



BOARD COMMITTEE MEETING MINUTES

JULY 21, 2025

A Committee meeting of the Vancouver Board of Parks and Recreation was held on Monday, July 21, 2025, at 6:37 pm, in the Boardroom at the Park Board Office, and via videoconference.

PRESENT:

Commissioner Scott Jensen, Chair
Commissioner Brennan Bastyovanszky
Commissioner Laura Christensen
Commissioner Tom Digby, Vice-Chair
Commissioner Angela Haer
Commissioner Marie-Claire Howard
Commissioner Jas Virdi

**GENERAL MANAGER'S
OFFICE:**

Steve Jackson, General Manager
Jessica Kulchyski, Manager, Executive Office and Board Relations
Carol Lee, Meeting Clerk
Victoria Tyers, Board Support and Meeting Assistant

ACKNOWLEDGEMENT

The Chair acknowledged that the meeting is taking place on the traditional territory of the Musqueam, Squamish and Tsleil-Waututh First Nations.

MOVED by Commissioner Christensen

SECONDED by Commissioner Haer

THAT the Vancouver Park Board suspend the rules to reduce the length of time permitted for speakers from five minutes to three minutes.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

1. Board Committee Meeting – June 16, 2025

MOVED by Commissioner Digby

SECONDED by Commissioner Haer

THAT the Minutes of the Board Committee meeting on June 16, 2025, be approved.

CARRIED UNANIMOUSLY

COMMUNICATIONS

The following communications were received via email or the [Contact Park Board Commissioners](#) web form between July 7, 2025 and 3:00 pm on July 21, 2025:

- Kitsilano Secondary School (KSS) Synthetic Turf Renewal and Lighting Installation – Report Back:
 - 284 in support of Option 2
- Stanley Park Hemlock Looper Response and Mitigation Plan – Phase 3:
 - One opposed.

STAFF REPORTS

1. Kitsilano Secondary School (KSS) Synthetic Turf Renewal and Lighting Installation – Report Back

The Director, Park Planning and Development, introduced the item. The Project Manager II, Park Development, provided a presentation reporting back on an approach to fund the turf renewal, lighting installation and assumption of joint responsibility for field maintenance at the KSS field.

Following the presentation, staff responded to questions related to:

- The potential risk to the funding for the renewal of Jonathan Rogers Park and John Hendry Park off-leash area:
 - Concern regarding the additional cost of delaying the projects
- The cost effectiveness of undertaking the synthetic turf renewal and lighting installation concurrently
- Concern with the number of players that are impacted during the annual resting of grass fields.

The Board heard from four speakers, of whom two spoke in support of the Option 2, one spoke in support of Option 1, and one opposed the installation of synthetic turf. The speakers responded to questions from Commissioners.

MOVED by Commissioner Haer

SECONDED by Commissioner Viridi

THAT the Committee recommend to the Board:

- A. THAT the Park Board approve the reallocation and expenditure of capital funding for the Turf Renewal prior to the end of the Field turf's service life, by redirecting funds from current Park Board projects identified in Table 2 at an estimated expenditure of \$1.3M, subject to City of Vancouver ("City") Council approval via a quarterly budget adjustment;
- B. THAT the Park Board approve the Lighting Installation at the earliest time agreed between the VSB and the Park Board at an estimated expenditure of \$0.8M using the approved funding from the 2023 to 2026 Capital Plan;

- C. THAT the Park Board direct staff to prepare a City Council report recommending:
- i. Approval of a construction licence agreement (“Construction Licence Agreement”) among the City, the Park Board, and the VSB for the Lighting Installation and the Turf Renewal;
 - ii. Approval of the Joint Use Agreement among the City, the Park Board, and VSB;
 - iii. Designation of the licenced areas described in the Construction Licence Agreement and the Joint Use Agreement to be under the custody, care and management of the Park Board pursuant to Section 488(3) of the Vancouver Charter for the duration of both agreements; and
 - iv. Expenditure of development cost levies for the Lighting Installation; and
- D. THAT the Park Board direct staff to negotiate and enter into the Construction Licence Agreement and the Joint Use Agreement and delegate its authority to the General Manager of the Park Board to execute agreements relating to the Field.

CARRIED

In favour: Commissioners Bastiovanszky, Haer, Howard, Jensen, Viridi

Opposed: Commissioners Christensen, Digby

2. Tree Related Maintenance Services Pre-Qualification – Contract Award

The Director, Park Operations, reviewed the report provided with the agenda material and invited questions.

Staff responded to questions related to:

- The response time that can be expected from the contractor for tree removal, pruning, stump grinding and tree planting
- Suggestion to hire additional staff rather than engaging a contractor:
 - The need for the Park Board to acquire additional fleet vehicles before hiring staff to perform the work included in the contract
- Whether there will be provisions requiring the contractor to prioritize the employment of Canadian citizens.

The Board heard from eight speakers, all of whom spoke in opposition to the staff recommendation. The speakers responded to questions from Commissioners.

Main Motion

MOVED by Commissioner Christensen

SECONDED by Commissioner Digby

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Board of Parks and Recreation (“Park Board”) authorize staff to negotiate an agreement for Tree Related Maintenance Services pre-qualification for a list of eight vendors as attached in Appendix A, for providing the tree maintenance services, for a term of three (3) years, with an estimated contract value of \$4M, plus

applicable taxes, to be funded through Annual Capital Expenditure Budget, the Multi-Year Capital Budget and the Operating Budget subject to Council approval;

- B. THAT the City's Director of Legal Services, Chief Purchasing Official and Park Board's General Manager be authorized to execute on behalf of the Park Board the contract contemplated by Recommendation A above; and
- C. THAT no legal rights or obligations will be created by the Park Board's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

Amendment to the Main Motion

MOVED by Commissioner Bastiovanszky
SECONDED by Commissioner Haer

THAT the Main Motion be replaced with the following:

- A. THAT the Vancouver Board of Parks and Recreation authorize staff to negotiate an agreement for Tree Related Maintenance Services pre-qualification for a list of eight vendors as attached in Appendix A, for providing the tree maintenance services, for a term of three (3) years, with an estimated contract value of \$4 Million, to be funded through Annual Capital Expenditure Budget, the Multi-Year Capital Budget and the Operating Budget, and to meet the new Procurement Policy Update after the staff report to Park Board is considered by Q4 2025 as per Park Board direction on June 16, 2025, subject to the following conditions:
 - i. No single vendor, or associated subcontractor in the pre-qualified list, shall receive awards exceeding \$750,000 over the three-year period in aggregate under this authorization without separate Board approval; and
 - ii. The Park Board will prioritize ecological sustainability, transparency, and conflict-of-interest risk mitigation in the administration of this pre-qualification list;
- B. THAT the Park Board's General Manager be authorized to execute, on behalf of the Park Board, the contract contemplated by Recommendation A above, with the City's Director of Legal Services and Chief Purchasing Official providing advisory support and that in all aspects of negotiation and execution, the Park Board's policies and strategies including Biodiversity Strategy (2016) and Bird Strategy (2015) be prioritized;
- C. THAT the Park Board shall retain full control over the planning, design, implementation, public engagement and management of urban forestry initiatives, and shall not delegate these responsibilities to other City departments without explicit Park Board approval;
- D. THAT the Park Board will retain oversight and approval authority over the allocation of funding for urban forestry projects, and that any budget transfers between Park Board and City related to urban forestry must be expressly approved by the Park Board; and

- E. THAT no legal rights or obligations will be created by the Park Board's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

CARRIED

In favour: Commissioners Bastyovanszky, Digby, Haer

Opposed: Commissioners Christensen, Howard, Virdi

Abstained: Commissioner Jensen

Amendment to the Amendment

MOVED by Commissioner Christensen

SECONDED by Commissioner Virdi

THAT Item Ai be amended as follows:

- Ai. No single vendor, or associated subcontractor in the pre-qualified list, shall receive awards exceeding \$750,000 under this authorization without separate Board approval.

CARRIED UNANIMOUSLY

Question on the Main Motion, as Amended

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Board of Parks and Recreation authorize staff to negotiate an agreement for Tree Related Maintenance Services pre-qualification for a list of eight vendors as attached in Appendix A, for providing the tree maintenance services, for a term of three (3) years, with an estimated contract value of \$4 Million, to be funded through Annual Capital Expenditure Budget, the Multi-Year Capital Budget and the Operating Budget, and to meet the new Procurement Policy Update after the staff report to Park Board is considered by Q4 2025 as per Park Board direction on June 16, 2025, subject to the following conditions:
- i. No single vendor, or associated subcontractor in the pre-qualified list, shall receive awards exceeding \$750,000 under this authorization without separate Board approval; and
 - ii. The Park Board will prioritize ecological sustainability, transparency, and conflict-of-interest risk mitigation in the administration of this pre-qualification list;
- B. THAT the Park Board's General Manager be authorized to execute, on behalf of the Park Board, the contract contemplated by Recommendation A above, with the City's Director of Legal Services and Chief Purchasing Official providing advisory support and that in all aspects of negotiation and execution, the Park Board's policies and strategies including Biodiversity Strategy (2016) and Bird Strategy (2015) be prioritized;
- C. THAT the Park Board shall retain full control over the planning, design, implementation, public engagement and management of urban forestry initiatives, and shall not delegate these responsibilities to other City departments without explicit Park Board approval;

- D. THAT the Park Board will retain oversight and approval authority over the allocation of funding for urban forestry projects, and that any budget transfers between Park Board and City related to urban forestry must be expressly approved by the Park Board; and
- E. THAT no legal rights or obligations will be created by the Park Board's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

CARRIED

In favour: Commissioners Bastyovanszky, Christensen, Digby, Haer, Howard, Viridi

Opposed: Commissioner Jensen

Recess

The meeting recessed at 9:00 pm and reconvened at 9:11 pm.

Motion to Extend

MOVED by Commissioner Christensen

SECONDED by Commissioner Haer

THAT the meeting be extended until the business of the Regular Board meeting is concluded.

CARRIED UNANIMOUSLY

3. Stanley Park Hemlock Looper Response and Mitigation Plan – Phase 3

The Director, Park Operations, introduced the item. The Associate Director, Urban Forestry, provided a presentation regarding the next phase of the response and mitigation plan to address the hemlock looper outbreak in Stanley Park.

Following the presentation, staff responded to questions and comments related to:

- The management of invasive species in the treated areas
- The determination of the fallen logs to be left in the treated areas
- Whether the use of the Wildlife Danger Tree Assessors methodology is appropriate for urban parks
- Concern that a single proponent responded to the request for proposal (RFP).

The Board heard from eleven speakers, all of whom spoke in opposition to the staff recommendation. The speakers responded to questions from Commissioners.

Main Motion

MOVED by Commissioner Digby

SECONDED by Commissioner Christensen

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Board of Parks and Recreation ("Park Board") approve and authorize Park Board staff to advance treatment Option 3 for Phase-3 hemlock looper response, as detailed in this report, and enter into negotiations to execute a contract with Blackwell Consulting Ltd. for the continued forest mitigation and restoration works in Stanley Park to address risks associated with the hemlock looper outbreak, to the satisfaction of the Park Board's General Manager, the City of Vancouver's (the "City") Director of Legal Services and the City's Chief Procurement Officer, for a term lasting until services are complete, and funded through previously approved budgets;
- B. THAT the City's Director of Legal Services, the City's Chief Procurement Officer, and the Park Board's General Manager be authorized and delegated authority to execute the contract described in Recommendation A on behalf of the Park Board; and
- C. THAT no legal rights or obligations will be created by the Park Board's adoption of Recommendations A and B unless and until the Park Board's authorized signatories execute the contracts set out in the Recommendations.

Amendment to the Main Motion

MOVED by Commissioner Digby

SECONDED by Commissioner Virdi

THAT the Main Motion be amended by adding Items D and E, as follows:

- D. THAT, as per previous contracts, every effort be made by the contractor to retain as many dead trees and fallen logs as possible to the extent they provide biological value for the connected ecosystem; and
- E. THAT, as per previous contracts, each treatment area prescription provided by the contractor, be independently reviewed by the Park Board's Director of Urban Forestry, to examine the assessment and the degree of treatment proposed, before any treatment is undertaken:
 - i. Should any assessment or proposed treatment be subject to doubt, the Director shall be authorized to correct the assessment and/or the proposed treatment in their professional discretion, consistent with the policies and priorities of the Park Board.

CARRIED UNANIMOUSLY

Question on the Main Motion, as Amended

THAT the Committee recommend to the Board:

- A. THAT the Vancouver Board of Parks and Recreation ("Park Board") approve and authorize Park Board staff to advance treatment Option 3 for Phase-3 hemlock looper response, as detailed in this report, and enter into negotiations to execute a contract with Blackwell Consulting Ltd. for the continued forest mitigation and restoration works in Stanley Park to address risks associated with the hemlock looper outbreak, to the satisfaction of the Park Board's General Manager, the City of Vancouver's (the "City") Director of Legal Services and the City's Chief Procurement Officer, for a term lasting until services are complete, and funded through previously approved budgets;
- B. THAT the City's Director of Legal Services, the City's Chief Procurement Officer, and the Park Board's General Manager be authorized and delegated authority to execute the contract described in Recommendation A on behalf of the Park Board; and
- C. THAT no legal rights or obligations will be created by the Park Board's adoption of Recommendations A and B unless and until the Park Board's authorized signatories execute the contracts set out in the Recommendations.
- D. THAT, as per previous contracts, every effort be made by the contractor to retain as many dead trees and fallen logs as possible to the extent they provide biological value for the connected ecosystem; and
- E. THAT, as per previous contracts, each treatment area prescription provided by the contractor, be independently reviewed by the Park Board's Director of Urban Forestry, to examine the assessment and the degree of treatment proposed, before any treatment is undertaken:
 - i. Should any assessment or proposed treatment be subject to doubt, the Director shall be authorized to correct the assessment and/or the proposed treatment in their professional discretion, consistent with the policies and priorities of the Park Board.

CARRIED

In favour: Commissioners Bastyovanszky, Christensen, Digby, Howard, Jensen, Viridi

Opposed: Commissioner Haer

The Committee meeting adjourned at 10:45 pm.

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Steve Jackson
General Manager

Commissioner Scott Jensen
Chair