

## **Kings Mill Walk Park Master Plan Task Force**

### TERMS OF REFERENCE

#### PURPOSE

The Kings Mill Walk Park Master Plan Task Force is established to work with City Staff, consultants, and other stakeholders on the development of a new master plan for Kings Mill Walk Park. The goal is to create a new vision for Kings Mill Walk Park that establishes the area as an important public space that help support the parks and outdoor recreational needs of the Harbourside community, while enhancing habitat values in the surrounding natural areas. The Task Force will participate in the identification and prioritization of new programming opportunities and associated park and greenway infrastructure, and assist in the development of conceptual plans for Council's consideration.

#### OBJECTIVES

- Develop a new Master Plan for Kings Mill Walk Park, including the following key components: Site assessment; programming; conceptual design options; refined conceptual design including connections, play spaces, active recreation spaces, Spirit Trail, habitat management strategy, stormwater management, potential public art, and materials; and phasing.
- Provide a forum for sharing information between various community stakeholders and encourage positive community engagement in the planning and design of a new Kings Mill Walk Park.
- Report to City Council where considered necessary or appropriate in response to issues that may arise during the park planning process.

#### TIME FRAME OF TASK FORCE

The Kings Mill Walk Park Master Plan Task Force is established by Council and will remain active through to the conclusion of the Master Plan process, anticipated to be no later than December 31, 2021.

#### MEMBERSHIP COMPOSITION

The Task Force comprises representatives from the community, consultant's supporting the park master plan process, City and North Vancouver Recreation and Culture Commission staff, as well as City Council members.

- Seven (7) community representatives appointed by Council, ideally with the following experience:
  - o One (1) representative with park planning or landscape architecture experience (BCLSA or PIBC preferred);
  - o One (1) representative with habitat restoration experience (RPBio preferred);
  - o One (1) representative for the City's senior population;

- o One (1) representative for young children (under 12) with parent;
- o One (1) representative for youth (12-18);
- o Two (2) representatives from the community at large.
- Staff representative(s) from the City of North Vancouver and North Vancouver Recreation and Culture Commission, as appointed by the CAO.
- Representative(s) from the consultants' team contributing to the Kings Mill Walk Park Master Plan
- All members of City Council shall be ex-officio members of the Task Force.

A City staff clerk will provide support to the Task Force, including preparing and distributing agendas, attending the meetings, and preparing minutes of the meetings.

#### TERM OF MEMBERSHIP

The community representatives will serve on the Task Force from their appointment by Council through to one year from the first meeting.

However, should any member no longer wish to serve on the Task Force, they may be replaced by City Council as applicable.

Any member who fails to attend three consecutive regular meetings of the Task Force shall cease to be a member and their appointment shall be automatically terminated.

#### MEETINGS

Meetings will be held every three weeks, or as required at the call of the Chair. The agenda will be distributed the week prior to the meeting.

#### MEETING MINUTES

A record of the meetings will be prepared by the Clerk to the Task Force. The record will include key discussions and an action log. City Council will be provided with a copy of the minutes.

#### BUDGET

The Task Force will be funded as part of the Kings Mill Walk Park Master Plan project.