

AGENDA
SPECIAL OPEN COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2016-JUL-18, AT 4:30 P.M.

1. **CALL THE SPECIAL OPEN COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-JUN-27 at 4:30 p.m.

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5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

NONE

7. **CORPORATE SERVICES:**

NONE

8. **COMMUNITY SERVICES:**

- (a) **Harewood Youth Park**

Purpose: To provide an update to Council on the Phase 1 design process and progress of the Harewood Youth Park and to recommend next steps to move forward with the project for consideration and approval.

Delegation:

1. Mr. Tim McGrath

Staff Recommendation: That Council:

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1. receive the design concept for the Youth Park at Harewood Centennial Park;
2. allocate \$27,000 to carry out Phase 2 detailed from the current balance in the Knowles Estate fund; and,
3. support budgeting of Phase 1 of the Youth Park project in the 10-year capital plan.

(b) **Beban Park Community Bike Park**

Purpose: To provide Council with an update on the Phase 1 design process and progress and to recommend next steps to move forward with the Community Bike Park for consideration and approval.

Delegations:

1. Mr. Jim Thompson and Mr. Dana Butcher, Gyro Club of Nanaimo
2. Ms. Michelle Corfield

Staff Recommendation: That Council:

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1. receive the design concept for the community bike park at Beban Park;
2. allocate \$22,000 to carry out Phase 2 detailed design for the dirt jump park portion of the project (50% from 2016 Partners in Parks (PIP) funds and 50% percent from private contributions); and,
3. once detailed design is completed, include project costs in the 2017-2021 Capital Plan for consideration (including private contributions).

(c) **Supply, Delivery and Distribution of Wheeled Carts Contract Award**

Purpose: To obtain Council approval to award the contract for the supply, delivery and distribution of wheeled carts to Rehrig Pacific Company.

Staff Recommendation: That Council authorize Staff to award the purchase of approximately 28,300 wheeled carts to Rehrig Pacific Company at a purchase price of \$1,595,225.50 excluding taxes.

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(d) **Beban Plaza Utility Upgrade**

Purpose: To advise Council of a public tender call of \$250,000 and above, in accordance with the City's Purchasing Bylaw No. 7175.

Presentation:

1. Mr. Phil Stewart, Manager Engineering Projects

Staff Recommendation: That Council direct Staff to issue a Call for Tender for the Beban Plaza Utility Upgrade. Pg. 30-34

9. **CORRESPONDENCE (not related to a Report to Council):**

NONE

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

12. **DELEGATIONS (not related to a Report to Council): (10 MINUTES)**

- (a) Ms. Celia White, Meal Exchange – BC Branch, regarding a request for sponsorship of an upcoming Meal Exchange Summer Retreat. Pg. 35

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

14. **PROCEDURAL MOTION:**

That the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

Section 90(1) A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (c) labour relations or other employee relations;
- (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and,
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2).

15. **ADJOURNMENT:**

ACTING MAYOR: COUNCILLOR PRATT
2016-JUN-08 to 2016-JUL-26

MINUTES
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET,
MONDAY, 2016-JUN-27 AT 4:30 P.M.

PRESENT: Mayor W. B. McKay, Chair

Members: Councillor W. L. Bestwick
Councillor M. D. Brennan
Councillor G. W. Fuller
Councillor J. Hong
Councillor J. A. Kipp
Councillor W. L. Pratt (arrived at 4:31 p.m.)
Councillor I. W. Thorpe
Councillor W. M. Yoachim (arrived at 4:31 p.m.)

Staff: T. Samra, Chief Administrative Officer
G. Goodall, Director of Engineering & Public Works
R. J. Harding, Director of Parks, Recreation & Environment
D. Lindsay, Director of Community Development
C. Sholberg, A/Director of Culture, Heritage & Strategic Relationships
P. Rosen, Senior Manager of Engineering
A. Groot, Manager of Facility, Planning & Operations
P. Cooper, Communications Manager
M. Desrochers, Client Support Specialist
D. Smith, Deputy Corporate Officer
S. Snelgrove, A/Steno Coordinator, Legislative Services
D. Stennes, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:30 p.m.

Councillors Yoachim and Pratt entered the Shaw Auditorium at 4:31 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8 (a) Beban Park Central Facility Development Opportunities – add delegation Ms. Lesley Coultish, Nanaimo Equestrian Association.
- (b) Agenda Item 8 (c) “Subdivision Control Bylaw 1989 No. 3260” Proposed Amendments to the Manual Of Engineering Standards and Specifications – add delegation Mr. Leon Cake.
- (c) Remove Agenda Item 8 (d) Colliery Dam Park Improvement Process and Action Plan.

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 following Minutes be adopted as circulated:

- Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-MAY-09 at 4:30 p.m.; and,
- Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2016-MAY-30 at 4:30 p.m.

The motion carried unanimously.

Councillor Yoachim vacated Shaw Auditorium at 4:35 p.m.

5. ADMINISTRATION:

(a) Strategic Plan Update (2016-2019)

Presentation:

1. Mr. Philip Cooper, Communications Manager.

Councillor Yoachim returned to the Shaw Auditorium at 4:40 p.m.

By unanimous consent, Council agreed to consider seriatim the two points in the Staff Recommendation.

It was moved and seconded that Council receive for information the new draft Strategic Plan titled “Strategic Plan Update (2016-2019)” included in the Staff report as Attachment A. The motion carried unanimously.

It was moved and seconded that Council direct Staff to arrange a Council town hall event to allow the opportunity for the public to review and provide comment on the draft Strategic Plan Update document prior to its finalization and formal adoption. The motion carried.

Opposed: Councillor Brennan

6. COMMUNITY SERVICES:

(a) Beban Park Central Facility Development Opportunities

Delegations:

1. Mr. Chris Beaton, Nanaimo Aboriginal Centre, provided a brief overview of the process regarding the proposed Beban Park redevelopment.
2. Mr. Larry Whaley, Island Roots Market Co-operative, spoke regarding the need for a year-round indoor/outdoor market at Beban Park.
3. Ms. Karen Streeter, Vancouver Island Exhibition Association, spoke in support of the proposal for the redevelopment of Beban Park.
4. Ms. Anita Vallee, Boys & Girls Clubs of Central Vancouver Island; Ms. Joy Bremner, President, Mid Island Métis Nation; and, Elder Sally Williams, spoke in support of the Beban Park redevelopment and the proposed Indigenous Peoples Place of Culture.
5. Ms. Lesley Coultish, President, Nanaimo Equestrian Association (NEA) spoke regarding proposed changes to Beban Park and their lease agreement.

Councillor Yoachim vacated the Shaw Auditorium at 5:48 p.m.

It was moved and seconded that Council receive the delegations from Mr. Chris Beaton, Mr. Larry Whaley, Ms. Karen Streeter, Ms. Anita Vallee, Ms. Joy Bremner, Elder Sally Williams, and Ms. Lesley Coultish. The motion carried unanimously.

Councillor Yoachim returned to the Shaw Auditorium at 6:00 p.m.

It was moved and seconded that Council (in accordance with Option 1, in the Staff report):

1. receive for information the shared development concept for the central portion of Beban Park presented by the Nanaimo Equestrian Association, Vancouver Island Exhibition Society, Island Roots Market Cooperative, and the Indigenous Peoples Place of Culture (Boys and Girls Club, Aboriginal Centre, and Métis Nation);
2. direct Staff to host, with proponents, a public open house at Beban Park on the proposed developments this summer as well as consult with Snuneymuxw First Nation on proposed use; and,
3. direct Staff to report back with feedback and options for next steps for Council's consideration within the next three months.

The motion carried unanimously.

Councillor Hong vacated the Shaw Auditorium at 6:15 p.m.

(b) Beban Park Recreation Centre – Boiler Plant Review and Thermal Energy Study

It was moved and seconded that Council direct Staff to apply for the FortisBC Commercial Custom Design Program – Retrofit Projects Study funding that would enable the City to receive a maximum of \$11,975 incentive towards a \$23,950 comprehensive study of the Beban Park Boiler Plant. The motion carried unanimously.

Councillor Hong returned to the Shaw Auditorium at 6:19 p.m.

Mayor McKay vacated the Chair at the Shaw Auditorium at 6:15 p.m. Acting Mayor Pratt assumed the Chair.

(c) “Subdivision Control Bylaw 1989 No. 3260” Proposed Amendments to the Manual Of Engineering Standards and Specifications

Delegation:

1. Mr. Leon Cake spoke regarding proposed amendments to “Subdivision Control Bylaw 1989 No. 3260”.

It was moved and seconded that Council allow Mr. Leon Cake additional time as required to complete his delegation regarding “Subdivision Control Bylaw 1989 No. 3260”. The motion was carried.

Opposed: *Acting Mayor Pratt, Councillors Brennan, Thorpe*

Councillor Fuller vacated the Shaw Auditorium at 6:28 p.m.

It was moved and seconded that Council receive Mr. Leon Cake’s delegation. The motion carried unanimously

Councillor Fuller returned to the Shaw Auditorium at 6:31 p.m.

Mayor McKay returned to the Shaw Auditorium at 6:41 p.m. and resumed the Chair.

Councillors Fuller and Yoachim vacated the Shaw Auditorium at 6:44 p.m.

It was moved and seconded that Council receive for information the report pertaining to “Subdivision Control Bylaw 1989 No. 3260” Proposed Amendments to the Manual Of Engineering Standards and Specifications. The motion carried unanimously.

(d) Advisory Committee/Commission Minutes

It was moved and seconded that Council receive for information the Minutes of the Design Advisory Panel Meeting held 2016-MAY-26. The motion carried unanimously.

7. CORRESPONDENCE (not related to a Report to Council):

- (a) Letter dated 2016-APR-08 from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for Translink, requesting Council's comments regarding the availability and provision of integrated transportation and accommodation services.

It was moved and seconded that Council receive for information the letter dated 2016-APR-08 from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for Translink regarding the availability and provision of integrated transportation and accommodation services. The motion carried unanimously.

Councillor Yoachim returned to the Shaw Auditorium at 6:49 p.m.

Councillor Fuller returned to the Shaw Auditorium at 6:51 p.m.

It was moved and seconded that Council direct Staff to arrange an information session with Council and local stakeholders such as the Chamber of Commerce and the Nanaimo Hospitality Association, to discuss items contained in correspondence dated 2016-APR-08 from Minister Peter Fassbender regarding the provision of greater choice, convenience and competition in the availability and provision of transportation and accommodation services. The motion carried.

Opposed: Councillor Kipp

8. DELEGATIONS (not related to a Report to Council):

- (a) Mr. Dennis McMahon spoke regarding cultural facilities in Nanaimo.

It was moved and seconded that Council receive Mr. Dennis McMahon's delegation. The motion carried unanimously.

- (b) Mr. Holden Southward spoke regarding a new vision for Nanaimo.

It was moved and seconded that Council receive Mr. Holden Southward's delegation. The motion carried unanimously.

- (c) Mr. Omar Karim, Chairman, MBA Games Organizing Committee and Mr. Dominic Beckers, Vice Chairman, spoke regarding the National MBA Games to be hosted by Vancouver Island University, October 16-18, 2016

It was moved and seconded that Council receive Mr. Omar Karim and Mr. Dominic Becker's delegation. The motion carried unanimously.

It was moved and seconded that Council refer the funding and partnership request from Mr. Omar Karim to Staff for review and to prepare a report regarding possible funding and partnership options for the City's involvement in the National MBA Games to be hosted by Vancouver Island University, October 16-18, 2016. The motion carried unanimously.

9. QUESTION PERIOD:

- Mr. Kevin Storrie, re: Colliery Dam Park Improvement Process and Action Plan.
- Mr. Les Barclay, re: Delegations to Council.

10. ADJOURNMENT:

It was moved and seconded at 7:50 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

DATE OF MEETING July 18, 2016

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

SUBJECT HAREWOOD YOUTH PARK

OVERVIEW

Purpose of Report

To provide an update to Council on the Phase 1 design process and progress of the Harewood Youth Park and to recommend next steps to move forward with the project for consideration and approval.

Recommendation

That Council:

1. receive the design concept for the Youth Park at Harewood Centennial Park;
2. allocate \$27,000 to carry out Phase 2 detailed from the current balance in the Knowles Estate fund.
3. support budgeting of Phase 1 of the Youth Park project in the 10-year capital plan.

BACKGROUND

The idea of a Youth or Skateboard Park at Harewood Centennial Park was included in the approved Harewood Centennial Park Improvement Plan (adopted by Council in 2011) and has received broad support from community partners.

At their regularly scheduled meeting held on 2015-OCT-28, after a community request, the Parks, Recreation and Culture Commission (PRC) then approved moving forward with a youth park concept design for Harewood Centennial Park. The concept design was paid for partially with funds a deferred revenue account and partially with private contributions fundraised by the Nanaimo Skateboard Association.

A two-phased design process then outlined to Council on 2015-DEC-16 and supported by the Harewood Neighbourhood Association and Nanaimo Skateboard Association. Attachment A outlines activities for both Phase 1 (which has been completed) and a future Phase 2. As part of Phase 1, Staff hired Newline Skate Parks, a consulting firm out of Langley, to assist in this project and preparation of the overall concept design.

Phase 1: Community Consultation, Site Analysis & Concept Design:

The Harewood Centennial Park site is currently a flat, gravel under-utilised space in the Park. It is adjacent to existing gravel parking, the Chase River, the mountain bike trails, washrooms and future hard surface courts (that will include facilities for street hockey and basketball).

The proposed Concept Design and associated costs are shown in Attachments B and C. The design features two standalone areas that could be developed together or as separate phases including:

1. Street Style Plaza - complete with eight types of facilities (descending taco with roll ends, big three block gap with up ledge-bank and up gap, turnarounds with drop in banks, start sets with hubba ledges and rails, banked hips, wedge to wedges, manula pads without ledges, and long flatrails).
2. Kidney-shaped bowl and slappy wall with down rails.

The entire Park will be concrete with integrated public art. The artistic elements will reflect the unique Chase River setting (via paving patterns and skate-able features).

If the project is mobilized in one phase instead of two, the savings would be about \$20,000.

The project is called "Youth Park" rather than a "Skate Park" because it can be used by youth on many forms of wheeled transportation - bikes, scooters, and skateboards.

Public Input:

An initial youth workshop was held at John Barsby Community School on 2015-JUL-23 to discuss the Harewood Youth Park. Over 40 people (youth and youth-at-heart) attended this "jam" to give input and support into the youth park vision. This event was initiated by the Harewood Neighborhood Association. Many ideas were discussed by the attendees including the desire for a skate bowl, skate plaza, pump track, and basketball area, and "skate-able" public art and storm water management features. A survey was handed out among the participants in addition to a drawing exercise, presentation, site visit, and discussions.

As a follow-up to this, three technical sessions were held in April 2016 to develop the concept design and its flow and function.

The public and members from stakeholder groups were invited to participate (Nanaimo Skateboard Association, Harewood Neighbourhood Association, School District 68, and youth programmers). About 15 people, representing each stakeholder group, attended each workshop and provided technical expertise and input.

The consultants from Newline Skate Parks participated in each discussion (in person and via teleconference). The first technical session focussed on process and desired amenities. The second technical session focussed on collecting a wish list for amenities and program elements and reviewed two options. The third technical session examined amended options and further examined the pros and cons of three updated options with an amended option being the preferred design. Images from the sessions are shown in Attachment D.

Partnership Opportunities:

The Harewood Neighbourhood Association first initiated this project and is actively fundraising for its implementation. Members are approaching service clubs and local businesses.

The Nanaimo Skateboard Association is also actively fundraising for this project. To date, they have fundraised over \$16,000 at skate events for this project. Two additional fundraising events are planned this summer. The first event is being held 2016-JUL-17 at the north end skate park while the second event is planned for 2016-AUG-21 at the Bowen/Comox Skate Bowl. In addition, the association has applied to several recreations infrastructure grant programs (including BCAA play here, Heinz Kraft Play, and Coop Community Spaces) and started a "Go Fund Me" campaign online.

To date, \$60,000 has been collected from development in Harewood for this project. Of this amount, \$50,000 remains in deferred revenue. Funding in the Knowles Estate may be an available partial funding source for the project and recent rezoning projects in the Harewood area have also provided community contributions to this project.

Next Steps:

A second phase is required to move forward with construction and is estimated to cost \$27,000. Carrying this work out in the fall of 2016 or early 2017 would facilitate fundraising and moving forward with the project if funding is approved.

Phase 2: Construction Drawings and Construction Implementation

- Detailed design development and phasing plans.
- Prepare technical specifications and sealed construction drawings.
- Detailed cost estimation.
- Partner and volunteer construction plan.

Once the Phase 2 design work is complete, detailed cost estimates and supply requirements will help with future budgeting and community fundraising.

OPTIONS

1. Approve all the recommendations.
 - **Budget Implication:** New projects to be added to the 10-year capital plan. The project meets the criteria set out for the Knowles Estate fund and sufficient resources are in place.
 - **Policy Implication:** Meets the Harewood Centennial Park Improvement Plan and Harewood Neighbourhood Plan.
 - **Engagement Implication:** Public engagement has already been completed and there is community momentum behind the project.
 - **Strategic Priorities Implication:** Community partners are actively fundraising for the project.
2. Deny all the recommendations.
 - **Budget Implication:** The project would not be added to future capital plans but private contributions and deferred revenue amounts from development would still remain in the Harewood Centennial Park account.
 - **Policy Implication:** The project is consistent with park and neighbourhood plans.

- **Engagement Implication:** Public engagement has already been completed and there is community momentum in support of the project.
3. Approve some of the recommendations
- **Budget Implication:** Some additions required to the 10-year capital plan.
 - **Engagement Implication:** There is community momentum and support behind the project.
 - **Strategic Priorities Implication:** There are community partners fundraising for the project.


SUMMARY POINTS

- A concept plan has been developed as a long term vision to move forward with for the Harewood Youth Park.
- Community partners are in place for this project and there is a lot of positive energy and momentum to keep the project moving forward.
- Detailed design, a youth park management strategy, and future budgeting are required prior to project implementation.

ATTACHMENTS


- Attachment A - The two-phased design process shared with Commission in October 2015.
- Attachment B - Concept Design for the Youth Park.
- Attachment C - Budget for the Youth Park.
- Attachment D – Images from the Design Meetings.
- Attachment E – Video Prepared to Promote the Skate Park.

Submitted by:



Kirsty MacDonald
Parks and Open Space Planner
Parks and Recreation

Concurrence by:



Richard Harding
Director
Parks and Recreation

ATTACHMENT A

The two-phased design process shared with Commission in October 2015

Phase 1: Community Consultation, Site Analysis & Concept Design (to be completed in 2016)

The following activities would be completed in a collaborative process. Active participation by youth and other members of the Harewood Neighbourhood Association (HNA), John Barsby School, and skate community throughout the development process will be valuable for the long-term success of the project.

- Youth park “jam” workshop - completed 2015-JUL-23.
- Digital Site Survey - completed August 2015.
- Engage skate park design consultant.
- Host a design workshops - the skate park design consultant will meet with a Committee (which will include City Staff, the HNA, John Barsby School, and other local youth and community members) through a series of key stakeholder meetings and ‘all are welcome’ design workshops/open houses.
- Use online forums and onsite signage to communicate progress and ideas.
- Develop alternative design concepts with consultant and review with Committee.
- Refine and develop preferred design concept with consultant and review with Committee.
- Prepare final design concept and budget with consultant and review with Committee and public at open house.
- Prepare a youth park management/maintenance strategy to address common conflicts/issues such as graffiti, access to washrooms, lighting, seating, noise reduction, views, user conflict, and drinking water, accessibility to various skill levels and wheels, CPTED and park stewards.
- Present final design concept and budget to review with Committee, Parks and Recreation Commission, and, Council for approval and inclusion in future capital plans.

Phase 2: Technical Design and Construction Drawings (to be completed when budgets and community partners are in place)

- Detailed design development and phasing plans.
- Prepare technical specifications and sealed construction drawings.
- Detailed cost estimation.

ATTACHMENT B

Concept Design for the Youth Park

Site Plan 



Skatepark Features

- A** - DESCENDING TRANSITION TACO WITH ROLLED ENDS
- B** - BIG 3 BLOCK GAP/LEDGE-TO-BANK FEATURE WITH UP-GAP
- C** - TURNAROUND/DROP-IN BANK
- D** - STAIR SET WITH HUBBA LEDGES & HANDRAIL
- E** - BANKED HIP
- F** - WEDGE-TO-WEDGE WITH ROOFTOP RAIL
- G** - MANUAL PAD WITH OUT-LEDGE
- H** - LONG FLATRAIL

PHASE 2

- I** - SLAPPY WALL WITH 3-SET AND DOWN RAIL
- J** - TIERED KIDNEY BOWL

ATTACHMENT C

Budget for the Youth Park

Budget Breakdown

Please note: This is a budget estimate only – **All prices subject to final design, local pricing & geotechnical recommendations.** The actual cost of time and construction may also vary due to economic conditions, actual site conditions, and/or availability of materials. Estimate includes costs for supply and installation unless otherwise indicated.

	Description	Quantity	Unit	Unit Price	Subtotal	Total
PHASE 1						
1.0 Project Management						
1.1	Mobilization	Project travel & setup	1	LS	\$ 14,000.00	
1.2	Site management	Testing, permits & general site management	1	LS	\$ 18,000.00	
1.3	Security & Fencing		1	LS	\$ 8,000.00	
1.4	Testing Allowance		1	LS	\$ 5,000.00	
1.5	Project Bonding		1	LS	\$ 7,000.00	
					Subtotal	\$ 52,000.00
2.0 Civil Works						
2.1	Earthworks	Removal, relocation & disposal of materials	427	m³	\$ 25.00	\$ 10,675.00
2.2	Material import	Import and placing of all required granular A & granular B fill	550	m³	\$ 130.00	\$ 71,500.00
2.3	Drainage	Trenching, piping, area drains & storm connection/drywell	1	LS	\$ 11,500.00	
					Subtotal	\$ 93,675.00
3.0 Skatepark Elements						
		Includes all concrete, rebar, formwork and steel edging				
3.1	Shotcrete Features		168	m²	\$ 440.00	\$ 73,920.00
3.2	Wall & Ledge Features		37	m²	\$ 1,800.00	\$ 66,600.00
3.3	Stair Features		1	m²	\$ 5,700.00	\$ 5,700.00
3.4	Flatwork		525	m²	\$ 165.00	\$ 86,625.00
3.5	Skatepark metals & coping		140	m²	\$ 230.00	\$ 32,200.00
					Subtotal	\$ 265,045.00
4.0 Landscaping, Site Amenities and Miscellaneous						
4.1	Landscape remediation	3m sod buffer around hardscape.	370	m²	\$ 16.60	\$ 6,142.00
4.2	Boulder retaining	To retain base materials and minimize slopes	1	LS	\$ 2,800.00	
					Subtotal	\$ 8,942.00
Phase 1 Project Total					\$ 419,662.00	plus applicable taxes
PHASE 2						
5.0 Phase 2 Skatepark						
5.1	Phase 2 Skatepark	Includes all civil works, skatepark elements and landscape remediation	1	LS	\$ 203,200.00	
					Subtotal	\$ 209,200.00
Phase 1 + Phase 2 Grand Total					\$ 628,862.00	plus applicable taxes
6.0 Optional Items						
6.1	Integral concrete colour	Integral colour to be included in banks and transition features	1	LS	\$ 10,000.00	
6.2	Chase River Floor Pattern	Sandblast floor pattern in flat slab	1	LS	\$ 6,000.00	
Optional Items Total					\$ 16,000.00	

If the project is mobilized in one phase instead of two, the savings would be approximately 7-10% of the Phase 2 cost or about \$20,000.

ATTACHMENT D

Images from the Design Meetings

Youth “Jam” - Held 2015-JUL-23



Technical Sessions - Held 2015-DEC-15 as well as 2016-APR-04 and 2016-APR-25

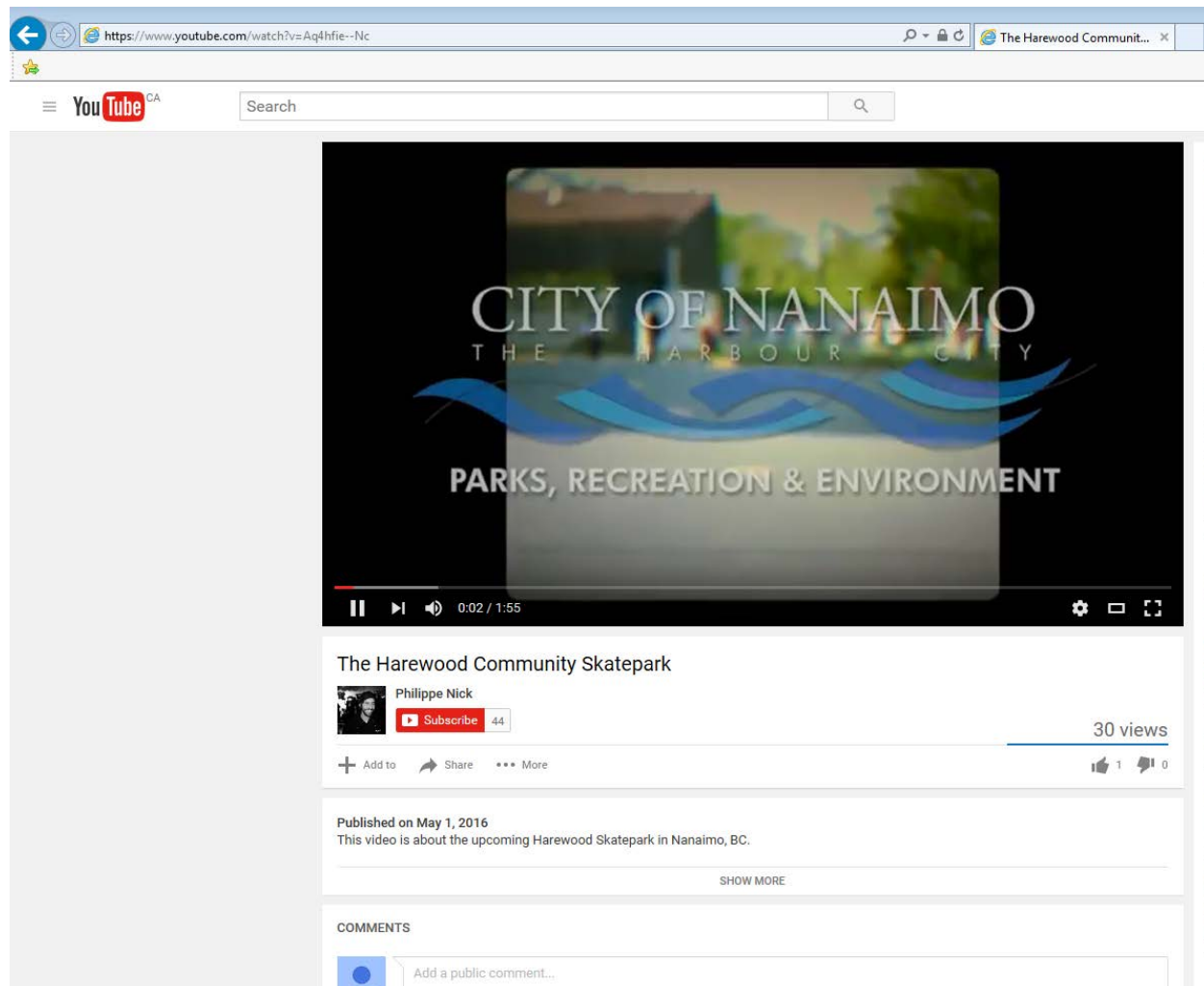


ATTACHMENT E

Video Prepared to Promote the Skate Park

Check out the YouTube link:

<https://www.youtube.com/watch?v=Aq4hfie--Nc>



DATE OF MEETING July 18, 2016

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

SUBJECT **BEBAN PARK COMMUNITY BIKE PARK**

OVERVIEW

Purpose of Report

To provide Council with an update on the Phase 1 design process and progress and to recommend next steps to move forward with the Community Bike Park for consideration and approval.

Recommendation

That Council:

1. receive the design concept for the community bike park at Beban Park;
2. allocate \$22,000 to carry out Phase 2 detailed design for the dirt jump park portion of the project (50% from 2016 Partners in Parks (PIP) funds and 50% from private contributions); and,
3. once detailed design is completed, include project costs in the 2017-2021 Capital Plan for consideration (including private contributions).

BACKGROUND

The idea of a Community Bike Park at Beban Park was included in the Beban Park Master Plan Update (adopted by Council in 2015) and has received broad support from the Nanaimo biking community.

At the regularly scheduled meeting held on 2016-JAN-27, the Parks, Recreation and Culture Commission (PRC) then approved a community request to move forward with a Community Bike Park design for Beban Park. The approved recommendations were as follows:

1. support partnering with the Nanaimo Gyro Club to complete a Phase 1 design for a community bike park at Beban Park with a report back to the Commission following its completion (including a cost estimate for further design and construction); and,
2. approve the allocation of \$12,000 from the 2016 Partners in Parks (PIP) budget for the design and cost estimate phase of the community bike park.

A two-phased design process then began in spring 2016. The attached Attachment A outlines the activities in both Phase 1 (which has been completed) and a future Phase 2. As part of

Phase 1, Staff hired Alpine Bike Parks, a consulting firm out of Whistler, to assist in this project and preparation of the overall concept design and cost estimation.

Phase 1 - Community Consultation, Concept Design & Cost Estimate Development:

The Beban Park site is ideal for bike park construction. It is adjacent to existing infrastructure such as the Marie Davidson BMX track, trails, parking, washrooms and road access. It features a natural grade and tree cover that lends itself very well to a bike park.

The proposed Concept Design and associated costs are attached in Attachments B and C. The design features several standalone areas that could be developed as separate phases including:

1. Dirt Jump Park - Three riding lines of beginner, intermediate and expert levels. These combine structural jumps and in-ground features. They start at the start pad and then share a return trail back up to the initiation point. A viewing area is also included for spectators. About 11 trees would need to be removed for construction, and re-landscaping of the site is also expected. In its entirety, this portion of the project is estimated at \$315,000 including GST and contingency.
2. Skills Trail - This can be developed for beginning riders to learn tricks and gain confidence on trails, turns, going over jumps, rocks, logs, etc. In its entirety, this portion of the project is estimated at \$32,000 including GST and contingency.
3. Pump Track - This is a looping trail system of dirt berms and “rollers” that does not require pedaling. The name comes from the pumping motion used by the cyclist's upper and lower body as they ride around the track. The purpose of a pump track is to use this pumping motion to maintain speed around the track without pedaling. In its entirety, this portion of the project is estimated at \$22,330 including GST and contingency.

Public Input:

Two workshops were held at Beban Park to develop the concept design.

The public and members from bike stakeholder groups were invited to participate (BMX club, Nanaimo Mountain Bike Association, Greater Nanaimo Cycling Coalition, Mid Island Velo Association, Cyclecross, and various bike shops). About 40 people representing each stakeholder group attended each workshop and provided input.

The consultants from Alpine Bike Parks led each discussion. The first workshop focussed on collecting a wish list for amenities and program elements. The second workshop examined the pros and cons of three prepared options with an amended Option 3 being the preferred option. Images from the two sessions are attached in Attachment D.

In addition, an information sign was erected on the bike park site in February 2016. To date, no concerns have been received by Staff.

Partnership Opportunities:

The Nanaimo Gyro Club first initiated this project and is actively fundraising for the dirt jump park implementation. To date, the Club has purchased jump structures worth \$16,000 to be included the dirt jump park as well as concrete picnic tables from MacKay's Precast for the viewing area. In addition, they have several businesses pledged to offer in-kind contributions toward the project and will be directing fundraising from the 2016 Gyro Georgia Straight Charity Challenge (Windsurf Crossing across Georgia Straight) to this project.

The Nanaimo BMX Club and other community collaborators have come forward to partnership opportunities. In May of this year, Steve Smith, a professional cyclist, was tragically killed in Nanaimo. Since his death, fundraising and sponsor contributions have been carried out in his memory and some of these contributions could be focussed toward the Community Bike Park.

In addition, many of the stakeholder groups involved in the process have pledged to help out in project implementation including the Nanaimo Gyro club and local businesses and volunteers.

Next Steps:

The second phase is required to move forward with construction and is estimated to cost \$22,000.

Phase 2 - Construction Drawings and Construction Implementation:

- Detailed design development and phasing plans.
- Grading and site engineering plans
- Prepare technical specifications and sealed construction drawings.
- Detailed cost estimation.
- Partner and volunteer construction plan.

Once the Phase 2 design work is complete, site preparation for the required work could begin to channel water and set grades. Volunteer energy and forces are coming forward to assist with this work. Detailed cost estimates and requirements list will also help with future budgeting and community fundraising.

OPTIONS

1. Approve all the recommendations.
 - **Budget Implication:** Will impact 10-year capital plan. Current budget estimates for the first primary project phase is \$312,000.
 - **Policy Implication:** Consistent with the Beban Park Master Plan Update.
 - **Engagement Implication:** Community engagement has already been completed.
 - **Strategic Priorities Implication:** Community partners are emerging for the project.

2. Deny all the recommendations.
 - **Budget Implication:** No impact to 10-year capital plan.
 - **Policy Implication:** Project as presented is consistent with the Beban Park Master Plan Update.
 - **Engagement Implication:** Public engagement has been completed and there is community momentum behind the project.
 - **Strategic Priorities Implication:** Project does meet goals of community building partnerships.
3. Approve some of the recommendations.
 - **Budget Implication:** There may be an impact to the 10-year capital plan.
 - **Policy Implication:** Project is consistent with the Beban Park Master Plan update.
 - **Engagement Implication:** Community engagement is complete.
 - **Strategic Priorities Implication:** Community partnerships for the project are forming.

SUMMARY POINTS

- A concept plan has been developed as a long-term vision to move forward with the Beban Park Community Bike Park.
- Community partners are emerging for this project and there is a lot of positive energy and fundraising momentum to keep the project moving forward.
- The dirt jump park is a logical first phase for this project and detailed design of this project will provide a shovel-ready construction package for implementation in the 5 year capital plan.

ATTACHMENTS:

- Attachment A - The two-phased design process shared with Commission in January 2016.
- Attachment B - Concept Design for the Community Bike Park.
- Attachment C - Budget for the Community Bike Park.
- Attachment D – Images of the Design Workshops.

Submitted by:



Kirsty MacDonald
Parks and Open Space Planner
Parks and Recreation

Concurrence by:



Richard Harding
Director
Parks and Recreation

ATTACHMENT A

The two phased design process shared with Commission in January 2016

Phase 1 - Community Consultation, Concept Design & Cost Estimate Development (to be completed in spring 2016)

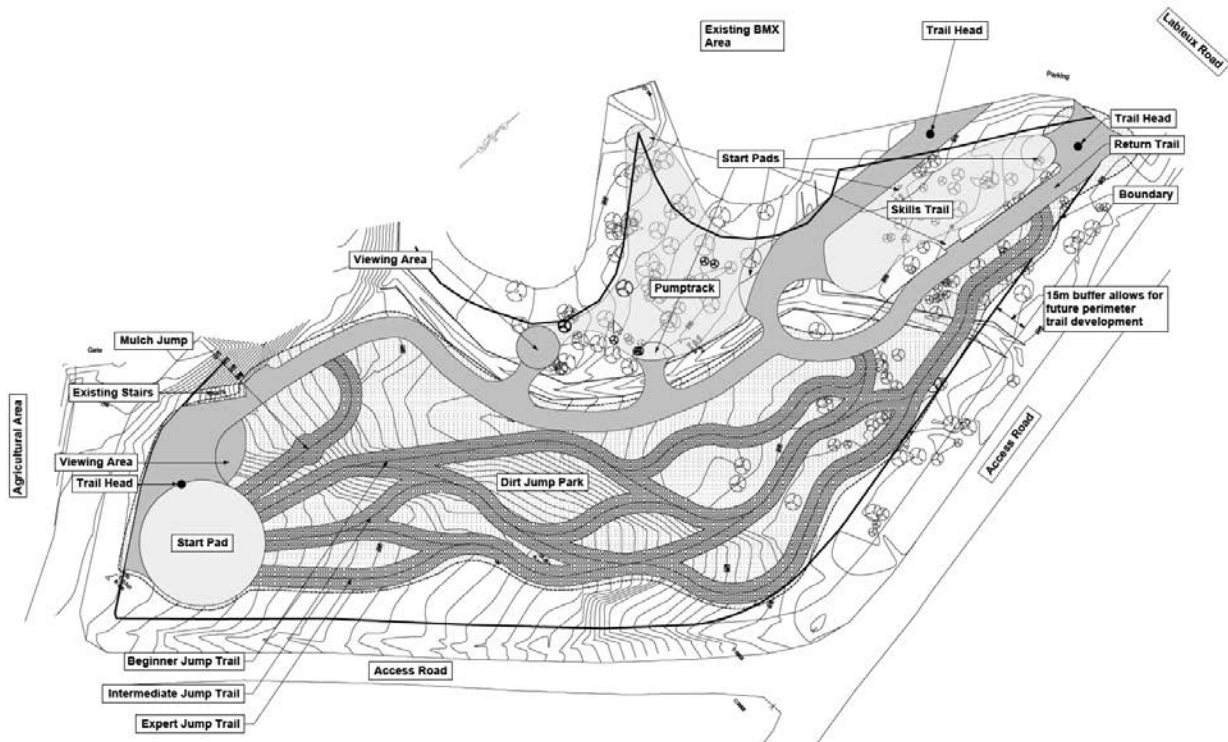
- Digital Site Survey (to be completed January by City Staff).
- Work with a dirt park design consultant organized by the Nanaimo Gyro Club (Alpine Bikes).
- Host design workshops and invite participation from appropriate stakeholder groups (BMX Club, Nanaimo Mountain Bike Club, Greater Nanaimo Cycling Coalition, bike shops, etc.) as well as the Gyro Clubs of Nanaimo.
- Use online forums and onsite signage to communicate progress and ideas.
- Develop alternative design concepts with consultant and review with stakeholders.
- Refine and develop preferred design concept with consultant and review with stakeholders.
- Prepare final design concept and budget with consultant and review with stakeholders and public at open house.
- Begin preliminary site engineering with Gyro Club to prepare site for future works with volunteers.
- Begin tree assessments and preparation (City of Nanaimo Park Operations and Gyro Club).
- Prepare a bike jump park management/maintenance strategy to address issues and long term maintenance.
- Present final design concept and preliminary budget (complete with community donations and City costs) to the Parks and Recreation Commission for consideration (aim for May, 2016).

Phase 2 - Construction Drawings and Construction Implementation (to be completed when budgets and community partners are in place)

- Detailed design development and phasing plans.
- Prepare technical specifications and sealed construction drawings.
- Detailed cost estimation.
- Partner and volunteer construction plan.

ATTACHMENT B

Concept Design for the Community Bike Park



Removed Trees: 11+

Expert Jump Trail: 146m.

9 Features

Intermediate Jump Trail: 134m.

8-9 Features including Transfers

Beginner Jump Trail: 99 m.

6-7 Features

ATTACHMENT C

Draft Cost Estimate for the Community Bike Park

City of Nanaimo Nanaimo Bike Park Conceptual Construction Cost Estimate 2016-JUN-02

1. Dirt Jump Area

Return Trail	\$33,683
Mulch Jump	\$6,832
Expert Jump Line	\$64,822
Intermediate Jump Line	\$49,429
Beginner Jump Line	\$32,849
Landscaping and Simple Irrigation	\$43,552
30% Contingency and GST	\$80,908
Total	\$312,075

2. Skills Trail

Skills Trail	\$32,012
30% Contingency and GST	\$11,204
Total	\$43,216

3. Pump Track

Pump Track	\$22,331
30% Contingency and GST	\$7,815
Total	\$30,146

4. Quality Assurance during construction

Alpine bikes (or an alternative contractor) to make sure work meets liability requirements and all specifications	\$6,600
30% Contingency and GST	\$2,310
Total	\$8,910
Total for the entire Community Bike Park (without community contributions)	\$394,347

Notes:

- Cost estimate is based on a conceptual level of detail.
- Detailed construction drawings still need to be completed for final cost estimates.
- Community donations and in-kind contributions including labour and materials will help to reduce development costs.

ATTACHMENT D

Images of the Design Workshops



Design Workshop — 2016-APR-06



Design Workshop — 2016-MAY-04

DATE OF MEETING July 18, 2016

AUTHORED BY CHARLOTTE DAVIS, MANAGER OF SANITATION, RECYCLING AND PUBLIC WORKS ADMINISTRATION.

SUBJECT **SUPPLY, DELIVERY AND DISTRIBUTION OF WHEELED CARTS
CONTRACT AWARD**

OVERVIEW

Purpose of Report

To obtain Council approval to award the contract for the supply, delivery and distribution of wheeled carts to Rehrig Pacific Company.

Recommendation

That Council authorize Staff to award the purchase of approximately 28,300 wheeled carts to Rehrig Pacific Company at a purchase price of \$1,595,225.50 excluding taxes.

BACKGROUND

In November 2016 Council instructed Staff to provide automated Solid Waste collection services to approximately one third of City residences with the potential for further areas to be automated at a later date.

In December 2015, Council authorized Staff to purchase two new automated garbage trucks from Rollins Machinery Limited. These two units are currently in manufacture. It is anticipated that the City will take delivery of the two units in August of this year.

A total of 28,300 wheeled carts are required to provide each household in the target area (designated as "central Nanaimo") with three carts for the collection of Garbage, Recycling and Kitchen Waste.

On 2016- MAY-04 the Purchasing Department issued Request for Proposal (RFP) No. 1718 for the supply, delivery and distribution of wheeled carts. The RFP closing date was 2016-MAY-26 at 3:00 p.m., Pacific Time. The RFP contained a clear description of the requested items, their delivery and distribution. Each submission was evaluated using the best value criteria and included the following categories and accompanying score:

Section 1- Capability to manufacture and supply carts...30%

Section 2- Cart Performance...20%

Section 3- Total Cost of Ownership...35%

Section 4- Quality Assurance/Quality Control...10%

Section 5- Warranty...5%

Three Manufacturers responded and a four person evaluation committee comprising of staff from various departments was established to review and rate the submissions.

OPTIONS

1. That Council award the Supply, Distribution and Delivery of Wheeled Carts to Rehrig Pacific Company.
 - **Budget Implication:** The Total Price of 28,300 wheeled carts, delivery and distribution is \$1,595,225.50 excluding taxes.
2. That Council suggest alternate direction.
 - **Operational and Budgetary Implications:** Dependent upon Council direction.

SUMMARY POINTS

- Each household in the target area will receive three carts, one each for Garbage, Recycling and Kitchen Waste.
- A four person committee evaluated the proposals on a best overall value basis and recommend that Council award Rehrig Pacific Company the contract to manufacture, assemble and distribute the carts by 2016-OCT-15.
- The total cost of ownership of carts based on estimated quantities is approximately \$1,595,225.50.
- The cost of the carts will be billed to residents through their garbage user rate over a period of five years.
- This pricing is firm for six months.

Submitted by:



Charlotte Davis
Manager, Sanitation, Recycling and Public
Works Administration

Concurrence by:



Victor Mema
Director, Finance

DATE OF MEETING July 18, 2016

AUTHORED BY MIKE STRAIN, PROJECT MANAGER, CONSTRUCTION

SUBJECT **BEBAN PLAZA UTILITY UPGRADE**

OVERVIEW

Purpose of Report

To advise Council of a public tender call of \$250,000 and above, in accordance with the City's Purchasing Bylaw No. 7175.

Recommendation

That Council direct Staff to issue a Call for Tender for the Beban Plaza Utility Upgrade.

BACKGROUND

The Beban Plaza Utility Upgrade Project will replace the aging sanitary and storm sewers which are located on private property near the intersection of Bowen Road and Northfield Road. The existing storm sewer pipe is located underneath the Beban Plaza Mall which creates maintenance access issues and liability risk for the City. Also, the existing sanitary sewer is in poor condition and has operational and maintenance issues.

The location of the Mall and the topography of the land present very few options for locating the new pipes. After a thorough review of the options available, the proposed location of the utilities strikes a balance between impacts to Beban Park, impacts to private property, the retention of trees, and ensuring that access for maintenance is preserved. The proposed location is along a stretch of the southern boundary of Beban Park. As noted, the design has endeavoured to minimize impact to the Park however; some trees will need to be removed near the South property line. Significant effort has been undertaken to minimize tree removal and no significant trees will be removed as part of the project. Further details regarding the tree removal can be found in Attachment B - Tree Removal Plan. Once the project is complete, tree planting will take place according to tree replacement requirements that have been developed in line with the City of Nanaimo Urban Forest Management Strategy.

No significant impacts for Park users are expected. There will be some construction near or on one of the golf course tee areas but it is anticipated that the impact to golfers can be carefully managed and kept to a minimum.

The work is anticipated to start in September of 2016 and be complete by November 2016. For more detailed project information, see Attachment A – Project Sheet.

Special Open Committee of the
Whole Meeting 2016-JUL-18

OPTIONS

1. That Council direct Staff to issue a Call for Tender for the Beban Plaza Utility Upgrade.
 - **Budget Implication:** The pre-tender estimate is within the budget identified for the project in the 2016-2020 Financial Plan.
 - **Engagement Implication:** The project has been discussed with property owners directly affected by the project.
 - **Political Implication:** Tree removal in the Park might be seen as controversial. Efforts have been made to minimize the impact to the park by designing the pipes in such a way as to reduce the number of trees impacted while balancing the other considerations of the project.
2. That Council not approve the Tendering of the project and provide Staff with alternate direction.
 - **Budget Implication:** The pre-tender estimate is within the budget identified for the project in the 2016-2020 Financial Plan. Changing or delaying the project may impact the cost of the project.
 - **Engagement Implication:** The project in its current state has been discussed with property owners directly affected by the project. Depending on the outcome, these owners will need to be updated on any changes to the project, and any agreements with affected property owners would need to be renegotiated.
 - **Add Other Implications:** The nature of this project does not lend itself well to winter construction, therefore if this project is delayed; it is unlikely that it will be completed this year and would need to be deferred to 2017.

SUMMARY POINTS

- This project replaces aging underground utilities with operational, and maintenance issues.
- Some trees will be removed from Beban Park. Replacement tree planting will take place once project is completed.
- This action supports Council's Strategic Plan for Asset Management – Stewardship of Current Infrastructure and Facilities.

ATTACHMENTS

Attachment A – Project Sheet
Attachment B – Tree Removal Plan

Submitted by:

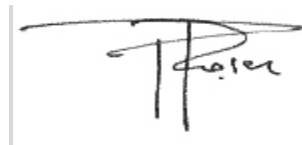


Mike Strain, Project Manager
Construction



Phil Stewart, Manager
Engineering Projects

Concurrence by:



Poul Rosen, Senior Manager
Engineering

Attachment A - Project Summary Sheet

2016 Engineering and Public Works Project Summary Sheet 2016 - 2020 Financial Plan

Budget Book Reference: P-C2

Concurrent Project: Beban Plaza Utilities Project

Components: P_5183 Beban Plaza DR
P_6208 Beban Plaza SS

		2015	2016	Total Project Cost
Budget:	Drainage - Design	\$ 30,000	\$ -	\$ 30,000
	Drainage - Construction	\$ -	\$ 592,000	\$ 592,000
	Sanitary Sewer - Design	\$ 20,000	\$ -	\$ 20,000
	Sanitary Sewer - Construction	\$ -	\$ 197,000	\$ 197,000
		\$ 50,000	\$ 789,000	\$ 839,000
Funding:	General Asset Management Reserve	\$ -	\$ 592,000	\$ 592,000
	Drainage Projects Reserve	\$ 30,000	\$ -	\$ 30,000
	Sewer Reserve	\$ 20,000	\$ 197,000	\$ 217,000
		\$ 50,000	\$ 789,000	\$ 839,000

Asset Category: Renewal

Project Description: Replacement of 370 meters of existing 900 mm diameter drainage and replacement of 270 meters of existing 250 mm diameter sanitary sewer.

Justification: **Drainage**
Existing drainage pipe is located underneath the Beban Plaza Mall buildings. An aging drainage pipe under a private structure creates a liability risk for the City.

Sanitary Sewer
The existing sanitary sewers have settled causing operational and maintenance issues.

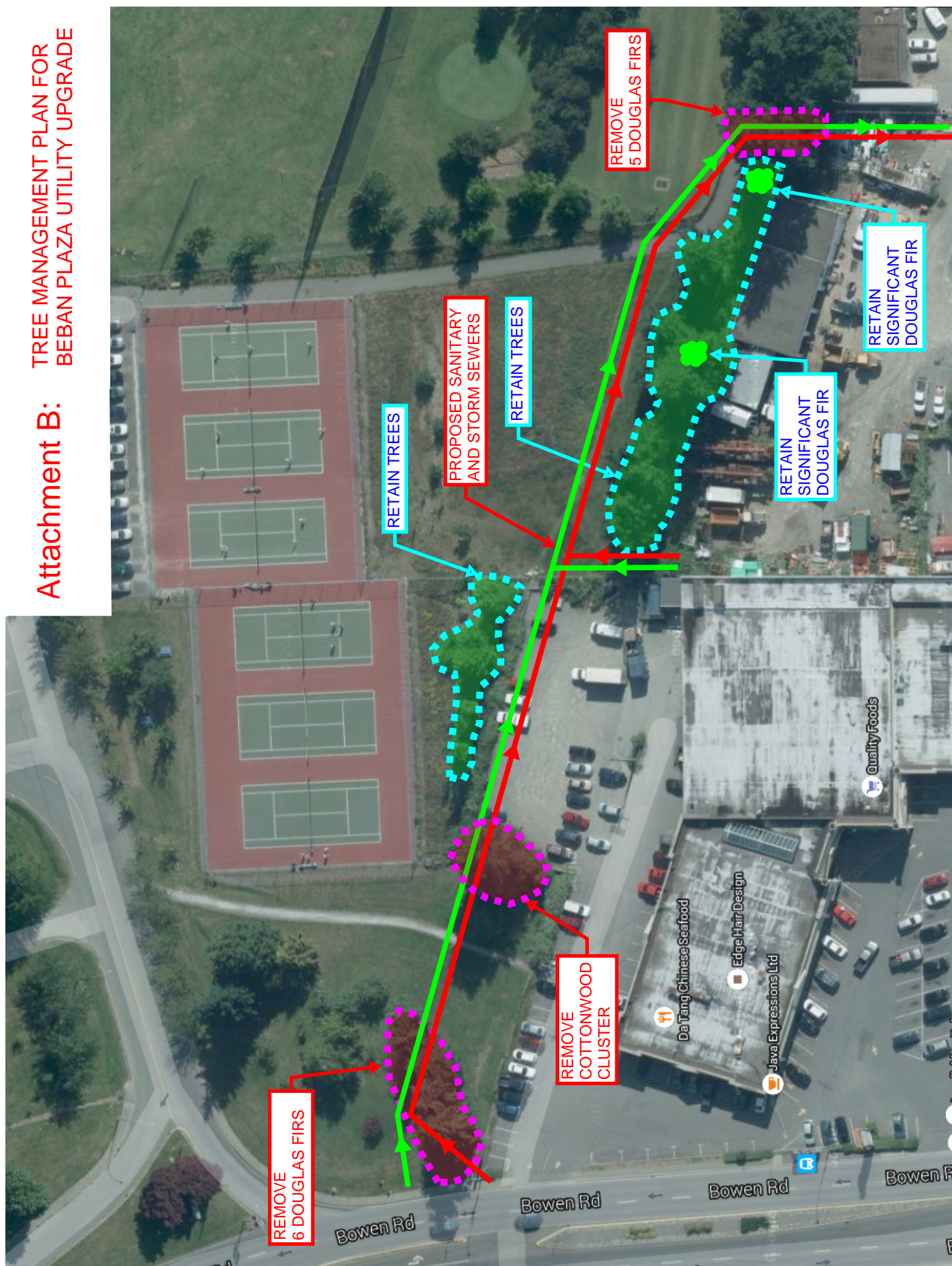
Communication Plan: Letters of notice to affected property
Site signage at project location
Stakeholder consultation

Project Map:



Red shading indicates sanitary sewer
Green shading indicates drainage

Attachment B: TREE MANAGEMENT PLAN FOR BEBAN PLAZA UTILITY UPGRADE



Delegation Request

Ms. Celia White, Meal Exchange – BC Branch, has requested an appearance before Council.

The requested date is July 18, 2016.

The requested meeting is:
Special Open Committee of the Whole

Presenter's Information:

City: Nanaimo
Province: BC
Bringing a presentation: Yes

Details of Presentation:

A request for sponsorship for the August 18th-21st Meal Exchange Summer Retreat.