

Parks, Recreation & Culture Advisory Committee
Agenda for Meeting to be held on
Wednesday, November 15th, 2023 at 7:00pm
Frank Jameson Community Centre at 810 6th Avenue

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. Call to Order and Acknowledgement

The Town of Ladysmith acknowledges with gratitude that this meeting takes place on the unceded territory of the Stz'uminus First Nation.

2. Agenda Approval

3. Minutes

- a) Minutes of the meeting held September 20th, 2023

4. New Business

- a) Ladysmith Skatepark Society presentation
- b) Rutti Park – Public Engagement Plan timeline and next steps
- c) Public Art Committee appointee
 - 2024 transition to new PAC

5. PRC Updates

- Attach summary report

6. Adjournment

7. Next Meeting – December 20 at 7:00pm

Minutes of the Parks, Recreation & Culture Advisory Committee
Wednesday, September 20, 2022 at 7:00pm
Frank Jameson Community Centre

COMMITTEE MEMBERS PRESENT:

Lynda Baker
Colleen Butcher
Geoff Dean
Gordon Filewych
Jacqueline Huard

Bruce Mason (*arrived 7:45pm*)
Terri Merritt-Worden
Kim Nakahara
Jane Nettleton

STAFF PRESENT:

Chris Barfoot, Lead
Kim Cheang, Minute Taker

REGRETS:

Councillor Duck Paterson
Pamela Walker

**CALL TO ORDER AND
ACKNOWLEDGEMENT**

Outgoing Chair, L. Baker called the meeting to order at 7:00pm and acknowledged with gratitude that the meeting was taking place on the unceded territory of the Stz'uminus First Nation.

AGENDA

2023-19:
That the Parks, Recreation & Culture Advisory Committee approve the agenda for the meeting as presented.
Motion Carried.

MINUTES

2023-20:
That the Parks, Recreation & Culture Advisory Committee approve the minutes of the May 17, 2023 meeting as presented.
Motion Carried

NEW BUSINESS

New Members Welcome

Introductions of new members and returning members.

Elect Chair and Co-Chair

2023-21:
That the Parks, Recreation & Culture Advisory Committee appoint Geoff Dean as Chair.
Motion Carried

2023-22:
That the Parks, Recreation & Culture Advisory Committee appoint Jacqueline Huard as Co-Chair.
Motion Carried

**PRC DEPARTMENT
UPDATE**

PRC Department Update

C. Barfoot provided verbal updates regarding the following projects:

- Brown Drive Park Phase 1: Foot Bridge – presented in November Council meeting
- Next plan is Rutti Park, using the same format approach as the Park Implementation Plan
- Lot 108 Phase 1 – new parking lot, practice pitch, and accessible walkway
- Artist Studio for Oyster Bay Drive – tender closes tomorrow
- Successful Summer Recreation programs
- Horseshoe Club
- Skatepark Association – presentation in October
- Forrest Field (Lot 108) Stakeholder – fundraising for field house
- Museum accessible ramp
- Regional Recreation

NEXT MEETING

7:00pm on Wednesday, October 18, 2023 at FJCC

ADJOURNMENT

2023-23:

That the Parks, Recreation & Culture Advisory Committee adjourn this meeting at 8:00pm.

Motion Carried

LADYSMITH SKATEPARK SOCIETY

October 17, 2023



Milestones



September 2022

Wednesday Night Skatepark gatherings established

Barrier Kult crew visits Ladysmith Skatepark for a skateboarding demonstration



November 2022

RDS donates granite bench skatepark feature



April 2023

Ladysmith Skatepark Society non-profit registered

Ladysmith High School Skate Club established



May 2023

Ladysmith Skatepark Society survey opens



June 2023

Skatepark Collective interviewed by Ladysmith Chronicle/Nanaimo News Bulletin

Jesse Manner, President of Ladysmith Skatepark Society interviewed on CBC's "On the Island"



August 2023

Ladysmith Skatepark Jam event is held

Town fixes coping at skatepark and removes dangerous concrete feature removed

Skatepark Society participates in Arts on the Avenue

LCRA donates 12 Skateboards + safety setups to skaters in the community

Wednesday Night Gatherings

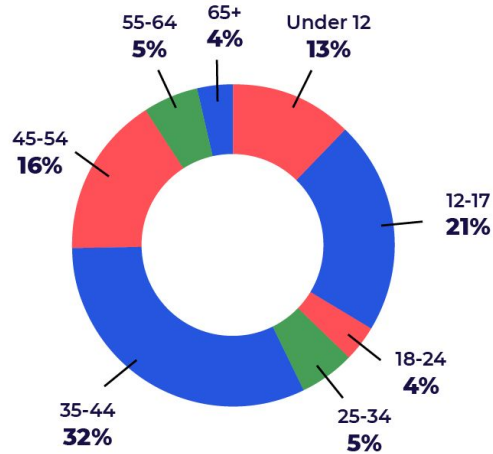
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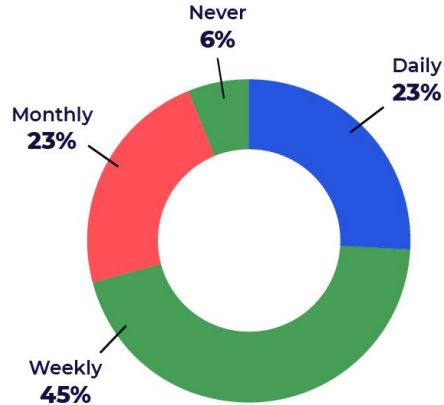
Skatepark Survey Snapshot

Online survey open between May 6, 2023-July 15, 2023 | 112 responses

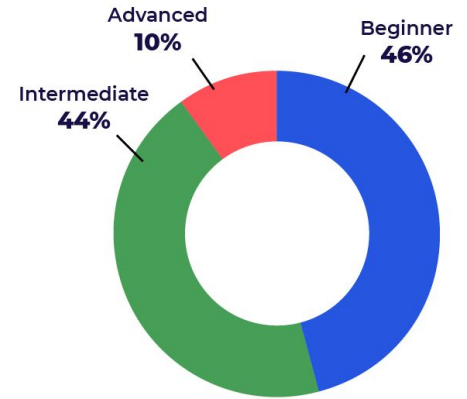
Age of Respondents



How Often Respondents Visit the Skatepark



Level of Expertise of Skatepark Users



Skatepark Survey Snapshot

Top Skatepark Activities

- Skateboarding
- Scootering
- Freestyle BMX
- Roller Skating/In-Line Skating

Things Users Like About the Skatepark

- Location
- Community
- Ramps

Things Users Dislike About the Skatepark

- Difficult for beginners
- Too tight radius', steep short rails, no flow, harsh transitions
- Poor shape, rough concrete
- Outdated design

Top Elements Users Would Like to Add to the Skatepark

- Mini-Ramps
- Bowl
- Roll-ins



In the Media

- Ladysmith Skatepark Collective/Society members interviewed for an article that appeared in the Ladysmith Chemanius Chronicle and Nanaimo News Bulletin
- Jesse Manner interviewed on CBC radio for On the Island.

Ladysmith skateboarders looking to upgrade skatepark

The Ladysmith Skatepark Collective meets at the FJCC skatepark every Wednesday



Bailey Seymour
Jun 24, 2023 5:30 PM
Updated Jul 11, 2023 3:43 PM



Nevaen Alle-Kopas getting air at the Ladysmith skatepark during the Ladysmith Skatepark Collective's weekly meet-ups on Wednesday, June 21. (Bailey Seymour/News Bulletin)

Next to Ladysmith's Frank Jameson Community Centre, a close-knit community of skateboarders continues to thrive in the small town, however, they are looking for additional help from the residents of the region to rebuild, or renovate their current skatepark.

 CBC LISTEN

On The Island with Gregor Craigie



Arts on the Avenue

- Booth included a slideshow showcasing skateboard art and skatepark murals, and display of decks with art from 411.
- Participants were able to design and colour their own decks on supplied paper templates.



Ladysmith Skatepark Jam

- 40 competitors
- 80-100 Attendees



Community Support

- List of businesses
- List of orgs/connections



Positive Community Impact

I feel safe and happy whenever I'm at the Ladysmith skatepark. There is always great people to make friends with.

**SURVEY
RESPONDENT**

The users are friendly and it gives my son a healthy and exciting experience.

**SURVEY
RESPONDENT**

We have so few gathering spaces for youth. It's a space for activity and community. For peer-to-peer connection surrounding and outdoor activity.

**SURVEY
RESPONDENT**

My son has a learning disability and while at the jam last weekend he tried something new (outside his comfort level) which I'm so proud of him for. But wanted to let you know how important it is to him and me that you created this opportunity.

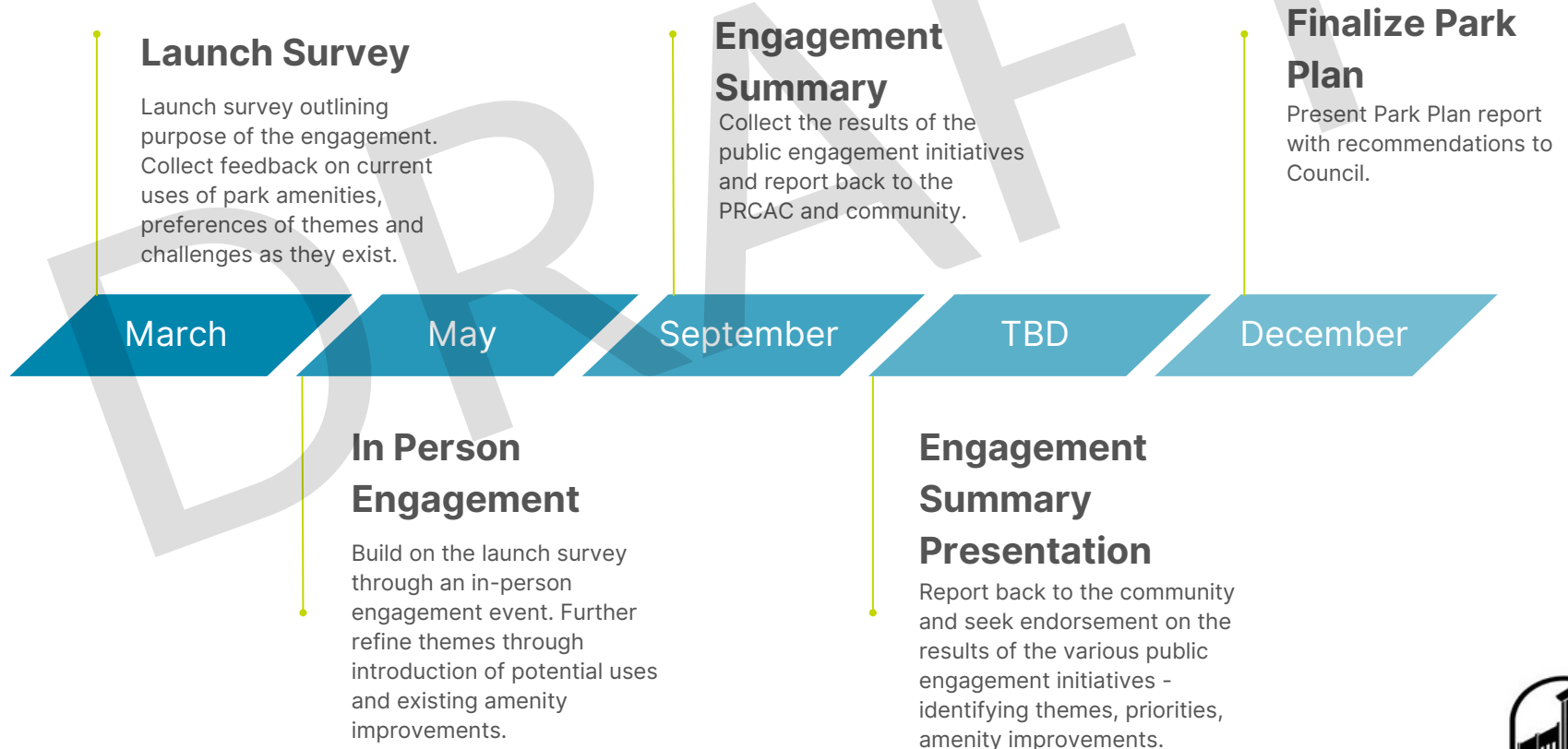
**FEEDBACK FROM LADYSMITH
SKATEPARK JAM**



Rutti Park Plan

Public Engagement

Collaborate with the community on identifying future improvements and new amenities at this neighbourhood park.



PUBLIC ART COMMITTEE**Purpose**

The Public Art Committee is a select Committee of Council pursuant to section 142 of the *Community Charter*.

The purpose of the Public Art Committee is to assist the Town with the following:

- Providing advice and recommendations to Council on specific Public Art projects, including selection processes, acceptance of grants, gifts, donations, bequests and deaccession as referred by Council.

Functions

The Public Art Committee has two functions:

- (a) To advise the Town on public art issues and trends relevant to public art initiative in Town.
- (b) To advise on specific issues, such acquisition as donations, deaccession, and commissions of work.

Authority

The Committee will review matters as outlined within the purpose of the Public Art Committee and make recommendations to Council.

Membership and Terms

The Committee may be comprised of the following to a maximum of 9 members:

- Parks, Recreation and Culture Advisory Committee appointee (1)
- Arts Council of Ladysmith & District appointees (2)
- Town Council representative (and alternate) (1)
- Parks, Recreation & Culture Staff representative (non-voting) (1)
- A member of Stz'uminus First Nation (1) when available to participate or project specific
- A Community representative (1)
- A Community youth representative (1)
- Additional organizational representative (1) - where required, such as Developer

Members are appointed for 2 year terms, except, in the first year after the Committee's establishment the Community Youth Representative is appointed for a one-year term to enable staggered annual advertising for appointments. The Council appointment is made annually by the Mayor.

Citizen representatives, and those appointed by external organizations, may serve up to a maximum of three consecutive terms to a maximum of 6 years unless authorized by Council to serve additional consecutive terms.

Members of the Committee will represent the diversity of the community.

The citizen members of the Committee will represent a broad range of skills and/or experience related to the Committee's mandate; including but not limited to art, culture, planning, community development, finance.

Staff Support

The Committee will be supported by one Parks, Recreation & Culture Department staff liaison (This is a non-voting role.)

Reporting

Committee minutes will be circulated to Council when the Committee meets.

Meeting Management

(a) Chairperson

- The Chairperson will be selected annually by the members.
- The first Chairperson will be selected at the first meeting of the Committee, and annually thereafter at the first meeting following July 1st.
- If the Chairperson is unable to attend a meeting, the members present will select an acting Chairperson for that meeting.
- A staff member may not serve as Chairperson of the Committee.

(b) Meeting Times and Location

- The Committee will meet as called upon for special projects or if there are referrals to consider.
- Meetings will take place at the FJCC.
- The Procedure Bylaw of the Town applies to meetings of this Committee.

(c) Agendas and Minutes

- Staff in the Parks, Recreation and Culture Department, in consultation with the Chairperson, will prepare the meeting agenda and distribute it to the members of the Committee one week prior to the meeting date.
- Recording of the meeting will be assigned to the staff person in attendance. Draft minutes will be reviewed by the Chairperson for accuracy only.
- Draft minutes will be distributed with the agenda package for the next meeting.

(d) Quorum

- Quorum for each meeting shall consist of 1 staff representative and 4 additional members of the Committee.

Code of Conduct

- The members are expected to be respectful and work cooperatively to achieve the common goals of the Public Art Committee.
- The Committee is drawn from a spectrum of art and culture interests. The expectation is that each member will conduct him/herself in the best interest of the community and the Committee.
- Conflict of interest – A Committee member who is sitting on a selection panel for specific art projects must ensure there is no potential conflict of interest (i.e: there is no personal gain or personal relationship with artists selected for commissions or shortlisted for artist calls).
- Members that serve on the Committee that are artists are not allowed to enter any Town public art competitions during their tenure on the Committee.

Alignment with Council Strategic Priorities

- ☒ Infrastructure
- ☒ Community
- ☐ Waterfront
- ☒ Economy
- ☐ Not Applicable

Terms of Reference adopted by Council: 2020.07.21 and amended 2023.03.14

PRC DEPARTMENT UPDATES

RECREATION

Health, Wellness, Fitness & Sport

Combined Fitness Centre participant usage for September and October was 4,600, with an additional 1,000 users participating in drop-in fitness and sports classes and sessions. Drop-in pickleball, badminton, soccer, and basketball continue to be very popular among youth, adults, and the older adult populations.

A new set of registered fitness and wellness programs started at the beginning of September with 31 programs being offered for a total of 210 instructional hours.

Staff are expecting additional increases to participation numbers as we move later into the season.

Aquatics

Drop-in aquatic participant numbers remain steady with close to 2,400 users in September and 3,200 in October.

Aquatic fitness programs and classes continue to be popular, with high levels of participation in each class. Two sets of public swimming lessons were offered in September and October. This equates to a total of 70 separate classes, for a combined total of 380 instructional hours. The demand for private swimming lessons continues to be high. School lessons are also offered with multiple local schools attending swim lessons throughout the week. The department continues recruiting new swim instructors and lifeguards to ensure the community's demands are being met.

Recreation – Preschool/Children/Youth/General Recreation

Preschool, Children, and Youth programs continue to gain traction. New program highlights include a Streets Smart Cycling Traffic Safety course, and an Introduction to Coding and Using your iPhones and iPads.

The Adventure Zone Daycamp program is always hit and was offered during SD68 Pro-D Days. Activities included swimming, sports/physical activities, arts, and walking to local parks and playgrounds.

The Pre-Teen Program offered on Wednesdays after school continues to be popular, in addition to Junior Pickleball on Tuesdays and Friday Night Hoops.

SPECIAL EVENTS & PROJECTS

Halloween Monster Bash

The Halloween Monster Bash was held on Saturday, Oct 28 at FJCC and was a huge success. To be able to accommodate more children and families, two events were offered this year. Both events sold out with 330 people in attendance. The 'Family Friendly' session from 2-4 p.m. featured games and activities designed for younger children. From 6-8 p.m., the 'Come if you Dare' session offered a few more scary and frightful features. The Halloween Monster Bash is one of the department's largest special events, with many ghouls and goblins onsite at FJCC at one time.

PLAY Mentor Program

Staff are currently working on the PLAY Mentor Program. Funded by a \$2,000 grant from OurCowichan, the PLAY Mentor Program is intended to further support front-line leaders, Early Childhood Educators, and Providers by providing an opportunity for hands-on training, activities, and games – essentially providing an opportunity for leaders to connect, share and PLAY together while being able to add resources and PLAY tools to the ‘bucket’.

GoByBike

To celebrate Fall GoByBike Week the department offered three safety and training workshops. There was no cost to attend and a grant of \$500 from GoByBikeBC was used to offset the costs. The following workshops were offered:

- E-Bike Safety and Bike Maintenance Workshop with Citrus Cycles
- Street Smarts Cycling Program for Adults with Thrills & Skills Cycling Co.
- Bike Care Workshop with Bike Repairs on Roberts

FACILITY MAINTENANCE

Much of the focus for the 2023 annual FJCC shutdown was in the pool area. The Oasis pool and hot tub had major resurfacing completed that included filling in old lighting cavities and adding decorative elements on the pool basin to enhance the newly painted pool. Work in the mechanical area of the pool was also completed. This work included resurfacing of one of the holding tanks. The main pool was drained, and a thorough cleaning of all surfaces was completed. Minor repairs were completed in the main pool including GPR (ground penetrating radar) on the main pool basin as part of the pool condition assessment. The purpose of the ground radar was to assess the condition of the ground substrate beneath the pool’s floor. This type of test would identify if there is any erosion or voids in the ground beneath the basin. The results of this testing did not show anything of concern or need for repairs in the subbase. The pool decks were also scanned to assist in locating the piping network in and around the pools and hot tub. We will use this information to create a new floor plan mapping all the piping locations to develop a more comprehensive preventive maintenance plan for the pool. Previously we had no documentation where any of the piping infrastructure was located. Other facility work included general cleaning of the interior and exterior of the facility and some painting and minor facility repairs. The annual shutdown is important as it creates an opportunity to complete the work without the need to manage the additional logistics and complications of programs and the public in the facility.