

VILLAGE OF TELKWA  
PARKS AND RECREATION SELECT COMMITTEE  
MEETING July 16, 2009  
COUNCIL CHAMBERS  
7:00 PM

**ATTENDANCE:**

Ruth Banks  
Michelle Larstone  
Tom Dall  
Jim Hiltz  
Erik Jacobsen  
John McDivitt

**ABSENT**

Karin MacKay  
Jane Matthews

Councillor Hiltz opened the meeting at 7:05 pm

Adoption of Agenda

**PATC Res. 09-06-004** Jacobsen/McDivitt  
Motion to adopt the agenda with the following additions: New Trail and three additions to Erik's report

Previous Minutes

**PATC Res. 09-06-005** Jacobsen/Banks  
Approval of the previous minutes of June 24, 2009

**CARRIED**

**CARRIED**

Council Referrals

1. Volunteers – There needs to be a policy and forms which will allow volunteers to assist with projects in the community. The policy would create consistency with the projects to be undertaken and assist the staff and Council in creating clear guidelines for the work to be performed. The ability for volunteers to do some of the work would also assist Council to know who would be on the volunteer liability list. The policy would also avoid duplication of the work.

**ACTION:** The committee will create a policy and a contract for work to be done for consideration at the next meeting.

2. Previous Minutes Recommendations – The previous recommendations were all accepted by Council except the removal of the tires from Woodland Park. Council

has suggested the painting of the tires and to drill some holes in the tires to allow the water to drain. The Committee agreed this would be a good idea and recommended that the duties be performed by staff.

There was a discussion regarding the garbage cans. The committee had recommended that garbage bags be put in the garbage cans. It was suggested that this might not be a good idea, however it was decided that the staff be allowed to try and use larger garbage bags and see how it works.

**ACTION:** The Committee agreed to send this back as a recommendation to have the staff drill the holes in the tires and have them painted.

### Outstanding items from Previous Minutes

1. Terms of Reference – The terms of reference was amended to change the term of the first year committee to expire on October 1, 2010 and to change the date of renewal of the committee to October 1, 2009.
2. Funding for Trees- The certificates have been located and there is currently \$285.00 for the purchase of trees for the parks. All For Less has kindly offered to allow the Village to purchase trees as cost. The Committee agreed to have a committee to look at what trees are available and to bring back a report to the next meeting.

**PATC Res. 09-06-006**

Banks/Jacobsen

Motion to adopt the Terms of Reference as amended and to have the Terms of Reference sent to Council for ratification.

**CARRIED**

**ACTION:** To have Jim and Erik look into the purchase of some trees for the parks and possible for the Lift Station area at Eddy Park and bring a report back to the Committee.

### Parks

1. Eddy Park – Look at the possibility of putting some trees in the area around the lift station. Everything looks really good and lots of compliments from the public.
2. Library Park – none
3. Riverside Park – none
4. Hankin Park – none
5. Woodland Park – All of the current recommendation were looked after and there have been some positive comments on the work done. Still have more to do but really good start. The playground needs to have some more work and Michelle has gone over with the maintenance department the areas of concern.

The overall comments about the parks have been very positive and one of the comments was that the green flower baskets really do stand out over the white ones. There is a need to fertilize the parks in the fall and this should be done.

**ACTION:** The parks should have fall fertilizing done and could be volunteers depending on the availability and the policy completion.

#### Trails

1. West of Bulkley River Trails – none
2. East of Bulkley River Trails – Jim thanked the staff for removing the big tree on the path and completing the grass cutting along the trail.
3. Aldermere/Tower Street Trails – The trails are in dire need of signage. Jim has agreed to make some arrow signs and put them up.

**ACTION:** Jim will make two signs and put them on the Aldermere/Tower Trail system

#### Other Business

1. Eric Jacobsen Report
  - a. Plan for flowering trees to be planted in the parks next year – The committee has set up a group to look into this and will report back to the Committee.
  - b. Recommend to count the flowers and hanging baskets to better prepare for next year – It was agreed that one of the meetings next year will be for this specific purpose so the planting event will run smoothly.
  - c. Recommend a budget and what will be required to further upgrade the parks for next year – It was agreed that this would be part of the committee duties to look at specific projects and create a budget to be forwarded to Council for consideration.
  - d. The grass needs fertilizing and weed control – Committee has agreed and this will be looked into.
  - e. The trees in the parks need pruning – It was agreed that this could be done by volunteers and/or by staff providing the proper training is provided.
  - f. Training of the staff is required each year for the maintenance of the park – It was agreed that this will be brought to the attention of Council during the budget process.
  - g. Erik commented that the community is looking the best that it has in many years and wishes the compliments to be passed onto Council and staff.
2. Jim Hiltz Report
  - a. Garbage Cans vs Bearsmart Cans – Jim provided an alternative concept for garbage cans for the BBQ Grounds. It was agreed to allow Jim to work on this through Council. All agreed that the parks would still work towards the installation of Bearsmart cans. One possibility would be to contact Kemess and see if they have some they would be willing to donate to the Village.

- b. New Trail System – Michelle and Jim have been working on the possibility of a new trail beside the BBQ Grounds and Coalmine Road which would go from Cottonwood Road to Birch Road and then onto the bridge. Jim has contacted the Ministry of Transportation and they have agreed in principle about the concept. It was agreed that the committee continue to work on the proposal and to develop a presentation to be taken to Council for consideration.

**ACTION:** The Committee agreed that a letter should be written to Kemess to see if they would be willing to donate bearsmart garbage cans to the Village.

**ACTION:** The Committee agreed that the new trail group proceed with develop some mapping to show the actual route and identify some of the concerns along the route which will then be brought back to the Committee and then presented to Council for consideration.

### **COMMITTEE RECOMMENDATIONS TO COUNCIL**

1. That the tires in Woodland Park be dealt with by staff and have them painted and have the holes drilled to allow the water to drain.
2. That the Term of Reference be adopted by Council
3. That a letter is written by the Mayor and Council to Kemess requesting a donation of bearsmart garbage cans.
4. That Council continues with the investigation of installing bearsmart garbage cans in the parks and to look at other alternative for the BBQ Grounds.

**PATC Res. 09-06-007**

Larstone/McDivitt

Motion of the Committee is to accept the above four (4) recommendations to be sent to Council for consideration.

**CARRIED**

The next meeting of the committee will be held on Thursday August 20, 2009 at 7:00 pm in the Village of Telkwa Council Chambers.

**PATC Res. 09-06-008**

McDivitt/Banks

Motions to Adjourn the meeting at 8:25 pm

**CARRIED**

The Committee Meeting report was prepared by Tom Dall CAO Village of Telkwa on July 17, 2009.