

HALIFAX REGIONAL MUNICIPALITY

POINT PLEASANT PARK ADVISORY COMMITTEE

MINUTES

July 9, 2009

PRESENT:

Ms. Lisa Olie
Mr. Don Awalt
Ms. Gerrie Masters
Mr. Duncan Morum
Mr. Phillip Read
Mr. Harald Norve
Mr. Bernard Badley

REGRETS:

Councillor Sue Uteck
Mr. Douglas Keefe
Ms. Kate Greene
Ms. Janet Kitz

STAFF:

Mr. Stewart MacMillan, Landscape Architect, Infrastructure & Asset Management
Mr. Brian Phelan, Superintendent, Municipal Operations
Mr. Peter Bigelow, Real Property Planning
Mr. Mark Calvi, Legislative Assistant

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1. **CALL TO ORDER**

The meeting was called to order at 4:32 p.m. at the Point Pleasant Park Office and Maintenance Building.

2. **APPROVAL OF MINUTES** - June 18, 2009

MOVED BY Duncan Morum, seconded by Don Awalt, that the minutes June 18, 2009, be approved, as amended. MOTION PUT AND PASSED.

3. **APPROVAL OF ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS:**

Approved.

2. **BUSINESS ARISING OUT OF THE MINUTES**

4.1 **Staff Updates**

Mr. Morum inquired about the repairs to the bodies of the park kiosks and whether they have been fixed. Mr. Bigelow stated that he had recently met with the contractor and outlined remaining deficiencies to be completed as soon as possible.

Changes were required on regulatory signs regarding biking.

Mr. Rice made mention that Point Pleasant Park had recently been awarded the designation of Metro's Coolest Park in a local contest.

Staff also provided an update on signage and related by-law enforcement issues, regarding dog leashes.

Mr. Badley asked that maps be kept on as a future agenda item so that Committee members may receive copies. Staff stated these would be provided in due course.

3. **CONSIDERATION OF DEFERRED BUSINESS**

5.1 **Teleconferencing Update**

The Committee requested an update on teleconferencing: specifically who in HRM to contact, and if any progress on this issue has been made. Committee members stated that teleconferencing is needed as an option for people who travel for business or members of the public who may wish to address the Committee but are unable to attend meetings in person.

It was noted that Committee structure is to be reviewed in up coming months by Council, and that teleconferencing is one of the relevant issues to be discussed. A request was made by Ms. Masters to follow up with this item with the Municipal Clerk's Office.

5.2 PPP Comprehensive Plan and Executive Summary for Committee Members

This information was handed out for discussion and review.

5.3 Terms of Reference - Final Approval by the Committee

The Terms of Reference have been revised and were put before the Committee for approval. Approval was given by the following motion, pending correction of typos and any grammatical errors:

MOVED BY Gerrie Masters, seconded by Duncan Morum, that the Revised Terms of Reference be approved, as amended. MOTION PUT AND PASSED.

5.4 Shilling Ceremony Update

There has been no further update or planning confirmed for this item. Due to time constraints, it was noted that it may be possible to organize this event for August, otherwise it may not happen in 2009.

5.5 PPP Foundation Documentation

Documentation was circulated to the Chair and members of the Committee and posted to the HRM website. Mr. Bigelow informed the Committee that the documentation, which consists mainly of goals and proposed structure, had gone before Council and was approved, enabling the Foundation to go forward and be developed. Council must be made fully aware of the operational practice of any such private foundation that contributes to, fund raises for, and participates in decisions regarding a municipally owned asset.

Committee members asked Mr. Bigelow if there are currently working examples or working models of foundations that could provide guidance for the PPP Foundation. In response, Mr. Bigelow stated that the Public Gardens Foundation is the closest working model, and that the PPP Terms of Reference are derived from this foundation.

In general, the function of a foundation is to establish a working committee to manage funds, expenditures, and give instructions to Staff in terms of direction. A foundation may also play a vital role in leveraging funding from other levels of government and prominent, local businesses. Foundations usually have 7 to 10 members.

Ms. Masters commented that in order to develop such a foundation for Point Pleasant Park, information needs to be made more public for the park. Mr. Bigelow noted that donors most often will only donate to specific projects, rather than a general fund. It was agreed that there must be a broader capital campaign, and that someone that can identify key pockets of funding would be needed.

Mr. Bigelow made mention of fundraising studies that have been conducted with Shubie Park - and that results from these studies must be reported back to municipality as a whole - stating that spending money in order to study how to better raise funds should be a consideration. Ideas regarding fundraising, parking lot concerts, and various types of events were discussed, with Mr. Read suggesting that a project list for such items may be the best approach.

Committee members agreed that the relationship between a PPP Foundation and the PPPAC should be defined in the Master plan and guiding principles should address this. The PPPAC should have the final say in any decisions made.

4. CORRESPONDENCE, PRESENTATIONS AND PETITIONS

6.1 Emergency Signage

Discussion ensued concerning signage and emergency procedures for members of the public requiring aid when in the park. The main focus of this discussion centered around animal control, specifically dog leash areas, how much of the park is off leash, and how signage can better reflect these areas.

Consequences and penalties for violating these rules were discussed. Mr. Phelan stated that there is the option for a private property protection order, and that animal control and by law enforcement are under police authority so it would be appropriate for police to be notified of emergencies relating to dog attacks and animal violations.

Ms. Masters inquired regarding how to police the return of offending animals and whether there is any liability from HRM should such an incident occur in the park. Mr. Bigelow in response noted that all responsibility falls on the owner and that the Occupiers Liability Act defines such issues under civil law, and therefore cannot be a case for liability against HRM.

The Committee addressed how the general public can report issues concerning the park and whether current signage best reflects the mandate of the PPPAC, which deals more with the long term vision of the park rather than the day to day regulation. Mr. Badley, in reference to the park info cards, stated that although promoting public awareness of the PPPAC is important, it should be made clear to the public that the PPPAC should not be the primary contact for people to report their day to day problems.

Mr. MacMillan presented the on and off leash signs to the Committee.

6.2 Allan Robertson Letter

Ms. Masters noted that former PPPAC Chair Allan Robertson received the Committee's letter to thanking him for his service as chair and wrote a thank you letter in response.

5. REPORTS - NONE

6. ADDED ITEMS

8.1 PPPAC Priorities for the Coming Year

The main priority for discussion was to further the development of a volunteer program.

It was briefly mentioned whether the Friends of Point Pleasant Park could provide volunteer help or assist in the recruitment process. Mr. Bigelow noted that although supplies and equipment are ready, the request for an HRM funded volunteer coordinator made by the Friends group has not been pursued.

Committee members agreed that a planning process must be created (and potentially a sub committee) to recruit volunteers through advertising, web page notices and try outs for those interested. It was noted that there is a need for a contact person of such a volunteer group, someone to provide information and regular contact for the public.

Mr. Bigelow stated that once someone has been assigned to take information calls and act as a volunteer coordinator, administration of the volunteer program can be handled through the PPPAC and HRM staff. An operations group could provide instructions on

procedure and have tasks assigned and initiated. Follow up could be conducted by the coordinator.

Park organizations and administrative bodies such as Stanley Park, Central Park and the US National Park Service offer useful examples volunteer programs such as permanent volunteer initiatives, signage to provide regular updates for volunteers, and training, t-shirts, tools and equipment being readily accessible. Mr. Bigelow commented that the current VIP program (Volunteers in the Park) for Point Pleasant Park is modeled after some of these other groups. Volunteer packages have been developed through government funding and can be provided to PPPAC members.

Discussion continued in regard to the creation of a sub committee and the possibility of gaining support from Community Development, Friends of Point Pleasant Park and HRM. It was agreed that a staff person would be required to be present to meet and guide volunteers. Expansion into other areas could eventually occur; for example, volunteers could participate in archeological digs or and provide guided tours of the park.

9. NEXT REGULAR MEETING DATE

The next regular meeting of the Point Pleasant Park Advisory Committee is scheduled for September 10, 2009, at 4:30 p.m. at the Point Pleasant Park Office and Maintenance Building.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 5:45 p.m.

Mark Calvi
Legislative Assistant