Operation

7. **OTHER BUSINESS:**

8. **QUESTION PERIOD:**

9. **ADJOURNMENT:**

**MINUTES**  
PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING  
TRAINING ROOM, 2<sup>ND</sup> FLOOR, CITY HALL  
455 WALLACE STREET, NANAIMO, BC  
WEDNESDAY, 2018-JAN-17, AT 5:30 P.M.

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PRESENT:   Members:   Councillor I. Thorpe, Chair  
                              Marsha Down  
                              Tyler Fraser  
                              Howard Houle (vacated 7:01 p.m.)  
                              Gabby Lent  
                              Alec McPherson  
                              Daniel McVicar  
                              Ken Milne  
                              Calvin Tant  
                              Tracy Vandermolen  
                              Maureen Young

                  Absent:   Councillor W. L. Bestwick (Alternate)  
                              Julia Buisman  
                              Trevor Heshka  
                              Mark Swain

                  Staff:     R. Harding, Director, Parks and Recreation (entered 5:43 p.m.)  
                              K. MacDonald, Parks and Open Space Planner  
                              S. Griffin, Recording Secretary

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

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The Parks, Recreation, and Wellness Committee Meeting was called to order at 5:33 p.m.

Councillor Thorpe spoke regarding the delay in reviewing the Maffeo Sutton Park Draft Plan and the urgency of presenting the plan to Council.

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 Regular Meeting of the Parks, Recreation, and Wellness Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-NOV-22 at 5:30 p.m. be adopted as circulated. The motion carried unanimously.

R. Harding entered the Training Room at 5:43 p.m.

4. PRESENTATIONS:

(a) Draft Maffeo Sutton Park Plan Update

Introduced by Councillor Thorpe.

Kirsty MacDonald, Parks and Open Space Planner, provided a presentation regarding the Draft Maffeo Sutton Park Plan and spoke regarding the history of the site and possible upgrades and improvements to the park which included:

- More trails;
- More washrooms and upgrades to current washrooms;
- Improving the lagoon area for more recreational use as it is not fully utilized;
- Improvements to the playground and improvements to Lions Pavilion;
- Maintenance of the public art as it is a popular feature of the park;
- Increased parking;
- Working with Snuneymuxw First Nations for better ferry connections to Newcastle Island;
- Increased stages for events;
- Possible full time concession run out of a new amenity building;
- Widen walkway and new bike path with access to Front Street;
- Increase public access points to the water;
- Possibility of extending walkway; and,
- Enhancing habitat along Millstone River.

Committee discussion took place regarding water quality and testing of the water in the park. The committee was advised that testing is done in the public swim areas but not in the lagoon. The lagoon is a man made engineered lagoon which has its own built-in flushing system. The salt water lagoon is home to a very rare oyster called Olympia Oyster.

Kirsty MacDonald, Parks and Open Space Planner, spoke regarding some of the plan implementation actions for the short term, within five years, and longer term actions which included:

- Short term – improved playground for fall of 2018;
- Short term – improved Lions Pavilion for sound and sightlines;
- Short term – access points to the water;
- Long term – design for new washroom building or a multi purpose building;
- Long term – expanded public art displays; and,
- Long term – expanded perimeter trail widths and uses.

Richard Harding, Director of Parks and Recreation, spoke regarding some of the challenges the park faces with the variety of public uses.

Committee roundtable discussion took place regarding the park which included:

- Containment and defined exit ways around the playground area;
- Playground activities for younger and older children be separated similar to the set up of the Bowen Park playground area;
- Safety concerns;
- Concerns regarding parking and obstructed views; and
- Possibility of a large fountain structure.

Richard Harding, Director of Parks and Recreation, advised that Staff in the Parks and Recreation Department are working with the Rotary Club for the 100 year commemoration of the club. The Rotary Club is interested in working with the Parks and Recreation Department on the draft plan which may include a water feature.

Committee roundtable discussion regarding the park continued regarding:

- Proposed amenity building;
- Food truck program;
- Park signage;
- Promoting the park;
- More activities such as table tennis or pickle ball;
- Education component to make the park an interactive park to explore; and
- Covered benches along the walkway.

H. Houle vacated the Training Room at 7:01 p.m.

It was moved and seconded that the Parks, Recreation, and Wellness Committee recommend that Council approve the Draft Maffeo Sutton Park Master Plan Update. The motion carried unanimously.

5. REPORTS:

(a) Development of 2018 Parks, Recreation, and Wellness Workplan

Due to time constraints the development of 2018 Parks, Recreation, and Wellness Committee Workplan was deferred to next scheduled Park, Recreation, and Wellness Committee to be held 2018-FEB-28.

6. ADJOURNMENT:

It was moved and seconded at 7:06 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 | 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?

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>▪ Trail Implementation Plan</li></ul>	

### Item 6: Serausmen Stadium Improvements

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, 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?

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></ul>	

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

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>▪ City of Nanaimo's Asset Management Plan</li></ul>	