



**PARK BOARD COMMITTEE MEETING
MEETING MINUTES**

MAY 16, 2016

A Regular Park Board Committee meeting was held on Monday, May 16, 2016, at 7:05 pm, at the Park Board Office.

PRESENT: Commissioner John Coupar, Vice-Chair
Commissioner Casey Crawford, Chair
Commissioner Catherine Evans
Commissioner Sarah Kirby-Yung
Commissioner Stuart Mackinnon
Commissioner Erin Shum
Commissioner Michael Wiebe

GENERAL MANAGER'S OFFICE: Malcolm Bromley, General Manager
Cheryl Chan, Business Support Lead/Manager Admin Services
Carol Lee, Meeting Clerk

ADOPTION OF MINUTES

1. Park Board Committee Meeting - May 2, 2016

MOVED by Commissioner Coupar
SECONDED by Commissioner Evans

THAT the Park Board Committee minutes of the May 2, 2016, meeting be adopted as circulated.

CARRIED
(Commissioner Kirby-Yung absent from the vote)

AGENDA ITEMS

1. REPORT: East Fraser Lands (EFL) Consultant Contract

Tiina Mack, Manager of Park Development, Park Board, introduced Joe McLeod, Landscape Architect, Park Board.

Mr. McLeod led the review of a presentation regarding the proposed consultant contract award for the design of approximately eight acres of parks in the East Fraser Lands and highlighted:

- Neighbourhood context and park parcels designated under the Design Guidelines
- Anticipated community engagement events
- Procurement process and Request for Proposal (RFP) evaluation criteria
- Staff recommendation to award the contract to Space-2-Place Design Inc.
- Background of Space-2-Place Design Inc.
- Project financing
- Timeline.

Mr. McLeod, along with Ms. Mack and Malcolm Bromley, General Manager, Park Board, responded to questions from the Committee.

MOVED by Commissioner Kirby-Yung
SECONDED by Commissioner Coupar

THAT the Committee recommend to the Board:

- A. THAT Subject to Recommendations B, C and D, the Vancouver Park Board enter into a fixed price contract with the design firm Space-2-Place Design Inc. in the amount of \$840,140.87, plus GST, to be funded by the 2015-2018 Capital Plan, for four new park parcels within the East Fraser Land precinct;
- B. THAT the contract be on the terms and conditions outlined in this report titled, East Fraser Lands (EFL) Consultant Contract Award, and on such other terms and conditions as are approved by the Vancouver Park Board, with Bid Committee and Chief Purchasing Official (CPO) concurrence;
- C. THAT, upon approval of the contract by the Vancouver Park Board, with Bid Committee and CPO concurrence, the General Manager of the Park Board be authorized to execute the contract on behalf of the Board; and
- D. THAT no legal rights or obligations will be created by the Board's adoption of Recommendations A, B and C, above unless and until such contract is executed by the General Manager of the Vancouver Board of Parks and Recreation.

CARRIED UNANIMOUSLY

2. REPORT: Beach Chair and Umbrella Rental Service at English Bay Beach - Pilot Program Contract Award

Octavio Silva, Acting Director of Business Services, Park Board, led the review of a presentation regarding the proposed contract award to the beach chair and umbrella rental supplier/operator and highlighted:

- Alignment with Park Board goals
- English Bay Beach has been identified as an ideal pilot location to test the appeal of the concept
- Request for Expression of Interest (RFEOI) process and key evaluation criteria
- Staff recommendation to award the supplier/operator contract to Blue Hole Investments
- Background of Blue Hole Investments
- Key components of the proposal
- Next steps.

Mr. Silva, along with Malcolm Bromley, General Manager, Park Board, responded to questions from the Committee. Commissioners questioned the safety of the umbrellas and whether the Park Board would be exposed to any risks resulting from the use of the umbrellas.

MOVED by Commissioner Kirby-Yung
SECONDED by Commissioner Shum

THAT the Committee recommend to the Board:

THAT the Vancouver Park Board approve a two-year pilot program agreement for Blue Hole Investments to operate a beach chair and umbrella rental service at English Bay Beach, with an option to extend the agreement for a further two-year term, subject to the following terms and conditions:

- A. THAT the fee structure be set at 10% of gross revenues in Year 1 and 15% in Year 2;
- B. THAT all legal documentation be in a form which is satisfactory to the Director of Legal Services for the City of Vancouver and the General Manager of the Park Board;
- C. THAT the General Manager be authorized to execute and deliver such documentation on behalf of the Board; and
- D. THAT no legal rights shall arise and no consents, permissions, or licenses are granted hereby and none shall arise or be granted hereafter unless and until all contemplated legal documentation has been executed and delivered by all parties.

CARRIED

(Commissioners Mackinnon and Wiebe opposed)

3. ADMINISTRATIVE REPORT: Freedom of Information and Protection of Privacy By-Law

Malcolm Bromley, General Manager, Park Board, introduced Barbara Van Fraassen, Director, Access to Information, City of Vancouver.

Ms. Van Fraassen led the review of a presentation regarding the proposed changes to the Vancouver Park Board Freedom of Information and Protection of Privacy By-Law and highlighted:

- Governing legislation
- Access to information Freedom of Information (FOI) request procedure
- FOI request summary from 2011 to 2015
- Summary of proposed changes to the Vancouver Park Board Freedom of Information and Protection of Privacy By-Law.

Ms. Van Fraassen, along with Mr. Bromley, responded to questions from the Committee. The Commissioners requested that they be provided with education on best FOI practices, tailored to their unique roles and usage of technology, including their obligations to retain emails and documents. The Commissioners expressed concern with the amount of electronic storage with which they are currently provided.

MOVED by Commissioner Evans
SECONDED by Commissioner Mackinnon

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Park Board approve the repeal and replacement of the Park Board Freedom of Information and Protection of Privacy By-law to update the fee schedule to remove outdated items and to remove provisions that are not necessary because they are included in the governing provincial legislation, generally as set out in Appendix A of this report; and
- B. THAT the Director of Legal Services be instructed to bring forward a by-law for consideration by the Board generally in accordance with Appendix A.

CARRIED UNANIMOUSLY

The Committee adjourned at 8:36 pm.

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Malcolm Bromley
General Manager

Commissioner Casey Crawford
Chair



REGULAR BOARD MEETING
MEETING MINUTES

MAY 16, 2016

The Regular Park Board meeting was held on Monday, May 16, 2016, at 8:46 pm, at the Park Board Office.

PRESENT: Commissioner John Coupar
Commissioner Casey Crawford
Commissioner Catherine Evans
Commissioner Sarah Kirby Yung, Chair
Commissioner Stuart Mackinnon
Commissioner Erin Shum, Vice-Chair
Commissioner Michael Wiebe

GENERAL MANAGER'S OFFICE: Malcolm Bromley, General Manager
Cheryl Chan, Business Support Lead/Manager Admin Services
Carol Lee Meeting Clerk

IN CAMERA

1. May 30, 2016 Meeting

MOVED by Commissioner Coupar
SECONDED by Commissioner Crawford

THAT the Board will go into a meeting on May 30, 2016, which is closed to the public, pursuant to Section 165.2(1) of the *Vancouver Charter*, to discuss matters related to paragraphs:

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of an activity, work or facility that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the City and Park Board if they were held in public.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

1. Regular Board Meeting - May 2, 2016 (Reconvened May 10, 2016)

MOVED by Commissioner Coupar
SECONDED by Commissioner Wiebe

THAT the Park Board minutes of the May 2, 2016 (reconvened May 10, 2016), meeting be adopted as circulated.

CARRIED UNANIMOUSLY

COMMUNICATIONS

The Board was advised that a thank you letter has been received from the organizers of the 2016 BMO Vancouver Marathon and has been inserted in the Commissioners' agenda binders.

COMMITTEE REPORT

1. Report of the Park Board Committee - May 16, 2016

The Board considered the report containing recommendations and actions taken by the Park Board Committee. Its items of business included:

1. REPORT: East Fraser Lands (EFL) Consultant Contract
2. REPORT: Beach Chair and Umbrella Rental Service at English Bay Beach - Pilot Program Contract Award
3. ADMINISTRATIVE REPORT: Freedom of Information and Protection of Privacy By-Law

MOVED by Commissioner Shum

SECONDED by Commissioner Coupar

THAT the Board approve the recommendations and actions taken by the Park Board Committee at its meeting of May 16, 2016, as contained in items 1 through 3.

CARRIED UNANIMOUSLY

STAFF REPORTS

GENERAL MANAGER'S REPORT

Malcolm Bromley, General Manager, reported that consideration of the Meraloma Club's application for a liquor licence was postponed by Standing Committee on Policy and Strategic Priorities on May 4, 2016, and will be considered at the May 18, 2016, meeting. In addition, a presentation on Public Realm Cleanliness from Waste Management will be provided at the meeting.

Mr. Bromley responded to questions regarding the collection of recyclable material in parks and the collection of cigarette butts on the Stanley Park Seawall. There was also concern expressed regarding the odours emanating from totes where dog waste is deposited, particularly during the summer months.

MOTIONS ON NOTICE

1. Pioneer Place (Pigeon Park) Clean-up Strategy

Commissioner Wiebe introduced the motion and commented on the unique nature of Pigeon Park and the need to make the space more welcoming and enjoyable for its user community. Commissioner Wiebe, along with Malcolm Bromley, General Manager, Park Board, responded to questions from the Board.

MOVED by Commissioner Wiebe
SECONDED by Commissioner Mackinnon

WHEREAS:

1. During the depression it was hard for the city to buy land for park space, yet in 1938, the Canadian Pacific Railway deeded a triangular space to the City of Vancouver, and Pioneer Place was born;
1. This park was a popular hangout for locals to socialize and feed pigeons for over 50 years, and so the locals came to call it Pigeon Park. Some find it one of the only places in the city that they feel welcome. The frequenters of the park have continued to battle to keep their beloved concrete triangle which had been closed at one point in time;
2. Pigeon Park went through a major renovation in 2009 and continues to be one of Vancouver's most heavily used parks with a popular Sunday outdoor market;

THEREFORE BE IT RESOLVED THAT the Vancouver Park Board direct staff to work with the local community to bring Pigeon Park to the standard of other Vancouver neighbourhood parks, including looking at options to wrap the utility box, install a creative needle disposal box, review community art installation opportunities, install a 3 tiered water fountain, create a local ambassador program, review a waste management plan, fix current benches, and revitalize the horticulture.

Motion to Refer

MOVED by Commissioner Coupar
SECONDED by Commissioner Crawford

THAT the Vancouver Park Board refer the motion to staff.

Amendment to the Motion to Refer

MOVED by Commissioner Mackinnon
SECONDED by Commissioner Wiebe

THAT the motion be amended to:

THAT the Vancouver Park Board refer the motion to staff with a request to report back to the Park Board Committee.

CARRIED UNANIMOUSLY

Question on the Motion to Refer, as Amended

THAT the Vancouver Park Board refer the motion to staff with a request to report back to the Park Board Committee.

CARRIED UNANIMOUSLY

2. Official Tree for Vancouver

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At this point in the proceedings, Commissioner Kirby-Yung stepped down as Chair in order to introduce the motion and to participate in the discussion. Commissioner Shum, as Vice-Chair, assumed the chair.

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Commissioner Kirby-Yung introduced the motion and commented on the opportunity to correct the omission of the designation of an official tree for the City of Vancouver. Commissioner Kirby-Yung, along with Malcolm Bromley, General Manager, Park Board, responded to questions from the Board.

MOVED by Commissioner Kirby-Yung
SECONDED by Commissioner Coupar

WHEREAS:

2. The City of Vancouver has an official flag, badge, coat of arms, mace, flower, colour and an emblem;
3. The City of Vancouver does not have an official tree;
4. The Vancouver Park Board has responsibility for the care and maintenance of Vancouver's urban forest, including 140,000 street trees and 300,000 park trees;
5. Vancouver's tree canopy has declined since 1995 from 22% to 18%;
6. The Vancouver Park Board recently held its inaugural Tree Week celebrating the role trees play in our health and wellbeing such as: cleaning the air, absorbing carbon dioxide to mitigate climate change, managing rainwater, providing wildlife habitat, providing access to nature and tourism. Tree Week was embraced by residents across the city with activities from tree sales to walks and events all designed to increase appreciation for our urban forest;
7. The official Vancouver Cherry Blossom festival just celebrated its 10th anniversary with the Park Board as its presenting sponsor; and
8. In 2017, Canada will mark the 150th anniversary of Confederation providing an opportunity to celebrate our land.

THEREFORE BE IT RESOLVED:

- A. THAT the Vancouver Board of Parks and Recreation embark on a process to select an official tree for Vancouver with the official tree to be announced during Tree Week 2017;

- B. THAT the process to select an official tree for Vancouver shall involve the public and provide an opportunity for the public to learn about and nominate worthy tree species for consideration;
- C. THAT the final selection of an official tree shall be completed by a panel with expertise in forest diversity in concert with public input to provide balance and due consideration of indigenous trees;
- D. THAT the Park Board explore opportunities to engage the Vancouver School Board to consider how students could be engaged in the process to nominate and select an official tree for Vancouver; and
- E. THAT upon selection of an official tree, the Vancouver Park Board formally ask the City of Vancouver to endorse and adopt the official tree selected.

Commissioner Wiebe requested that the motion be separated into distinct propositions.

Question on Item A

BE IT RESOLVED THAT the Vancouver Board of Parks and Recreation embark on a process to select an official tree for Vancouver with the official tree to be announced during Tree Week 2017.

CARRIED UNANIMOUSLY

Question on Item B

BE IT RESOLVED THAT the process to select an official tree for Vancouver shall involve the public and provide an opportunity for the public to learn about and nominate worthy tree species for consideration.

CARRIED UNANIMOUSLY

Question on Item C

BE IT RESOLVED THAT the final selection of an official tree shall be completed by a panel with expertise in forest diversity in concert with public input to provide balance and due consideration of indigenous trees.

CARRIED

(Commissioner Wiebe opposed)

Question on Item D

BE IT RESOLVED THAT the Park Board explore opportunities to engage the Vancouver School Board to consider how students could be engaged in the process to nominate and select an official tree for Vancouver.

CARRIED UNANIMOUSLY

Question on Item E

BE IT RESOLVED THAT upon selection of an official tree, the Vancouver Park Board formally ask the City of Vancouver to endorse and adopt the official tree selected.

CARRIED
(Commissioner Wiebe opposed)

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At 9:50 pm Commissioner Kirby-Yung resumed as Chair.

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NOTICE OF MOTIONS

1. Expediting New Outdoor Pools

Commissioner Coupar gave notice of motion on the following:

BE IT RESOLVED THAT the Vancouver Board of Parks and Recreation direct staff to explore quick start strategies, including the reallocation of existing capital funding, to expedite the consideration of new outdoor pools in the City of Vancouver.

2. Barrier-Free BC

Commissioner Mackinnon gave notice of motion on the following:

BE IT RESOLVED THAT the Vancouver Board of Parks and Recreation formally supports the Barrier-Free BC movement that is calling upon BC's Legislative Assembly to enact a strong and effective British Columbians with Disabilities Act.

NEW BUSINESS

Commissioner Wiebe requested that he be granted a leave of absence from the June 13, 2016 Regular Park Board meeting.

MOVED by Commissioner Mackinnon
SECONDED by Commissioner Shum

THAT the Vancouver Park Board grant a leave of absence to Commissioner Wiebe for the June 13, 2016 meeting.

CARRIED UNANIMOUSLY

ENQUIRIES

1. A Board member enquired regarding the process to be followed to enable a group of post-secondary students to perform volunteer work for the Park Board. The General Manager suggested that the group contact him by letter.
2. A Board member requested an update on the invasive species action plan that was identified as a priority in the Biodiversity Strategy. The General Manager will check with staff for an update.
3. A Board member requested an update on the investigation into the process that led to the decision to discontinue the Remarkable Women series. The General Manager requested an update from City Hall and is awaiting a reply.
4. A Board member requested that staff report back on the number of motions that have been referred to staff in the past 18 months where reports are outstanding. The General Manager advised a report would be provided to the Board.
5. A Board member questioned when the storage rack on the north end of the Cambie Bridge would be removed; Mr. Bromley advised that he would look into expediting the removal.
6. A Board member requested clarification on how negotiations occur between the City and the Park Board with respect to the adoption of parks when zoning amendments are made and enquired whether the Park Board has ever paid the City for land. Mr. Bromley indicated that there is an established negotiation process and agreed to provide the information.

ADJOURNMENT

MOVED by Commissioner Shum
SECONDED by Commissioner Coupar

THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

The Board adjourned at 9:58 pm.

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Malcolm Bromley
General Manager

Commissioner Sarah Kirby-Yung
Chair