

**MINUTES**  
REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
BOWEN COMPLEX CONFERENCE ROOM  
500 BOWEN ROAD  
WEDNESDAY, 2015-MAY-27, AT 6:00 P.M.

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PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Karen Alden  
Commissioner Mercedes Beaudoin-Lobb  
Commissioner Marsha Down  
Commissioner Gordon Fuller  
Commissioner Mike Horn  
Commissioner Alec McPherson  
Commissioner Wendy Pratt  
Commissioner Maureen Young

Staff: R. Harding, Director, Parks, Recreation and Environment  
M. Smith, Manager of Recreation Services  
A. Britton, Acting Manager of Parks Operations  
D. Osborne, Manager, Arenas  
G. Paterson, Recreation Coordinator, Arenas  
R. Tweed, Recording Secretary

REGRETS: Commissioner Barry Sparkes  
Commissioner Denise Haime  
Commissioner Howard Houle

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1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 6:01 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add under Item 6. Chair's Report:  
(a) Correspondence – Commissioner Resignation.

It was moved and seconded that the delegations under Item 13. be moved forward in the agenda to be heard before Item 6. "Chair's Report". The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the minutes of the Inaugural Parks and Recreation Commission meeting held Wednesday, 2015-APR-22 at 7:04 p.m. in the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

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

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

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

It was moved and seconded that Commissioners Beaudoin-Lobb, Down, Fuller, and Young be selected to serve on the Parks Committee for the period of their current term of appointment to the Parks and Recreation Commission. The motion carried unanimously.

One vacancy remains on the Parks Committee. Chair Thorpe will be discussing this vacancy with the members who were unable to attend tonight's meeting.

It was moved and seconded that the selection of a Chair and an Alternate Chair for the Parks Committee be deferred to the first meeting of the Committee.

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

It was moved and seconded that Commissioners Alden, Horn, Pratt, McPherson, and Sparkes be selected to serve on the Recreation Committee for the period of their current term of appointment to the Parks and Recreation Commission. The motion carried unanimously.

It was moved and seconded that the selection of a Chair and an Alternate Chair for the Recreation Committee be deferred to the first meeting of the Committee.

(b) **GRANTS ADVISORY COMMITTEE:**

It was moved and seconded that the recommendation to Council of a Recreation Committee member to serve on the Grants Advisory Committee be deferred until the first meeting of the Recreation Committee. The motion carried unanimously.

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

It was moved and seconded that Commissioners Beaudoin-Lobb, Horn, and Thorpe be selected to serve on the Harewood Dry Floor Development Working Group for the period of their current term of appointment to the Parks and Recreation Commission. The motion carried unanimously.

6. DELEGATIONS (not related to a Report to Commission):

- (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.

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

- (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.

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

It was moved and seconded that Item 15. "Business Arising" be moved forward in the agenda prior to the "Chair's Report". The motion carried unanimously.

7. BUSINESS ARISING FROM PRESENTATIONS AND DELEGATIONS:

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

It was moved and seconded that the matter of installation of solar film on windows at Oliver Woods Community Centre be referred to staff for review of all options available and report back to Commission at their 2015-JUN-24 meeting. The motion carried unanimously.

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

It was moved and seconded that the Parks and Recreation Commission approve in principle the building of a wheelchair accessible lookout at Piper's Lagoon. The motion carried unanimously.

Kirsty MacDonald to work with the group. Staff will keep the Commission advised. Staff to return to Commission with a report on the matter of installing a wheelchair accessible lookout at Piper's Lagoon.

8. CHAIR'S REPORT:

- (a) Correspondence dated 2015-MAY-26 from Commissioner Graham Savage advising of his resignation from the District of Lantzville Council which, in turn, rescinds his appointment to the City of Nanaimo Parks and Recreation Commission. Chair Thorpe expressed regret at losing Commissioner Savage from the Commission, and acknowledged the many positive contributions that Commissioner Savage had made during the past 3 1/2 years on the Commission, the Parks Committee, and the Harewood Dry Floor Committee.

- (b) Chair Thorpe commented that he is impressed with Parks and Recreation facilities and mentioned a few events that were well attended and showcased Nanaimo's facilities. Chair Thorpe also extended his thanks to Al Britton and the other staff involved in maintaining the City playing fields.
- (c) The Sports Hall of Fame Induction will be taking place at the Nanaimo Museum on Saturday, 2015-JUN-06, at 1:00 p.m. Invitations were sent to Commissioners via e-mail on 2015-MAY-26. Should Commissioners be interested in attending, they are to RSVP directly to Debbie Trueman, General Manager, Nanaimo Museum by telephone (250-753-1821) or e-mail, [Debbie@nanaimomuseum.ca](mailto:Debbie@nanaimomuseum.ca)

9. REPORTS OF ADVISORY BODIES: (None.)

10. STAFF REPORTS:

(a) Disability Program – Elizabeth Williams.

It was moved and seconded 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 for Developmentally Disabled Adults, which states that "An Adult has: Significantly impaired intellectual functioning; Significantly impaired adaptive functioning; and, These limitations must have started before age 18"*); 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.

The motion carried unanimously.

(b) Volunteers in Parks (VIP) Program Request – Noye Park – Kirsty MacDonald.

Delegations:

1. Tracey Hoff, VIP Program Request (\$30,000).

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

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



(c) Travel Assistance Grant – Wellington Secondary School Band – Mary Smith.

It was moved and seconded 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 motion carried unanimously.

11. PRESENTATIONS:

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

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

12. CORRESPONDENCE: (not related to a Report to Commission)

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

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

13. NOTICE OF MOTION: (None.)

14. OTHER BUSINESS: (No other business.)

15. DELEGATIONS (not related to a Report to Commission):

- (a) Anita Sundberg - 2015 Nanaimo Badminton Tournament Committee  
*[Moved forward on the agenda to Item 6.(a)]*
- (b) Jaime Morrison & Paige Fitzsimmons - Pacific Biological Station  
*[Moved forward on the agenda to Item 6.(b)]*

16. QUESTION PERIOD: (No questions.)

17. BUSINESS ARISING FROM PRESENTATIONS AND DELEGATIONS:

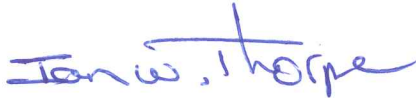
- (a) Anita Sundberg, 2015 Nanaimo Badminton Tournament Committee.  
*[Moved forward on the agenda to Item 7.(a)]*
- (b) Jaime Morrison & Paige Fitzsimmons - Pacific Biological Station.  
*[Moved forward on the agenda to Item 7.(b)]*

18. ADJOURNMENT:

It was moved and seconded at 7:53 p.m. that the meeting adjourn.  
The motion carried unanimously.

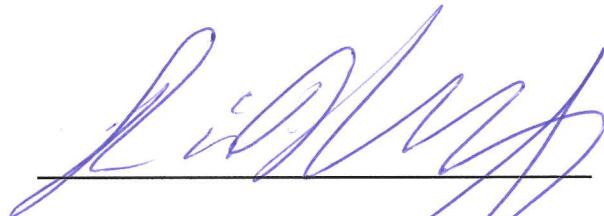
APPROVED AS READ:

APPROVED FOR DISTRIBUTION:



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Ian W. Thorpe, Chair  
Parks and Recreation Commission



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Richard Harding, Director  
Parks, Recreation and Environment

CERTIFIED BY:

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Corporate Officer  
City of Nanaimo