

AGENDA
REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
TO BE HELD AT
BEACON HOUSE, PROTECTION ISLAND
WEDNESDAY, 2014-OCT-22, COMMENCING AT 5:30 P.M.

A/CHAIR: COMMISSIONER FRED PATTJE

1. **CALL THE REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:** *(Motion required to adopt the agenda.)*
4. **ADOPTION OF MINUTES:**

Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2014-OCT-01, at 6:01 p.m., in the Bowen Park Complex Conference Room.

Pgs.
4-10

(Motion required to adopt the minutes.)

5. **PRESENTATIONS:**

- (a) Jim Harris, Chair, Communication Committee, Doug Naylor, Chair, Building Committee, Lin Neufeld, Member, Communication Committee, and, Margaret Harris, Member, Fund Raising Committee, Protection Island Lion's Club, providing a presentation regarding the Beacon House Renovation Project and requesting Approval in Principal for Phase 1 (upgrading of the existing Beacon House building) and Phase 2 (renovation of the upgraded building, resulting in an extension), and, funding approval for Phase 1. 2014 Survey Report and letter of support from the Protection Island Cultural Historical Society provided.

Pgs.
11-21

(Motion required to receive the presentation.)

6. **CHAIR'S REPORT:** (None.)
7. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee:** Commissioner Thorpe to report on the meeting held 2014-OCT-09.

Pgs.
22-24

(Motion required to receive the report.)

- i. Westwood Lake Park All-Weather Shelter & Bike Wash Station.

(Pgs.
22-23)

Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission approve this project subject to further staff input, discussions and site visitations.

(Motion required to adopt the recommendation.)

ii. Nanaimo Pickleball Club Request for Additional Pickleball Courts.

Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission:

(Pg. 23)

1. approve a one-year pilot project, to be defined subject to start date, to allow for two Pickleball courts within the confines of the tennis court located closest to Bowen Road at Beban Park; and,
2. direct staff to obtain feedback during the pilot and report back to the Commission with the results at the end of the pilot period.

(Motion required to adopt the recommendations.)

(b) Recreation Committee: No meeting held.

(c) Grants Advisory Committee: Commissioner Thorpe to report on the meetings held since 2014-OCT-01.

(Motion required to receive the report.)

8. **STAFF REPORTS:**

(a) BRECHIN BOAT RAMP UPDATE

Pgs.
25-26

Purpose: To provide the Parks, Recreation and Culture Commission with an update regarding steps taken to address community concerns regarding boat ramp traffic.

Staff Recommendation: That the Parks, Recreation and Culture Commission receive for information.

(Motion required to receive the report.)

(b) ITALIAN FOUNTAIN UPDATE

Pgs.
27-28

Purpose: To provide the Parks, Recreation and Culture Commission with an update regarding upgrades being conducted to the Italian Fountain.

Staff Recommendation: That the Parks, Recreation and Culture Commission receive for information.

(Motion required to receive the report.)

(c) Parks & Facilities Monthly Report – September 2014.

Pgs.
29-34

(Motion required to receive the report.)

(d) Recreation Services Monthly Report – September 2014.

Pgs.
35-39

(Motion required to receive the report.)

9. **CORRESPONDENCE:**

- (a) Minutes of the Nanaimo Harbour City Seniors Board of Directors meeting, held 2014-OCT-03. Pgs.
40-41

(Motion required to receive the correspondence.)

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:** *(Motion required to review other business.)*

12. **DELEGATIONS:** (None.)

13. **QUESTION PERIOD:** *(Agenda Items Only.)*

14. **ADJOURNMENT:** *(Motion required to adjourn.)*

2014-OCT-15

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MINUTES
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2014-OCT-01, 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
A. Britton, A/Manager of Parks Operations
R. Coulthard, Trails & Construction Supervisor
E. Williams, Manager, Recreation Services
R. Tweed, Recording Secretary

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 item 13.(c) Delegation Request – dated 2014-OCT-01 from Jeff Solomon, including e-mail from Roblyn Hunter, regarding changes to LEAP card requirements.

It was moved and seconded that the delegations under Item 12. be moved forward in the Agenda to follow Item 4. The motion carried unanimously.

3. ADOPTION OF AGENDA:

It was moved and seconded that the amended agenda 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-JUL-23, at 6:00 p.m., in the Service and Resource Centre Board Room, be adopted as circulated. The motion carried unanimously.

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

- (a) Brenda Stewart, President, and, Ernie Jerome, Treasurer, Nanaimo Pickleball Club – advising of the 50th Anniversary in 2015 of the creation of the game of pickleball and their desire to work closely with Department Staff to organize events to celebrate this, and, also, to address the limited availability of pickleball court space and time in Nanaimo.

Delegates provided an overview of the game of pickleball and the average age and number of individuals who participate in the game. They delegates would like to put on a tournament with various interest groups participating in it – with possibly even Commission forming a team. Perhaps in conjunction with National Sports Day which is on 2014-NOV-29. They would like to ensure that the OWCC is made available for this event. The Delegation addressed the limited availability of indoor and outdoor space for playing pickleball. They are looking for additional inside space and have presented their wish to have dedicated outdoor space as part of the Beban Park Master Plan. Six pickleball courts can fit in the same area as two tennis courts and they would like two courts at Beban Park converted to a dedicated pickleball space.

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

It was moved and seconded that the matter of converting the tennis courts at Beban Park be referred to Parks Committee for review as part of the Beban Park Master Plan process. The motion carried unanimously.

Staff will work with the Nanaimo Pickleball Club with regard to their event planning.

- (b) Debbie Remillard – LEAP Card Application Process.

Ms. Remillard expressed her concerns regarding the application requirements for LEAP card eligibility for special needs adult children who live at home, specifically the requirement that household income be used to determine their eligibility.

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

- (c) Jeff Solomon, including e-mail from Roblyn Hunter, regarding changes to LEAP card requirements.

Mr. Solomon expressed his concerns with both the application requirements for eligibility for the LEAP card for special needs adult children who live at home and the requirement that caregivers must stay with their special needs person at all times while using the City recreational facilities. He felt that the program penalize parents and the special needs person who lives at home, and, in their case, they do not leave their special needs son unattended while using public facilities.

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 study the eligibility requirements for LEAP program with possible changes to allow fixed income special needs adults living at home access to the program.

A friendly amendment was made to the motion to read:

It was moved and seconded that the Parks, Recreation and Culture Commission refer the matter of possible changes to the LEAP program eligibility requirements to allow fixed income special needs adults living at home to the Recreation Committee for review and report back to the Commission. The motion carried unanimously.

6. PROCEDURAL MOTION:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the Community Charter Section 90(1).

(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity; and,

(n) the consideration of whether a Commission meeting should be closed under a provision of this subsection or subsection (2).

The motion carried unanimously.

Commission moved into "In Camera" at 6:44 p.m.

Commission moved out of "In Camera" at 7:27 p.m.

7. PRESENTATIONS:

(a) Trails Maintenance & Projects – Al Britton, Manager of Parks Operations, and, Rich Coulthard, Trails & Construction Supervisor.

Al Britton introduced Rich Coulthard who then provided a well-received presentation on trails maintenance and projects to the Parks, Recreation and Culture Commission.

8. CHAIR'S REPORT:

(a) 2015 PRCC Key Date Calendar.

It was moved and seconded that the 2015 Parks, Recreation and Culture Commission and Committee Key Date Calendar be adopted. The motion carried unanimously.

(b) PRCC Awards Night – Wednesday, 2014-OCT-15, 6:30 p.m., Beban Park Social Centre.

Members were reminded that this important event will be taking place and were asked to attend if at all possible.

- (c) Correspondence Item 9.(a) – Letter from Ms. Christy Clark, announcing the 2015 British Columbia Community Achievement Awards.

This is provided for information only and is an opportunity for individuals or groups to nominate persons for the Awards.

- (d) Family Fun Night & BBQ – Departure Bay Centennial Park – held on Thursday, 2014-JUN-26.

Commissioner Johnstone wished to congratulate staff on hosting this well-attended and amazing family-oriented event, and requested that a letter be sent to staff.

- (e) The Chair extended congratulations to Commissioner Thorpe who is to be awarded a Community Sport Hero Award from Sport BC at the Vancouver Island Conference Centre in Nanaimo on 2014-OCT-09. The program recognizes coaches, officials, mentors and administrators who have dedicated themselves to amateur sport at the community level.

Commissioner Houle left the meeting at 8:00 p.m.

9. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee: Commissioner Thorpe gave a verbal report on the Parks Committee meeting held 2014-SEP-11. There had been some discussion about having a walking tour of Maffeo Sutton Park as part of the next Parks Committee meeting; however, this is not possible at this time. The 2014-OCT-09 Parks Committee meeting will be in the Bowen Park Complex Conference Room as usual. The Draft Behan Park Master Plan will return to the Parks Committee on 2014-NOV-13 for review. It is anticipated that the Draft Plan will then be forwarded to the Parks, Recreation and Culture Commission for inclusion on their 2014-NOV-26 agenda.

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

- (b) Harewood Dry Floor Development Working Group: Commissioner Thorpe provided a verbal update on the status of the Group and the plans in process. The Group last met on 2014-SEP-11. The meeting was attended by representative groups with Councillor Greves and Commissioner Savage also in attendance. Staff are gathering a "wish list" from the user groups, and are exploring options on the building. Art and Kirsty to cost out options and will return to next meeting of the group. The plan has been slightly reconfigured and this will allow for retention of existing lacrosse box (to be refurbished) as well as a new facility. Cost estimates are approximately \$2,000,000.00. The Group is looking at the possibility of corporate partnering, utilizing funds from the Knowles Estate, and receiving a contribution from Minor Lacrosse.

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

- (c) Recreation Committee: Commissioner Greves gave a verbal report on the Recreation Committee meeting held 2014-SEP-10.

(i) 2014 Sport Tournament Grant Applications

SPORT TOURNAMENT GRANT APPLICATIONS 2014				
GROUP	EVENT		2014	2014
			REQUESTED	RECOMMENDED
	PREVIOUSLY RECOMMENDED		\$11,258.33	8,625.00
1.	Nanaimo Minor Hockey	Pewee Recreational "Blades of Steel" Tournament	Local \$1,100.00	\$1,100.00
	TOTALS:		\$12,322.53	\$9,725.00

2014 Budget Totals	\$21,498.00
Less: Approved Grants - First Intake	\$8,575.00
Less: Approved Grants – Second Intake	\$8,625.00
2014 Sub-Total Remaining	\$4,298.00
Less: Recommended Grants	\$1,100.00
2014 Remaining Budget:	\$3,198.00

The Recreation Committee recommended that the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$1,100.00 to the Nanaimo Minor Hockey for the Pewee Recreational "Blades of Steel" Tournament under the 2014 Sport Tournament Grant allocations.

It was moved and seconded that the recommendation be adopted. The motion carried unanimously.

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

- (d) Grants Advisory Committee: Commissioner Avis reported on meetings held since 2014-JUL-23.

The Grants Advisory Committee met again to discuss the PTEs and interviewed a delegation from the Nanaimo Recycling Exchange. The Committee approved a one-year exemption for the Nanaimo Recycling Exchange, with further consideration on re-application. The Nanaimo Women's Resources Society was also given a tax exemption for 2015.

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

10. STAFF REPORTS:

(a) Sport Tourism Grant Program – Verbal – R. Harding.

Purpose: To advise and update Commission on the Council motion of 2014-AUG-18, at the Finance and Policy Committee of the Whole Meeting, that Council:

1. approve the Sport Event Hosting Policy; and,
2. starting in 2015, transfer the \$20,000 annual grant fund budget to the Nanaimo Economic Development Corporation for Tourism Nanaimo to promote and administer the Sport Tourism Grant Program.

The Application form for the Sport Tourism Grant is now off-line and applicants are being referred to the NEDC.

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

(b) Amplified Events In Public Parks – Verbal – R. Harding.

The City has received more complaints this year and this is partly as a result of the increased residential density downtown, as well as events growing and becoming more frequent. There is a clause in the contract that refers to sound levels. Unless a policy of not having amplified events downtown is approved, the best that can be expected is to keep the sound at reasonable levels. Staff need to continue to work with the user groups in order that they are more aware of sounds and impacts to residents.

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

(c) Parks & Facilities Monthly Report – July & August 2014.

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

(d) Recreation Services Monthly Report – July & August 2014.

Complaints have been received with regard to the locker sizes. This situation is to be rectified – in the interim, staff are providing patrons with two tokens for one locker rental.

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

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

- (a) Letter dated 2014-SEP-02 from Ms. Christy Clark, Premier, Province of British Columbia, and Board Member, British Columbia Achievement Foundation, announcing the 2015 British Columbia Community Achievement Awards and inviting the Commission to nominate individuals who inspire them for the award.
- (b) Minutes of the Nanaimo Harbour City Seniors Board of Directors meeting, held 2014-SEP-05.

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

12. NOTICE OF MOTION: (None.)

13. OTHER BUSINESS: (None.)

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

15. ADJOURNMENT:

It was moved and seconded at 8:41 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

2014-OCT-08
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BEACON HOUSE RENOVATION PROJECT

2014 SURVEY REPORT

A City of Nanaimo and
Protection Island
Lions Club Project

BEACON HOUSE RENOVATION PROJECT SURVEY RESULTS REPORT

October 10, 2014

Beacon House is the island Community Hall and the lower floor of the building houses the Protection Island Library. The majority of public events and many private functions are held in this space. The population of Protection Island has increased over the years. The building no longer accommodates the needs of the community and the current facilities are in need of maintenance and repairs.

The Beacon House Renovation Project is a shared project between the Protection Island Lions group and the City of Nanaimo. The PI Lions Communications Committee, a committee of the Beacon House Renovation Project, was asked to create a survey to poll residents about the project and their support of the renovation of Beacon House. The survey also gave residents a way to provide comments.

The survey was created in 2013; however it was not distributed due to a number of project issues and changes. During September 2014 the Communications Committee refined the survey. We also took this opportunity to survey residents about community program interests. It was decided to not provide the survey online in order to control the numbers to have qualitative and quantifiable data. In conversation with the city it was also decided the Lions Club not incur additional mail out costs of the survey to off-island residents.

A number of volunteers delivered the survey to Protection Island homes the third weekend in September. The designated return date was October 3, 2014. Two hundred fifty-five (255) surveys were distributed, seventy-three (73) returned. This is a 28.63% return.

The following report provides the results of the survey questions along with the compiled comments.

In summary, the residents of Protection Island appear to be very positive regarding the renovation of their community building, Beacon House.

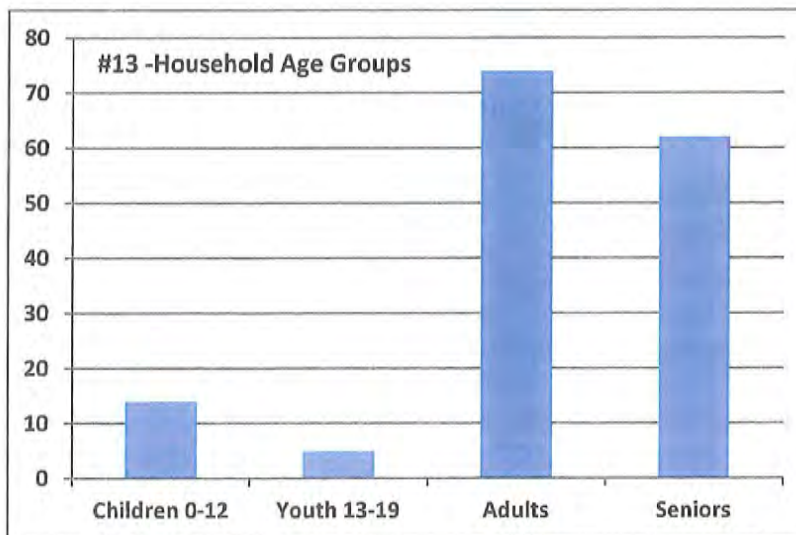
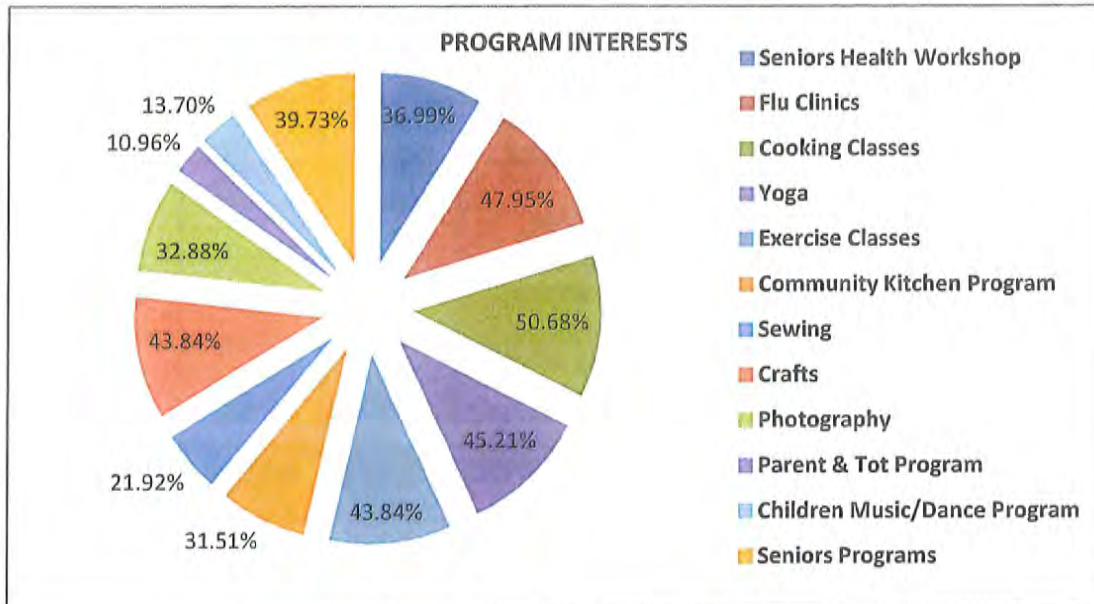
Sincerely

The Beacon House Renovation Project
Communications Committee
Jim Harris
Dave Carter
Lin Neufeld

BEACON HOUSE RENOVATION PROJECT SURVEY RESULTS REPORT

QUESTIONS	YES	NO	NO ANSWER
Do you feel the concept drawings of the renovations meet the goal of improving Beacon House for better public and community use?	84.93%	4.11%	10.96%
Do you understand there are parameters that the renovations are constrained by? (e.g. building code, easements, land use restrictions, budget constraints, etc.)	98.63%	0.00%	1.37%
Are you in favour of renovating Beacon House in two phases? (If NO please give reason in comments section.)	93.15%	0.00%	6.85%
Have you attended a BHRP Open House information session?	35.62%	61.64%	2.74%
Do you have additional ideas or comments regarding the renovation plan? If you indicated 'Yes' please use the 'Comment' section to provide your feedback.	32.88%	49.32%	17.81%
Do you feel the monies required to be raised by the Lions Club is obtainable/reasonable?	87.67%	5.48%	6.85%
Would you consider giving a donation and receiving a tax receipt?	79.45%	13.70%	6.85%
Would you attend the renovation project fundraising events?	93.15%	5.48%	1.37%
Are you aware that the PI Lions Club has an on island medical aid program that lends walkers, wheelchairs, crutches etc.	84.93%	15.07%	
Have you used this service?	19.18%	80.82%	

BEACON HOUSE RENOVATION PROJECT SURVEY RESULTS REPORT



Children	14
Youth	5
Adults	74
Seniors	62

BEACON HOUSE RENOVATION PROJECT

SURVEY RESULTS REPORT

SURVEY COMMENTS

Besides private and community events, how would you like to see Beacon House utilized?

- Club events, i.e. Book Clubs, knit clubs, card nights, etc.
- For community events, parties, weddings, as a hall.
- Education – courses – arts and intellectual courses. Music concerts, weddings as a income source.
- Maybe ongoing (weekly) drop-in or registered programs with low admission costs such as fitness classes or kids activities. Even painting, music, or language courses. Like a Parks and Rec. idea.
- Utilize as a small conference/retreat centre to raise more money.
- Dances! Parties and fundraising. Music
- Community events – private events, meetings, fundraising events, Christmas parties and others during the year. An important part of the community.
- What else is there?
- Summertime corporate day use – small groups – cater lunch/dinners – provide transport a unique setting (chairs a drawback – uncomfy!)
- Community school/school programs.
- Would like clarification on the rules and regulations on rental use of the facility.
- I wish it had 2 or 3 exercise machines so I would not have to go across to a gym during evening hours in the winter months.
- Education, Yoga, Tai Chi
- Comment re: Medical Aid Service – It's wonderful. Thank you
- Support the library
- Music events
- In the event of power outages that a community kitchen and shelter for those without heat be set-up for possibly overnight. If emergency is longer perhaps volunteers could open their homes.
- This seems a good way to use it! By private citizens and community.
- Not sure what is not included under private and community events, but would like to see Beacon House used for all kinds of things for community members. e.g. Parks and Rec. programs, drop-in centre, workshops/courses offered by islanders.
- That about covers it.
- What else is there? I think the workshops and classes are a wonderful concept.
- Guest speakers, art shows, entertainment from outside our community.
- Open drop-in centre in mornings for coffee and community fellowship.
- Meetings for groups. i.e. Girl Guides
- Different types of classes like, painting, music, etc. Weddings, community kitchen.
- A yearly emergency preparation workshop to demonstrate what islanders need to do in the event of an earthquake/tsunami. What we can do when the power and water

BEACON HOUSE RENOVATION PROJECT

SURVEY RESULTS REPORT

mains fail. Also workshops on native plants/trees of the island and events organized for volunteers to remove invasive plant species from our road allowances and in the parks.

- Private and community events seems to cover it all! Maybe ballroom/jive and swing dance classes? Music/jam nights?
- I'd like to see concerts there, a wee stage maybe. Also a bit of a playground area, or at least a little slide going to the low area?
- Perhaps seminars (professional) use. Teachers, consultants etc. outside of the Protection Island community.
- Movie nights once a week specially in winter. Tai Chi lessons. Gathering over a cup of tea or glass of wine for seniors who are lonely.
- Existing arrangement seems fine.
- Pro-Isle Duplicate Bridge Club. Watercolour painting classes (especially summer season)
- Adult choir?
- It would be important to keep our beloved library intact.

GENERAL COMMENTS:

- Re: Concept drawing#1- Deck Stairs extended – S/B Seating – Deck stairs should be tiered to provide extra seating for outside concerts instead of using chairs.
- I am fairly new to the island, and as such, have been taking my time taking things in and honestly don't have a strong opinion on what, if any, changes should be made to the Beacon House. I love this island and community that I see here and definitely want to contribute to it and would absolutely support any required repairs but beyond that, my opinion is too unformed at this stage.
- I think the high ceiling in the plans would be a heat (energy) waster – better to have lower ceiling and insulation.
- I think there needs to be an extended deck area when phase 2 is completed, either a flat deck extending the south side or wide steps that could accommodate outdoor seating.
- New kitchen. More assembly space.
- It is disappointing, considering the effort expended to date and the work required to complete this project that in the end the facility, while improved is still too small to accommodate even a portion of the population. As a postal code that provides the city with the most tax \$ per property the level of service we get is appalling. Pressures should be brought to ensure that we are at least on par with like \$ communities on the "big" island.

BEACON HOUSE RENOVATION PROJECT

SURVEY RESULTS REPORT

- We are concerned that a 'loop-hole' is being used to avoid public safety requirements with safety equivalencies will replace the need for sprinklers? The south deck should be widened to take advantage of sunlight and views.
- Room for dancing! (For Fred Schloessinger)
- Expansion is essential as it is too small for larger gatherings – this is such an active community. I hope also the sound system is of high quality. I believe it has recently been upgraded. Thank you for your diligence and effort!!!
- The community hall has been in use for the people of P.I for the 27 years I have been here. Our population has grown during this time and now more room is needed for lots of our events. In summer both inside and outside grounds has been full of people. Winter can be very crowded.
- I would really like to see the kitchen updated/changed to function better. I know working in there, the space seems small and awkward. Maybe even an island for prep work.
- Storage, portable bar with low countertops / shows, exhibitions wall for Art classes, wired for sound! Musicians, portable stage, sliding glass doors opening to deck to maximize space in summer. Energy efficiency, update kitchen, mini amphitheatre for grounds, maintain current look outside, think about area and organization for plaques and benches. Wrap deck around on west side to the potential new entrance.
- If the capacity is being expanded, should the kitchen be expanded or improved as well? We lack funds for large donations, but would be very happy to contribute our time to work parties. If parts of the project can be completed by volunteer labour this would be preferable to fundraising to pay a contractor.
- I am happy that Beacon House will be expanded for use by the community.
- Congratulations on initiating this project. We are fully supportive. I would like to volunteer on fundraising events. – Thora
- Re: Renovation Plan – The concept plans as it stands (done by a newly qualified architecture student) should not be used – except as a starting point. It is too 'barn like', I'm sure more attractive, and more useful space can be planned within the financial parameters. Re: Programs – Yes, we should use facilities as an on-going (daily?) basis for community activities (example: Margaret's Coffee House" idea was good. Card nights, movies (especially Netflix?) Historically, the renovated building should reflect the use of Gallows Point and PI in general rather than 'modernized'. It was a lightstation and is called 'Beacon House'. Don't forget it.
- I support the initiative 100% but my concern is a lot of money and could come at the expense of other charities here on the island.

BEACON HOUSE RENOVATION PROJECT

SURVEY RESULTS REPORT

- I think a posted specific goal for island contributions alone should be established as its unclear how much is expected from islanders alone vs. donations outside of the community. We would like to see the Lions Club request for donations (with a tax receipt) rather than many smaller fund raisers that 'tire' the community.
- Kitchen – suggest it be expanded and upgraded (not sure if that is already part of the plan.) It is a great venue for private parties – please continue your excellent rental services. (tables, chairs, etc. – it is much appreciated!
- The design is reminiscent of Frank Lloyd Wright back in time!!! Would like to talk in person to you. 1. One of the key issues in design is a Sense of Place. The artist concept is an anywhere, generic 70's design. The lighthouse history should be kept and enhanced perhaps even with a viewing tower to attract events. Keeping to the era, kitchens and bathrooms were often add-ons that would leave the main floor completely open. A very exciting and successful restoration of East Point Lighthouse on Saturna Island should be looked at. Big money though and government grant saw seniors on the island paid to do the restoration. They even have their own flag. 2. Where meetings posted on bulletin boards. Worried about asbestos, proper insulation, storm doors, etc.
- Power outlets and thoughtful lighting (specific to 'highlight' stage area.
- Looks like a lot of thought has gone into this. It is hard for us to really know how to answer questions as some info is not available to us. For example, how much time will each phase take? How much time will it be unavailable to the community while renos are going on? What are the available grants for this type of project? Is it typical that the city only pays ½ of costs to renovate and repair city-owned community centre? But we'll go with your collective wisdom since it looks like you've been thinking and working hard. Our one main concern is whether the additional space gained is enough for our community. Second, we are not sure that raising that much is possible as we know so many families who will not be able to afford large contributions. But it depends on the time frame too so hard for us to say. Hope it works out. Thanks for all the work!
- Kitchen needs reno work so it can be used to its optimum. Definitely needs work to meet needs of future activities.
- I cannot tell from the drawing. I would like to see the stairs and deck designed to accommodate an outdoor stage and /or seating for outdoor events. Thank you.
- I would like to know if Phase one will result in the building being able to house more than 65 people for an event/meeting and comply with fire regulations and I have the same question for Phase two. I think raising the required funds will be a huge challenge for the community. Already there are too many fundraisers for my budget

BEACON HOUSE RENOVATION PROJECT SURVEY RESULTS REPORT

to accommodate and there are other groups who require funds as well, e.g., DIGGS and the PI Museum. It is difficult to visualize the proposed changes from the small drawings provided. I hope there are plans to redesign the kitchen to make it more functional.

- My comment/request is for another big kid/adult swing in Pirates Park, incurring only minor costs, before the BHRP commences. Thank you. Also, a pre-school at Beacon House would be incredible!
- The presentation we viewed on the Lions web page because we were away does not indicate how much the capacity will increase. It shows the current figure of 65. What will it be when complete?
- Excellent, realistic plan.
- 1. Expand deck width on south side, if possible. If windows on south side are to be replaced by doors, need more 'walkabout' space than presently shown in drawing. 2. Either - use floor space for physical recreation – suggestions to paint badminton court lines. Or – use part of the floor space as, 'comfier, more welcoming' space with throw rug, sofa(s), coffee table(s).
- I could not access the website to view plans.
- I'm sure you will be environmentally aware – non-toxic materials, etc.! Also, I think preference should be given to local suppliers and builders. I know you will remember the wheel chair ramp.
- I had hoped the original exterior could have been preserved and truly 'restored' as the building is an important legacy of the island history. Even if new windows were required, the new windows should have matched the original size, shape and sash forms. I realize an addition to the building would alter the exterior and additional space is necessary.
- Why only one concept drawing? Perhaps other concept drawings would give citizens input into our community hall.
- Dreaming big, working hard – That's all it takes and Protection Islanders are that special!
- Perhaps the artists of the island would be willing to donate works of art to embellish the walls/wall; a permanent collection of work perhaps?
- More room needed for dancing.
- Great idea. We always appreciate Beacon House as an island facility.
- Re: Question 5 – Still not clear why the city, which owns the building, does not pay the whole shot. It really should – as it does any other community facility in the city.

BEACON HOUSE RENOVATION PROJECT SURVEY RESULTS REPORT

Also, of course, thanks to all Lions for their dedication – and trouble – organizing a re-fit of the grand old Beacon House!

- 1. Any chance during renovation works that access could be made to the lower property – beach area? I've got great ideas for that – how about outside exercise stations! It's the one remaining thing the island needs after the reno project is underway. So people don't have to travel off island for a gym. 2. Really excited about the renovations, especially the chance to install better insulation for energy savings. The building gets used a lot, and I am certain it would get used more if bigger. The club here is very active and actively seeks new members – I'll be a new one this Fall. So far I have been to about 6 events where attendance was at capacity – Can't come soon enough! Note: I've seen several surveys remaining on doors of absentee property owners – Any chance it could be put online to at least reach absent people who may receive Pro-Isle Yahoo group page? Sad to miss the input of people who are currently away – or seasonal as they too may use Beacon House.



**THE PROTECTION ISLAND
CULTURAL HISTORICAL SOCIETY**

208-B Colvilleton Trail
Nanaimo BC V9R 6R1

October 14, 2014

Subject: Beacon House Renovation Project

On behalf of The Protection Island Cultural Historical Society and the Protection Island Museum, I would like to express our strong support of the proposed upgrade and renovations of Beacon House. We are working in close consultation with the project; and as Museum curator, I am actively participating with the project Building Committee. We very much appreciate the City's partnership with this project.

Rick Scott

President, Curator

Protection Island Cultural Historical Society

MINUTES
PARKS COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,
THURSDAY, 2014-OCT-09, COMMENCING AT 4:30 P.M.

PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Diana Johnstone
Commissioner Graham Savage
Commissioner Maureen Young

Regrets: Commissioner Donald Rinald

Staff: K. MacDonald, Parks & Open Space Planner
R. Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 4:34 p.m.

2. INTRODUCTION OF LATE ITEMS:

It was moved and seconded that the delegation, Item 12.(a), be moved forward in the Agenda to be received prior to Item 5. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the minutes of the regular Parks Committee meeting held Thursday, 2014-SEP-11, at 6:03 p.m., in the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS (not related to a Report to the Parks Committee): (10 MINUTES)

- (a) Dan Brady and Norm Thibault representing Runners of Compassion and the greater Nanaimo trail, running, and mountain biking community with regard to building an all-weather shelter and bike wash station at Westwood Lake Park.

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

It was moved and seconded that the Parks Committee recommend that the Parks Recreation and Culture Commission approve this project subject to further staff input, discussions and site visitations. The motion carried unanimously.

6. PRESENTATIONS: (None.)

7. CHAIR'S REPORT:

(a) Nanaimo Pickleball Club Request for Additional Pickleball Courts.

At the Parks, Recreation and Culture Commission meeting held on 2014-OCT-01, a delegation from the Nanaimo Pickleball Club addressed the limited availability of indoor and outdoor space for playing pickleball. The Club is looking for additional inside space and have presented their wish to have dedicated outdoor space as part of the Beban Park Master Plan. The delegates advised that six pickleball courts can fit in the same area as two tennis courts and they would like two courts at Beban Park converted to a dedicated pickleball space.

Commission determined by motion that the matter of converting the tennis courts at Beban Park be referred to Parks Committee for review as part of the Beban Park Master Plan process.

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

1. approve a one-year pilot project, to be defined subject to start date, to allow for two Pickleball courts within the confines of the tennis court located closest to Bowen Road at Beban Park; and,
2. direct staff to obtain feedback during the pilot and report back to the Commission with the results at the end of the pilot period.

The motion carried unanimously.

8. REPORTS OF PROJECT COMMITTEES: (None.)

9. STAFF REPORTS:

(a) Draft Beban Park Master Plan – Verbal Update – Kirsty MacDonald

Purpose: To update the Parks Committee on the status of the Draft Beban Park Master Plan.

Commissioner Johnstone departed at 5:57 p.m.

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

10. CORRESPONDENCE: (None.)

11. NOTICE OF MOTION: (None.)

12. OTHER BUSINESS: (None.)

13. QUESTION PERIOD: (None.)

14. ADJOURNMENT:

It was moved and seconded at 6:00 p.m. that the meeting adjourn. The motion carried unanimously.

Ian W. Thorpe

Ian Thorpe
CHAIR
PARKS COMMITTEE

CERTIFIED CORRECT:

K. MacDonald

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

APPROVED FOR DISTRIBUTION:

Richard Harding

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2014-OCT-14
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City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-OCT-22

AUTHORED BY: ART GROOT, MANAGER
FACILITY PLANNING & OPERATIONS

RE: BRECHIN BOAT RAMP UPDATE

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission receive for information.

PURPOSE:

To provide the Parks, Recreation and Culture Commission with an update regarding steps taken to address community concerns regarding boat ramp traffic.

BACKGROUND:

At their meeting held 2014-JUN-25, the Parks, Recreation and Culture Commission received a delegation regarding issues at the Brechin Boat Ramp and the Charlaine Boat Ramp. At that meeting, the Commission passed a motion that the PRCC support staff in meeting and working with stakeholders and user groups on issues related to the Brechin Boat Ramp and Charlaine Boat Ramp and report back to Commission and Council on a regular basis.

Since that meeting, staff have met with stakeholders and user groups in July and then again in September. The next meeting will take place in January. The meetings and correspondence with those users identified both small and larger issues.

DISCUSSION:

Issues That Were Identified:

Traffic flow, parking, low tide concerns, signage, education and etiquette of users, were issues that were identified at both locations. Usage by paddlers was also discussed.

Additionally, at Brechin Boat Ramp, length of the docks/fingers was discussed as well.

Review Of Improvements Implemented:

Charlaine Boat Ramp:

- Improvements have taken place at Charlaine including brush-cutting, new signage, lines repainted, and designation of parking spots. Ramp users have seen a significant improvement at Charlaine. There is order there now and the parking issues are greatly improved. Trailers are now able to park easily and cars are parked correctly.

Brechin Boat Ramp:

- The drop off at the end of both ramps was topped up with gravel. (This will possibly become a seasonal maintenance process.)
- The entrance was realigned.
- The issue at the entrance to the washroom building was fixed.
- Traffic flow was improved with lane markings and painted arrows.
- Signage and stencilling that identifies lane usage within the ramp areas where necessary.

Review of Possible Future Improvements:

Charlaine Boat Ramp:

- Possible etiquette/education sessions with an attendant handing out pamphlets and providing information.

Brechin Boat Ramp:

- Possible etiquette/education sessions with Bylaw Enforcement Officers handing out pamphlets and providing information during patrols of the parking lot.
- Review of 'kayak beach' and what can be done to improve conditions to reduce potential for damaging kayaks during launching.
- Review of current fingers/docks and the cost or benefit of adding additional fingers. This could be cost prohibitive.
- Improved signage. Focus group will continue to discuss and resolve.
- Accessibility. Possible improvements to washroom facilities.
- Upgrades to the fish cleaning station.

Respectfully submitted,



Art Groot
MANAGER, FACILITY PLANNING & OPERATIONS
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-OCT-22

AUTHORED BY: ART GROOT, MANAGER
FACILITY PLANNING & OPERATIONS

RE: ITALIAN FOUNTAIN UPDATE

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission receive for information.

PURPOSE:

To provide the Parks, Recreation and Culture Commission with an update regarding upgrades being conducted to the Italian Fountain.

BACKGROUND:

The Italian Fountain was constructed by Nanaimo's Italian Community to celebrate British Columbia's centenary anniversary. The fountain is constructed of local granite from Yellow Point and reflects fountains commonly found in Italy. It depicts images of BC, such as the recurring life cycle of the salmon, in detailed mosaic tile designs and with the large jumping sculptures. Construction began in 1959 and ended in 1961.

Over the past fifty years, the context of this fountain has changed tremendously. The Island Highway has been re-graded and realigned in relation to the fountain. Downtown revitalization is in full swing with the redevelopment of the Port Place Shopping Centre, Casino, and introduction of the Vancouver Island Conference Centre. In addition, social pressures on the green space are evident with shelters, drug paraphernalia, and litter frequently seen in the green space. For the most part, the site has become a drive-by site that is appreciated by the public from adjacent roadways.

As a result of an increasing number of complaints from merchants, the RCMP, and park operations staff working on this site, staff began undertaking a park improvement process in 2012.

Suggested goals for this park improvement process were identified as:

- Update the fountain structure and mechanical and electrical components for optimal maintenance, aesthetics, safety, and cost effectiveness;
- Update the surrounding green space for optimal maintenance, aesthetics, safety, and cost effectiveness;
- Visually improve this historic gateway to downtown Nanaimo;
- Respect the Italian community's contribution to Nanaimo;
- Educate the public about this historic fountain and legacy; and,
- Ensure crime prevention through environmental design guidelines is followed.

At their meeting held on 2012-MAR-28, the Parks, Recreation and Culture Commission passed a motion recommending that Council approve the draft Italian Fountain improvement planning process.

At their meeting held 2012-APR-02, Council passed a motion approving the draft Italian Fountain improvement planning process.

DISCUSSION:

Currently, the mechanical system is below the sloped water way of the fountain. Entrance to the chamber is very restricted and is considered a confined space. After review with staff and members of City of Nanaimo's Occupational Health & Safety Committees, it was determined that the risk was far too great to have staff or contractors going in to the area to try to maintain the electrical and mechanical systems.

Repairs include mechanical system upgrades to allow for easier and safer access for maintenance; electrical upgrades and replacement for the operation of lighting and pumps; and repair of the structure of the fountain to repair minor leaks and major aesthetic issues.

The mechanical system will be brought to the outside area surrounding the fountain and placed in a chamber that is below ground. Staff or contractors will no longer be at risk when performing regular maintenance on the system.

The electrical system will be upgraded and allowance for future upgrades will be provided for in this round of work.

The electrical kiosk on site will also be upgraded as the current one is unsightly and has safety issues surrounding it. A lower profile, more secure kiosk will be installed and a local artist could be asked in the future to paint mural on it so it will blend in to the surroundings better.

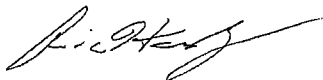
Repairs will be conducted on the lower curved portion of the waterway as it had been damaged by a vehicle striking it in the past. The interior of the curve will be fixed by a mason and then given a protective coating that will prevent moisture from degrading the integrity of the finished wall.

Respectfully submitted,



Art Groot
MANAGER, FACILITY PLANNING & OPERATIONS
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

City of Nanaimo

**REPORT TO THE
PARKS, RECREATION AND CULTURE COMMISSION**

DATE OF MEETING: 2014-OCT-22

AUTHORED BY: ALAN BRITTON, MANAGER OF PARKS OPERATIONS; AND,
ART GROOT, MANAGER OF FACILITY PLANNING & OPERATIONS

RE: PARKS & FACILITIES MONTHLY REPORT – SEPTEMBER 2014

PARK PLANNING AND DEVELOPMENT:

- The draft Beban Park Master Plan update was shared with park stakeholders at open houses held 2014-SEP-24 and 2014-OCT-05. Over 350 people attended the two sessions and submitted feedback. Comments will be reviewed and the draft plan will be revised accordingly and presented back to the Commission.
- Detailed planning work for the improvements at Harewood Centennial Park continues. Staff are budgeting for future work, detailing construction plans with consultants, and working through the layout and design of the covered multi-purpose court with the Dry Floor User Committee.
- Planning for improvements at Maffeo Sutton and Georgia Parks is continuing. Condition assessments are being conducted on existing amenities to help inform the phasing plans and future improvement options.
- The Nanaimo Mountain Bike Club and staff have had discussions and workshops regarding future trail standards and continued trail partnerships.

VOLUNTEERS IN PARKS:

- Staff have met with the Nanaimo Community Gardens Society on several occasions to plan for the implementation of their greenhouse. A VIP grant of \$25,000 was awarded to this project in 2013.
- The playground equipment was installed at Hawthorne Park by volunteers on the weekend of 2014-SEP-19. Site finishing and landscaping will take place in the fall.
- The Groveland Park VIP will install their playground in November. Planning for the hard surface court is ongoing.
- The Westdale/Leslie Crescent Park neighbourhood committee is moving their project forward. Staff are facilitating their visioning and assisting in their proposal development.
- Information requests about the VIP process have been made by the Departure Bay Neighbourhood Association as well as BMX and mountain bike groups to help build partnership projects.
- Invasive plant removal support has been requested by the South End Neighbourhood Association and Samaritan House for some cleanup work on laneways off of Nicol Street.

PARKS UTILITY:

- Two crew members focused the entire month on irrigation including both repairs and seasonal maintenance. They also worked on revamping the irrigation at the Bowen Tennis Courts because of the changes in grade to the surrounding area.
- A water line at the Bowen Park lower tennis court was moved to allow for a drinking fountain to be installed at the new entrance to the court.
- The Italian Fountain upgrade project was prepped with work to take place during October. The upgrades will make it safe for servicing by removing all the pumps from the confined space below the fountain and moving to a chamber located on the exterior of the fountain.
- Float ropes were removed from the swimming areas at Westwood Lake Park, Loudon Park and Brannen Lake and will be stored until next year.
- The raft at Kin Beach in Departure Bay has been brought to shore and all float ropes have been stored away.
- Initial plans were to move the cannons from Pioneer Plaza into storage for the winter season as per usual; however, instead, staff will now build an enclosure around them to allow for them to be stored onsite which will provide savings by reducing staff time and equipment rentals.
- All four water parks remained open until 2014-SEP-22, the latest date to anyone's recollection. Parks were kept open because of the nice weather and with children being out of school.
- New boulevard irrigation systems were taken over at Parmar Way and Bourbon Road. Staff are continuing to have input in upcoming systems including Linley Valley Drive, Extension Road, Doumont Road, and Turner Road. Linley Valley includes a new subdivision and roundabout.

TURF & NEIGHBOURHOOD PARKS:

- Field maintenance was the main goal this month. Staff worked on the aeration program and over-seeded many of the sports fields.
- The Second Artificial Turf Field was top-dressed with 40,000 lbs of crumb rubber, raising the amount of rubber in the field another ¼ inch which helps the synthetic fibre stand erect and allows the field to play true to real grass.
- The final fertilizer application of the year was applied.
- The transition from baseball to soccer has been completed with the exception of Serauxmen Diamond #1 which is being used for the Fall Ball league.
- All gravel parking lots are being graded.

TRAILS:

- The trimming crew were so efficient in their summer trimming, finishing well ahead of schedule, that they were utilized by the resurfacing crew. Hence, the trail work at Buttertubs Marsh Park was covered well in advance of our intended date.
- Work continued in Linley Valley with the creation of a new footpath from the existing trails through the newly acquired property at 3651 Rock City Road which will eventually link to land in Linley West. This trail work also includes a new footbridge over the creek.
- On a sad note, September saw us removing the section of the Chase River Estuary viewing deck that had become unsafe.

HORTICULTURE AND ARBORICULTURE:

- Hanging baskets have been removed for the season. Water savings continue to accumulate with new products. This year, 24 new baskets with the water reservoirs were utilized. These baskets require watering once a week versus the traditional moss baskets that are watered at least once daily. A downfall with these baskets is the weight due to the 11 L reservoir capacity so we have to be careful where they are placed.
- Five crew members attended the annual CanWest Horticulture Show. Session topics included Arboriculture; Bringing back the Pollinators; Composts to Suppress Plant Diseases; Japanese Garden Design and a tradeshow showcasing new products.
- The Youth Employability Skill Development and Work Experience Initiative Program is now complete. Our participant has graduated from her program and won an award for the most promising female in this group.
- Staff has prepared a planting plan for the new bio-swales to be added to Fitzwilliam Street.
- Arboriculture has seen nine calls for service in the month of September.

FACILITY OPERATIONS:

- Shutdown work continued in September. Beban Pool re-opened at the end of August with several projects still being wrapped up through September.
- Shutdown of the Aquatic Centre took place over the month of September. Projects included the conversion to chlorine pucks, refinishing of the lobby floor and regular maintenance work including painting, mechanical repairs, polishing water slides and tiling.
- Winterizing work at Kin Pool was ongoing through September. Painting of the pool liner was completed in the good weather. Work will continue through October.

INFRASTRUCTURE PLANNING & ENERGY

- Progress was achieved with BC Hydro on the incentive review process for the Water Treatment Plant. The Incentive Agreement Review Committee has approved it. Savings of 719,000 kwh per year from the energy conservation measures is being pursued.
- Working on upgrading lighting in the Bowen Park Complex. This project is expected to save 3,000 kwh per year.
- The lighting upgrade at the Nanaimo Aquatic Centre is in the design stage.
- Bastion Parkade lighting upgrade is being reviewed.
- The heat recovery project at Beban Park is proceeding with the design process for the unit above the Leisure Pool and the system for the chiller in Frank Crane Arena. The heat recovered from these units will be used to heat the Beban Pool boiler water.
- The Reservoir #1 next to Colliery Dam Park is generating power that is being sold to BC Hydro.
- Budget work is being completed to rank projects for facility equipment for the five year budget plan (2015-2019).

CIVIC FACILITIES

- The AED donated by the BC Heart & Stroke Foundation was installed in the washroom building at the Artificial Turf Fields at Beban Park.
- Post Tension Strand replacement project is in progress at the Bastion Parkade.
- The Occupational Health & Safety COR audit was conducted at the end of September. We are awaiting the results.
- RFP for the boiler maintenance and repair contract has gone to tender.
- The electrical inspection of the Beban Park transformers has been completed.

MAINTENANCE AND CONSTRUCTION:

- The Carpentry Crew assisted with the shutdown of the Nanaimo Aquatic Centre. Shelving was manufactured and installed in the Lifeguard Room and the main storage room.
- Work at the Vancouver Island Military Museum was done for the installation of the Veterans Wall of Honour. An existing brass plaque was moved from the lower entrance and reinstalled at the upper entrance. Plastic lumber was installed on the walls of the museum to allow for anchoring the plaques.
- BC Marine Trail signs were installed at the Brechin Boat Ramp and Kin Beach.
- Installed the Recalling Canada's First National Internment Operations Plaque 1914-1920 at the Queen Elizabeth Promenade by the Nanaimo Yacht Club.
- Upgraded and reinstalled a memorial bench at City Hall.
- Staff worked with the VIP group at Hawthorne Park with the layout, excavation, and the supervision of the playground equipment installation as well as finishing touches including the border installation.
- Groveland Park's old playground equipment has been removed by the VIP group. The layout for the new equipment and the excavation was completed. The wood border will be installed by the group the weekend of 2014-OCT-17. The playground equipment will be installed the weekend of 2014-NOV-14.
- Work continued on the lower tennis court at Bowen Park.



Plastic lumber installed at the VIMM

VANDALISM REPORT:

BREAKDOWN OF COSTS	
CONTRACTED SERVICES	\$1,112.73
MATERIALS AND SUPPLIES	\$1,864.39
LABOUR AND FLEET	<u>\$1,218.68</u>
TOTAL COST	\$ 4,195.80

- Ranchview Park was heavily vandalized with white paint on the play equipment. It required special equipment to remove it.
- Robins Park was extensively damaged to where the washroom building required repainting of all doors. Both Ranchview Park and Robins Park were reported to the RCMP.
- Oliver Woods had some equipment broken, as well as the glass of a facility door smashed.
- Sites of graffiti removal included Altrusa Park, Larry McNabb Sports Zone artwork, and Bowen Park.

TRAIL COUNTS SEPTEMBER 2014				
Park Sites	July Daily Average	August Daily Average	September Daily Average	Peak Time of Use
Blueback Beach Access*	289	303	265	4:00 p.m. – 5:00 p.m.
Beban Park Tennis Court	N/A	N/A	121	4:00 p.m. – 5:00 p.m.
Buttertubs Trail (Dyke Side)	237	225	202	5:00 p.m. – 6:00 p.m.
Colliery Dam - Lower Dam	248	262	237	3:00 p.m. – 4:00 p.m.
Colliery Dam - Upper Dam	199	212	197	2:00 p.m. – 3:00 p.m.
Cottle Lake Trail – Rock City Rd	59	62	60	12:00 p.m. – 1:00 p.m.
Dewar Road Trail	61	57	50	12:00 p.m. – 1:00 p.m.
Diver Lake Park Tennis Court	N/A	N/A	49	2:00 p.m. – 3:00 p.m.
E & N Trail (behind Fibber Magee's)	99	105	97	1:00 p.m. – 2:00 p.m.
E & N Trail (Fitzwilliam Street)	45	46	43	1:00 p.m. – 2:00 p.m.
E & N Trail (Franklyn Street)	49	53	50	12:00 p.m. – 1:00 p.m.
Georgia Park (trail to Front Street)	274	298	266	12:00 p.m. – 1:00 p.m.
Georgia Park Bridge	1,553	1,456	1,106	12:00 p.m. – 1:00 p.m.
Greenaway Park Trail	47	44	38	2:00 p.m. – 3:00 p.m.
Invermere Beach Access*	142	161	145	3:00 p.m. – 4:00 p.m.
Kinnette Evergreen Trail	74	67	61	2:00 p.m. – 3:00 p.m.
Linley Point Trail – Rutherford Rd	88	92	73	3:00 p.m. – 4:00 p.m.
Linley Point Trail - Altavista Access	66	68	63	3:00 p.m. – 4:00 p.m.
Northfield dog park	128	123	115	5:00 p.m. – 6:00 p.m.
Park Avenue Bridge	64	65	64	3:00 p.m. – 4:00 p.m.
Queen Elizabeth Promenade	N/A	N/A	704	2:00 p.m. – 3:00 p.m.
Westwood – Mt. Bike Trail Crossing	49	55	49	4:00 p.m. – 5:00 p.m.

*Counters that share the same entrance/exit counts traffic coming and going.

DOG AMBASSADOR SEPTEMBER 2014		
Location	Number of people engaged in conversation	Positive behaviours observed
Paws for a Cause	14	On-leash, controlled
Pioneer Park	17	Dogs got along with each other, most had good control
Colliery Dam	14	Owners active in controlling their dogs
Lure Coursing (Beban Park)	4	Dogs loose only under controlled conditions
Online Outreach	2	N/A

ANIMAL SERVICES DIVISION SEPTEMBER 2014				
Park/Beach Sites	# of Patrols	Dogs Encountered	Written Warnings	Tickets Issued
Barsby Park	1	0	0	0
Beaufort Off-Leash	1	0	0	0
Beban Park	7	4	0	0
Beban Off-Leash Park	2	6	0	0
Bowen Park	16	23	0	0
Cable Bay Trail	1	2	0	0
Departure Bay Centennial Park (Wingrove Street)	1	0	0	0
Colliery Dam Park	7	9	0	0
Colliery Dam Off-Leash area	6	35	1	0
Departure Bay Beach	22	22	1	1
Diver Lake Park	14	1	0	0
Harewood Centennial Park	2	0	0	0
Linley Valley Park	14	29	0	4
Loudon Park	15	8	0	0
Maffeo Sutton Park	19	155	0	1
Mansfield Park	1	0	0	0
May Richards Bennett Pioneer Park	7	2	0	0
May Richards Bennett Off-Leash Area	2	4	0	0
Neck Point Park	16	101	0	0
Northfield Park	1	0	0	0
Petroglyph Park	1	0	0	0
Pipers Lagoon Park	20	46	1	2
Pleasant Valley Park	1	0	0	0
Saxer Park	1	0	0	0
Westwood Lake Park	16	74	0	3
Totals	194	521	3	11

2014-OCT-15

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City of Nanaimo
REPORT TO THE
PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-OCT-22

AUTHORED BY: RICHARD HARDING, DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

RE: RECREATION SERVICES MONTHLY REPORT — SEPTEMBER 2014

COMMUNITY DEVELOPMENT:

Aquatics: The Nanaimo Aquatic Centre (NAC) reopened Monday, 2014-SEP-29, after its annual maintenance shutdown. Work completed included converting chlorine gas to chlorine pucks, deep cleaning tile and grout, polishing the water slides, tuning up the diving board, replacing filters and maintaining the pumps. The acid-stained flooring in the lobby and halls was refinished and the weight room was repainted. Two new pieces of equipment were added and new window coverings were installed. Focus for staff during the September shutdown was to continue to build the aquatics team. Lifesaving Society Head Lifeguard courses were held on 2014-SEP-05, 2014-SEP-06, 2014-SEP-19 and 2014-SEP-20. A Team Development Day was held on 2014-SEP-24 and In-service Training was held on 2014-SEP-27.

Arenas: Nanaimo Ice Centre (NIC) hosted the Nanaimo Buccaneers season opener 2014-SEP-04. The Nanaimo Clippers season opener was held 2014-SEP-26 at Frank Crane Arena. The Learn to Skate School program received a \$5,000 grant for children in sport from RBC. Seasonal Instructor and Skate Shop Patrol staff have all been hired and trained.

Beban Park Master Plan: The first public open house outlining the draft Beban Park Master Plan was available for review and public feedback and was well attended. A second open house was scheduled for October.

Community Development: The Preschool Co-coordinator is representing the Department on the Greater Nanaimo Early Years Partnership Committee. One initiative being worked on is putting in a request to the Commission to install "Unplug and Play" signage at City playgrounds, which will encourage parents to participate with their children rather than focus on electronics while the child plays. Staff and IT are determining the feasibility of installing a cell booster in the Beban Social Centre as trade shows and craft fairs are more and more dependent on use of cell phones to take payment, and cell phone reception is not strong enough to enable this inside the auditorium.

Community Events - Indoor: Significant community events that took place in the Social Centre in September included: Two Blood Donor Clinics (five days in total); NDP All Candidates Meeting; Innovative Entertainments Bridal Exhibition; Nanaimo Shriner Clubs Magic, Illusion & Comedy Show; and, Live Well Expo.

Community Events - Outdoor: Significant community events that took place in the Centennial Building or on the Beban Park grounds included: Weekly Wednesday Farmers Market; and the Nanaimo Kennel Club Rally Trials (two days).

Meetings/Training/Professional Development: Staff attended the RFABC Social Media Workshop in Duncan, participated in a webinar seminar “Coaching Out of the Box: How to Lead with Confidence and Achieving Inspiring Results”, and attended a Hazard Identification and Risk Assessment workshop. Staff escorted the COR auditor and other staff through the Social Centre and assisted them in reviewing safety documents, procedures, and the related safety board.

Oliver Woods Community Centre: Drop in gym programs continued to have strong attendance; 775 adults participated in the gym drop-in sports. Pickleball held their annual Mexican Scramble Tournament, 64 people participated. The fall 2014 badminton tournament held at Oliver Woods was very popular with 107 badminton players from the Island and lower mainland enjoying 171 matches. Facility rental and admission continue to increase. Rental attendance was 5,985 during September. Fall children’s program registration did not have a strong start, we suspect the Teacher’s strike impacted our registration numbers. Fall fitness programs are going very well. We are seeing an increasing demand for drop-in options. Coordinators are looking at how we can better accommodate this community request. Fewer people want to commit to register in a 6 – 8 week program. National Sports Day event will be held on 2014-NOV-29. Activities will be held at the Nanaimo Aquatic Centre and Oliver Woods Community Centre.

Outdoor Community Events: The second annual youth Rogers Rookie Tennis Tournament hosted 23 competitors, which was nearly double last year’s registration. Staff worked with the Nanaimo Round Table and NALT to celebrate Rivers’ Day in Bowen Park on 2014-SEP-28. Eleven community groups participated and interactive booths included touch tanks, fish printing, watershed displays, and more. The day also included a watershed tour, river walks, musical entertainment, and a salmon BBQ. An estimated 300 attended.

Teen Fest: Staff hosted an interactive booth at “Teen Fest”, a youth focused event held at Maffeo Sutton Park on 2014-SEP-13. This first-time event was well-attended and the weather cooperated. Staff handed out PR&E program flyers and had an Instagram-themed photo booth.

PROGRAM HIGHLIGHTS:

Harbour City Seniors (HCS) Thursday Special Events hosted an average of 90 seniors at each event in September.

Popular programs this month include: piano lessons; Yoga 4 Kids; Kids Wood Build; Lego Robotics; Science After School; Urban Winter Gardening; Tennis for Teens; Nanaimo River Watershed Tour; Insects are Everywhere; and, monthly preschool Play & Learn programs.

LIT/Quest: A survey monkey has been sent to parents and participants of the spring/summer LIT/Quest program to obtain feedback that will enable continued improvement of the program. There are presently 24 youth registered for the fall/winter program that will start in October.

Camp Firefly - Beban, a children’s daycamp designed to help parents with childcare during the teachers’ job action, ran for the duration of the three-week teacher’s strike in September. A total of 425 children registered over the 15 days of camp, averaging 28 per day. This camp also ran at OWCC for most days of the strike.

MONTHLY STATISTICS: SEPTEMBER

Aquatics:		Attendance	
		Current Month	Last Year
Public Admissions:		21,686*	31,582
Lessons:		717*	2,981
Clubs/Rentals/Schools:		1,129*	2,752
TOTAL:		23,532*	37,315

Arenas:		Hours of Use		Attendance	
		Current Month	Last Year	Current Month	Last Year
Public Admissions:		143.25	133.25	2,179	2,487
Lessons: Department programs and Schools:		106.75	88.50	1,675	1,172
Special Events/Tournaments		0	0	0	0
League Rentals:		806.50	735.50	35,380	33,492
Other/Casual:		131.75	129.00	2,500	2,681
TOTAL:		1,188.25	1,086.25	41,734	39,832

<u>Hours:</u>		<u>Attendance:</u>	
FCA –	287.75	FCA –	11,486
NIC 1 –	311.25	NIC 1 –	11,639
NIC 2 –	331.75	NIC 2 –	9,460
CMN –	257.50	CMN –	9,149
TOTAL –	1,188.25	TOTAL –	41,734

* NAC closed for maintenance 2014-SEP-01 to 2014-SEP-28

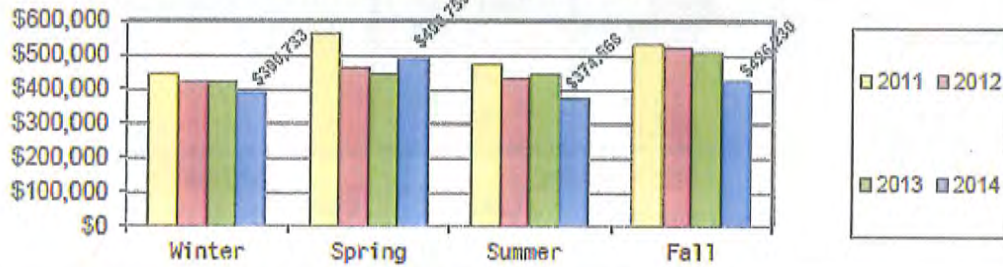
Harbour City Seniors' Memberships Sold Per Month:

	2011	2012	2013	2014
JAN	400	343	348	315
FEB	101	123	169	156
MAR	131	157	110	167
APR	94	50	124	105
MAY	46	50	65	70
JUNE	63	43	46	50
JULY	40	43	56	46
AUG	49	75	91	93
SEPT	157	172	207	197
OCT	86	102	119	
NOV	107	91	95	
DEC	225	152	119	
TOTAL:	1499	1401	1,544	1,199
REVENUE:	\$54,076	\$50,188	\$58,776	\$46,805

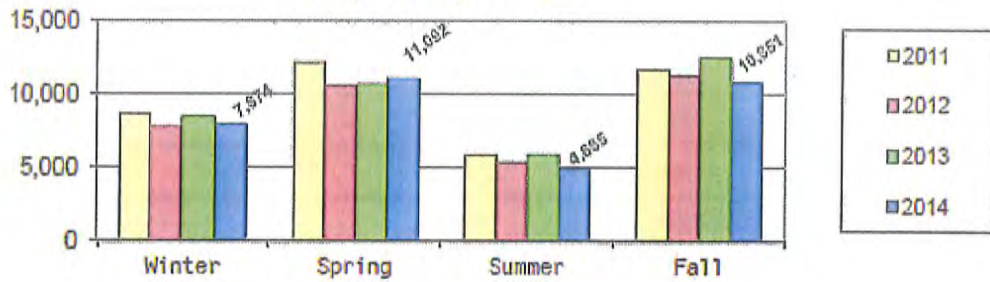
Total NHCS Memberships 1,002 sold from Jan 1 – Dec 31, 2014
 Total NHCS Memberships 1,425 sold from Jan 1 – Dec 31, 2013
 Total NHCS Memberships 1,449 sold from Jan 1 – Dec 31, 2012

2011 to 2014 Recreation Services Programs Registrations and Revenues

Program Registration Revenue

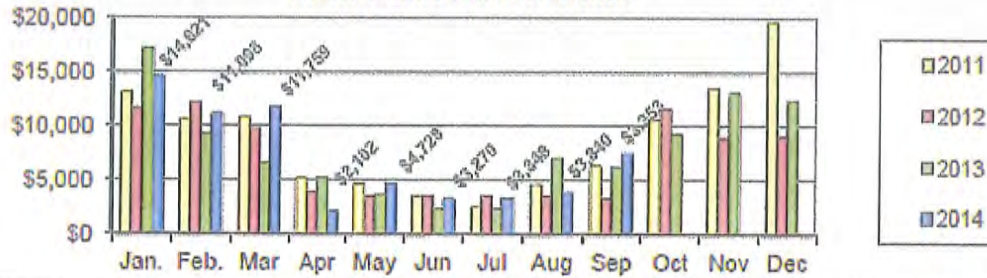


*Program Registrations**

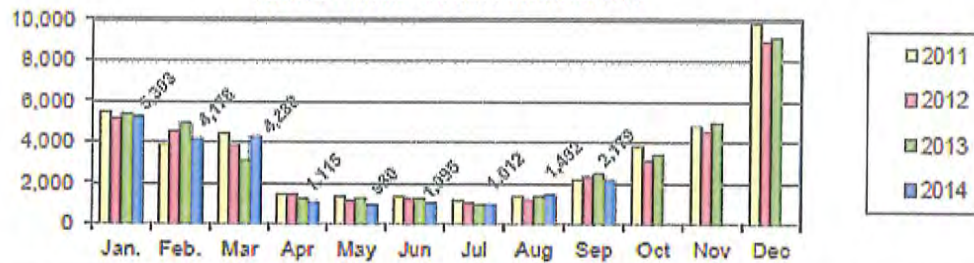


Summary of Recreation Services - September, 2014

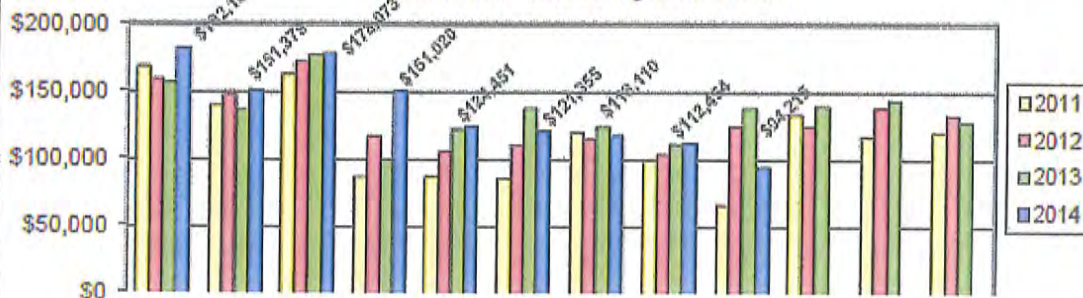
Arena Public Skate Revenue



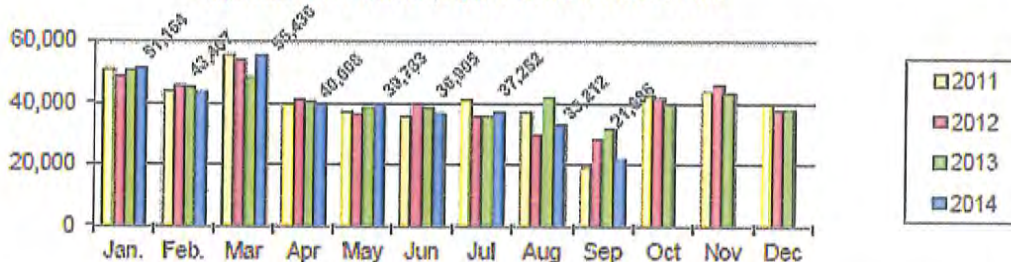
Arena Public Skate Admissions



Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions



**NANAIMO HARBOUR CITY SENIORS
Minutes of Board of Director's Meeting
October 3, 2014**

In Attendance: Bettie Godfrey presiding, John Westhead, Joy Vikstrom, Jan Leine, Joanne Husband, Warren Jaques, Lorraine Fisher, Gordon Pascoe, Sandy Raddysh, and Bob Davies, guest.

Regrets: Bill Roos, Maureen Evans, Dara Rupa, Michele Duerksen.

Call to Order: Bettie called the meeting to order at 9:30 AM.

Adoption of the Agenda: Moved by Joanne. Seconded by Jan. Carried.

Adoption of the Minutes: *Lorraine moved that the Minutes of the last meeting be adopted as distributed.* Seconded by John. Carried.

Guest Presentation: Bob Davies, leader of the senior's swing band, presented his request to NHCS to help fund the purchase of a new keyboard for the use of the band. Their present keyboard was donated by the IODE in 1993, and is in need of replacement. The instrument that they propose purchasing is a Yamaha P255. The swing band group has raised enough to cover half the cost, \$1732, and is requesting that NHCS contribute the remaining \$866.

John moved to form a committee to negotiate with the Commission to partner on the contribution to purchase the keyboard. Seconded by Lorraine.

After further discussion, *Gordon moved to accept an amendment to the motion to add "possibility of partnering".* Seconded by Joy. Carried. Four in favor, three opposed.

Correspondence: None

Treasurer's Report: *Joy moved to accept the Treasurer's Report as distributed.* Seconded by Gordon. Carried.

Discussion followed on the use of NHCS membership fees collected by the City. This money helps to cover facility rental for free programs, staff salaries, advertising etc.

Marketing Report: *Joanne moved to accept the Marketing Report as distributed.*

The upcoming Crafty Workers Bazaar was discussed. *Joanne moved to approve up to \$150 for two ads in the Bulletin for the Crafty Workers Bazaar, and to purchase a plastic brochure dispenser.* Seconded by Lorraine. All in favor, carried.

RECEIVED

OCT 14 2014

DEPARTMENT OF
PARKS, RECREATION AND ENVIRONMENT

.....page 2 NHCS Board of Directors' Meeting, Oct.3, 2014

Membership Report: John presented a record of communications with Kenmore Air regarding the donation of an all expense paid trip to Seattle, which would be raffled by NHCS. This is not possible at this time, but hopefully will be in the future.

In order to reach out to everyone in the community, John has approached the Sikh Temple and Muslim Temple to display NHCS brochures. He also attended the Saudi National display on the waterfront, which was a wonderful event, but sparsely attended by the citizens of Nanaimo.

John moved that the Membership Report be adopted as presented. Seconded by Gordon. Carried.

Parks, Rec, Environment Co-ordinator Report: Sandy Raddysh sat in for Michele. Sandy pointed out that rental rates for city facilities are set by the City, and upheld by bylaws. The facilities are already subsidised, as operating cost is often more than rental. He suggested that NHCS apply for grants as one way to raise money to cover costs of facility rental and supplies.

Unfinished Business: Quilter's raffle was discussed, and tabled. Replacing the Poinsettia sale by a turkey shoot was discussed. ***John moved that we take on a project known as the "Turkey Shoot".*** Seconded by Warren. Carried. Gordon abstained.

New Members event was very successful with 80 attending. Suggestions for programs and seminars put forth by members will be suggested to Michele. Thanks to Bettie for her leadership and cookies. Also, a very big thank-you to Liz Mowbray for looking after making coffee and tea, all her work in the kitchen, and seeing that everyone was served.

New Business: The Crafty Workers Bazaar will be held Nov.27, from 10:00 AM-1:00 PM.

Adjournment: Meeting adjourned at 11:30 AM. Next meeting Nov. 7, 9:30 AM.