



**PARK BOARD COMMITTEE MEETING  
MEETING MINUTES**

**NOVEMBER 20, 2017  
NOVEMBER 21, 2017 (Reconvened)**

A Regular Park Board Committee meeting was held on Monday, November 20, 2017, at 7:01 pm, at the Park Board Office. Subsequently, the Regular Park Board Committee meeting reconvened at 7:14 pm on Tuesday, November 21, 2017.

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

**GENERAL MANAGER'S  
OFFICE:** Malcolm Bromley, General Manager  
Shauna Wilton, Deputy General Manager  
Cheryl Chan, Manager, Executive Office and Board Relations  
Carol Lee, Meeting Clerk

The Park Board acknowledged that November 20 is the International Transgender Day of Remembrance to memorialize those who have been murdered as a result of transphobia and to draw attention to the continued violence endured by the transgender community.

**ADOPTION OF MINUTES**

**1. Park Board Committee Meeting - November 6, 2017**

MOVED by Commissioner Evans  
SECONDED by Commissioner Kirby-Yung

THAT the Park Board Committee minutes of the November 6, 2017 meeting be adopted as circulated.

CARRIED UNANIMOUSLY

**AGENDA ITEMS**

**Agenda Varied**

By consensus, the agenda was varied to consider Item 5 prior to Item 1.

## **5. REPORT: KitsFest2018 - Licensed Bathtub Race Activity Area - Special Event**

Octavio Silva, Manager of Business Development, Park Board, led the review of a presentation seeking approval for a new all ages bathtub race activity and highlighted:

- Background of the KitsFest event
- Proposed special event
- Preliminary site plan
- Other considerations.

Mr. Silva responded to questions from the Committee. There was discussion on: the impact on the viewing area for members of the public who are not in the special event area; confirmation that portable washroom facilities will be provided in the special event area; requirement for the race to comply with Transport Canada regulations; and the benefits to the Park Board.

The Committee heard from one speaker who spoke in support of the recommendation. The speaker responded to questions from the Committee.

MOVED by Commissioner Coupar  
SECONDED by Commissioner Kirby-Yung

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Park Board approve a request from the Canada One Foundation, organizers of the annual KitsFest event, for a new all ages bathtub race activity area with a capacity of 1,200 guests at the north end of Kitsilano Beach on Saturday, August 11, 2018, from 1:00pm to 8:00pm, with all arrangements to the satisfaction of the General Manager of the Park Board; and
- B. FURTHER THAT the Board approve an application from the Canada One Foundation for a Special Event Permit from the BC Liquor Control & Licensing Branch to serve alcohol at the aforementioned location and date, with a maximum combined capacity of 1,200 guests.

CARRIED UNANIMOUSLY

## **1. REPORT: Public Engagement Standards Policy**

Dave Hutch, Manager of Research and Planning, Park Board, provided the context for the development of the Public Engagement Standards Policy.

Erin Embley, Planner II, Research and Planning, Park Board, led the review of a presentation on the proposed Public Engagement Standards Policy and highlighted:

- Overview of public engagement
- Purpose of the proposed policy
- Core values to be recognized and followed in designing public engagement processes
- Principles to guide Park Board engagement processes

- Suite of approaches and tactics to customize engagement processes, depending on the scope, budget and timeline of the project
- Internal capacity building
- Future updates and refinements.

Ms. Embley, along with Mr. Hutch and Malcolm Bromley, General Manager, Park Board, responded to questions from the Committee. There was discussion on: the estimated incremental cost of implementing the policy; need to manage expectations with respect to public engagement; criteria for determining the geographic area for the distribution of flyers and situations where public engagement is required; steps taken to ensure that there are checks and balances in interpreting survey findings, upon which Park Board decisions are often founded; and efforts to engage the City's non-English speaking population.

### **Main Motion**

MOVED by Commissioner Wiebe  
SECONDED by Commissioner Mackinnon

THAT the Committee recommend to the Board:

THAT the Vancouver Park Board approve the "Public Engagement Standards Policy", as outlined in this report and attached as Appendix A, to guide the planning and implementation of public engagement for any civic initiative that involves facilities, services, or properties under the jurisdiction of the Vancouver Board of Parks and Recreation.

### **Motion to Refer**

MOVED by Commissioner Kirby-Yung  
SECONDED by Commissioner Coupar

THAT the Committee recommend to the Board:

THAT the report be referred back to staff to develop explicit references and tactics to engage the City's diverse community groups.

CARRIED UNANIMOUSLY

## **2. REPORT: Age Friendly Fitness Equipment in Memorial South Park**

Tiina Mack, Manager of Park Development, Park Board, introduced Justin Dykstra, Senior Landscape Architect, Park Board, and Darren Miller, Landscape Designer, Park Board.

Mr. Dykstra led the review of a presentation on the age friendly outdoor fitness area in Memorial South Park and highlighted:

- Project background
- Public engagement process and results
- Alignment with strategic plan

- Proposed project schedule and budget.

Mr. Dykstra, along with Ms. Mack, responded to questions from the Committee. There was discussion on the selection of equipment that is particularly suited to the older demographic and the durability of the equipment.

MOVED by Commissioner Mackinnon  
SECONDED by Commissioner Evans

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Park Board approve the proposed location for an age friendly outdoor fitness equipment area within Memorial South Park, as described in this report; and
- B. THAT the Board direct staff to proceed with detailed design and construction of the facility.

CARRIED UNANIMOUSLY

#### **Recess**

The meeting recessed at 8:58 pm and reconvened at 9:08 pm.

### **3. REPORT: East Fraser Lands Area 2 Parks - Concept Plan**

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

Mr. McLeod led the review of a presentation on the concept plan for East Fraser Lands Area 2 parks and highlighted:

- Context and background of the site
- Design guidelines and principles for the six Area 2 parks
- Intergovernmental and public engagement
- Change in scope due to the Flood Protection Study
- Conceptual design
- Next steps.

Mr. McLeod, along with Ms. Mack and Malcolm Bromley, General Manager, Park Board, responded to questions from the Committee. There was discussion on: rationale for deferring Playfield Park to a future phase; application of guidelines to ensure the accessibility of Kinross Park North; anticipated phasing of the development of buildings and parks; public access to Tidal Island; and need to ensure sufficient operating funds are budgeted to control invasive species that may be introduced.

### **Motion to Suspend Rules**

MOVED by Commissioner Evans  
SECONDED by Commissioner Wiebe

THAT the Vancouver Board of Parks and Recreation suspend the Park Board rules to allow the meeting to continue to 10:30 pm.

DEFEATED  
(Commissioners Coupar and Kirby-Yung opposed)

### **Motion to Suspend Rules**

MOVED by Commissioner Evans  
SECONDED by Commissioner Wiebe

THAT the Vancouver Board of Parks and Recreation suspend the Park Board rules to allow the meeting to continue to the completion of the report or until 10:30 pm, whichever occurs sooner.

DEFEATED  
(Commissioners Coupar and Kirby-Yung opposed)

### **Motion to Suspend Rules**

MOVED by Commissioner Evans  
SECONDED by Commissioner Wiebe

THAT the Vancouver Board of Parks and Recreation suspend the Park Board rules to allow the meeting to continue to the completion of the report or until 10:15 pm, whichever occurs sooner.

CARRIED UNANIMOUSLY

Discussion continued on: maintenance of the foreshore plantings in maintain view corridors; need to obtain assurance from the City that the budget will be available to tender the parks in the spring 2018; and plans to install lighting for safety and security.

MOVED by Commissioner Mackinnon  
SECONDED by Commissioner Shum

THAT the Committee recommend to the Board:

THAT the Vancouver Park Board approves the design of the new parks within Area 2 of the East Fraser Lands development in southeast Vancouver as illustrated and described in this report

CARRIED UNANIMOUSLY

### **Recess**

The meeting recessed at 10:12 pm until November 21, 2017 at 7:00 pm.

### **Meeting Reconvened**

The Chair reconvened the Committee meeting of the Vancouver Board of Parks and Recreation on Tuesday, November 21, 2017 at 7:14 pm.

## **4. REPORT: Gourmet Cirque Cabaret Project - Special Event**

Octavio Silva, Manager of Business Development, Park Board, led the review of a presentation seeking approval to host a special event operating between October 1, 2018 and April 15, 2019 in the south parking lot at Queen Elizabeth Park and highlighted:

- Background of gourmet cirque cabaret and the proponent
- Event overview
- Proposed event location and preliminary site plan
- Key event terms and parameters
- Set-up and tear-down period
- Key considerations
- Event benefits
- Next steps.

Mr. Silva responded to questions from the Board. There was discussion on: anticipated noise and traffic impacts; whether alternative sites were considered; consultation with the impacted community; and accessibility of the proposed venue.

The Chair noted that one piece of correspondence was received requesting details on the proposed event which has been forwarded to Commissioners.

MOVED by Commissioner Coupar

SECONDED by Commissioner Kirby-Yung

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Park Board approves a request from Bacio Rosso Entertainment Inc. to host a gourmet cirque cabaret entertainment experience from October 1, 2018 to April 15, 2019, in the south parking lot at Queen Elizabeth Park, with all arrangements to the satisfaction of the General Manager of the Park Board; and
- B. FURTHER THAT the Board approve an application from Bacio Rosso Entertainment Inc. for a Special Event Permit from the BC Liquor Control & Licensing Branch to serve alcohol at the aforementioned location and dates, with a maximum capacity of 325 guests.

CARRIED

(Commissioner Mackinnon opposed)

The Committee adjourned at 8:00 pm.

\* \* \* \* \*

---

Malcolm Bromley  
General Manager

---

Commissioner Casey Crawford  
Chair