

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'A' PARKS, RECREATION AND
CULTURE COMMISSION REGULAR MEETING
HELD WEDNESDAY, APRIL 15, 2015
7:00PM
(CEDAR HERITAGE CENTRE)**

Attendance: Alec McPherson, RDN Director, Chair
Jim Fiddick
Bernard White
Patti Grand
Andrew Thornton
Graham Gidden
John O'Connor
Kerri-Lynne Wilson

Staff: Hannah King, Superintendent of Recreation Program Services
Elaine McCulloch, Parks Planner
Ann-Marie Harvey, Recording Secretary

Regrets: Angela Vincent

CALL TO ORDER

Chair McPherson called the meeting to order at 7:04 PM.

DELEGATIONS/PRESENTATION

Chair McPherson noted the move of the presentation of the Arrowsmith Community Recreation Association Representative from New Business to a Delegation/Presentation so that Mr. Nosworthy could leave after his presentation.

Reg Nosworthy - Arrowsmith Community Recreation Association (ACRA) Representative

Mr. Nosworthy gave a history of ACRA and the organization's structure. He explained to the Commission members about how they assist the non-profit organizations that run a lot of their programs with grant writing. He showed the commission some examples of the publications and advertising that the ACRA organization provides to the community.

MINUTES

MOVED Commissioner Grand, SECONDED Commissioner Gidden that the Minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held February 18, 2015 be received.

CARRIED

MOVED Commissioner Wilson, SECONDED Commissioner Gidden that the Minutes of the Grant in Aid Sub-Committee Meeting held March 5th, 2015 via email.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Grant Approvals

MOVED Commissioner White, SECONDED Commissioner Gidden that the following Electoral Area 'A' Recreation Grant in Aid applications be approved:

Organization	Description	
CEDAR FAMILY OF COMMUNITY SCHOOLS	To purchase preschool equipment for a 5 week summer preschool camp at the Cedar Heritage Centre and for the preschool gymnastics program at Woodbank School. Items include 3 bikes and helmets and an Obstacle Course Kit.	\$678.00
1 st CEDAR SCOUTS	To purchase 15 pairs of snowshoes and 4 GPS equipment.	\$1,500.00
CEDAR 4-H CLUB	To purchase signage, copy paper, shavings (animal bedding), animal lease or purchase, animal feed, portable toilet, cell phone rental, rakes, forks, shovels, nails, paint, crayons, cleaners, hand washing supplies, buckets, and brooms.	\$1,500.00

Carried

The Commission discussed mentioning perpetual funding in the letter of notification so that applicants know that funding is not always guaranteed and that reliance on the funding for operating should not be assumed. No motion was made.

COMMUNICATIONS/CORRESPONDENCE

There was no Communications/ Correspondence.

REPORTS

PARKS

Monthly Update of Regional and Community Parks and Trail Projects – Jan-Feb 2015

Monthly Update of Regional and Community Parks and Trail Projects – March 2015 (*handout*)

Ms. McCulloch took any questions from the Commission regarding the monthly reports.

Commissioner White asked about the flooding of the Skate Park porta potty surround and what it entailed. Ms. McCulloch clarified that the porta potty tanks are being monitored as they have been filling up and requiring frequent pumping. Staff are reviewing if ground water is seeping in due to a leak or if it may be being used as a sani dump.

She noted that the picnic table is ready to be installed at the Skate Park but the concrete accessible pad that originally was to be installed will cost upwards of \$3,000 vs gravel that would be more cost efficient but also has maintenance issues. Commissioner Gidden said that in his experience, using galvanized steel at the bottom of the picnic table would eliminate the problem of scratching the bottom of the table. The commissioners agreed that if gravel is still accessible it would be a better option for continuity and budget.

5 Year Planning Worksheet - April 2015

Ms. McCulloch reviewed the 5 year planning worksheet. Commissioner Gidden asked how the document was developed. Ms. McCulloch explained this was a working document that is reviewed each year and adjustable to realignment with commission priorities.

Chair McPherson noted that the maintenance costs had not been itemized on this worksheet before. The \$8,500 that appears on the worksheet is a budgeted amount not the actual cost, any unspent money is put into roll over to the next year as surplus.

Commissioner O'Connor asked if the \$8,500 for maintenance was per year or over the 5 years. Ms. McCulloch confirmed it was for each year. Commissioner O'Connor noted that if we take on a park, then it's automatic that we take on the continued costs of maintenance. Ms. McCulloch said that up until now the cost of mowing maintenance has been contracted out. No maintenance contract has included the required weeding, pruning etc. which is really what is needed to maintain a park to a reasonable standard. The maintenance costs were highlighted on this report for the very reason Commissioner O'Connor spoke of - when a park is acquired and/or developed there are costs associated.

Beach Access Report Commission Update (verbal)

Chair McPherson and Commissioner Fiddick acknowledged that they had not arranged a time to meet at the priority beach access. Chair McPherson said he would email the Committee with his availability and they can arrange a day that works for most to visit the four priority sites and then arrange to meet with Ms. McCulloch to discuss their preferences.

RECREATION

Recreation Services Report

Ms. King gave a summary of the Recreation Services Report in the agenda.

Chair McPherson noted that School District 68 did make an announcement about their Community School Coordinators that would go from 3-2 positions but he thinks given last Thursdays meeting of the School Board, that may change so advised the Commission to monitor for time being.

Ms. King noted that the Cedar Community Enhancement Society's agreement for the management of the Cedar Heritage Centre is expiring at the end of the year and in New Business of the agenda she will be looking for the Commission's direction whether to extend their agreement.

Cedar Sport Court Update

Chair McPherson updated that they have met a couple of times with Herold Engineering and Snuneymuxw First Nations. The project group is gathering a list of volunteers and their skills and equipment and their availability to coordinate the activities so that when Snuneymuxw First Nations sign the agreement with the RDN for Community Works Funding including an agreement for community use they intend to move quite quickly and completing it in a 2-3 week period so that it may be done for the end of June, ready for the July 10-12 Cedar Ball Hockey Tournament. He says having this ready will get more teams to enter knowing it is at this facility. He believes this is a great integration of the two communities and working together allows for community recreation services not to be duplicated and under used.

MOVED Commissioner O'Connor, SECONDED Commissioner Grand that the reports be received for information.

CARRIED

NEW BUSINESS

Gabriola Recreation Society Representatives

Chair McPherson noted that the Gabriola Representatives could not attend due to the dangerous load sailings on Wednesday's and offered to come over any other day. Ms. King suggested maybe GRS could attend and present on a planning day in the future.

Cedar School and Community Enhancement Society Agreement

Chair McPherson said that he has not come to a decision as what we might do in regard to the agreement with the Society to manage the Cedar Heritage Centre. Having ACRA here to talk about their structure was a start and the Commission will have to make a decision sometime this year where we decide how we will provide those services, whether an RFP or other things. He knows people in the community who have expressed an interest in providing the service and they have spoken to the First Nations about doing their recreation coordinating as well. He noted Snuneymuxw First Nations have a gymnasium on Reserve 1 and they are talking about putting another one out here on Reserve 2, so if you have a single coordinator, whether it is a society or a single person working on both and can access grants etc., it makes a lot of sense.

Ms. King asked about possible direction on the Cedar Heritage Society Agreement and whether a motion to extend it is necessary to move forward as next meeting is June. Chair McPherson questioned if we need to do it now? The Chair preferred staff wait to see what happens in the next couple of months to know if that is something we will need to do or if we will have an alternate way to address the matter. The concern of the Chair was he wouldn't want to extend the agreement and then go for an RFP and they not be the group who gets it. Ms. King stated that the comfort time for contact negotiations would be September. Chair McPherson said that because of the change last time from a Licence of Use to a Lease Agreement that many of the issues were covered so and extension would just be a discussion with the Society.

EA 'A' Budget Detail – Recreation & Parks

There was no discussion

Heritage and Beautification Project

Commissioner Grand asked what are we doing for the Sesquicentennial Celebration and enhancing the natural beauty of Cedar seemed like a good way to go. She is going to attend the Vancouver Island and Coast Conservation Society for info and would like to talk about what we can do and what we are doing for Heritage. Chair McPherson noted the RDN has supported the Gary Oakes in other ways. She will attend the VICCS meeting and report any applicable information.

Cedar Sport Court (revisited)

Commissioner Gidden asked Chair McPherson if he meant the completion of the sport court was June of this year? Chair McPherson said Herold Engineering seems to think it could be accomplished by the end of June. Commissioner Gidden said it is a great idea and something that worked for the Cowichan area was to ask the First Nation group for an Open House – Big House experience for people in our community and lets the community come and understand and breaks down barriers. He feels it's vital for the community as a whole to be invited to an open house because if not, the sport court may not be used due to a lack of comfort.

Chair McPherson said things have been done to possibly incorporate cultural activities to the Ball Hockey tournament but that will develop. He expects an open house type activity will happen later on.

Discussion of Commission Priorities

Chair McPherson said this was added to the agenda so that Commission members could think about items they'd like to see on the agenda could be discussed.

Ms. McCulloch noted that there's no problem in calling staff to discuss a topic, but typically in other Parks Committees the agenda items come through the Director/Chair. It was requested that the Commission contact Director McPherson and he will inform staff to put it on the agenda.

COMMISSIONER ROUND TABLE

Commissioner Grand requested an update regarding the effect of school closures and the availability of recreation services to the local community.

Commissioner Thornton is looking forward to the BCRPA Symposium.

Commissioner Gidden said he pulled more Daphne at Thelma Griffith Park. He told Ms. McCulloch that the motorbike spring is loose on the playground and its clunking when moved.

Commissioner Wilson has cleared broom and blackberries on the trail at the back of her property that links Nairne Rd to the Mordon Colliery Trail.

Commissioner White expressed concerns over the loss of the recreation programmer and consideration being given to a not for profit service to provide the service in the future.

Commissioner O'Connor asked about the questionnaire in the BCRPA survey.

ADJOURNMENT

MOVED Commissioner Grand that the meeting be adjourned at 9:37pm.

CARRIED

Chair