

BOWEN ISLAND MUNICIPALITY

Minutes of the Civic Facilities Task Force Meeting held on Thursday February 9, 2005 at 7:15 p.m. in the Council Chambers located at the Bowen Island Municipal Hall 981 Artisan Lane, Bowen Island B.C.

COMMISSION IN ATTENDANCE	Ted Chiasson – Chair Julie Andres Murray Atherton Paul Hoosen Ian Kennard
COUNCIL IN ATTENDANCE	Peter Frinton – Alternate Council Liaison
REGRETS	Blaine Rittenger
CALL TO ORDER	The Chair called the meeting to order at 7:33 p.m.
STAFF IN ATTENDANCE	Collene Huskisson – Parks and Recreation Supervisor
OTHERS IN ATTENDANCE	Dean Maidment William Webster – Professional Environmental Recreation Consultants (PERC) Councillor Terry Cotter Gayle Ferguson – Minute Taker
APPROVAL OF MINUTES	<u>It was Moved and Seconded</u> That the minutes of the meeting held on January 27, 2005 be adopted as amended: Page 2, Option Two change “ <i>Less than everything...</i> ” to “ <i>Everything...</i> ” CARRIED
APPROVAL OF AGENDA	<u>It was Moved and Seconded</u> That the agenda for the meeting of February 9, 2005 be approved as circulated. CARRIED
Presentation by William Webster, Professional Environmental Recreation Consultants Ltd.	William Webster from Professional Environmental Recreation Consultants Ltd (PERC), provided an introduction to the work done by PERC. He noted he had been requested by Ms Huskisson on behalf of the Task Force to look at two issues: <ul style="list-style-type: none"> ▪ Funding alternatives to reduce capital costs; and ▪ A review of the options for buildings; ▪ A third possibility could be to assist with the referendum

process.

In response to a query regarding factors that affect the success of a referendum, Mr. Webster believed the following issues should be considered:

- Campaign needs to communicate accurate, current costs;
- Allow sufficient time for the approval process as regulated by the Provincial government;
- Details to include in a referendum campaign – site plan, visual indication of what the facility would look like, building models, current construction costs, yearly tax impact on a house of a certain value, accurate operating costs.

Bill Webster provided a visual presentation which included the following points:

General

- E Lees and Associates Study
- Building Options - PERC are to take a look at uses, size and various options;
- Land – PERC will comment on one building versus multiple buildings;
- Council Authorization/Approval – to report in June with recommendations.

Report Requirements

- Related Background Information/Demographics to include previous studies, population current and future;
- Clarity between demand and need
- Trends - PERC keeps abreast of trends in Recreation pursuits

Existing Resources

- Current programs and facilities
- Current shortcomings
- Community perceptions re: programs and facilities - smaller populations should focus on present priorities and ensure multi-use spaces

Client Meetings/Workshops - to ensure there are no gaps in information channels.

Public Process

- Surveys
- Meetings with Focus Groups
- Meetings with stakeholders

- Public Open House
- Architectural Sketches

Mr. Webster advised that community input should be gathered through an open house before recommendations were made to Council. The Open House should provide options and costs with impact on taxation and a one-page questionnaire related to preferred options and the most important facilities. Information gathered would allow the Task Force to assess whether they were on track.

Review of the Options

- Space - Use of space, size of various spaces
- Operating costs,
- Architectural considerations,
- Capital costs should be updated. In getting costs updated there are construction costs and soft costs which could add 20% to the costs;
- Fundraising – advised the Task Force not to include these funds in the capital budget.

Report

- Prepare and present draft report
- Review and revise
- Prepare and present final report

Referendum Details

- Preliminary work
- Council Activities
- Advice from Other Communities
- Committee Activities - key item is to have questions and answers. It is advisable to make notes of questions the public ask and publish such questions with the answers in a brochure or local newspaper.

In response to a query on how to distinguish community needs from community desires, Mr. Webster suggested the following considerations:

- An area for indoor walking,
- Fitness areas are very popular today as the emphasis is on health and wellness. Most fitness areas are built too small;
- Some community centres have sought leases with physiotherapists for the use of a fitness area;
- Food service;
- Multi purpose space would involve cupboard space to

allow the room to change from meeting space to activity space;

- Green building design to give payback overtime;
- Many of the newer community centres have included a spacious lobby area for waiting and socializing;
- Other considerations -Childcare space, seniors use, possibly some office space for community organizations;

Regarding Arts and Recreational activities in the same building, Mr. Webster noted that there were not many and where they exist better things could have been done such as sound barriers. PERC could identify those. He noted that in recent years the trend was to have Arts and Recreation activities as together as possible especially in terms of construction costs. PERC would encourage building under one roof.

In preparation of a presentation package to stakeholders in March and early April, the Task Force agreed that some tasks would be allocated to PERC and others would be taken on by Task Force Members.

Items for PERC to report to the Task Force on would be:

1. Recreation Trends Analysis
2. Space requirements - review use of space developed by Task Force, size of various spaces
3. Architectural Considerations
4. Capital Costs
5. Operating Costs
6. Fundraising
7. Questionnaire for Open House/Presentations
8. Review of amenities in comparable communities

Task Force Members would gather information on the following:

1. Use of Space – Recreation - Ian and Collene;
Arts/Culture - Paul and Julie;
2. Impact on Local Taxpayer - Dean and Joanne Cunday;
3. Previous Studies – Completed
4. Population stats/trends – Ian
5. Demand/Need assessment –the proposed building really does contain what's needed, not wanted;
6. Current Programs and Facilities – Recreation - Ian and Collene; Arts/Culture - Paul and Julie.

ADJOURNMENT

The meeting adjourned at 9:15 p.m.