

Parks, Recreation & Culture Advisory Committee
Agenda for Meeting to be held on
Wednesday, October 24, 2018 at 7pm at FJCC

The goal of the Parks, Recreation and Culture Advisory Committee is to provide advice and recommendations to Council regarding the establishment and implementation of Parks, Recreation and Culture priorities in the Town of Ladysmith.

1. Agenda Approval
2. Minutes
 - a. Minutes of the meeting held Jun 7, 2018
3. Delegation: Ladysmith Arts Council, Public Art Strategy
4. Referred by Council
 - a. Boys and Girls Clubs of Central Vancouver Island Memorandum of Understanding
5. Unfinished Business
6. New Business
7. Department Update (current projects and regional activities)
8. Master Plan Discussion

Minutes of the Parks, Recreation & Culture Advisory Committee
Wednesday, Jun 7, 2018 at 6:15pm

COMMITTEE MEMBERS PRESENT:

Tim Richards, Chair
Bruce Mason
Tim Godau

Roger Kimmerly
Tara Pollock
Gord Horth

STAFF PRESENT:

Clayton Postings

REGRETS:

Councillor Duck Paterson

AGENDA

Moved and seconded:

2018-13: That Parks, Recreation and Culture Advisory Committee approve the agenda for the meeting as presented.

Motion carried.

MINUTES

Moved and seconded:

2018-14: That Parks, Recreation and Culture Advisory Committee approve the minutes of the May 16, 2018 meeting as presented.

Motion carried.

**REFERRED BY
COUNCIL**

Ladysmith Youth Plan – Committee members reviewed the draft plan in detail and made the following recommendation to Council:

Moved and seconded

2018-2015: That the Parks, Recreation and Culture Advisory Committee enthusiastically receive the draft Ladysmith Youth Plan and recommend that Council make it a priority to implement plan including the appointment of a youth representative to the Parks, Recreation and Culture Advisory Committee.

Meeting adjourned at 6:45PM

Next Meeting will be held at 7:00pm, September 19, 2018 at Frank Jameson Community Centre.

STAFF REPORT

From: Clayton Postings, Director of Parks
Meeting Date: October 15, 2018
File No:
RE: **BOYS AND GIRLS CLUBS OF CENTRAL VANCOUVER ISLAND –
MEMORANDUM OF UNDERSTANDING**

INTRODUCTION/BACKGROUND:

The Town has over the years worked closely with the BGCCVI in various projects and programs. There has been discussion of the importance of strengthening this relationship through a more formal agreement. The proposed MOU allows the Town and BGCCVI enter into this agreement to formalize their commitment to: sharing information, improving communications, addressing specific concerns and community needs, setting a foundation for future planning and raising awareness and understanding of current and future challenges, duties and responsibilities.

The BGCCVI has implemented this MOU in a number of the communities it currently services.

ATTACHMENTS:

MEMORANDUM OF UNDERSTANDING - Between the Boys & Girls Clubs of Central Vancouver Island & Town of Ladysmith



Boys & Girls Clubs
of Central Vancouver Island

MEMORANDUM OF UNDERSTANDING (MOU)

Between the Boys & Girls Clubs of Central Vancouver Island (BGCCVI) & Town of Ladysmith

DATE: October 2, 2018

The Town of Ladysmith and Boys and Girls Clubs of Central Vancouver Island will work together to work on initiatives of mutual interest for the benefit of Ladysmith and area residents. It is important to think and act strategically, creatively, and collaboratively about our shared responsibility for community well-being.

This Memorandum of Understanding signals our commitment to:

- Open communication
- Think and act strategically employing a collaborative approach to decision-making
- Short and long term planning that best meets community needs

This agreement dated for reference the _____ of _____ 20__.

BETWEEN: *Town of Ladysmith*

AND: *The Boys and Girls Clubs of Central Vancouver Island (BGCCVI)*

WHEREAS:

- The Town of Ladysmith and BGCCVI each have distinct governance authorities and responsibilities towards their constituents and stakeholders and acknowledges that the interests of all community members are best served by working together in the spirit of cooperation AND
- The Town of Ladysmith and BGCCVI recognize that a formal commitment to collaborative decision-making and effective communication will result in more successful community development.

NOW THEREFORE Town of Ladysmith and BGCCVI enter into this agreement to formalize their commitment to: sharing information, improving communications, addressing specific concerns and community needs, setting a foundation for future planning and raising awareness and understanding of current and future challenges, duties and responsibilities.

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1. PURPOSE:

The purpose of this MOU is to:

- 1.1 Enter into a more formal relationship between the Town of Ladysmith and BGCCVI to establish and maintain a long-term relationship based upon effective communications and collaboration; and
- 1.2 Establish a Working Committee comprised of senior staff of both parties to further the development of Clause 1.1.
- 1.3 The MOU does not replace or diminish any existing agreements between the Town of Ladysmith and BGCCVI.

2. PRINCIPLES OF COOPERATION

We agree to that the Town of Ladysmith and BGCCVI will:

- 2.1 Meet regularly to promote and encourage open and constructive dialogue based on mutual trust, honesty, respect and understanding.
- 2.2 Continually promote understanding of each other's governing structures, capacities, roles, responsibilities and current projects.
- 2.3 Maintain respect for the views and authority of each other.
- 2.4 Respect that all matters discussed, are confidential in nature.

3. PRINCIPLES OF COMMUNICATION

- 3.1 We recognize that the foundation of a successful relationship between the Town of Ladysmith and the BGCCVI is open and timely communication. Effective communication between each other can help achieve collaborative decision-making and lead to cooperative action on common areas of interest.
- 3.2 We consider ourselves to have an obligation to communicate effectively between each other and with the residents, stakeholders and other partners.
- 3.3 We acknowledge and recognize that communication and information sharing for the key joint interests set out in Clause 4.1 may be subject to Federal and Provincial Freedom of Information and Protection of Privacy legislation.



4. KEY JOINT INTERESTS

4.1 We agree to work together within applicable statutes on all areas of mutual interest, which may, at various times include the following elements:

- Education
- Land use planning
- Cultural planning and implementation
- Development Planning and Processes
- Child Care, Daycare and Preschool
- Joint Facility Planning and Use, where appropriate
- Capacity Building
- Fundraising and Grant Development
- Economic Development
- Sustainable Healthy Communities
- Special Projects

5. WORKING COMMITTEE

5.1 A Working Committee will carry out the intent of this agreement based on direction provided by both Boards and Town of Ladysmith Council

5.2 The Committee will meet annually, or as required and the primary liaison will be the Executive Director and Director of Parks, Recreation and Culture.

5.3 The duties of the Working Committee are:

- To facilitate communications and collaboration on items of mutual interest to each other.
- To provide advice to our respective Boards +/- or owners
- To implement decisions of respective Boards +/- or owners. For the undertaking of special projects and initiatives.
- To identify and recommend financial and other resources required to undertake projects of mutual benefit.
- To develop an annual report to our respective Boards +/- or owners.



6. TERMS OF THE AGREEMENT

6.1 This agreement shall take effect by each Board +/- or owners passing a formal resolution to adopt this MOU.

6.2 This agreement is a living document and may be subject to revision from time to time by mutual consent.

6.3 This agreement will remain in effect continuously unless terminated by either of the parties by providing sixty (60) days' notice in writing, delivered by hand, email, or registered mail.

6.4 This agreement does not prejudice or affect the Town of Ladysmith's rights, powers, duties or obligations in the exercise of its functions pursuant to the Societies Act and other applicable statutes as amended from time to time.

6.5 This agreement does not prejudice or affect BGCCV's rights, powers, duties or obligations under the Societies Act and other applicable statutes as amended from time to time.

7. CONTACT INFORMATION

Town of Ladysmith
Box 220, 810 Sixth Avenue
Ladysmith, BC
V9G 1A2

BGCCVI
#20 Fifth Street
Nanaimo, BC
V9R 1M7



Boys & Girls Clubs
of Central Vancouver Island

IN WITNESS THEREOF the parties have hereunto affixed their signatures as of the day
and year first written above.

Town of Ladysmith - Boys and Girls Clubs of Central Vancouver Island

Town of Ladysmith Representative

Ian Kalina, Executive Director

Witness

Witness

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