

MINUTES
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM
411 DUNSMUIR STREET
WEDNESDAY, 2014-NOV-26, AT 6:00 P.M.

PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner T. Greves
Commissioner F. Pattje
Commissioner K. Alden
Commissioner L. Avis
Commissioner M. Beaudoin-Lobb
Commissioner H. Houle
Commissioner A. McPherson
Commissioner D. Rinald
Commissioner G. Savage
Commissioner I. Thorpe
Commissioner M. Young

Staff: R. Harding, Director, Parks, Recreation and Environment
M. Smith, Manager of Recreation Services
A. Groot, Manager of Facility Planning and Operations
A. Britton, A/Manager of Parks Operations
M. Demecha, Manager of Civic Facilities
T. Stuart, Recreation Coordinator
R. Tweed, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 6:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Item 5.(a) – Wording updated on the Report to accurately reflect the name of the “Parks, Recreation and Culture Commission”, and include the Report recommendation under Item 5.(a) on the Agenda.
- Add under Item 7.(b)(i) – Late Delegation – Ericka McDonald – Leap Card Application System.
- Add Item 9.(f) – Correspondence – Nanaimo Harbour City Seniors – Minutes of 2014-NOV-07.

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 regular Parks, Recreation and Culture Commission meeting held Wednesday, 2014-OCT-22 at 5:32 p.m. at Beacon House, Protection Island, be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Philip Cooper, Communications Manager, and Suzanne Samborski, Senior Manager, Culture and Heritage, presenting a draft sponsorship policy for the City of Nanaimo.

The community has been looking at the overall issue of sponsorship and how the City deals with it. Mr. Cooper and Ms. Samborski have been working on the Sponsorship Policy and provided a review of the process and progress to date. Presented to the Culture and Heritage Commission three weeks ago.

The Policy highlights were reviewed by Mr. Cooper. It emphasizes a broad level of policy initially. In addition to the three policies, a strategy for sponsorship must be employed. An inventory analysis of what the assets are worth is also required. The sponsorship policies in other municipalities within the province were used as a comparison for developing this policy.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council:

1. approve the Corporate Sponsorship Policy for the City of Nanaimo; and,
2. direct staff to develop separate Naming Rights and Advertising Policies to be presented respectively to the Parks, Recreation and Culture Commission and Culture and Heritage Commission for feedback and recommendations prior to bringing forward to Council.

The motion carried unanimously

- (b) Facility Planning and Operations – Art Groot, Manager of Facility Planning and Operations, and, Mark Demecha, Manager of Civic Facilities.

Mr. Groot and Mr. Demecha provided a PowerPoint presentation giving an overview of Facility Planning and Operations.

6. CHAIR'S REPORT:

The Chair, Councillor Diana Johnstone, advised that a \$5,000 grant was received from the Royal Bank of Canada Foundation and its "Learn to Play" program. The grant has been provided to increase the involvement of schools in Nanaimo in skating lesson programming. These lessons provide a partial subsidy to schools and are a beginning point for children who are marginalized by economic, physical, social or cultural factors.

The Chair also extended her thanks to her colleagues for their service on the Commission.

7. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee: Commissioner Thorpe reported on the Parks Committee meeting held 2014-NOV-17.

It was moved and seconded that the Parks Committee report be received. The motion carried unanimously.

- (b) Recreation Committee: Commissioner Greves reported on the Recreation Committee meeting held 2014-NOV-05.

(i) L.E.A.P. Program Application and Eligibility Requirements.

At the Parks, Recreation and Culture Commission meeting held on 2014-OCT-01, delegations were received with regard to the L.E.A.P. card application and eligibility requirements.

Commission determined by motion that the matter of possible changes to the LEAP program eligibility requirements to allow fixed income special needs adults living at home be referred to the Recreation Committee for review and report back to the Commission.

At their meeting held on 2014-NOV-05, the Recreation Committee reviewed the matter. As a result, two motions were unanimously carried:

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.

Delegations: (10 minutes)

1. Debbie Remillard

Ms. Remillard spoke to her disappointment that the City of Nanaimo does not allow LEAP coverage for disabled adults living in the home. She suggested that the City should provide a permanent LEAP card for permanently disabled adults that would entitle them to ½ price off on all activities and programs. Ms. Remillard felt that disabled adult children living at home are being discriminated against.

It was moved and seconded 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 motion carried. ***Opposed: Commissioner Lynda Avis and Commissioner Mercedes Beaudoin-Lobb.***

2. Ericka McDonald (late delegation)

Ms. McDonald did not present as she felt the matter was adequately covered by Debbie Remillard.

It was moved and seconded that the Parks, Recreation and Culture Commission retain the existing criteria for eligibility under the LEAP program. The motion carried unanimously.

(ii) **Community Program Development Grant Application.**

At their meeting held on 2014-NOV-05, the Recreation Committee reviewed the application from the Cedar 4-H Senior Advisory Council to increase the allocation of funds determined by Council motion on 2014-MAR-10, “ *that Council approve three years of funding of \$4,000 per year from the Community Program Development Grant Fund, starting in 2015, for operations of the Cedar 4-H Barnyard within the City of Nanaimo, with funding options to be revisited in three years time*” and unanimously passed a motion recommending that the Parks, Recreation and Culture Commission deny the application.

It was moved and seconded that the Parks, Recreation and Culture Commission deny the application by the Cedar 4-H Senior Advisory Council for an increase in the funding as approved by Council on 2014-MAR-10. The motion carried unanimously.

It was moved and seconded that the Recreation Committee report be received. The motion carried unanimously.

(c) **Grants Advisory Committee:** No meetings to report.

8. **STAFF REPORTS:**

(a) **Chase River Activity Centre Seismic Funding and Ten-Year Lease Option.**

Purpose: To obtain Commission and Council approval to proceed with the seismic upgrade of the City-owned Land and Building located at 1400 Cranberry Avenue, Nanaimo, and provide Approval in Principle to grant a 10-year lease to the Boys and Girls Clubs of Central Vancouver Island (the “Lessee”) for the same land and buildings.

It was moved and seconded that That the Parks, Recreation and Culture Commission recommend that Council:

1. approve proceeding with the seismic upgrade of the City-owned Land and Building known as the Chase River Activity Centre, located at 1400 Cranberry Avenue, Nanaimo, with \$100,000 provided by the Boys and Girls Clubs of Central Vancouver Island (\$50,000 in 2014 and \$50,000 over the next 10 year period);
2. provide Approval in Principle to grant a 10-year Lease to the Boys and Girls Clubs of Central Vancouver Island for the Chase River Activity Centre located at 1400 Cranberry Avenue, Nanaimo; and \$5000 per year as part of payment to seismic upgrading; and,
3. direct Staff to publish a Notice of Disposition as required under Section 26 and Section 94 of the *Community Charter*.

The motion carried unanimously.

(c) **Parks & Facilities Monthly Report – October, 2014.**

The Parks & Facilities Monthly report was presented, and in addition an update was provided on Groveland Gyro Park. The park equipment arrived this week and will be installed next week. Levelling and preparation of the site is currently underway. Volunteers, a contracted supervisor, and Ed Tremblay, Parks Staff, will be working together and expect the installation to be complete within two weeks.

It was moved and seconded that the Parks & Facilities Monthly report be received. The motion carried unanimously.

(d) **Recreation Services Monthly Report – October, 2014.**

It was moved and seconded that the Recreation Services Monthly report be received. The motion carried unanimously.

9. **CORRESPONDENCE:** (not related to a Report to Commission)

- (a) Letter dated 2014-OCT-26 from Bobbie Taylor, President, Harbour City Football Club Nanaimo, providing feedback with regard to the Draft Beban Park Master Plan.
- (b) E-mail dated 2014-OCT-27 from Ian Kalina, Executive Director, Boys and Girls Clubs of Central Vancouver Island, providing feedback with regard to the Draft Beban Park Master Plan.
- (c) E-mail dated 2014-NOV-03 from Lynne Brown, Orca Coaching and Consulting, providing feedback with regard to the Draft Beban Park Master Plan.
- (d) E-mail dated 2014-NOV-04 from Lou Gagne, Secretary, Boys and Girls Clubs of Central Vancouver Island providing feedback with regard to the Draft Beban Park Master Plan.
- (e) E-mail dated 2014-NOV-12 from Anita Vallee, Director, Boys and Girls Clubs of Central Vancouver Island, providing feedback with regard to the Draft Beban Park Master Plan.
- (f) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2014-NOV-07.

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

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

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

12. **DELEGATIONS (not related to a Report to Commission):**

- (a) Amber Bruner, Coordinator, Greater Nanaimo Early Years Partnership, and Tracy Stuart, Recreation Coordinator, presented to the Parks, Recreation and Culture Commission requesting their support to install “Unplug & Play” signage at playgrounds around Nanaimo to encourage parents and caregivers to disconnect from their electronic devices and connect with their children. Some funding has

been approved through the "Success by Six" funds and as a result, the group has \$1,000 to put towards the signage costs. Initially, the GNEYP would like to have the signs installed in some of the primary park playgrounds - Maffeo Sutton Park, OWCC, Altrusa, and Harewood Centennial – with signage in other parks as funding permits. The signs could be permanent or seasonal.

It was moved and seconded that the Parks, Recreation and Culture Commission direct Staff to work with the Greater Nanaimo Early Years Partnership in installing signs in playgrounds around Nanaimo. The motion carried unanimously.

- (b) David Mitchell, President, Nanaimo Lawn Bowling Club, requesting that the Parks, Recreation and Culture Commission approve a V.I.P. grant to cover all, or a portion of, the costs of the recently completed storage shed need to house equipment for green maintenance.

It was moved and seconded that the Parks, Recreation and Culture Commission approve VIP funding in the amount of \$6094.88 in order to assist in the costs of the Bowen Park Lawn Bowling equipment shed.

Commissioner Thorpe disclosed his membership with the Bowen Park Lawn Bowling Club and vacated the boardroom at 7:35 p.m.

The motion carried unanimously.

Commissioner Thorpe returned to the boardroom at 7:37 p.m.

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

- (c) John Westhead, Vice-President, and Bettie Godfrey, President, Nanaimo Harbour City Seniors (NHCS), presented on behalf of the Society requesting that the Parks, Recreation and Culture Commission assist in funding 30% of the cost of a new piano keyboard, increase the membership fees by \$1.00 per year with the additional \$1.00/membership going to the NHCS, and provide suggestions for funding as appropriate for a New Horizon Federal Funding application. They advised that the current keyboard would remain and would be available for use by other groups. The NHCS has a current bank balance of approximately \$24,000.

Commissioner Thorpe disclosed his annual membership with the Nanaimo Harbour City Seniors and vacated the boardroom at 7:56 p.m.

Commissioner Savage disclosed his annual membership with the Nanaimo Harbour City Seniors and vacated the boardroom at 7:57 p.m.

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

It was moved and seconded that the Parks, Recreation and Culture Commission direct Staff to meet with the Board of the Nanaimo Harbour City Seniors to review and clarify the relationship between the City and the Nanaimo Harbour City Seniors, as well as the Society Act. The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Culture Commission refer the requests made by the Nanaimo Harbour City Seniors to the Recreation Committee for review and report back to Commission. The motion carried unanimously.

Commissioner Thorpe returned to the boardroom at 8:02 p.m.
Commissioner Savage returned to the boardroom at 8:02 p.m.

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

14. ADJOURNMENT:

It was moved and seconded at 8:03 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:



D. Johnstone, Chair
Parks, Recreation and Culture Commission



R. Harding, Director
Parks, Recreation and Environment