

AGENDA

PARKS AND RECREATION COMMISSION
TO BE HELD IN THE
BOWEN PARK COMPLEX CONFERENCE ROOM
500 BOWEN ROAD
WEDNESDAY, 2015-MAY-27, COMMENCING AT 6:00 P.M.

1. **CALL THE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the Agenda.)

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Inaugural Parks and Recreation Commission Meeting held Wednesday, 2015-APR-22, at 7:04 p.m. in the Bowen Park Conference Room. Pgs.
5-9

(Motion required to adopt the minutes as circulated.)

5. **APPOINTMENTS AND RECOMMENDATIONS:** *(tabled from 2015-APR-22)*

(a) **PARKS AND RECREATION COMMISSION SUB-COMMITTEES:** Pg.
10

i. **Parks Committee** (5 members & a Chair/Alternate Chair):

1. Discussion and selection of five members to serve on the Parks Committee for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

2. Discussion and selection of a Chair and an Alternate Chair of the Parks Committee for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

ii. **Recreation Committee** (5 members & Chair/Alternate Chair):

1. Discussion and selection of five members to serve on the Recreation Committee for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

2. Discussion and selection of a Chair and an Alternate Chair of the Recreation Committee for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

(b) **GRANTS ADVISORY COMMITTEE:**

Pgs.
11-12

Discussion and recommendation to Council of one (1) member of the Recreation Committee to serve on the Grants Advisory Committee for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

(c) **HAREWOOD DRY FLOOR DEVELOPMENT WORKING GROUP**

Pg.
13

Discussion and selection of three (3) members of the Parks and Recreation Commission to serve on the Harewood Dry Floor Development Working Group, to replace former member Ted Greves, and, to replace or reappoint former members Graham Savage and Ian Thorpe for the period of their current term of appointment to the Parks and Recreation Commission.

(Motion required.)

6. **CHAIR'S REPORT:**

7. **REPORTS OF ADVISORY BODIES: (None.)**

8. **STAFF REPORTS:**

(a) **Disability Program – Elizabeth Williams.**

Pgs.
14-16

Purpose: To seek Commission direction with regard to the staff recommendations.

Staff Recommendations:

That the Parks and Recreation Commission:

1. modify the existing LEAP subsidy program criteria to include all adults with developmental disabilities (as per the Community Living BC criteria); and,
2. do not move forward with development of a disability subsidy program for adults with permanent disabilities until the Core Review process is completed.

(Motion required to adopt recommendation.)

- (b) **Volunteers in Parks (VIP) Program Request – Noye Park – Kirsty MacDonald.** Pgs. 17-18

Purpose: To provide background information on this VIP Program request for Commission consideration and approval.

Delegations: (10 minutes)

1. Tracey Hoff, VIP Program Request (\$30,000). Pgs. 19-26

Staff Recommendation: That the Parks and Recreation Commission allocate \$30,000 from the 2015 VIP Program for Noye Neighbourhood Park improvements.

(Motion required to adopt recommendation.)

- (c) **Travel Assistance Grant – Wellington Secondary School Band – Mary Smith.** Pgs. 27-31

Purpose: To obtain Commission recommendation that Council approve this Travel Assistance Grant.

Staff Recommendations: That the Parks and Recreation Commission recommend that Council approve the application for a Travel Assistance Grant to the Wellington Secondary School Band in the amount of \$800.00 for eight performers to attend the Music Fest Canada Nationals, being held in Toronto, Ontario.

(Motion required to adopt recommendation.)

9. **PRESENTATIONS:**

- (a) Arena Operations - Darcie Osborne and Gary Paterson.

(Motion required to receive the presentation.)

10. **CORRESPONDENCE:**

- (a) Minutes of the Nanaimo Harbour City Seniors Board of Directors meeting, held 2015-APR-10. Pgs. 32-33

(Motion required to receive the correspondence.)

11. **NOTICE OF MOTION:**

12. **OTHER BUSINESS:**

(Motion required to review other business.)

13. **DELEGATIONS (not related to a Report to Commission): (10 MINUTES)**

- (a) Anita Sundberg, 2015 Nanaimo Badminton Tournament Committee, requesting that the Parks and Recreation Commission enter into an agreement with the Committee to have solar reflective film added to the windows in the gymnasium at Oliver Woods Community Centre. Pgs.
34-38

(Motion required to receive the delegation.)

- (b) Jaime Morrison and Paige Fitzsimmons on behalf of Liane Stenhouse and the Committee representing staff at the Pacific Biological Station requesting approval in principle to install a wheelchair accessible lookout at Pipers Lagoon. Pgs.
39-40

(Motion required to receive the delegation.)

14. **QUESTION PERIOD:**

(Agenda Items Only.)

15. **BUSINESS ARISING FROM PRESENTATIONS AND DELEGATIONS:**

- (a) Anita Sundberg, 2015 Nanaimo Badminton Tournament Committee.

(Motion required if action to be taken.)

- (b) Jaime Morrison and Paige Fitzsimmons, Staff Committee, Pacific Biological Station.

(Motion required if action to be taken.)

16. **ADJOURNMENT:**

Motion to adjourn with next regular meetings as follows:

Recreation Committee Wednesday, 2015-JUN-03; 3:00 p.m. – if required
Bowen Complex Conference Room

Parks Committee Thursday, 2015-JUN-11; 5:00 p.m. – if required
Bowen Complex Conference Room

COMMISSION Wednesday, 2015-JUN-24; 6:00 p.m.
Bowen Complex Conference Room

**MINUTES OF THE INAUGURAL MEETING OF THE
PARKS AND RECREATION COMMISSION
HELD IN THE BOWEN COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2015-APR-22, COMMENCING AT 7:00 P.M.**

PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Karen Alden
Commissioner Mercedes Beaudoin-Lobb
Commissioner Marsha Down
Commissioner Mike Horn
Commissioner Wendy Pratt
Commissioner Graham Savage
Commissioner Barry Sparkes
Commissioner Maureen Young

Staff: Richard Harding, Director, Parks, Recreation and Environment
Mary Smith, Manager of Recreation Services
Laara Clarkson, Manager of Aquatics
Damon Johnston, Assistant Manager of Aquatics
Kirsty MacDonald, Parks and Open Space Planner
Robin Tweed, Recording Secretary

REGRETS: Commissioner Gordon Fuller
Commissioner Howard Houle
Commissioner Alec McPherson

1. **STAFF TO CALL THE MEETING TO ORDER:**

The Inaugural Meeting was called to order at 7:04 p.m.

2. **SELECTION OF CHAIR, AND AN ALTERNATE CHAIR, FOR THE PARKS AND RECREATION COMMISSION FOR A ONE-YEAR TERM:**

Commissioner Ian Thorpe was nominated and declared to serve a one-year term as Chair of the Parks and Recreation Commission.

Commissioner Wendy Pratt was nominated and declared to serve a one-year term as Alternate Chair of the Parks and Recreation Commission.

3. **INTRODUCTION OF LATE ITEMS:**

- Add Item 15. "Business Arising from Presentations and Delegations", renumbering "Question Period" to item 16, and, "Adjournment" to item 17.

It was moved and seconded that the Joe Dixon delegation under item 14.(a) "Delegations" be moved to item 7.(b) on the Agenda. The motion carried unanimously.

4. **ADOPTION OF AGENDA:**

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

5. **ADOPTION OF MINUTES:**

It was moved and seconded that the minutes of the regular Parks and Recreation Commission meeting held Thursday, 2015-MAR-19, at 6:06 p.m. in Room 1, Bowen Complex Conference Room and the minutes of the Special Parks and Recreation Commission meeting held Wednesday, 2015-MAR-31, at 3:00 p.m. in the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

6. **APPOINTMENTS AND RECOMMENDATIONS:**

Staff provided a brief description of the Recreation and Parks sub-committees, the Grants Advisory Committee, Sports Hall of Fame Committee, and the Harewood Dry Floor Development Working Group, and the commitment that would be expected from appointees to those bodies.

It was moved and seconded that appointments and recommendations be tabled to the 2015-MAY-27 meeting. The motion carried unanimously.

7. **PRESENTATIONS:**

- (a) Kim Smythe and Darcy Olsen, Loaves & Fishes "Glow in the Park" Christmas Event.

It was moved and seconded that the presentation be received. The motion carried unanimously.

- (b) Delegation Joe Dixon – Seeking Approval to Host a Triathlon at Westwood Lake Park June 24-26, 2016.

Joe Dixon and Angie Wood attended to speak to the concept of hosting a triathlon at Westwood Lake Park.

It was moved and seconded that the delegation be received. The motion carried unanimously.

It was moved and seconded to move the VIP reports and delegations forward in the agenda prior to the Aquatics presentation. The motion carried unanimously.

- (c) Volunteers in Parks (VIP) Program Request – Westdale-Leslie Park.

Delegations:

1. Sandra Hamel spoke to the VIP Program Request of \$30,000.

It was moved and seconded that the Parks and Recreation Commission allocate \$30,000 from the VIP Program for Westdale-Leslie Neighbourhood Park improvements. The motion carried unanimously.

- (d) Volunteers in Parks (VIP) Program Request – Janes Park.

Delegations:

1. Asia Young spoke to the VIP Program Request of \$30,000.

It was moved and seconded that the Parks and Recreation Commission allocate \$30,000 from the 2015 VIP Program for Janes Neighbourhood Park improvements. The motion carried unanimously.

- (e) Volunteers in Parks (VIP) Program Request – Jesters Way Park.

Commissioner Down vacated the Bowen Complex Conference Room at 8:54 p.m.

Delegations:

1. Linda Shultz and Natalia Bowler spoke to the VIP Program Request of \$25,000.

It was moved and seconded that the Parks and Recreation Commission allocate \$25,000 from the VIP Program for Jesters Way Neighbourhood Park improvements. The motion carried unanimously.

Commissioner Down returned to the Bowen Complex Conference Room at 9:02 p.m.

A short recess was called at 9:02 p.m.

The meeting resumed at 9:12 p.m.

- (f) Aquatics Services Overview – Richard Harding and Aquatics Staff.

It was moved and seconded that the presentation be received. The motion carried unanimously.

8. **CHAIR'S REPORT:**

Commissioner Ian Thorpe, Chair, welcomed new appointees to the Commission and reviewed meeting decorum and procedures.

9. **REPORTS OF ADVISORY BODIES:** (None.)

10. **STAFF REPORTS:**

- (a) Volunteers in Parks (VIP) Program Request – Westdale-Leslie Park. *(Moved to Item 7.(c) on the agenda.)*
- (b) Volunteers in Parks (VIP) Program Request – Janes Park. *(Moved to Item 7.(d) on the agenda.)*
- (c) Volunteers in Parks (VIP) Program Request – Jesters Way Park. *(Moved to Item 7.(e) on the agenda.)*

11. **CORRESPONDENCE:** (None.)

12. **NOTICE OF MOTION:** (None.)

13. **OTHER BUSINESS:** (None.)

14. **DELEGATIONS NOT RELATED TO A REPORT TO COMMISSION:**

- (a) Joe Dixon – Seeking Approval to Host a Triathlon at Westwood Lake Park June 24-26, 2016. *(Moved to Item 7 (b) on the agenda.)*

15. **BUSINESS ARISING FROM PRESENTATIONS AND DELEGATIONS:**

- (a) Presentation - Glow in the Park

It was moved and seconded that the Parks and Recreation Commission:

1. approve in principle the use of Bowen Park for the “Glow in the Park” special event;
2. ask staff to work with the proponents on event details and required approvals; and,
3. ask staff to report back to Commission on a periodic basis to provide an update on event planning progress.

The motion carried unanimously.

- (b) Delegation - Triathlon Proposal

It was moved and seconded that the Parks and Recreation Commission:

1. approve in principle the use of Westwood Lake Park for a triathlon event June 24-26, 2016;
2. ask proponents to undertake a public awareness program with park users and the surrounding neighbourhood;
3. ask staff to work with the proponents on event planning details and required approvals; and,
4. ask staff to report back to Commission on a periodic basis to provide an update on event planning progress.

The motion carried unanimously.

16. **QUESTION PERIOD:** (No questions.)

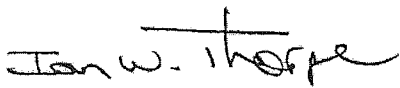
17. **ADJOURNMENT:**

It was moved and seconded at 10:04 p.m. that the meeting adjourn, with the next regular meetings as follows:

Recreation Committee	Wednesday, 2015-MAY-06; 3:00 p.m. – <u>if required</u> Bowen Park Complex Conference Room
Parks Committee	Thursday, 2015-MAY-14; 5:00 p.m. – <u>if required</u> Bowen Park Complex Conference Room
COMMISSION	Wednesday, 2015-MAY-27; 6:00 p.m. Bowen Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:



Ian Thorpe, Chair
Parks and Recreation Commission



Richard Harding, Director
Parks, Recreation and Environment

2015-APR-27
File: A2-4
G:\Admin\PRC\Minutes\2015\PRC150422M.docx



PARKS AND RECREATION COMMISSION MANDATE & OBJECTIVES

(adopted 2015-MAR-16)

Mandate

The role of the Parks and Recreation Commission is to provide policy advice to Council for the planning, development, and provision of parks and recreation services and facilities within the City of Nanaimo.

Objectives

To achieve this mandate, the Parks and Recreation Commission will:

- Recommend policy to Council regarding the planning, development and provision of parks and recreation services and facilities;
- Inform and advise Council on emerging park and recreation trends, opportunities and issues in the community;
- Make recommendations to Council in relation to the effectiveness of existing policies and bylaws to meet the Community needs;
- To provide advice to Council on parks and recreation service levels;
- Recommend applications under the Travel Assistance Grant and Community Program Development Grant programs to Council; and,
- Allocate Volunteer in Parks funding.

Meetings

- The Parks and Recreation Commission will meet monthly or at the call of the Chair as required; and,
- In addition to the regularly scheduled meetings, members will be required to participate on the Parks sub-committee and the Recreation sub-committee.

Membership

The Commission shall consist of twelve (12) members, each appointed by Council as follows:

- three (3) members of Council;
- five (5) "community-at-large" members who shall each be a resident of the City of Nanaimo; and,
- one (1) member nominated from each of three (3) Electoral Areas of the Regional District of Nanaimo, and one (1) member from the District of Lantzville who participate in the Nanaimo Recreation Centre function.

Appointment and Term

Members may only serve two consecutive, three year terms. Reappointment to the Commission may be considered after an absence for at least one term.

Authority and Related Documents

The Parks and Recreation Commission Mandate & Objectives supplement other Council bylaws and documents, including:

- Advisory Committees Terms of Reference; and,
- "Council Procedure Bylaw 2007 No. 7060".



TERMS OF REFERENCE

GRANTS ADVISORY COMMITTEE

(Adopted 2011-AUG-29)

(Amended 2012-APR-23)

1. COMPOSITION AND TERM

The Grants Advisory Committee shall be appointed by Council and shall be comprised of:

- ☐ 2 members recommended by the Parks, Recreation and Culture Commission, one from the Cultural Committee, and one from the Recreation Committee
- ☐ 1 member recommended by the United Way
- ☐ 2 Council members as appointed by Council
- ☐ 1 member recommended by the Nanaimo Alcohol and Drug Action Committee
- ☐ 1 member recommended by the Social Planning Advisory Committee
- ☐ 2 members of the general public appointed by Council
- ☐ 1 non-voting Staff liaison recommended by the City Manager

The bodies recommending appointees shall be requested to ensure that the recommended representatives provide a good balance of knowledge in their respective areas of service, and to ensure the commitment and attendance of their recommended representatives.

The maximum term for any member shall be three years.

2. TERMS OF REFERENCE

The Terms of Reference of the Grants Advisory Committee shall be:

- (a) to advise Council on the amount of financial assistance which the municipality should grant to applicants, including permissive taxation exemptions. Recommendations shall be made in accordance with the guidelines and criteria defined in this Policy;
- (b) to recommend policies to Council with regard to non-statutory tax exemption (Permissive Tax Exemptions under Sections 224 and 227 of the *Community Charter*);
- (c) to make recommendations on requests for the subsidized use of civic facilities and resources as if they were requests for financial assistance ("in-kind" grants);
- (d) to maintain the confidentiality of all matters reviewed by the Committee;

- (e) to provide all applicants with observations, recommendations and/or reasons for the recommendations of the Committee;
- (f) to ensure that civic grant funding does not subsidize activities that are the responsibility of senior governments, as this would represent a downloading of senior government costs to local taxpayers;
- (g) to ensure that priority of funding in all categories shall be given to small organizations, rather than larger ones; and,
- (h) to ensure that grants from the City will be awarded on the basis of demonstrated need for the service within the community.



HAREWOOD DRY FLOOR DEVELOPMENT WORKING GROUP MANDATE & OBJECTIVES

Mandate

The Harewood Dry Floor Development Working Group has a mandate to support, guide, and oversee the development of a dry floor / multi-purpose covered space at Harewood Centennial Park as per the Harewood Centennial Park Improvement Plan adopted in August 2012. The Working Group makes recommendations to the Parks and Recreation Commission and Council.

Objectives

The objectives of the Committee are to:

- Make recommendations to the Parks and Recreation Commission and Council regarding the development of a dry floor space.
- Identify stakeholders/community partners.
- Assist in the detailed design development of a covered dry floor/multi-purpose court at Harewood Centennial Park or other location.
- Work towards funding options for Commission's and Council's consideration.

Meetings

The Harewood Dry Floor Development Working Group will:

- (a) Meet at the Call of the Chair; and,
- (b) Establish meeting days and times after consultation with Committee members.

Membership

The membership of the Harewood Dry Floor Development Working Group will consist of:

- Three (3) members of the Parks, Recreation and Culture Commission.
- One (1) representative from School District 68.
- Three (3) representatives of local sport groups including Lacrosse, Roller Derby, Soccer, etc.
- One (1) representative of the Harewood Neighbourhood Association.

City of Nanaimo
REPORT TO THE
PARKS AND RECREATION COMMISSION

DATE OF MEETING: 2015-MAY-27

AUTHORED BY: ELIZABETH WILLIAMS, MANAGER, RECREATION SERVICES

RE: DISABILITY PROGRAM

STAFF RECOMMENDATIONS:

That the Parks and Recreation Commission:

1. modify the existing LEAP subsidy program criteria to include all adults with developmental disabilities (as per the Community Living BC criteria); and,
2. do not move forward with development of a disability subsidy program for adults with permanent disabilities until the Core Review process is completed.

PURPOSE:

To seek Commission direction with regard to the staff recommendations.

BACKGROUND:

At their meeting held on 2014-NOV-05, the Recreation Committee reviewed the matter and unanimously passed the following motions:

1. that the Recreation Committee recommend that the Parks, Recreation and Culture Commission retain the existing criteria for eligibility under the LEAP program; and,
2. that the Recreation Committee direct staff to report back to the Committee on the development of a program for access to facilities based on permanent disability status.

These motions were brought forward to the 2014-NOV-26 Parks, Recreation and Culture Commission meeting.

At the 2014-NOV-26 Parks, Recreation and Culture Commission meeting, the following motions were passed:

“ that the Parks, Recreation and Culture Commission grandfather disabled adults who have previously been approved for LEAP, to allow for the exclusion under family income evaluation while a program is developed for adults with permanent disability status.”

“ the Parks, Recreation and Culture Commission retain the existing criteria for eligibility under the LEAP program.

Please note that a grandfather clause is a provision in which an old rule continues to apply to some existing situations while a new will apply to all future cases. Those exempt from the new rule are said to have grandfather rights or *acquired rights*. Frequently, the exemption is limited; it may extend for a set period of time, or it may be lost under certain circumstances.

DISCUSSION:

As the LEAP program is financial-based, all persons applying for LEAP must supply financial information for all related adults over the age of 19 who live in the same household (gross household income). Consequently, we recognize that individuals with development disabilities could be living in a household where total household income exceeds the financial criteria of the LEAP program. In this situation these individuals would not qualify for LEAP as the criteria is not met.

Under Commission direction Staff continued to grandfather disabled adults who have previously been approved for LEAP based on the Developmentally Disabled Adult criteria outlined by Community Living BC (CLBC) as follows:

“An Adult has:

- Significantly impaired intellectual functioning
- Significantly impaired adaptive functioning
- These limitations must have started before age 18”

Community Living BC, retrieved from <http://www.communitylivingbc.ca/individuals-families/how-to-apply-for-services/>

The LEAP subsidy program has direct costs associated with the program. In 2014 an average of 30-35 staff hours were needed each week to administer the program, recreation program discounts totaled \$24,880 and admissions were valued at \$170,712. The approximate cost of implementing the LEAP subsidy program is \$250,000 annually.

A new disability subsidy program would also have costs associated with the implementation of the program, including administration time and the value of whatever discount is applied to the program so it would therefore be interpreted as an increased level of service. As per Council direction no additional services will be undertaken by the City until the core review is completed and/or are included in the review process

STRATEGIC PLAN CONSIDERATIONS:

Strategic Link: Taking responsibility to be an excellent municipal government.

Respectfully submitted,

Concurrence by:



Liz Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAY-21
File: A2-4 / J13-1
G:\Admin\PRC\RptComm\2015\PRCRPT150527DisabilityProgram.docx

City of Nanaimo
REPORT TO THE
PARKS AND RECREATION COMMISSION

DATE OF MEETING: 2015-MAY-27

AUTHORED BY: KIRSTY MACDONALD, PARKS AND OPEN SPACE PLANNER

RE: VOLUNTEERS IN PARKS (VIP) PROGRAM REQUEST — NOYE PARK

STAFF RECOMMENDATION:

That the Parks and Recreation Commission allocate \$30,000 from the 2015 VIP Program for Noye Neighbourhood Park improvements.

PURPOSE:

To provide background information on this VIP Program request for Commission consideration and approval.

DISCUSSION:

Noye Park is a .4 acre park located off Noye Road in the Metral Drive/Pleasant Valley neighborhood of Nanaimo. A portion of this park was acquired in 1979 with an additional parcel acquired in 2011 through subdivision.

After a neighborhood request to utilize the newly created green space, a VIP startup meeting was held on 2015-MAR-14. Over 20 families attended and indicated strong support of a playground at Noye Park. Other requested improvements include preserving existing fir trees, creating a trail to link Noye and Jeevans Road (both the old and new neighborhoods) and increasing neighborhood use of this recreational green space. Park Operations and Bylaws have also been working on some illegal dumping, drainage, and encroachment issues with this site.

This location in the park is zoned PRC-2 and has been designated as such in anticipation of future active recreation amenities. This park is more than a 5 minute walk (400m distance) from the closest playground at Colinwood Park.

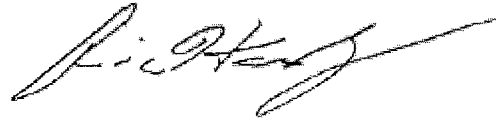
Funds from the VIP program are approved and allocated on a first-come, first-served basis. Currently, sufficient funds remain to support this request for VIP program park development.

If approved, a project account will be set aside for the Noye Park improvements and all disbursements from the account will be City controlled.

Fundraising proceeds can be added to the City account and the project will not proceed until the fundraising as outlined in the delegation's proposal is successful.

Respectfully submitted,

Concurrence by:



Kirsty MacDonald
PARKS AND OPEN SPACE PLANNER
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAY-08
File: A2-4 / D1-2-69
G:\Admin\PRC\RptComm\2015\PRCRPT150527VolunteersInParks(VIP)ProgramRequest-NoyePark.docx

-----Original Message-----

From: Webmaster

Sent: Friday, May 08, 2015 11:20 AM

To: Webmaster; Dept. of Parks Rec. and Environment

Subject: Request to Appear as Delegation

Tracey Hoff has requested an appearance before the Parks and Recreation Commission

The requested date is May 27, 2015.

The requested meeting is: Parks and Recreation Commission

Presenter's information

Address:

City: Nanaimo

Province: British Columbia

Postal Code:

Home Phone: (250)

Email:

Bringing a presentation: No

Details of Presentation:

VIP Grant Request for the Development of Noye Park.

VIP Grant Request for the Development of Noye Park

Nanaimo Parks and Recreation Commission
500 Bowen Road
Nanaimo, BC
V9R 1Z7

May 6, 2015

Dear Commission Members,

Please accept this letter as application on behalf of the residents of Pleasant Valley and surrounding area to the Nanaimo Volunteers in Parks (VIP) Program.

Rationale

The proposed playground, Noye Park is located at 5521 Noye Road. It is a small, unused green space, which poses safety risks to those who cross it due to it being overgrown with prickly bushes, concrete blocks and fallen debris from surrounding trees.

The neighbourhood is comprised of both new and old development of mostly single dwelling homes, with a significant portion of them containing suites. It is very apparent by the number of strollers, wagons and backyard play sets seen when touring the neighbourhood that a large percentage of these homes are that of family's with small children.

Kirsty MacDonald (employee of the City of Nanaimo) and a couple members from the Parks Commission hosted a meeting at the park in mid March and there were roughly 20 residents who attended to show support for the development of a playground. Soon after, the first park planning committee meeting was held where ideas were discussed and roles were assigned.

The large turnout for the two meetings held regarding the development of a playground is a good indication of the neighbourhood need for one. Not only has there been a strong show of support by local residents, but geographically speaking there is justification for its development. The nearest playground is Colinwood Park, located on Colinwood Drive, approximately a 10-15 minute walk from Noye Park. This park is small, has limited equipment, but most importantly is on the other side of the Parkway. The next closest playground is located at Pleasant Valley Elementary School, which is approximately a 20 minute walk from Noye Park. It is important to note that to access this playground, one must walk along a busy road (Metral Drive) which does not have a sidewalk the majority of the distance, and is only available to use during specific times of the day (before and after school, while classes are in session).

Vision

Our vision is to increase the recreational use of the Noye Park green space by building two separate playground areas, each designated for specific age groups/physical abilities of children ranging from infancy to pre-teen and installing picnic tables. We would like to see the park cleared of unwanted debris and garbage, drainage issues addressed, existing trees trimmed, increased park maintenance and aesthetics, and a trail linking Jeevans Road and Noye Road.

The map shows a residential area with several streets and lots. A callout bubble labeled "Noye Park location" points to a green-shaded lot. The map includes the following streets and lot numbers:

- Streets:** NOYE RD, JERVANS RD, GRACE PL, BURNHAM DREG, NANAIMO PARKWAY, CHRISTINA CRES DR.
- Lots:** 5638, 5628, 5618, 5617, 5607, 5606, 5605, 5604, 5603, 5602, 5601, 5600, 5599, 5598, 5597, 5596, 5595, 5594, 5593, 5592, 5591, 5590, 5589, 5588, 5587, 5586, 5585, 5584, 5583, 5582, 5581, 5580, 5579, 5578, 5577, 5576, 5575, 5574, 5573, 5572, 5571, 5570, 5569, 5568, 5567, 5566, 5565, 5564, 5563, 5562, 5561, 5560, 5559, 5558, 5557, 5556, 5555, 5554, 5553, 5552, 5551, 5550, 5549, 5548, 5547, 5546, 5545, 5544, 5543, 5542, 5541, 5540, 5539, 5538, 5537, 5536, 5535, 5534, 5533, 5532, 5531, 5530, 5529, 5528, 5527, 5526, 5525, 5524, 5523, 5522, 5521, 5520, 5519, 5518, 5517, 5516, 5515, 5514, 5513, 5512, 5511, 5510, 5509, 5508, 5507, 5506, 5505, 5504, 5503, 5502, 5501, 5500, 5499, 5498, 5497, 5496, 5495, 5494, 5493, 5492, 5491, 5490, 5489, 5488, 5487, 5486, 5485, 5484, 5483, 5482, 5481, 5480, 5479, 5478, 5477, 5476, 5475, 5474, 5473, 5472, 5471, 5470, 5469, 5468, 5467, 5466, 5465, 5464, 5463, 5462, 5461, 5460, 5459, 5458, 5457, 5456, 5455, 5454, 5453, 5452, 5451, 5450, 5449, 5448, 5447, 5446, 5445, 5444, 5443, 5442, 5441, 5440, 5439, 5438, 5437, 5436, 5435, 5434, 5433, 5432, 5431, 5430, 5429, 5428, 5427, 5426, 5425, 5424, 5423, 5422, 5421, 5420, 5419, 5418, 5417, 5416, 5415, 5414, 5413, 5412, 5411, 5410, 5409, 5408, 5407, 5406, 5405, 5404, 5403, 5402, 5401, 5400, 5399, 5398, 5397, 5396, 5395, 5394, 5393, 5392, 5391, 5390, 5389, 5388, 5387, 5386, 5385, 5384, 5383, 5382, 5381, 5380, 5379, 5378, 5377, 5376, 5375, 5374, 5373, 5372, 5371, 5370, 5369, 5368, 5367, 5366, 5365, 5364, 5363, 5362, 5361, 5360, 5359, 5358, 5357, 5356, 5355, 5354, 5353, 5352, 5351, 5350, 5349, 5348, 5347, 5346, 5345, 5344, 5343, 5342, 5341, 5340, 5339, 5338, 5337, 5336, 5335, 5334, 5333, 5332, 5331, 5330, 5329, 5328, 5327, 5326, 5325, 5324, 5323, 5322, 5321, 5320, 5319, 5318, 5317, 5316, 5315, 5314, 5313, 5312, 5311, 5310, 5309, 5308, 5307, 5306, 5305, 5304, 5303, 5302, 5301, 5300, 5299, 5298, 5297, 5296, 5295, 5294, 5293, 5292, 5291, 5290, 5289, 5288, 5287, 5286, 5285, 5284, 5283, 5282, 5281, 5280, 5279, 5278, 5277, 5276, 5275, 5274, 5273, 5272, 5271, 5270, 5269, 5268, 5267, 5266, 5265, 5264, 5263, 5262, 5261, 5260, 5259, 5258, 5257, 5256, 5255, 5254, 5253, 5252, 5251, 5250, 5249, 5248, 5247, 5246, 5245, 5244, 5243, 5242, 5241, 5240, 5239, 5238, 5237, 5236, 5235, 5234, 5233, 5232, 5231, 5230, 5229, 5228, 5227, 5226, 5225, 5224, 5223, 5222, 5221, 5220, 5219, 5218, 5217, 5216, 5215, 5214, 5213, 5212, 5211, 5210, 5209, 5208, 5207, 5206, 5205, 5204, 5203, 5202, 5201, 5200, 5199, 5198, 5197, 5196, 5195, 5194, 5193, 5192, 5191, 5190, 5189, 5188, 5187, 5186, 5185, 5184, 5183, 5182, 5181, 5180, 5179, 5178, 5177, 5176, 5175, 5174, 5173, 5172, 5171, 5170, 5169, 5168, 5167, 5166, 5165, 5164, 5163, 5162, 5161, 5160, 5159, 5158, 5157, 5156, 5155, 5154, 5153, 5152, 5151, 5150, 5149, 5148, 5147, 5146, 5145, 5144, 5143, 5142, 5141, 5140, 5139, 5138, 5137, 5136, 5135, 5134, 5133, 5132, 5131, 5130, 5129, 5128, 5127, 5126, 5125, 5124, 5123, 5122, 5121, 5120, 5119, 5118, 5117, 5116, 5115, 5114, 5113, 5112, 5111, 5110, 5109, 5108, 5107, 5106, 5105, 5104, 5103, 5102, 5101, 5100, 5099, 5098, 5097, 5096, 5095, 5094, 5093, 5092, 5091, 5090, 5089, 5088, 5087, 5086, 5085, 5084, 5083, 5082, 5081, 5080, 5079, 5078, 5077, 5076, 5075, 5074, 5073, 5072, 5071, 5070, 5069, 5068, 5067, 5066, 5065, 5064, 5063, 5062, 5061, 5060, 5059, 5058, 5057, 5056, 5055, 5054, 5053, 5052, 5051, 5050, 5049, 5048, 5047, 5046, 5045, 5044, 5043, 5042, 5041, 5040, 5039, 5038, 5037, 5036, 5035, 5034, 5033, 5032, 5031, 5030, 5029, 5028, 5027, 5026, 5025, 5024, 5023, 5022, 5021, 5020, 5019, 5018, 5017, 5016, 5015, 5014, 5013, 5012, 5011, 5010, 5009, 5008, 5007, 5006, 5005, 5004, 5003, 5002, 5001, 5000, 4999, 4998, 4997, 4996, 4995, 4994, 4993, 4992, 4991, 4990, 4989, 4988, 4987, 4986, 4985, 4984, 4983, 4982, 4981, 4980, 4979, 4978, 4977, 4976, 4975, 4974, 4973, 4972, 4971, 4970, 4969, 4968, 4967, 4966, 4965, 4964, 4963, 4962, 4961, 4960, 4959, 4958, 495



Image of Noye Park in its current state

Site Plan

This site plan depicts a neighbourhood vision to increase recreational use of Noye Park. This is our neighbourhood green space and this site plan has been developed through the City's Volunteers in Park Program.

Improvement ideas generated to date include:

Desires for:

- Creation of a neighbourhood gathering spot for all ages
- Installation of a playground equipment for kids 2-12
- Picnic table area for all to enjoy
- Preservation and limbing-up of the existing trees
- Trail linking Noye and Jeevans Roads through the park
- Installation of park signs so that neighbours respect and know about the parkland in the area.
- Increased park maintenance and aesthetics
- Addressing drainage and dumping concerns



Wishlist

These are some of the ideas discussed at the two meetings already held:

- zip line
- swings (2 belt, 1 baby)
- rock climbing wall
- use the existing trees to create a tree fort
- slides: one with a tall angle (possibly covered)
- spring toy and spinners
- teeter totter
- paved path connecting Noye Road and Jeevans Road
- picnic tables
- greenery such as ornamental trees/shrubs

Fundraising Ideas

The neighbourhood committee has come up with the following ideas to raise extra funds to have this playground developed:

- bottle drive(s)
- speak with service clubs to sponsor it (gyro, kingsmen, rotary, altrusa etc.)
- networking via business connections/work connections
- speak with contractor's who have done work in our neighbourhood and in our homes
- silent auction/raffle
- speak with nearby banks
- take the playground proposal door to door to nearby business's
- deliver a flyer to all the houses in the neighbourhood which would benefit from this playground in the hopes that one of them has a connection or the ability to donate something

Budget

Our community is requesting a grant from the VIP Program in the amount of \$30,000.00.

Item	Cost	Source
Playground (both age groups) - Incl. shipping, safety surface, cloth	\$25,000	VIP Grant
Site prep at playground	\$3,000	Donations
Playground Installation: ...machine, operator, auger ...concrete, wood edging	\$10,000	Residents: 12 x 2 days labour Donations Donations
Site furnishings: 2 picnic tables (\$2000 ea installed)	\$4,000	VIP Grant
Fencing (optional): 150 feet installed	\$3,500	Optional
Ornamental Shade trees/plants planted	\$1,000	Donations?
TOTAL	\$46,500	
Funds from City: \$30,000 Donations and Fundraising: \$16,500		

Summary

The residents of Pleasant Valley and surrounding area are seeking the assistance from the City of Nanaimo and the Parks Commission to install two new playgrounds as well as seating areas for the neighbourhood to enjoy year round. Our need is great and our wish list is simple. Children in the area currently have nowhere within a reasonable walking distance to go and play, meet new friends and enjoy the outdoors.

We would like to thank you for the opportunity to participate in the VIP program, and for your consideration of our application.

Should you have any questions or require clarification, please contact Chelsea Hall at 250-751-1651 who will be happy to respond and/or direct you to a committee member who can provide the necessary information.

Yours sincerely,

The Noye Park Planning Committee:

Chelsea Hall
Tyler Hall,
Tracey Hoff,
Ashley Czinger,
Jeremy Loewen

City of Nanaimo
REPORT TO THE
PARKS AND RECREATION COMMISSION

DATE OF MEETING: 2015-MAY-27

AUTHORED BY: MARY SMITH, MANAGER
RECREATION SERVICES

RE: TRAVEL ASSISTANCE GRANT – WELLINGTON SECONDARY SCHOOL BAND

STAFF'S RECOMMENDATION:

That the Parks and Recreation Commission recommend that Council approve the application for a Travel Assistance Grant to the Wellington Secondary School Band in the amount of \$800.00 for eight performers to attend the Music Fest Canada Nationals, being held in Toronto, Ontario. The application meets all of the travel grant criteria.

PURPOSE:

To obtain Commission recommendation that Council approve this Travel Assistance Grant.

BACKGROUND:

The City of Nanaimo provides a contingency account for amateur sports and cultural groups and individuals to travel within B.C. (excluding travel on Vancouver Island) and out of province to a Regional, National or International Championship. These funds are available to sports and cultural groups winning Provincial or Regional competitions and the current policy provides \$50 per person to a maximum of \$1,000 per application for travel within B.C. or \$100 per person to a maximum of \$2,000 per application for travel outside of B.C. Requests are considered on a first-come, first-served, basis as funds remain available.

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks and Recreation Commission for approval. On 2015-MAY-13, staff reviewed a Travel Assistance Grant application submitted by the Wellington Secondary School Band requesting financial assistance for eight performers to represent Nanaimo and British Columbia at the Music Fest Canada Nationals being held in Toronto, Ontario. Staff determined that the application did meet all of the grant criteria and recommend that the Parks and Recreation Commission recommend that Council approve the application in the amount of \$800.

RE: TRAVEL ASSISTANCE GRANT – WELLINGTON SECONDARY SCHOOL BAND

To date, \$3000 from the 2015 travel grants contingency funds has been awarded or pending. If the above travel grant of \$800 is approved, \$3200 remains available for future 2015 travel grants.

Respectfully submitted,

Concurrence by:



Mary Smith
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2015-MAY-21

File: A2-4 / A2-6 / B3-5-12

G:\Admin\PRC\RptComm\2015\PRCRPT150527TravelAssistanceGrant-WellingtonSecondarySchoolBand.docx

RE: TRAVEL ASSISTANCE GRANT – WELLINGTON SECONDARY SCHOOL BAND

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Wellington Secondary Band DATE: May 13/15

CRITERIA	Meets Criteria (✓)	Does not meet Criteria (✓)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		Surry Jazz Festival & West Coast Jazz Festival
B. Attending a Provincial, Regional, National, or International Championship	✓		Musical Fest Canada Nationals
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group	✓		Toronto, Ont.
D. Traveling within BC(excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group	✓		
E. Other sources of funding identified	✓		
F. Grant recipient(s) reside in Nanaimo	✓		Wellington School catchment
G. Application made by a local organization	✓		Wellington Secondary Band
H. Grant for participants only, not coaches or chaperones	✓		8 competitors
I. Demonstrated financial need	✓		
J. Applicant is a non-profit organization	✓		not registered
K. Budget & financial statements attached		✓	total cost per student provided

RECOMMENDED FOR FUNDING (✓): ✓ AMOUNT: \$ 800.00

OR

NO GRANT RECOMMENDED (✓): — DOES NOT MEET CRITERIA: —

EVALUATOR: Mary Smith POSITION: Rec region Manager

g:\grants\travel\grants2011\application check list.doc



CITY OF NANAIMO APPLICATION FOR TRAVEL ASSISTANCE

Office Use

Rec'd May 12/15

ORGANIZATION: Wellington Secondary Band		DATE: April 20, 2015	
ADDRESS: 3135 Mexicana Road		PRESIDENT: Carmella Luisotto	
Nanaimo, BC		SENIOR STAFF MEMBER:	
V9T 2W8		POSITION: Band Director	
		CONTACT: Carmella Luisotto	
TELEPHONE: 250-758-9191		TELEPHONE: 250-758-9191	
TOTAL NUMBER OF PERSONS TRAVELLING: 10	TOTAL NUMBER OF COMPETITORS TRAVELLING: 8	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 8	TOTAL AMOUNT REQUESTED: \$2000.00
DESTINATION: Toronto, Ontario		DATE OF DEPARTURE: May 12, 2015	
EVENT TO BE ATTENDED: MusicFest Canada Nationals			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: Won top spots at The Surrey Jazz Festival and The West Coast Jazz festival at VJU			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: <ul style="list-style-type: none"> - Hot Dog Sales - Pinsette Sales - Hanging Basket Sales - Chocolate Almond Sales - Lions Christmas Tree Pick-up - Dinner Fundraiser 			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? The Wellington Secondary Jazz students have brought National and International recognition to the City of Nanaimo consistently. Once again, attending the Canadian Nationals will bring recognition. Out of eight students, five groups will perform. Two students are also part of the National All Star Jazz Band.			
SIGNATURE: Carmella Luisotto		TITLE/POSITION: Band Director	DATE: April 20, 2015
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *			
NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

MusicFest Canada – Toronto, Ontario – May 12 – 16, 2015

Total Cost Per Student: \$1485.00

Includes: Air Fare, Hotel, Transfers, Festival Fees

**NANAIMO HARBOUR CITY SENIORS SOCIETY
Minutes of the Board of Directors Meeting
April 10, 2015**

In Attendance: Bettie Godfrey presiding, John Westhead, Joy Vickstrom, Jan Leine, Joanne Husband, Warren Jaques, Lorraine Fisher, Maureen Evans, Bill Roos, Michele Duerksen, Liz Williams.

Regrets: Gordon Pascoe

Call to Order: Meeting was called to order by Bettie at 9:30 AM.

Adoption of Agenda: Joanne moved that the agenda be adopted as distributed. Seconded by John. All in favour. Carried.

Adoption of Minutes: Lorraine moved that the minutes from the last meeting be adopted as distributed. Seconded by Joy. All in favour. Carried.

Treasurer's Report: Joy moved that the Treasurer's report be adopted as distributed. Maureen seconded. All in favour. Carried.

It was decided that the Finance Committee meet on Wednesday, April 22, 2015 at 2:00 PM.

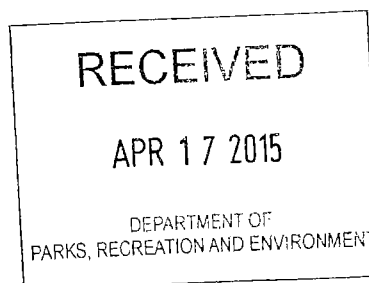
Marketing Report: Joanne moved that the report be adopted as read. Bill seconded. All in favour. Carried.

Joanne will research the availability of Angel Tickets.

Membership Report: John reported that most programs are full, and membership count is up. John moved that the report be adopted as presented. Seconded by Jan. All in favour. Carried.

Parks, Recreation, Culture and Environment Coordinator Report: Michele reported that membership was reviewed, and noted 77 new and 8 expired memberships. Thanks to the front desk staff for calling and thanking all who signed in at the Open House. Attendees were also encouraged to attend the NHCS AGM meeting in May.

.....page 2 NHCS meeting Apr.10/15



FAQ and Website Committee Report: Amendments to the website FAQ were discussed. The application previously submitted for a new webmaster has been withdrawn.

Unfinished Business: Liz Williams, Manager of Recreation Services, took part in a discussion about equipment. It was determined that the ownership, responsibility, storage, and value of equipment should be documented and reviewed annually. Also, usage and budgeting for replacement should be addressed. NHCS will act as a liaison between the City and group leaders in regard to this issue.

Policy and Procedures regarding NHCS funding were discussed. Donations to groups and programs under the NHCS umbrella must flow through NHCS. A tax deductible receipt can be issued by NHCS.

Maureen moved to abandon the venture to offer advertising to potential sponsors of programs and groups. Seconded by John. After discussion a vote was taken. Seven in favour, one opposed. Carried.

At this point Joanne moved to approve running overtime on the meeting. Joy seconded. All in favour. Carried.

New Business: Invitation to NHCS to submit a monthly article in Rideout Communications magazine was discussed and tabled. Bettie will email for more information.

Nominations for the Service Award were reviewed. Warren moved that Anita Jones and Mark Turpin receive this award. Seconded by Joy. All in favour. Carried.

All present Board members wish to continue service on the Board.

Adjournment: At 12:10, Joanne moved that the meeting be adjourned. Seconded by Joy. All in favour. Carried.

Next meeting

Next regular meeting to be held May 1, 2015 at 9:30 AM

A Special Board meeting, inclusive of Finance Committee, to be held April 22 at 2:00 PM



PARKS AND RECREATION COMMISSION

REQUEST TO APPEAR AS A DELEGATION

ON 2015 - 05 - 27
year month day

RECEIVED

MAY 11 2015

DEPARTMENT OF
PARKS, RECREATION AND ENVIRONMENT

Please note: Delegations may also apply on-line at:

<http://www.nanaimo.ca/EN/main/departments/parks-recreation-culture/PRCCommission/AppearingAsADelegation.html>

NAME OF PERSON MAKING PRESENTATION:

Anita Sundberg
Print

ADDRESS:

street address

City

Province

Postal Code

Nanaimo B6

PHONE:

home

business

FAX:

NAME OF APPLICANT IF OTHER THAN ABOVE:

DETAILS OF PRESENTATION:

To request that the Commission recommend entering into an Agreement with the 2015 Nanaimo Badminton Tournament Committee to have solar reflective film added to the windows in the gymnasium at Oliver Woods Community Centre prior to the beginning of September 2015 when a tournament is planned for later that month. The Committee is suggesting that we pay for these materials upfront and the cost then offset against our tournament rental fee.

PLEASE NOTE

- **Electronic presentations** must be provided on a CD, memory stick, or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18.6 of the Council Procedure Bylaw.

Parks and Recreation Commission
500 Bowen Road, Nanaimo BC V9R 1Z7

Phone: (250) 755-7511
Fax: (250) 753-7277
parks@nanaimo.ca

My name is Anita Sundberg and I am here today, not as an employee of the City of Nanaimo, but as a member of the badminton community in Nanaimo.

In early 2014, the Nanaimo Badminton Tournament Committee was formed to organize a tournament that was held September 26 to 28, 2014 at the Oliver Woods Community Centre. As it had been many years since such an event had been held in Nanaimo, the Committee met regularly with City staff, particularly the Facility Coordinator at Oliver Woods, to obtain assistance for the Committee with planning and running its first tournament.

An important issue that generated much discussion at meetings with the Oliver Woods Facility Coordinator was the need to cover the windows in the gym to prevent the direct sunlight from impeding the vision of the competitors on 2 of the courts during tournament play. This design flaw was acknowledged by the Facility Coordinator and the Committee was advised that the issue would be resolved in time for the 2014 tournament. In April 2014, the Facility Coordinator was reassigned and the new Coordinator advised that the issue would not be resolved in time for the tournament. This decision resulted in the loss of use of some courts for a very short time during the tournament, as thankfully, the weekend was largely overcast; however, the success of the event could have been seriously threatened had the weather not assisted.

This sunshine glare issue has been a problem since the opening of the facility and one badminton group that has played on Saturdays since the facility has opened has brought this to the attention of City staff on a regular basis and the Nanaimo Pickleball Club has also indicated a need for the window coverings in the gym. We believe that there must be many other user groups that are experiencing the same issue and that with, hopefully, a relatively small expenditure, the City will significantly enhance its facility, the user's experience and mitigate liability with respect to user safety.

On February 3, 2015, the Committee forwarded an email to City Staff emphasizing that the glare from the windows needs to be address prior to the planned September 2015 tournament. That email also proposed a solution whereby the Nanaimo Badminton Tournament Committee would pay up front for the purchase of solar film for covering the windows with the understanding that this purchase would effectively waive the estimated \$3,200 facility rental fees for the September tournament. The proposal was rejected on Feb 10th by the Facility Manager but the Committee was advised that the expenditure would be brought forward to Council in the 2016 budget for consideration.

In an attempt to be part of the solution to this issue, the Committee obtained a quote from Baywood Glass for the installation of solar film for all of the Oliver Woods gym windows at a total estimated cost of \$5800, \$2400 of which is material cost. Solar film is just one suggested solution. As long as the problem is eliminated, the Nanaimo Badminton Tournament Committee is willing to contribute limited funds to any solution.

According to the City's website, "the objective of the Parks, Recreation and Culture Commission is to increase the quality of life and leisure in our community by fostering creativity, pride and community involvement in the provision of cost effective leisure opportunities and the management of public lands and facilities". The Nanaimo Badminton Tournament Committee feels that our proposal, to pay upfront the cost of solar film on the Oliver Woods gymnasium windows in exchange for rental credit on an upcoming facility rental, is the epitome of the Commission's objectives. We are requesting your approval of our proposal to ensure that our regular facility bookings and the 2015 tournament can proceed without loss of court time and potential injuries to players resulting from sun glare through the gym windows.

Anita Sundberg
Secretary,
Badminton Nanaimo



RECEIVED

MAY 15 2015

DEPARTMENT OF
PARKS, RECREATION AND ENVIRONMENT



Anita Sundberg

From: anita
Sent: Monday, May 11, 2015 10:47 AM
To: Anita Sundberg
Subject: Fwd: windows

Sent from my iPhone
anita

Begin forwarded message:

From: Bert Sundberg <
Date: May 8, 2015 at 1:06:25 PM PDT
To: Cathie Beddoes < , Anita Sundberg
, Janice Walker < Timber Johnson
, Rob Carruthers >, Paul Green
, Sherri And Tim Loewen <
Michael Collery
Subject: Fwd: windows

Sent from my iPad

Begin forwarded message:

From: "Dave Eaton" <
Date: May 8, 2015 at 12:50:50 PM PDT
To: _____
Subject: windows

Hi Bert

We surveyed our Pickleball Club members about the nuisance sunlight problem and received about 20 replies. Of those who got back to us, a little more than half wished that there were window coverings in the gyms at Oliver Woods. The others didn't have a concern either way.

Our club would go on record as supporting your endeavours in getting coverings installed on the windows.

Best regards,
Dave Eaton
Vice President, Nanaimo Pickleball Club

Baywood GLASS

6400 Hammond Bay Road

Nanaimo B.C.

V9T-6M9

PHONE 250 390 0326

FAX 250 390 0327

Estimate

Date	30/10/2014
Estimate #	17115

Business Number

843790940

Name / Address				
OLIVER WOODS NANAIMO. B.C. 618 - 9495 MICHAEL COLLERY				
Job Location			Job Details	
Qty	Item	Size	Description	Total
1	SOLARFILM		SOLAR FILM	2,322.54
1	Labour Out NPT		Out of shop Labour	2,490.00
1	Shop Supplies		SHOP SUPPLIES	149.40
	Shop Supplies		EQUIPMENT RENTAL	350.00
			TO SUPPLY & INSTALL REFLECTIVE SILVER 20 SCR TO ALL UPPER WINDOWS IN GYMANSIUM	
			GST On Sales	265.60
			PST On Sales	197.54

Total \$5,775.08

Signature _____

-----Original Message-----

From: Webmaster

Sent: Tuesday, May 19, 2015 3:48 PM

To: Webmaster; Dept. of Parks Rec. and Environment

Subject: Request to Appear as Delegation

Jaime Morrison/Paige Fitzsimmons has requested an appearance before the Parks and Recreation Commission. The request is made on behalf of Liane Stenhouse and the Committee representing staff at the Pacific Biological Station.

The requested date is: May 27, 2015.

The requested meeting is: Parks and Recreation Commission

Presenter's information

Address:

City: Nanaimo

Province: British Columbia

Postal Code: V9T 6N7

Home Phone: (250)

Email:

Bringing a presentation: Yes

Business Phone: (250)

Details of Presentation:

Dear Commission Members,

Our committee of representing staff of the Pacific Biological Station would like to seek approval in principle to install a wheelchair accessible lookout at Pipers Lagoon which will appeal to a broad community base.

Nanaimo has a distinct lack of wheelchair and stroller accessible beaches. This was first brought to our attention when our colleague's son, Lucas Wetklo, was battling cancer. Lucas has since lost his battle, and we at the Pacific Biological Station as his friends, would like to do something in his memory and to make Nanaimo more accessible for future families.

We are seeking approval in principle to build a lookout at Pipers Lagoon, potentially named Lucas Lookout. The lookout would allow families with strollers and wheelchairs to have access to the beach and/or beach views. We have chosen Pipers Lagoon as the potential venue for the lookout because of the personal significance to the Wetklo family, and also the historical significance to Nanaimo as a whole. Our intention would be to have the lookout completed by summer 2016.

Pipers Lagoon is currently is a natural space, and with the lookout we would like to maintain its character. Our plan would be to use natural materials, to make it as unobtrusive as possible, while still offering accessibility for those families that cannot currently enjoy this space. We have met with Kirsty MacDonald to discuss how to maximize the added value to the community.

Ms. MacDonald made us aware of the fact that the City receives several inquiries per year regarding beaches with accessibility and she has shown us examples of parks and beaches in other cities where lookout structures have worked in the past.

In order to fund this project we will be applying for grants such as the Volunteer In Parks Program, Accessibility Nanaimo, Access Nanaimo, The Nanaimo Foundation etc. We will be augmenting any grants we receive with fundraising, which has already begun along with future events planned. We are also hoping to have services donated. As a part of our proposal we would like to remove invasive plant species that currently pose a threat to the park's native fauna. We plan to arrange "work parties" to remove the invasive plants and rehabilitate the native species.

Phase 1:

- Principle approval from the Parks, Recreation and Culture Commission
- Conceptual Structure Design.
- Develop a budget, apply for grants and fundraise.

Phase 2:

- Public Input – we plan to reach out to neighbourhood associations
- Commission Approval and Grant Request – Design approval and grant request
- Organize "work parties" to replace invasive species with native species.

Phase 3:

- Hire contractors
- Detailed Design – donated services
- Hire contractors – donated services
- Build structure (aiming for spring 2016)

While the original inspiration for this project was in memory of Lucas, we are moving forward with hope to create a space where lack of accessibility no longer inhibits families from being able to enjoy Nanaimo's parks. Once this structure is built, we foresee it being used as a gathering space for the community, with uses such as a wedding venue or family reunion site.

We look forward to presenting our ideas to you at the Nanaimo Parks, Recreation and Culture Commission meeting May 27th, 2015. We will be requesting approval in principle for the project. In the meantime, if you have any questions, or would like to discuss this proposal further, please contact Liane Stenhouse.

Sincerely,
Jaime Morrison,
Paige Fitzsimmons,
And the Committee representing staff at the Pacific Biological Station.