

AGENDA
OPEN PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2016-NOV-23, AT 5:30 P.M.

1. **CALL THE OPEN 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 of the Special Open Parks, Recreation, and Wellness Committee Meeting held in the Service and Resource Centre Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-SEP-21 at 5:30 p.m. *Pg. 2-4*
5. **ADMINISTRATION:**
 - (a) **2017 Key Date Calendar**

Recommendation: That the 2017 Key Date Calendar for the Parks, Recreation, and Wellness Committee be adopted as presented. *Pg. 5*
 - (b) **Energy Manager's Presentation:**

Presentation:
 1. Scott Pamminger, Manager of Infrastructure and Energy
 - (c) **Harewood Covered Building Update:**

Presentation:
 1. Richard Harding, Director of Parks and Recreation
 - (d) **Stevie Smith Community Bike Park at Beban Park:**

Presentation:
 1. Richard Harding, Director of Parks and Recreation

(e) **Central Beban Park Proposed Improvements:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

(f) **Harewood Skatepark Update:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

(g) **Introduction to Hometown Hockey:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

(h) **Colliery Dam Improvement Plan – Approved by Council:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

(i) **Maffeo-Sutton Plan Update:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

(j) **Greater Nanaimo Water District Plan Update:**

Presentation:

1. Richard Harding, Director of Parks and Recreation

6. **QUESTION PERIOD:**

7. **ADJOURNMENT:**

MINUTES

SPECIAL OPEN PARKS, RECREATION AND WELLNESS COMMITTEE MEETING
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2016-SEP-21, AT 5:30 P.M.

PRESENT: Councillor I. W. Thorpe, Chair

Members: Councillor W. L. Pratt
A. McPherson
H. Houle
C. Tant
S. Beaudouin-Lobb
M. Horn

Absent: Councillor W. L. Bestwick
M. Young
M. Down
B. Sparkes
K. Alden
M. Swain

Staff: R. Harding, Director, Parks and Recreation
S. Gurrie, City Clerk
M. Brown, Recording Secretary

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

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

2. INTRODUCTION OF LATE ITEMS

- (a) S. Gurrie, City Clerk advised of the handout for the operating guidelines and Terms of Reference created by L. Zwarn that was given out at the meeting to all members and Staff.
- (b) Remove Agenda Item 4 (a) Appointment of Chair.
- (c) Remove Agenda Item 4 (b) Appointment of Vice-Chair.
- (d) Remove Agenda Item 10 (a) Director's Report-Verbal-Richard Harding.
- (e) Remove Agenda Item 10 (b) Nob Hill Dog Off-Leash Park Request –and remove delegation Jason Warren.
- (f) Remove Agenda Item 10 (c) Pilot Project – Beban Park Pickleball Courts –and remove delegation Dave Eaton, Nanaimo Pickleball Club.
- (g) Remove Agenda Item 10 (d) PIP Request – Bourbon Park – and remove delegation Genesta Vandekamp.
- (h) Remove Agenda Item 10 (e) Travel Assistance Grant – Nanaimo Lawn Bowling Club.

- (i) Remove Agenda Item 11 (a) Letter dated 2016-FEB-03 from Carmella Luvisotto, Band Teacher, Wellington Secondary School, thanking the Committee for the Travel Assistance Grant funding.
- (j) Remove Agenda Item 12 Notice of Motion.
- (k) Remove Agenda Item 14 Delegations.
- (l) Remove Agenda Item 16 Business Arising from Presentations and Delegations.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Parks and Recreation Commission Meeting held in the Bowen Complex Conference Room, Nanaimo, BC, on Wednesday, 2016-JAN-27 at 5:30 p.m. be adopted as circulated. The motion carried unanimously.

It was moved and seconded that the Minutes of the Inaugural Open Parks, Recreation and Wellness Meeting held in the Bowen Complex Conference Room, Nanaimo, BC, on Wednesday, 2016-SEP-08 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. TERMS OF REFERENCE DISCUSSION:

R. Harding, Manager of Parks and Recreation, led a committee member discussion regarding terms of reference.

S. Gurrie, City Clerk, advised the deadline to submit a recommendation regarding changes to the Terms of Reference for the Committee is the end of October.

The Committee discussed the draft of the Terms of Reference and provided the following recommendations:

- Under Purpose:
 - add an “s” to park
 - after “wellness” add “programs, services, and facilities”
 - after “needs of all” add “of the”
 - after “applications for funding” add a coma
 - after “Director” add “of Parks and Recreation”
- Under Membership:
 - after “The membership of the Committee” change the rest of the phrase to “will have up to 15 members and will consist of the following:”
 - add “a maximum of eight (8) members at-large”

- add “three (3) RDN (Electoral Area representatives); and one (1) District of Lantzville representative”
 - add “Note: Membership is dictated by existing bylaw; any changes require an amendment.”
- Under Eligibility:
 - add “(Applies to members-at large)”
 - add “5. Promotion of health”
- Under Term:
 - add “(Applies to members-at-large)”
 - change “term of up to two years” to “term of up to three years”
 - change “cumulative” to “consecutive”
- Under meeting frequency:
 - add “Meetings will not be held in August or December”

It was moved and seconded that the changes to the Terms of References discussed at the 2016-SEP-21 Parks, Recreation, and Wellness Committee be approved. The motion carried unanimously.

6. KEY DATE CALENDAR DISCUSSION – MEETING DATES / TIMES:

It was moved and seconded that on the fourth Wednesday of every month there will be a Committee meeting commence at 5:30 p.m. in the Service and Resource Centre Boardroom 411 Dunsmuir Street with the exception of August and December in which no meetings will be held. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 6:37 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

City of Nanaimo

PARKS, RECREATION, AND WELLNESS COMMITTEE

KEY DATE CALENDAR – 2017

Committee meetings are held in the boardroom on the first floor of the Service and Resource Centre Building at 411 Dunsmuir Street unless otherwise stated.

Committee	Start Time	Day of the Month
Parks, Recreation, and Wellness Committee	5:30 p.m.	4 th Wednesday

January 1.....New Year's Day
January 25 Parks, Recreation and Wellness Committee

February 13.....Family Day
February 22..... Parks, Recreation and Wellness Committee

March 22..... Parks, Recreation and Wellness Committee

April 7-9..... AVICC-Convention – Campbell River
April 14.....Good Friday
April 17.....Easter Monday
April 26 Parks, Recreation and Wellness Committee

May 22.....Victoria Day
May 24 Parks, Recreation and Wellness Committee

June 1 to 4 FCM Convention - Ottawa
June 28..... Parks, Recreation and Wellness Committee

July 3.....Canada Day Stat
July 26 Parks, Recreation and Wellness Committee

August 7.....BC Day Stat

September 4.....Labour Day
September 25 to 29 UBCM Conference - Vancouver
September 27..... Parks, Recreation and Wellness Committee

October 9.....Thanksgiving Day
October 25 Parks, Recreation and Wellness Committee

November 13.....Remembrance Day Stat
November 22..... Parks, Recreation and Wellness Committee

December 25.....Christmas Day
December 26.....Boxing Day