

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'A'
PARKS, RECREATION AND CULTURE COMMISSION
REGULAR MEETING HELD WEDNESDAY, FEBRUARY 15, 2012
AT CEDAR HERITAGE CENTRE, 7:00PM**

Attendance: Alex McPherson, RDN Director, Chair
Eike Jordan
Angela Vincent-Lewis
Jim Fiddick
Chris Pagan
Carolyn Mead
Kerri-Lynne Wilson
Shannon Wilson
Bernard White

Staff: Dean Banman, Manager of Recreation Services
David Palidwor, Acting Manager of Park Services
Sandra Pearson, Superintendent of Recreation Program Services
Elaine McCulloch, Parks Planner
Marilynn Newsted, Recording Secretary

CALL TO ORDER

Chair McPherson called the meeting to order at 7:07pm.

Chair McPherson introduced himself and welcomed the new Commissioners. Chair McPherson noted, as he will also be covering the Regional Board Area 'A' appointee position to the City of Nanaimo Parks, Recreation and Culture Commission, an additional Commissioner was added to the Commission, increasing the number of commissioners to eight in addition to the Regional District appointee.

Mr. Banman briefly reviewed the content of the Electoral Area 'A' Parks, Recreation and Culture Commission orientation binder for the Commission.

ELECTION OF OFFICERS

Chair McPherson called for nominations for the position of Deputy Chair.

MOVED Commission K. Wilson, SECONDED Commissioner Fiddick, that Commissioner S. Wilson be nominated for the position of Deputy Chair.

CARRIED

As no other nominations were received, Chair McPherson declared Commissioner S. Wilson as Deputy Chair.

MINUTES

MOVED Commissioner Mead, SECONDED Commissioner K. Wilson, that the Minutes of the regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held November 16, 2011, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED Commissioner S. Wilson, SECONDED Vincent-Lewis, that the following Correspondence be received:

- E. McCulloch, RDN to J. White, Re: Lake Access Traffic and Safety.
- J. White, Re: Design Ritten Road Access.
- L. Andres, Ministry of Community, Sport and Cultural Development, Re: Community Recreation Program 2011 Application.
- McPherson and S. Pearson, RDN, to M. Newton, Re: Commission Appointment Recognition.

CARRIED

REPORTS

PARKS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch briefly reviewed the Community Parks and Regional Parks and Trails projects from November 2011 to January 2012.

Commissioner White joined the meeting at 7:25pm.

Five Year Project Plan 2012 – 2015 and Detailed Project Plan 2012

Ms. McCulloch reviewed the Five Year Project Plan and Detailed Project Plan, stating they both are working documents and as the year proceeds adjustments may be made to the time lines.

Noting the Quennell Lake boat launch project, Ms. McCulloch stated a site visit would be arranged for the Commission to view the project site once the initial design work has been completed.

MOVED Commissioner S. Wilson, SECONDED K. Wilson, that the Reports be received.

CARRIED

RECREATION AND CULTURE

Monthly Update Recreation and Culture Services

Ms. Pearson presented a brief overview of the Recreation and Culture Services projects from November 2011 through to January 2012.

Ms. Pearson noted the Winter 2012 edition of the Electoral Area 'A' Community Calendar, containing Electoral Area 'A' recreation program opportunities, community school programs, as well as community information. She reviewed the content and the distribution process for the publication. Ms. Pearson requested Commissioner's provide any suggestions they may have regarding the issue content and distribution.

Ms. Pearson noted Ms. Stuart's temporary posting as Recreation Programmer will be ending on March 12, with the return of Ms. Valade from her maternity leave.

Commissioners suggested the distribution of the Community Calendar may have conflicted with the distribution of the City of Nanaimo's Parks, Recreation and Culture program calendar. A suggestion of a notice on the display board at the ball field and/or at Friesen's Hardware one week in advance may help to alert the community of the upcoming delivery of the calendar in mail boxes.

Mr. Banman provided information on the Cedar Heritage Centre's recent energy audit. He noted the current lease states the Cedar Heritage Centre is responsible for the day to day operation of the facility, however, any capital projects are to be overseen and managed by the Regional District.

Mr. Banman reported the recommendations from the energy audit included upgrades to the lighting, windows, the HVAC systems and a tightening up of building exterior. Tenders have been issued and are presently under review for the replacement of the lighting fixtures, windows, ceiling repair and other minor energy efficiency improvements. Work is expected to proceed in the late spring or summer, with consideration for as little disruption to the facility operations as possible. A further review audit regarding the HVAC system will occur. The RDN is planning to repair the roof this year as well.

MOVED Commissioner S. Wilson, SECONDED Commissioner Vincent-Lewis, that the Reports be received.

CARRIED

Commission Appointments to Grant-In-Aid Sub Committee

Chair McPherson called for three volunteers to sit on the Grant-In-Aid Sub Committee.

Commissioners Pagan, Vincent-Lewis and S. Wilson volunteered to sit on the Grant-In-Aid Sub Committee.

Commission Appointments to Fees and Charges Sub Committee

Chair McPherson called for three volunteers to sit on the Fees and Charges Sub Committee.

Commissioners Jordon, S. Wilson and Mead volunteered to sit on the Fees and Charges Sub Committee.

BCRPA Symposium 2012

Commissioner Jordon volunteered to attend the BCRPA Symposium to be held May 9 to 11, in Victoria.

Commissioner S. Wilson stated she will also be attending the Symposium as part of her position as Community School Coordinator.

Recreation and Culture 2012 Priorities Schedule

Mr. Banman briefly reviewed the 2012 Priorities Schedule. He pointed out the notes from the November Commission planning sessions were included in the orientation binders for reference.

Commissioner White inquired if the notation to explore a mapping process under the heading *mapping process*, could include a possible link to Google for an online information site for community contacts and facilities available to the public in Electoral Area 'A'.

Ms. Pearson stated she will investigate if a link with Google is possible and report back at the next meeting.

MOVED Commissioner K. Wilson, SECONDED Commissioner White, that the Recreation and Culture 2012 Priorities Schedule be received.

CARRIED

COMMITTEE ROUND TABLE

Commissioner K. Wilson reported she had informed the equestrian community about complaints regarding horse manure on the Morden Colliery Trail and was pleased to report the manure had been removed from the trail.

Commissioner Jordan passed along information regarding the procedure followed in Germany for multi-use trails, which includes the purchase for a \$50 license for each horse, with the funds going towards trail maintenance.

Commissioner Vincent-Lewis requested maps of the Trans Canada Trail be provided at the next meeting.

Chair McPherson reported he had attended the Friends of Morden Mines event at which Ms. Michel, RDN Parks and Trails Coordinator, provided a well informed, excellent presentation on the Trans Canada Trail project.

Commissioner Fiddick suggested the Cedar Community Hall is not being used to the extent it could be. He stated it is a large facility and it is cold in the winter months. It could be used for badminton, floor hockey etc. which are very active rather than for less active programs such as yoga. Other programming suggestions for the facility were carpet bowling, curling (indoor curling), pickle ball etc.

Ms. Pearson spoke on behalf of Mr. Porteous, as he was not able to attend the meeting. He had requested she pass along that he had enjoyed working with the Commission over the last few years very much and wanted to pass along his thank you to the members.

Mr. Banman noted Ms. Newsted would also be leaving, as she will be retiring in early April.

ADJOURNMENT

MOVED Commissioner S. Wilson, SECONDED Commissioner Vincent-Lewis, that the meeting be adjourned at 8:45pm.

CARRIED

Chair