

**District of Maple Ridge  
and the  
City of Pitt Meadows**

MAPLE RIDGE and PITT MEADOWS PARKS & LEISURE SERVICES  
COMMISSION **REGULAR** MEETING

The Minutes of the Regular Meeting of the Maple Ridge and Pitt Meadows Parks & Leisure Services Commission, held in the Meadows Room at the Pitt Meadows Municipal Hall, 12007 Harris Road, Pitt Meadows, British Columbia, on Thursday, February 14, 2013 at 7:00 p.m.

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**COMMISSIONERS PRESENT**

Commissioner Don Mitchell, Chair	Member at Large, Maple Ridge
Commissioner Ian Brown	Member at Large, Maple Ridge
Commissioner Corisa Bell	District of Maple Ridge, Councillor
Commissioner Deb Walters	City of Pitt Meadows, Mayor
Commissioner Ernie Daykin	District of Maple Ridge, Mayor
Commissioner Garrett MacDonald, Vice-Chair	Member at Large, Pitt Meadows
Commissioner Shannon Roberts	Member at Large, Pitt Meadows
Commissioner Al Hogarth	District of Maple Ridge, Councillor
Commissioner Dave Rempel	School District No. 42, Board of Education,
Trustee	
Commissioner Mike Murray	School District No. 42, Board of Education,
Trustee	
Commissioner Doug Bing	City of Pitt Meadows, Councillor
Commissioner Eleanor Palis	School District No. 42, Board of Education,
Trustee	
Commissioner Gwen O'Connell	City of Pitt Meadows, Councillor

**STAFF MEMBERS PRESENT**

Kelly Swift	General Manager: Community Development, Parks & Recreation Services
David Boag	Director of Parks and Facilities
Wendy McCormick	Director of Recreation
Bruce McLeod	Manager Parks Planning and Development
Danielle Pope	Manager of Business Operations
Tony Cotroneo	Recreation Manager Youth/Neighbourhood
Dave Speers	Recreation Coordinator
Christina Stewart	Committee Clerk

**COMMISSIONERS ABSENT**

Commissioner Tyler Shymkiw	Member at Large, Maple Ridge
Commissioner Alanna Carmichael	Member at Large, Maple Ridge

There being a quorum present, Don Mitchell called the meeting to order at 7:02 pm.

**1. Welcome & Introductions**

Introductions of the Commission were made.

## 2. Adoption of the Agenda

R13-012 It was moved and seconded

**That the Agenda for January 17, 2013 be adopted with the following amendment;**

- **Item 4.7 is deferred to a future meeting**

**CARRIED**

## 3. Minutes of the Maple Ridge and Pitt Meadows Parks & Leisure Services Commission Regular Meeting

R13-013 It was moved and seconded

**That the Minutes of the Maple Ridge and Pitt Meadows Parks & Leisure Services Commission Regular Meeting of January 17, 2013 be adopted.**

**CARRIED**

## 4. Decision Item:

### 4.1 Intergenerational Garden Project Consultation

Dave Speers, Neighbourhood Development Coordinator provided an overview of the Intergenerational Garden Project Consultation report dated February 14, 2013.

Kelly Swift noted the development of the Community Garden is funded through a Provincial grant received by the Seniors Network and hosted by the Ridge Meadows Seniors Society. If the garden is not sustainable, Parks & Leisure Services would oversee an update of the planned use of this park site.

R13-014 It was moved and seconded

**That the property located at 22527-121 Avenue, Maple Ridge, be endorsed for use as an Intergenerational Garden Project, based on the attached concept design, and that a recommendation regarding this use and design be forwarded to Maple Ridge Council for their consideration.**

**CARRIED**

4.2 Intergenerational Garden Project - Memorandum of Understanding (MOU)

Dave Speers, Neighbourhood Development Coordinator reviewed the Intergenerational Garden Project - Memorandum of Understanding report dated February 14, 2013.

R13-015 It was moved and seconded

**That the Chair and General Manager, Community Development, Parks and Recreation Services be authorized to execute the Intergenerational Garden Memorandum of Understanding with the Board of Education - School District No. 42 and the Ridge Meadows Senior's Society.**

**CARRIED**

4.3 Fees and Charges Policy

Danielle Pope, Manager of Business Operations reviewed the Fees and Charges Policy Revision report dated February 14, 2013.

Kelly Swift, General Manager of Community Development, Parks & Recreation advised that a separate "Draft Sport Field Fees And Charges Policy" will be brought forward for the Commission's consideration at a later date in 2013, as significant changes incorporating synthetic field fees were recently implemented in 2012.

R13-016 It was moved and seconded

**That the Parks and Leisure Services Fees and Charges Policy dated 1995, attached to the staff report of 2013-02-14 be replaced by Fees and Charges Policy P-108 dated 2013-02-14 and, that staff be directed to work with user groups, who received prior free access to meeting rooms, on the transition plan.**

**CARRIED**

Please note that Mike Murray left the room at 7:29 p.m. as the next item is a conflict of interest.

Please note that Dave Speers, Tony Cotroneo and Danielle Pope left the meeting at 7:30 pm

4.4 Proposal North Fraser Therapeutic Riding Association (NFTRA) Indoor Riding Facility on North Alouette River Greenway

Bruce McLeod, Manager of Parks Planning and Development reviewed the Proposed North Fraser Therapeutic Riding Association (NFTRA) Indoor Riding Facility on North Alouette River Greenway report dated February 14, 2013.

R13-017 It was moved and seconded

**That staff be directed to prepare the appropriate agreements between the North Fraser Therapeutic Riding Association, the Maple Ridge Equi-Sport Centre and the District of Maple Ridge for the development of an indoor riding facility on park land located immediately north of the Maple Ridge Equi-Sport Centre.**

**CARRIED**

Please note that Mike Murray returned to the meeting at 7:44pm.

4.5 Water Play Park Proposal - Albion Sports Complex

Bruce McLeod, Manager of Parks Planning and Development reviewed the Water Play Park Proposal for Albion Sports Complex report dated February 14, 2013.

R13-018 It was moved and seconded

**That staff be directed to:**

- A. Prepare a concept plan for a water play park to be constructed at the Albion Sports Complex, and;**
- B. Forward a recommendation to Maple Ridge Council to amend the Capital Plan to reflect the location of the proposed Water Play Park at Albion Sports Complex.**

**CARRIED**

4.6 B.C. Recreation and Parks Association (BCRPA) Conference Delegate Selection (verbal report)

Kelly Swift, General Manager of Community Development, Parks and Recreation Services reviewed the BCRPA conference delegation selection process.

R13-019 It was moved and seconded

**That Commissioners Corisa Bell, Alanna Carmichael and Don Mitchell are selected to attend the 2013 BC Recreation and Parks Association Conference.**

**CARRIED**

4.7 BC Seniors Games Bid - Deferred

**5. Information Items**

5.1 Letter re BC Summer Games

Wendy McCormick, Director of Recreation reviewed the BC Summer Games Bid letter dated January 25, 2013.

Wendy McCormick also advised the Commission that once more information has been gathered regarding the unsuccessful bid, staff will report back to the Commission.

#### 5.2 Environmental Management Strategy Meetings

Kelly Swift, General Manager of Community Development, Parks and Recreation Services reviewed the Environmental Management Strategy meetings.

R13-020 It was moved and seconded

**That Ian Brown represents the Commission at the Environmental Management Strategy meetings.**

**CARRIED**

### 6. Commission Liaison Reports

Mike Murray reported that school enrolment is down and is forecasted to continue this way for the next few years.

Gwen O'Connell reported the new Pitt Meadows Seniors Centre has opened and commented on how helpful all the staff have been with the grand opening.

Deb Walters reported Mirae Campbell and Chandra Allison from youth services did a great job raising money for the kids help phone with a cupcake drive.

### 7. Staff Liaison Reports

Kelly Swift provided an update on the Arts Council meeting schedule.

Wendy McCormick provided an update on the management of Whonnock Lake Centre. Ms. McCormick noted that there will be a community forum meeting next Thursday, February 21 at 6:30 pm at the Whonnock Lake Centre to engage neighbourhood residents in a discussion on the future uses of the hall.

### 8. Question Period - None

Councillor Hogarth asked who was responsible to finish the frontage of Cedar Park and David Boag advised that he will speak to the Engineering Department about it.

### 9. Adjourned

R13-021 It was moved and seconded

**That the regular meeting of the Parks and Leisure Services Commission be adjourned.**

**CARRIED**

**10. Motion to move into Closed**

R13-022 It was moved and seconded

**That the Parks and Leisure Services Commission move into a Closed Meeting pursuant to Sections 90 (1) and 90 (2) of the Community Charter.**

**CARRIED**

The regular meeting adjourned at 8:01 pm.

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Chairperson

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