

AMENDED AGENDA
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM, 411 DUNSMUIR STREET
WEDNESDAY, 2014-JUL-23, COMMENCING AT 6:00 P.M.

CHAIR: COMMISSIONER DIANA JOHNSTONE

1. **CALL THE REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

- Add the following Staff Reports:
 - Item 8.(c) - Travel Assistance Grant – Nanaimo Ebbitides Swim Club – Provincial – Revised
 - Item 8.(d) - Travel Assistance Grant – Nanaimo Ebbitides Swim Club – National – Revised
 - Item 8.(e) - Travel Assistance Grant – National – Nanaimo & District Minor Fastball – Nitro U16 B
 - Item 8.(f) - Travel Assistance Grant – Nanaimo Track & Field Club
 - Item 8.(g) - Change Rooms for Female Minor Hockey Players

3. **ADOPTION OF AGENDA:** *(Motion required to adopt the agenda as amended.)*

4. **ADOPTION OF MINUTES:**

Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2014-JUN-25, at 5:52 p.m., in the Service and Resource Centre Board Room.

Pgs. 4-9

(Motion required to adopt minutes.)

5. **PRESENTATIONS:**

- (a) Alita Dancy, Program Leader, and, Megan Lum, Recreation Coordinator – LIT, Quest, and Summer Day Camps.

6. **CHAIR'S REPORT:** (None.)

7. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee:** Commissioner Thorpe to report on the meeting held 2014-JUL-10.

Pgs. 10-11

Netted Commercial Fastball / Baseball Batting Cage At Beban Park.

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

1. keep the concept of a batting cage under consideration as the Beban Park Master Plan moves forward; and,
2. direct Staff to return to the Parks Committee with a report that summarized the public input and contains additional information from

the proponent, including the noise study, schematic and infrastructure layout, and a business plan.

(Motion required to adopt recommendation.)

- (b) **Recreation Committee:** Commissioner Greves to report on the meeting held 2014-JUL-02. Pgs. 12-14

2014 Sport Tournament Grant Applications

Purpose: to obtain Commission recommendation for Council approval.

Recreation Committee's Recommendation: Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$850.00 under the 2014 Sport Tournament Grant allocations as follows:

SPORT TOURNAMENT GRANT APPLICATIONS 2014				
GROUP	EVENT	TYPE	2014 REQUESTED	2014 RECOMMENDED
	PREVIOUSLY RECOMMENDED		\$8,758.33	8,625.00
1.	Vancouver Island Exhibition	Skateboard competition and Roller Derby demo and game Local	\$2,500.00	\$850.00
TOTALS:			\$11,258.33	\$9,475.00

2014 Budget Totals	\$21,498.00
Less: Approved Grants - First Intake	\$8,575.00
2014 Sub-Total Remaining:	\$12,923.00
Less: Recommended Grants	\$9,475.00
2014 Remaining Budget:	\$3,448.00

(Motion required to adopt recommendation.)

- (c) **Grants Advisory Committee:** Commissioner Avis to report on the meetings held since 2014-JUN-25.

(Motion required to receive report.)

8. **STAFF REPORTS:**

- (a) **Parks Operations Monthly Report – June 2014.** Pgs. 15-19

(Motion required to receive report.)

- (b) **Recreation Services Monthly Report – June 2014.** Pgs. 20-25

(Motion required to receive report.)

- (c) **Travel Assistance Grant – Nanaimo Ebbtides Swim Club – Provincial – Revised**
Elizabeth Williams, Manager, Recreation Services Pgs. 25.1 - 25.3

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo Ebbtides Swim Club in the amount of \$200 for four athletes to attend the 2014 Provincial Masters Swimming Championship, held in Kelowna, B.C., 2014-APR-25 to 2014-APR-27.

(Motion required to adopt the recommendation.)

- (d) **Travel Assistance Grant – Nanaimo Ebbtides Swim Club – National – Revised**
Elizabeth Williams, Manager, Recreation Services Pgs. 25.4 - 25.6

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo Ebbtides Swim Club in the amount of \$100 for one athlete to attend the 2014 Canadian Championship Masters Swimming, held in Windsor, Ontario, 2014-MAY-16 to 2014-MAY-19.

(Motion required to adopt the recommendation.)

- (e) **Travel Assistance Grant – National – Nanaimo & District Minor Fastball – Nitro U16 B**
Elizabeth Williams, Manager, Recreation Services Pgs. 25.7 - 25.10

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo & District Minor Fastball in the amount of \$600 for 12 athletes to attend the Provincial Softball Championships, being held in Prince George, B.C., 2014-JUL-24 to 2014-JUL-27.

(Motion required to adopt the recommendation.)

- (f) **Travel Assistance Grant – Nanaimo Track & Field Club
Elizabeth Williams, Manager, Recreation Services** Pgs.
25.11 - 25.13

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo Track & Field Club in the amount of \$400 for 21 athletes to attend the BC Track & Field Championships, held in Kamloops, B.C., 2014-JUL-11.

(Motion required to adopt the recommendation.)

- (g) **Change Rooms for Female Minor Hockey Players
Darcie Osborne, Manager, Arenas** Pgs.
25.14 - 25.15

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council transfer the remaining \$20,000 from the Cliff McNabb washroom/change room updates (referee room) project to Frank Crane Arena (FCA) to complete renovation of staff room to female change room.

(Motion required to adopt the recommendation.)

9. **CORRESPONDENCE:** (None.)

10. **NOTICE OF MOTION:**

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

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

- (a) Kathy White, Nanaimo Mountain Bike Club, providing a PowerPoint presentation and reporting back to Commission on the building of the first authorized mountain bike specific trail on City property at Westwood Lake Park, acknowledging the great support and cooperation of the numerous City staff who have helped make this project so successful, expressing their gratitude to the Commission for funding the project, and, expressing why this, and other similar projects, are important to the City. Pg. 26

- (b) Saul Hilchey and David Strang, presenting a VIP proposal on behalf of the Gyro Club to install screens for the Bowen Complex tennis courts. Pg. 27

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

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

MINUTES
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM
WEDNESDAY, 2014-JUN-25, 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
R. Tweed, Recording Secretary
B. Corsan, Manager, Real Estate
A. Britton, Acting Manager, Parks Operations
K. MacDonald, Parks and Open Space Planner
D. Johnston, Assistant Manager, Aquatics
A. Jetter, Lifeguard Instructor, Aquatics

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 5:52 p.m.

2. 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):

(k) 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 council meeting should be closed under a provision of this subsection or subsection (2).

The motion carried unanimously.

Commission moved into "In Camera" at 5:52 p.m.

Commission moved out of "In Camera" at 6:04 p.m. and resumed the regular meeting.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 8.(d) – Travel Assistance Grant – Upper Island Storm Youth Soccer.
- Add Item 9.(a) – Minutes of 2014-JUN-05 Nanaimo Harbour City Seniors Meeting.

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 Thursday, 2014-JUN-12 at 6:30 p.m. in the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Damon Johnston, Assistant Manager, Aquatics, and Ms. Angelica Jetter, Lifeguard Instructor - Swim to Survive Summary and Summer Park Programs.

Mr. Johnstone and Ms. Jetter provided a PowerPoint presentation regarding the Swim to Survive and Summer Park Programs.

There is a Staff focus group working on the Beban Pool redesign with two options on the improvement of spray and play toys under consideration. One of the companies, "Vortex" of Montreal, fabricate and design equipment. A Staff Report will be coming forward to PRCC. Beban will be reopening in September. The play structure will be replaced next year.

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

6. CHAIR'S REPORT:

The Chair, Diana Johnstone, provided an update on the 2014-JUN-23 Council meeting with regard to the motion concerning the proposed Nanaimo Boathouse & Paddling Centre. Approval in Principle was not given; however, Council will be meeting to determine if it is to be deemed a City priority.

7. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee: Minutes of the meeting held Thursday, 2014-JUN-12.

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

The Chair of the Committee, Ian Thorpe, provided an update on the VIP Beautification Project meeting with regard to the Townsite Road and Millstone Avenue right of way area. Staff had received a request to improve the land; however, at this point there did not seem to be a neighbourhood consensus as to whether it should be a maintained park area or perhaps a community garden. There was a good turn out. The

neighbourhood is concerned about maintenance of the area, which is legally a roadway right of way. Names and contact information were obtained for the possibility of setting up a Steering Committee for the future.

- (b) Recreation Committee: No meeting held since last reporting.
- (c) Grants Advisory Committee: Commissioner Avis reported on meetings held since 2014-JUN-12, advising that no meetings have been held since Commission last met. The next meeting is scheduled for 2014-JUL-07.

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

8. STAFF REPORTS:

- (a) **Boat Ramp Use Issues**
Richard Harding, Director - Parks, Recreation and Environment

Purpose: To advise Commission on user issues at boat ramps.

Delegations: (10 minutes)

1. Clyde Wicks spoke to the need of working with user groups at Brechin Boat Ramp and Charlaine Boat Ramp and the history of the ramps. A written handout of his presentation was provided to Commission.

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

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission support staff in meeting and working with Stakeholders and user groups (sports fishers, paddling groups, commercial operators, Auxiliary Coast Guard, etc.) on issues related to the Brechin Boat Ramp and Charlaine Boat Ramp and report back to Commission and Council on a regular basis.

Art Groot will be leading the group in their discussions, with Al Britton assisting.

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

- (b) **Request for Approval In Principle –**
Nanaimo Curling Club Lease Agreement
Richard Harding, Director - Parks, Recreation and Environment

Purpose: To obtain Commission and Council approval in principle to grant a 10-year lease to the Nanaimo Curling Club (the "Lessee") for the City-owned Land and Building known as the Nanaimo Curling Centre located at 100 Wall Street.

Delegations: (None.)

Correspondence: (None.)

Staff introduced Linda Torgerson, Vice President, and Ron Kaneen, President, who were in attendance representing the Nanaimo Curling Club. Bill Corsan, Manager, Real Estate clarified the matter of structures on City land and how the land is registered with Land Titles. The Nanaimo Curling Club facility was built by the members, but it is owned by the City.

Staff Recommendation: That the Parks, Recreation and Culture Commission approve and request that Council:

1. approve in principle the disposition of a 10-year lease to the Nanaimo Curling Club; and,
2. direct Staff to draft a Lease Agreement for Council's review and consideration.

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

(c) **Travel Assistance Grant – Nanaimo & District Minor Fastball
Elizabeth Williams, Manager, Recreation Services**

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo & District Minor Fastball in the amount of \$450 for nine athletes to attend the Provincial Softball Championship, being held in North Delta, B.C.

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

(d) **Travel Assistance Grant – Upper Island Storm Youth Soccer
Elizabeth Williams, Manager, Recreation Services**

Purpose: To obtain approval from Commission and Council.

Delegations: (None.)

Correspondence: (None.)

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Upper Island Storm Youth Soccer in the amount of \$700 for 14 athletes to attend the Provincial Championship Soccer being held in Burnaby, B.C.

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

(e) **Parks Operations Monthly Report – May, 2014.**

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

(f) **Recreation Services Monthly Report – May, 2014.**

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

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

(a) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2014-JUN-25.

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):** (10 MINUTES)

(a) Jamie Davis requesting to erect a netted commercial fastball / baseball batting cage at Beban Park.

Travis Whiteman presented on behalf of Mr. Davis and the company, Bat'n 367 Ltd., to Commission, and provided aerial boards for review. The plan is to install six pitching machines. The company is prepared to spend \$250,000 to build them. The area they will cover will be 150' by 150'. The designs are still in the preliminary stages. The company hopes to recoup their costs through charging user fee rates of \$2.00 for 15 balls, and \$4.00 for 30 balls. They intend on hiring a full-time staff person for the kiosk. There will be a lot of infrastructure. They do not need to fund raise as the company will be covering the costs. The enterprise is "for profit". The company is in the process of choosing an engineering company for structural and architecture details.

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

Staff advised that this is similar to the golf course proposal. All issues would be worked out in a lease agreement. Staff recommended that if the Commission is interested in exploring further that the matter be referred to the Parks Committee.

It was moved and seconded that the matter be referred to the Parks Committee to review and report back to the Commission including information on any possible costs the City might incur. The motion carried unanimously.

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

14. ADJOURNMENT:

It was moved and seconded at 7:11 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-JUL-11
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UNADOPTED

MINUTES
PARKS COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,
THURSDAY, 2014-JUL-10, COMMENCING AT 5:30 P.M.

PRESENT: Commissioner Ian Thorpe, Chair

Members: Commissioner Diana Johnstone
Commissioner Donald Rinald
Commissioner Graham Savage
Commissioner Maureen Young

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 5:34 p.m.

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

It was moved and seconded that the 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-JUN-12, at 5:06 p.m., in the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS: (None.)

6. CHAIR'S REPORT:

- (a) At the Parks, Recreation and Culture Commission meeting held on 2014-JUN-25, Mr. Travis Whiteman appeared before the Parks, Recreation and Culture Commission presenting a proposal to erect a netted commercial fastball / baseball batting cage at Beban Park.

Commission determined by motion that they would refer the matter to the Parks Committee for review and report back to Commission.

Presentation:

Mr. Jamie Davis and Mr. Travis Whiteman, presented a verbal and written proposal to erect a netted commercial fastball / baseball batting cage at Beban Park.

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

1. keep the concept of a batting cage under consideration as the Beban Park Master Plan moves forward; and,
2. direct Staff to return to the Parks Committee with a report that summarized the public input and contains additional information from the proponent, including the noise study, schematic and infrastructure layout, and a business plan.

The motion carried unanimously.

7. REPORTS OF PROJECT COMMITTEES: (None.)
8. STAFF REPORTS: (None.)
9. CORRESPONDENCE: (None.)
10. NOTICE OF MOTION: (None.)
11. OTHER BUSINESS: (None.)
12. DELEGATIONS (not related to a Report to the Parks Committee): (None.)
13. QUESTION PERIOD: (No questions.)
14. ADJOURNMENT:

It was moved and seconded at 6:55 p.m. that the meeting adjourn. The motion carried unanimously.

Members were reminded that the next scheduled meeting of the Parks Committee is Thursday, 2014-SEP-11, 5:00 p.m., in the Bowen Complex Conference Room.

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

MINUTES
RECREATION COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2014-JUL-02, COMMENCING AT 3:00 P.M.

PRESENT: Commissioner Ted Greves, Chair

Members: Commissioner Lynda Avis
Commissioner Diana Johnstone

Regrets: Commissioner Karen Alden
Commissioner Mercedes Beaudoin-Lobb

Staff: E. Williams, Manager, Recreation Services
R. Tweed, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:07 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Minutes of the regular Recreation Committee Meeting held Wednesday, 2014-JUN-04, at 3:22 p.m., in the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS: (None.)

6. CHAIR'S REPORT:

- (a) Verbal Report – First Meeting of the Harewood Dry Floor Development Working Group.

The first meeting of the Working Group was held on Thursday, 2014-JUN-26. Commissioner Ian Thorpe was selected as Chair and Commissioner Ted Greves as Acting Chair in his absence. The Group will be working forward very quickly and their next meeting will be held on site at Harewood Centennial Park on 2014-JUL-10 at 4:00 p.m.

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

7. GRANT REVIEW:

(a) Sport Tournament Grant Applications

Purpose: To review applications and allocate funds for 2014 for the following:

- i. Vancouver Island Exhibition – Skateboard Competition & Roller Derby demo and game (application previously submitted but deferred by the Committee pending receipt of additional information) – requesting \$2,500; and,*
- ii. Youth Sticking Together – requesting \$5,000.*

It was moved and seconded that the request by Youth Sticking Together be denied as it does not meet the Sport Tournament Grant Application Criteria. The motion carried unanimously.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$850.00 under the 2014 Sport Tournament Grant applications as follows:

SPORT TOURNAMENT GRANT APPLICATIONS 2014					
GROUP	EVENT		TYPE	2014 REQUESTED	2014 RECOMMENDED
PREVIOUSLY RECOMMENDED				\$8,758.33	8,625.00
1.	Vancouver Island Exhibition	Skateboard competition and Roller Derby demo and game	Local	\$2,500.00	\$850.00
TOTALS:				\$11,258.33	\$9,475.00

2014 Budget Total	\$21,498.00
Less: Approved Grants - First Intake	\$8,575.00
2014 Sub-Total Remaining:	\$12,923.00
Less: Unrecommended Grants	\$9,475.00
2014 Remaining Budget:	\$3,448.00

The motion carried unanimously.

8. CORRESPONDENCE: (None.)

9. NOTICE OF MOTION: (None.)

10. OTHER BUSINESS: (None.)

11. DELEGATIONS (not related to a Report to the Committee): (None.)

12. QUESTION PERIOD: (No questions.)

13. ADJOURNMENT:

It was moved and seconded at 3:43 p.m. that the meeting adjourn. The motion carried unanimously.



Ted Greves
CHAIR
RECREATION COMMITTEE

CERTIFIED CORRECT:



Elizabeth Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2014-JUL-04
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UNADOPTED

City of Nanaimo

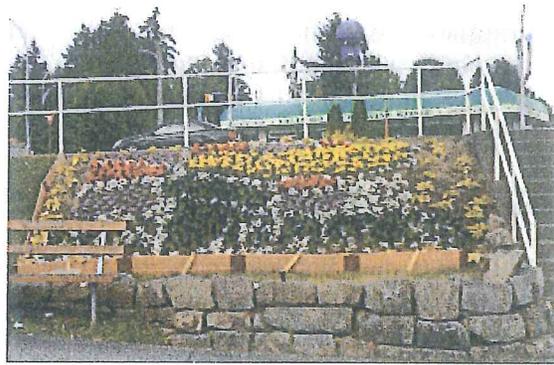
REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: THE PARKS OPERATIONS DIVISION

RE: PARKS OPERATIONS MONTHLY REPORT – JUNE 2014

The month of June is always a busy one in Parks Operations as crews are focused on repairing and improving parks ready for the busy summer season. This year was additionally busy as a lot of time was focused on preparing for the BC Summer Games.



Carpet bed planting displaying the BC Summer Games flag

PARK PLANNING AND DEVELOPMENT:

- The draft Beban Park Master Plan is out for public review this summer. Meetings with stakeholders, including the VIEX, the Nanaimo Equestrian Association, and other groups are being set up over the next two months.
- Detailed planning work for the phased improvements at Harewood Centennial Park continues. Playground installation is planned for fall 2014 and contractors are being scheduled for the work. The Harewood Dry Floor Development Working Group has been meeting and is contributing to the detailed design of the multi-purpose covered space. Final cost estimates will follow.
- Several development applications have been reviewed including potential park and trail connections in several neighbourhood areas including: Westwood Road; Stewart Avenue; Chase River; and, Harewood.
- The Dogs in Parks Ambassador has started attending parks and community events. Focus sites include the dog off-leash area at May Richards Bennett Pioneer Park, Linley Valley (Cottle Lake) Park, and swimming beaches.
- The annual update of the park and trail maps has been completed; publications have been printed and are being distributed to all facilities.

VOLUNTEERS IN PARKS:

- The playground equipment chosen for the Hawthorne Park VIP has been ordered. The installation will take place in fall 2014. Neighbours are organizing a summer park party and rally in July.
- The Groveland Park VIP playground has been tendered and will close at the end of July. Installation is planned for fall 2014. Neighbours are continuing their fundraising campaign.
- A start up VIP meeting for the green space at the corner of Townsite Road and Wall Street was held in late June. Neighbours are interested in beautifying the road corner with a community garden and other aesthetic initiatives.
- A fence has been installed by volunteers at Oceanview Park.

PARKS UTILITY:

- The new tree irrigation for Linley Valley Drive has been turned over to Parks Operations and staff have completed the final inspection of the new installation.
- Basketball hoops at Maffeo Sutton Park are down for the month of July and will be put back up after the Marine Festival.
- New swim float markers were installed at Loudon Park.
- The annual backflow testing of the irrigation systems has been started. Two staff members are busy doing the seasonal repairs to irrigation throughout the City.
- The exit gate at Loudon Park was repaired and replaced as the hinges on the gate were badly out of alignment.
- Staff prepared 60 extra garbage cans, painted, and ready to go for the BC Summer Games and other summer events.
- One staff member has been focusing on improving the Sentinel System which controls the irrigation systems across the City. The focus has been in improving the programming data/set points and communications between units. A trial program was initiated at Comox Gyro Park which, if it proves successful, could reduce water consumption, while maintaining field conditions.

FACILITY OPERATIONS:

- The hot water circulation pump for the Nanaimo Aquatic Centre was removed and replaced.
- A renovation of the Referee's Room at Cliff McNabb Arena is underway.
- A renovation of the flex room in the Frank Crane Arena has been started.

TURF AND PARKS:

- Anchors were installed at May Richards Bennett Pioneer Park on the football field in preparation for rugby posts going in for the BC Summer Games. Sod was installed in front of the new concrete dugouts.
- The two artificial turf fields were top-dressed with crumb rubber and brushed.
- Dust abatement was applied to the gravel parking lots.

TRAILS:

- The trails division has concentrated on vegetation control during the month of June. The trimming crew completed their second round of the trails list, which is impressive for this early in the season. They have begun their second tour of the Parkway Trail.
- The construction crew was busy reclaiming the bank west of the Nanaimo Curling Centre, off of Wall Street. What was once an eyesore of blackberries and concrete rubble is now an easily-mowed lush green knoll with an attractive wooden barrier and concrete curb.
- Cattle gates and signage at the end of Arbot Road and Westwood Lake were installed to discourage ATVs and re-establish this unused section of the park for part of the single track perimeter bicycle route.



Reclaimed bank at the Nanaimo Curling Centre

HORTICULTURE AND ARBORICULTURE:

- We are very pleased to be a host employer to the Employability Skill Development and Work Experience Initiative Program run from the Nanaimo Foodshare Agency. The candidate that we are mentoring is a local unemployed single mother with no marketable job skills.
- Adjustments have been made to the street planters program to make the program more environmentally sustainable and cost effective. The new program will reduce water consumption, fuels used in maintenance, and reduce fertilizer use. The original program was created to enhance streetscapes where there was no color or greenery. Our downtown has changed significantly over the past few years. Improvements to Diana Krall Plaza and the addition of landscaping at the Conference Centre, McGregor Park, and Port Place Shopping Centre have brought in vibrant planting in the downtown. Places where street planters used to be placed were being taken over by the expansion of the tree wells as the downtown trees grew. We have removed 53 street planters from the downtown which have been sold through BCBID.
- We have 260 beautiful hanging baskets scattered throughout the community. 200 of them are located in our downtown streets. We are using 3 styles of baskets, traditional moss-lined, a felt-lined, and a self-watering (reservoir system). This year, the tender for baskets was awarded to Andersen's Nursery located in Ladysmith.
- Staff are busy with annual maintenance in our downtown parks to ensure our residents and visitors have spectacular experiences in our parks. The colour theme for this year is celebrating the BC Summer Games and includes red, yellow and blue throughout our plantings.
- Fifteen calls for service for arboriculture in parks during the month of June.



MAINTENANCE AND CONSTRUCTION:

- A new slab was poured at Caledonia Park for the bleacher installation.
- Construction of the final lake docks with the construction of the Westwood Lake float was completed.
- Assisted in the renovation being conducted at Cliff McNabb Arena with the removal of a wall, and installation of benches and a new shower door.
- Construction of a storage shed at Sid Clark Gyro Park began. It will store a mower used by the Nanaimo Minor Baseball Association.
- Construction of concrete countertops for Beban Pool washrooms began.
- Playground equipment at Maffeo Sutton, Ranchview, and Barney Moriez Parks was repaired.



Storage shed at Sid Clark Gyro Park

VANDALISM REPORT:

BREAKDOWN OF COSTS	
CONTRACTED SERVICES	\$780.42
MATERIALS AND SUPPLIES	\$1,019.59
LABOUR AND FLEET	\$1,226.14
TOTAL COST	\$3,026.15

- In the annual graffiti cleaning of the Parkway Trail crews cleaned more than 100 tags.
- Broken plexiglass at Bowen Duck Pond information kiosk was replaced.
- Other sites included: Kin Hut; Harewood Centennial Park; McKinnon Park; Scout Hut; Beban Park; Maffeo Sutton Park; Robins Park; Nanaimo Curling Centre; and, the south end Nanaimo Gateway welcome sign.

TRAIL COUNTS – JUNE 2014				
Park Sites	April Daily Average	May Daily Average	June Daily Average	Peak Time of Use
Blueback Beach Access*	131	165	242	5:00 p.m. – 6:00 p.m.
Buttertubs Trail (Dyke Side)	134	144	187	3:00 p.m. – 4:00 p.m.
Colliery Dam - Lower Dam	180	193	226	4:00 p.m. – 5:00 p.m.
Colliery Dam - Upper Dam	130	139	166	4:00 p.m. – 5:00 p.m.
Cottle Lake Trail – Rock City Rd	44	50	57	11:00 a.m. – 12:00 noon
Dewar Road Trail	49	52	60	12:00 noon – 1:00 p.m.
E & N Trail (behind Fibber Magee's)	70	77	92	12:00 noon – 1:00 p.m.
E & N Trail (Fitzwilliam Street)	31	34	43	12:00 noon – 1:00 p.m.
E & N Trail (Franklyn Street)	33	38	44	12:00 noon – 1:00 p.m.
Georgia Park (trail to Front Street)	93	113	197	1:00 p.m. – 2:00 p.m.
Georgia Park Bridge	582	650	1,152	3:00 p.m. – 4:00 p.m.
Greenaway Park Trail	29	34	42	11:00 a.m. – 12:00 noon
Invermere Beach Access*	64	75	101	4:00 p.m. – 5:00 p.m.
Kinnette Evergreen Trail	45	53	64	4:00 p.m. – 5:00 p.m.
Linley Point Trail – Rutherford Rd	57	64	76	1:00 p.m. – 2:00 p.m.
Linley Point Trail - Altavista Access	50	54	63	1:00 p.m. – 2:00 p.m.
Northfield dog park	N/A	N/A	104	5:00 p.m. – 6:00 p.m.
Park Avenue Bridge	48	52	57	2:00 p.m. – 3:00 p.m.
Queen Elizabeth Promenade	486	577	N/A	Trail counter removed

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

ANIMAL SERVICES DIVISION JUNE 2014				
Park/Beach Sites	# of Patrols	Dogs Encountered	Written Warnings	Tickets Issued
Beaufort Off-Leash	5	8	0	0
Beban Park	6	4	0	1
Beban Off-Leash Park	6	56	0	0
Beban Participark	2	0	0	0
Bowen Park	16	30	0	1
Cable Bay Trail	2	6	0	0
Colliery Dam Off-Leash area	14	13	0	1
Departure Bay Centennial Park (Wingrove Street)	27	19	0	0
Diver Lake Park	15	0	0	0
Harewood Centennial Park	27	19	0	0
Invermere Off Leash Area	2	2	0	0
Linley Valley Park	13	18	1	0
Loudon Park	19	18	0	2
Maffeo Sutton Park	32	171	0	0
Mansfield Park	3	0	0	0
May Richards Bennett Pioneer Park	12	0	0	0
May Richards Bennett Off-Leash Area	5	14	0	0
Neck Point Park	23	100	0	0
Northfield Park	1	2	0	0
Parkway Trail – East Wellington	3	3	0	0
Pipers Lagoon Park	29	50	1	1
Robins Park	5	0	0	0
Waddington Gyro Park	14	13	0	1
Westwood Lake Park	25	132	0	1
Woodstream Park	1	1	0	0
Totals	313	679	2	8

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION AND ENVIRONMENT

DATE OF MEETING: 2014-JUL-23

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

RE: MONTHLY REPORT – RECREATION SERVICES - JUNE 2014

COMMUNITY DEVELOPMENT:

Aquatics: The yearly aquatic user group meeting was held 2014-JUN-10 at the Nanaimo Aquatic Centre (NAC). The Riptides hosted the Vancouver Island Championships 2014-JUN-06 to 2014-JUN-08. 286 competitors and over 200 spectators filled the Aquatic Centre over the three day event. The Diamonds hosted their year-end water show at NAC on Sunday, 2014-JUN-15.

Arenas: Staff met to review RFP concession submissions for Frank Crane Arena. Randy Cormier, the existing operator, was once again the successful applicant.

Canada Day: Staff finalized plans for this July 1ST event.

Community Development: Promotion of summer programs at Family Fun Night event. Staff met with the Child Development Centre (CDC) regarding Special Needs programming for Fall/Winter 2014/2015. This has enabled the CDC to coordinate some new programs for the upcoming season to better service this group.

Community Events - Indoor: Significant community events that took place in the Social Centre in the last month included: two Blood Donor Clinics (five days total); NDSS Prom; Ballroom Dance Workshop (three days); and, Dry Grad.

Community Events - Outdoor: Significant community events that took place in the Centennial Building or on the Beban grounds included: Kennel Club Dog Show (four days); the weekly Wednesday Beban Farmers' Market; and, Dry Grad.

Family Fishing Day: The annual Family Fishing Day at Westwood Lake was a success despite wet weather with almost 300 people participating, some actually catching fish! Many community partners are involved in this initiative resulting in a wide variety of activities and learning opportunities. Partners included VIU, Fish & Game Club, Nanaimo Search & Rescue, Duncan Fish Hatchery, and many more.

Fitness: Staff are working together getting ready for the annual shut down in the Weight Rooms; coordinating the trades and work schedule. A procedure for Activity Assistants has

been formalized for Aides using the facilities with their clients. In the past PR&E called these Assistants “helpers” or “aides” and let them in the facilities at no charge because they were helping someone with special needs. The procedure has been altered to alleviate abuse of the system.

Free Family Fun Night: Staff reinvented and brought back the Free Family Fun Night at Departure Bay Centennial Park. This start of summer celebration was a huge hit with an estimated 500 people showing up to enjoy the activities, the entertainers, the water park, and the free BBQ (so many showed we ran out of food). Many community partners participated and staff highlighted our own summer program opportunities. Partners included NS³, BC Hydro Power Smart Team, North Island Tennis Academy, and more.

Golden Bucket: This interactive park experience opportunity started in June. This is the second year for this initiative designed to get people out, and learning about some of the city’s lesser known parks. This can be an individual or a family activity and prizes can be won for those who successfully find the Golden Bucket. Already this year we’re seeing much more participation than last year.

Grants: Four Travel Grant applications were received in June. Two additional Sport Tournament grants were processed in early July.

Meetings/Training/Professional Development: Co-ordinators, Recreation Managers, MATI, Tourism Leadership Meeting, Spokesperson Training Session.

PROGRAM HIGHLIGHTS:

Harbour City Seniors (HCS) Thursday Special Events hosted an average of 90 seniors at each event in June. 34 attended the first seniors’ BBQ of the season on 2014-JUN-19. Staff met with Kat Theus from Nanaimo Seniors Village (NSV) to secure their sponsorship of \$250 for front page ad for the July/August HCS newsletter, as well as them hosting the BBQ lunch for the seniors at NSV on 2014-AUG-22.

Oliver Woods Community Centre (OWCC) drop-in programs continue to be very popular with residents. 1,044 participated in drop-in sports programs with pickleball and badminton being the most popular programs. Rental attendance for was 3,512, including 23 birthday party bookings. Both summer day camps at OWCC are doing well and running at 93%+ capacity.

Program highlights in June included: Tennis in your own Neighbourhood and Progressive Tennis; Camp Firefly; and, Trail Learners.

Cooking classes at Bowen continue to be a success with a new program, Mediterranean Cooking, running with a full class (10). First Aid courses also ran with good numbers across the board.

The first week of Girls Get Active started on 2014-JUN-30 with 13 registrants and 7 daily registrations for a full camp. This a great start to the summer.

There are 93 teens registered in LIT/Quest this summer. The parent information night was held 2014-JUN-03 and the orientation for the teens was on 2014-JUN-14. Several ‘LIT

University' courses were also completed during June. A new placement opportunity this summer is with the Vancouver Island Regional Library.

Camp Firefly, a children's day camp designed to help parents with child care during the days of teacher's job action, was quickly organized by staff. There were 7 children registered the first week, but increased to 17 in week two. By the end of the school year, 13 days of the camp were full, with an average of 24 children each day.

MEND (Mind Exercise Nutrition Do It) is full with 15 families for the second time.

The summer program leader training session was held 2014-JUN-03. In addition to the standard orientations they covered new medical forms, new anaphylaxis form, epi-pen review, swimming policy, customer service review, and LIT/Quest review. Speakers from the Child Development Centre spoke on challenging behaviors and trends in summer programs.

MONTHLY STATISTICS: JUNE

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	91.75	91.50	1,040	1,276
Lessons: Department programs and Schools:	96.00	110.50	1,095	1,367
Special Events/ Tournaments	88.00	106.00	13,300	15,700
League Rentals:	499.75	349.75	17,963	15,766
Other/Casual:	192.50	155.75	4,412	3,849
TOTAL:	968.00	813.50	37,810	37,958

<u>Hours:</u>	<u>Attendance:</u>
FCA – 237.00	FCA – 16,077
NIC 1 – 185.25	NIC 1 – 5,519
NIC 2 – 183.50	NIC 2 – 4,621
CMN – 362.25	CMN – 6,972
TOTAL – 968.00	TOTAL – 1936

Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	36,905	38,773
Lessons:	2,666	4,490
Clubs/Rentals/Schools:	7,051	6,856
TOTAL:	46,622	50,119

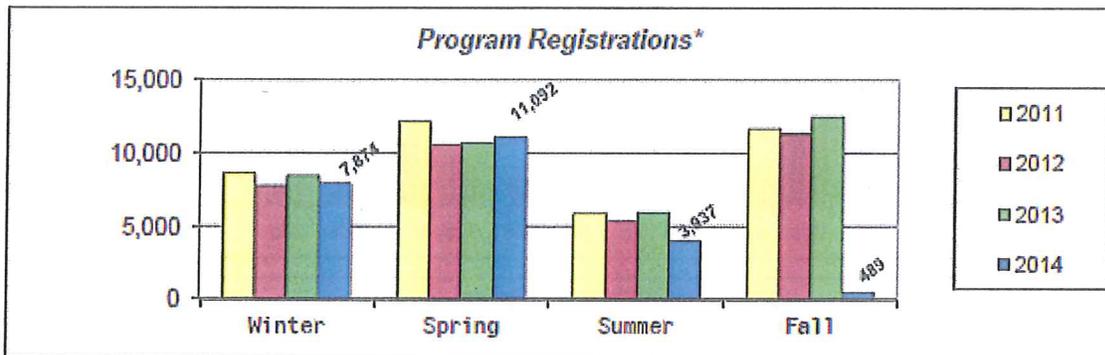
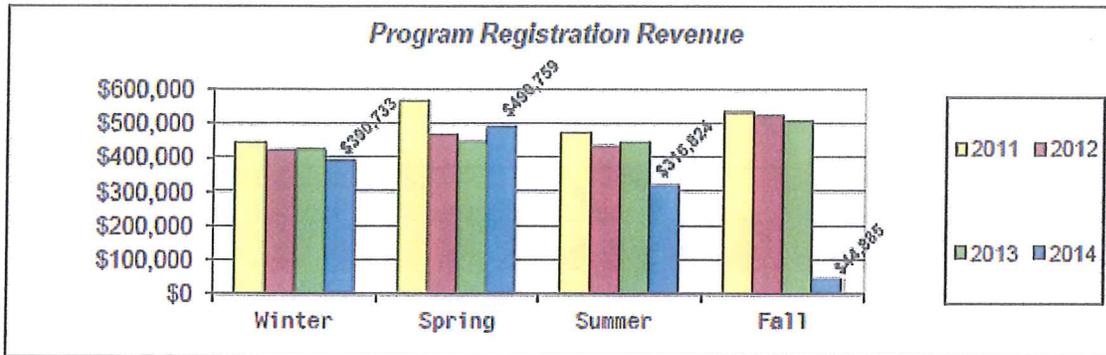
Harbour City Seniors' Memberships Sold Per Month:

	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	
AUG	49	75	91	
SEPT	157	172	207	
OCT	86	102	119	
NOV	107	91	95	
DEC	225	152	119	
TOTAL:	1499	1401	1,544	863
REVENUE:	\$54,076	\$50,188	\$58,776	\$31,853

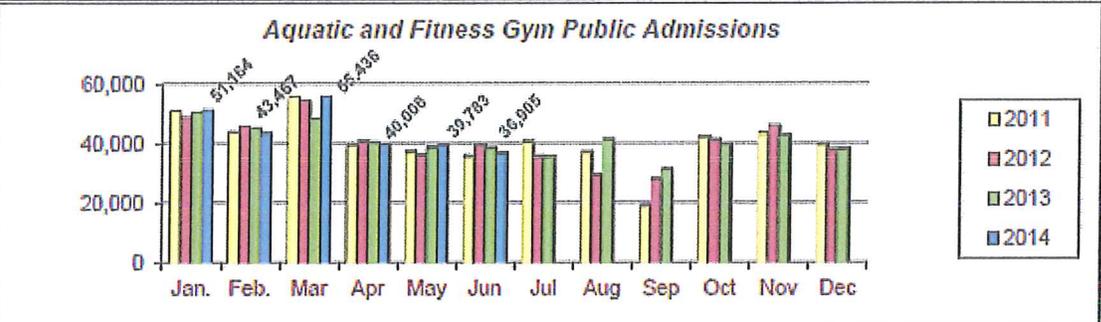
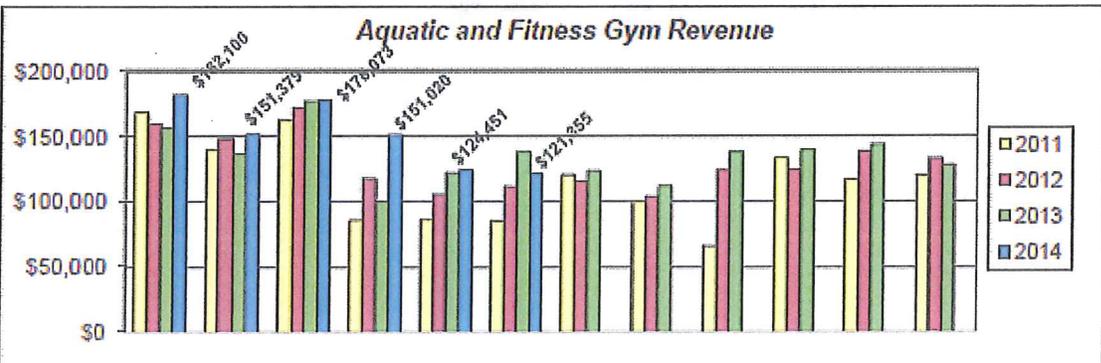
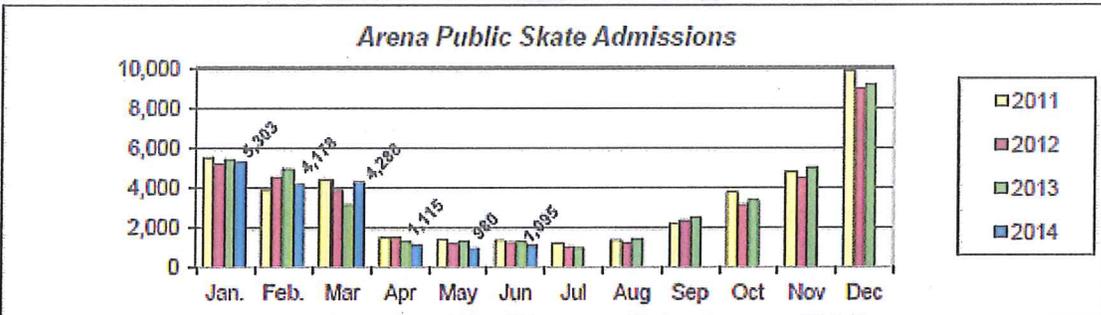
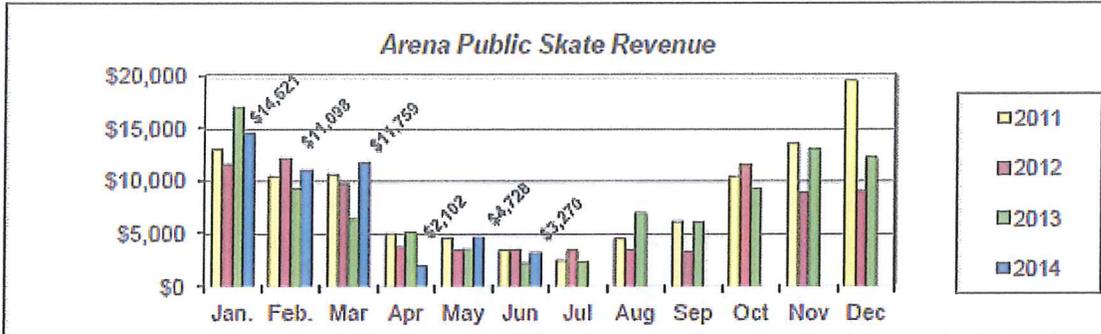
Total NHCS Memberships 863 sold from Jan 1 – Dec 31, 2014
Total NHCS Memberships 1,425 sold from Jan 1 – Dec 31, 2013
Total NHCS Memberships 1,449 sold from Jan 1 – Dec 31, 2012

2014-JUL-14
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2011 to 2014 Recreation Services Programs Registrations and Revenues



Summary of Recreation Services - June, 2014



City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: LIZ WILLIAMS, MANAGER
RECREATION SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO EBBTIDES SWIM CLUB – PROVINCIAL - REVISED

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo Ebbtides Swim Club in the amount of \$200 for four athletes to attend the 2014 Provincial Masters Swimming Championship, held in Kelowna, B.C., 2014-APR-25 to 2014-APR-27. The application meets all of the travel grant criteria.

BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward their recommendation to the Parks, Recreation and Culture Commission for approval. On 2014-MAR-11, Staff reviewed a Travel Assistance Grant application submitted by the Nanaimo Ebbtides Swim Club requesting financial assistance for seven athletes to represent Nanaimo at the 2014 Provincial Masters Swimming Championship being held in Kelowna, B.C. The Ebbtides have since resubmitted their application with revised numbers of participants (four) that attended the Provincial Championships. Staff determined that the re-submitted application does meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$200.00.

To date \$6,200 from the 2014 travel grants contingency funds has been awarded or is pending. If the above travel grant of \$200 is approved, \$1,100 remains available for future 2014 travel grants.

Respectfully submitted,

Concurrence by:



Liz Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

Attachments

Drafted: 2014-JUL-21

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

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City of Nanaimo
 Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Nanaimo Ebbtides Provincials DATE: June 17/14.

CRITERIA	Meets Criteria (Y)	Does not meet Criteria (N)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		
B. Attending a Provincial, Regional, National, or International Championship	✓		
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group	✓		
D. Traveling within BC (excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group	✓		
E. Other sources of funding identified			
F. Grant recipient(s) reside in Nanaimo	✓		Neighbors confirmed. as local residents.
G. Application made by a local organization	✓		
H. Grant for participants only, not coaches or chaperones	✓		
I. Demonstrated financial need		✓	
J. Applicant is a non-profit organization	✓		
K. Budget & financial statements attached		✓	

RECOMMENDED FOR FUNDING (Y): AMOUNT: \$ 200.00

OR
 NO GRANT RECOMMENDED (N): DOES NOT MEET CRITERIA: _____

EVALUATOR: Liz Williams POSITION: Manager, Rec. Services

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**CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE**

Office Use

ORGANIZATION: NANAIMO EBBTIDES		DATE: JUNE 16, 2014	
ADDRESS: NAC		PRESIDENT: MARGIE SANDERSON	
741-THIRD STREET,		SENIOR STAFF MEMBER: KARINA YOUNG	
NANAIMO, B.C.		POSITION: REGISTRAR	
V9R - 7B2		CONTACT: ebbtides@shaw.ca	
TELEPHONE: (250) 756-5200		TELEPHONE: (250) 390-3612	
TOTAL NUMBER OF PERSONS TRAVELLING: 7	TOTAL NUMBER OF COMPETITORS TRAVELLING: 6	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 4	TOTAL AMOUNT REQUESTED: \$200.00
DESTINATION: KELOWNA, B.C.		DATE OF DEPARTURE: APRIL 25-27	
EVENT TO BE ATTENDED: 2014 PROVINCIAL MASTERS SWIMMING CHAMPIONSHIP			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: REGIONAL FIRST PLACES AND PROVINCIAL CHAMPIONS			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: SELF FUNDINGS			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? ALL OF THE SWIMMERS ARE REGIONAL WINNERS OR PROVINCIAL CHAMPIONS REPRESENTING NANAIMO AND B.C.			
SIGNATURE: 	TITLE/POSITION: GRANT CO-ORDINATOR	DATE: JUNE 16/14	
*IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA * NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: LIZ WILLIAMS, MANAGER
RECREATION SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO EBBTIDES SWIM CLUB – NATIONAL - REVISED

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo Ebbtides Swim Club in the amount of \$100 for one athlete to attend the 2014 Canadian Championship Masters Swimming, held in Windsor, Ontario, 2014-MAY-16 to 2014-MAY-19. The application meets all of the travel grant criteria.

BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward their recommendation to the Parks, Recreation and Culture Commission for approval. On 2014-MAR-11, Staff reviewed a Travel Assistance Grant application submitted by the Nanaimo Ebbtides Swim Club requesting financial assistance for seven athletes to represent Nanaimo at the 2014 Canadian Championship Masters Swimming, held in Windsor, Ontario. The Ebbtides have since resubmitted their application with revised numbers of participants (one) that attended the National Championships. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$100.

To date \$6,400, from the 2014 travel grants contingency funds has been awarded or is pending. If the above travel grant of \$100 is approved, \$1,000 remains available for future 2014 travel grants.

Respectfully submitted,

Concurrence by:



Liz Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

Attachments

Drafted: 2014-JUL-21

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

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City of Nanaimo
 Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: NANAIMO EBBTIDES DATE: JUNE 17/14

CRITERIA	Meets Criteria (Y)	Does not meet Criteria (N)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)			
B. Attending a Provincial, Regional, National, or International Championship			
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group			
D. Traveling within BC(excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group			
E. Other sources of funding identified			
F. Grant recipient(s) reside in Nanaimo			Member confirmed as resident
G. Application made by a local organization			
H. Grant for participants only, not coaches or chaperones			
I. Demonstrated financial need			
J. Applicant is a non-profit organization			
K. Budget & financial statements attached			

RECOMMENDED FOR FUNDING (Y): AMOUNT: \$ 100.00

OR NO GRANT RECOMMENDED (N): _____ DOES NOT MEET CRITERIA: _____

EVALUATOR: Liz Williams POSITION: Manager, Rec. Services

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**CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE**

Office Use

ORGANIZATION: NANAIMO EBBTIDES		DATE: JUNE 16, 2014	
ADDRESS: NAC		PRESIDENT: MARGIE SANDERSON	
741 - THIRD STREET, NANAIMO, B.C.		SENIOR STAFF MEMBER: KARINA YOUNIC	
V9R - 7B2		POSITION: REGISTRAR	
TELEPHONE: (250) 756-5200		CONTACT: ebbtides@shaw.ca	
TELEPHONE: (250) 756-5200		TELEPHONE: (250) 390-3612	
TOTAL NUMBER OF PERSONS TRAVELLING: 2	TOTAL NUMBER OF COMPETITORS TRAVELLING: 1	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 1	TOTAL AMOUNT REQUESTED: \$100.00
DESTINATION: WINDSOR, ONTARIO		DATE OF DEPARTURE: MAY 16-19 / 2014	
EVENT TO BE ATTENDED: 2014 CANADIAN CHAMPIONSHIP MASTERS SWIMMING			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: REGIONAL AND PROVINCIAL CHAMPION			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: SELF FUNDINGS			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? THE SWIMMER IS REGIONAL WINNER AND PROVINCIAL CHAMPION FOR HIS AGE GROUP, AND HE REPRESENTS NANAIMO AND B.C.			
SIGNATURE: 		TITLE/POSITION: GRANT CO-ORDINATOR	DATE: JUNE 16 / 14
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA * NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

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

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: LIZ WILLIAMS, MANAGER
RECREATION SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO & DISTRICT MINOR FASTBALL – NITRO U16 B

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Nanaimo & District Minor Fastball in the amount of \$600 for 12 athletes to attend the Provincial Softball Championships, being held in Prince George, B.C., 2014-JUL-24 to 2014-JUL-27. The application meets all of the travel grant criteria.

BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward their recommendation to the Parks, Recreation and Culture Commission for approval. On 2014-JUL-21, Staff reviewed a Travel Assistance Grant application submitted by the Nanaimo & District Minor Fastball requesting financial assistance for 12 athletes to represent Nanaimo at the Provincial Softball Championships being held in Prince George, B.C. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$600.

To date \$6,500 from the 2014 travel grants contingency funds has been awarded or is pending. If the above travel grant of \$600 is approved, \$400 remains available for future 2014 travel grants.

Respectfully submitted,

Concurrence by:



Liz Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

Drafted: 2014-JUL-21
File: A2-4 / A2-6 / B3-5-12
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City of Nanaimo
 Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: NMFA - Nitro U16 - Girls DATE: JULY 21 14

CRITERIA	Meets Criteria (✓)	Does not meet Criteria (✓)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		
B. Attending a Provincial, Regional, National, or International Championship	✓		
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group	—		
D. Traveling within BC(excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group	✓		
E. Other sources of funding identified	✓		
F. Grant recipient(s) reside in Nanaimo	✓		Verified
G. Application made by a local organization	✓		
H. Grant for participants only, not coaches or chaperones	✓		
I. Demonstrated financial need	✓		
J. Applicant is a non-profit organization	✓		
K. Budget & financial statements attached	✓		

RECOMMENDED FOR FUNDING (✓): ✓ AMOUNT: \$ 600.00

OR
 NO GRANT RECOMMENDED (✓): _____ DOES NOT MEET CRITERIA: _____

EVALUATOR: Liz Williams POSITION: Manager, Rec. Services

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**CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE**

Office Use

ORGANIZATION: NDMFA Nanaimo Nitro U16 B Girls Fastball		DATE: June 24, 2014	
ADDRESS: 2860 Glen Eagle Cres. Nanaimo BC		PRESIDENT: Head Coach: Colin East	
		SENIOR STAFF MEMBER: Cathy Fowler	
		POSITION: Manager	
		CONTACT:	
TELEPHONE: 250 751 3656		TELEPHONE: 250 755 5971	
TOTAL NUMBER OF PERSONS TRAVELLING: 26	TOTAL NUMBER OF COMPETITORS TRAVELLING: 13	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 12	TOTAL AMOUNT REQUESTED: 600.00
DESTINATION: Prince George, BC		DATE OF DEPARTURE: July 24, 2014	
EVENT TO BE ATTENDED: BC Fastball Provincials			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: District 2 Nanaimo Play Down			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: Our team held several fundraising events this year; a Beverage and Burger event that included a silent auction and several draws, Raffle tickets, bottle drive, 50/50 draws, Bagging groceries for donations at Superstore as well as local business and corporate sponsorships. These funds helped support our team through the whole season. We budget a percentage to attend the Provincial event. Parents are the primary source of funding.			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? Our team would greatly appreciate assistance with travel funds to attend the Provincial Championship in Prince George July 24-27. We have incurred a great deal of expense traveling to tournaments both on and off Vancouver Island. We were invited to attend the Washington State Championship where we won Gold, showing the players and parents of Washington State our skills and good sportsmanship from Nanaimo, BC Canada. Our girls have worked hard all year starting with indoor practices in September through the winter and then practicing two or three days a week with tournaments on the weekends in preparation for the Provincial Championship.			
SIGNATURE: <i>C. Fowler</i>	TITLE/POSITION: Manager	DATE: June 24, 2014	
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA * NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

25.9

Travel Grant Application

Provincial Expenses:

Team Fee: \$270.00

Flight Via West Jet: \$360.00 X 13 = \$4680.00

Bus rental in PG: \$1087.92

Hotel Fees: \$105.00 X 3 nights per family

Plus Food and incidentals while in Prince George

Funds Raised:

Reserved \$4200.00 of our overall fundraising for this event.

Corporate sponsor donation: \$1000.00

Our parents will have to cover any outstanding expenses.

25.10

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: LIZ WILLIAMS, MANAGER
RECREATION SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO TRACK & FIELD CLUB

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Track & Field Club in the amount of \$400 for 21 athletes to attend the BC Track & Field Championships, held in Kamloops, B.C., 2014-JUL-11. The application meets all of the travel grant criteria.

BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward their recommendation to the Parks, Recreation and Culture Commission for approval. On 2014-JUL-21, Staff reviewed a Travel Assistance Grant application submitted by the Nanaimo Track & Field Club requesting financial assistance for 21 athletes to represent Nanaimo at the BC Track & Field Championships, being held in Kamloops, B.C. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application which would amount to \$1100; however, only \$400 in Travel Assistance Grant funds remains; therefore, staff recommend that the Track and Field Club receive \$400.

To date \$7,100 from the 2014 Travel Assistance Grant funds has been awarded or is pending. If the above travel grant of \$400 is approved, all 2014 Travel Assistance Grant funds will have been utilized.

Respectfully submitted,

Concurrence by:



Liz Williams
MANAGER, RECREATION SERVICES
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

Drafted: 2014-JUL-21

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

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City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Nanaimo Track & Field Club DATE: July 21 2014

CRITERIA	Meets Criteria (✓)	Does not meet Criteria (✓)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		
B. Attending a Provincial, Regional, National, or International Championship	✓		Qualifier
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group	—		
D. Traveling within BC (excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group	✓		
E. Other sources of funding identified	✓		
F. Grant recipient(s) reside in Nanaimo	✓		
G. Application made by a local organization	✓		
H. Grant for participants only, not coaches or chaperones	✓		
I. Demonstrated financial need	✓		
J. Applicant is a non-profit organization	✓		
K. Budget & financial statements attached	✓		

RECOMMENDED FOR FUNDING (✓): AMOUNT: \$ 400.00 (Remaining funds requested = 1,100)

OR
NO GRANT RECOMMENDED (✓): DOES NOT MEET CRITERIA: _____

EVALUATOR: Liz Williams POSITION: Manager, Rec. Services

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CITY OF NANAIMO
 APPLICATION FOR TRAVEL ASSISTANCE

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ORGANIZATION: <i>Nanaimo Track & Field Club</i>		DATE: <i>July 7, 2014</i>		RECEIVED JUL 11 2014 DEPARTMENT OF PARKS, RECREATION AND ENVIRONMENT
ADDRESS: <i>Wakesiah Ave</i>		PRESIDENT: <i>Tyler Heisterman</i>		
<i>Nanaimo B.C.</i>		SENIOR STAFF MEMBER: <i>Tyler Heisterman</i>		
		POSITION: <i>President</i>		
		CONTACT: <i>Jody Pynn 250-616-0129</i>		
TELEPHONE: <i>(250) 753 3611</i>		TELEPHONE: <i>(250) 751-5053</i>		
TOTAL NUMBER OF PERSONS TRAVELLING: <i>23</i>	TOTAL NUMBER OF COMPETITORS TRAVELLING: <i>21</i>	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: <i>21</i>	TOTAL AMOUNT REQUESTED: <i>\$1100</i>	
DESTINATION: <i>Kamloops ; BC</i>		DATE OF DEPARTURE: <i>July 11, 2014</i>		
EVENT TO BE ATTENDED: <i>BC Midget / Youth / Junior / Senior Track & Field Championships</i>				
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: <i>No funds received to date.</i>				
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: <i>Club funded. Coaches receive partial funding. Athletes funded by parents.</i>				
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? <i>Athletes setting higher goals to reach levels for National competitions - Very expensive Ferts & travel costs. Inland athletes have difficulty attending or provincial opportunities due to high costs.</i>				
SIGNATURE: <i>[Signature]</i>	TITLE/POSITION: <i>President</i>		DATE: <i>July 7, 2014</i>	
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA * NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.				

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2014-JUL-23

AUTHORED BY: DARCIE OSBORNE, MANAGER, ARENAS
PARKS, RECREATION AND ENVIRONMENT

RE: CHANGE ROOMS FOR FEMALE MINOR HOCKEY PLAYERS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council transfer the remaining \$20,000 from the Cliff McNabb washroom/change room updates (referee room) project to Frank Crane Arena (FCA) to complete renovation of staff room to female change room.

PURPOSE: To update Commission and Council on female dressing room issues and need to provide same for female hockey players.

BACKGROUND:

Frank Crane Arena is only arena in City of Nanaimo without a female change room. In 2011 Hockey Canada eliminated body checking from recreational house hockey and through to Peewee Competitive hockey. This has led to an increase in female coed players. To date 95 females are playing throughout 75% of Nanaimo Minor Hockey (NMH) teams.

DISCUSSION:

NMH brought their concerns to staff and staff have been working with them to resolve the problem of no female change room at FCA.

The most cost effective and quickest option is to convert the FCA staff room to a female change room. Beban Park currently has 3 staff rooms available for usage by the arena staff. Converting this space would allow female players playing hockey on coed teams a private change room space.

The cost to upgrade Cliff McNabb washroom/change rooms came in under budget and Staff recommend transfer of these funds so the Frank Crane female change room can be completed for the 2014-2015 season.

Much of the conversion can be completed in house by City Staff. Contractors will be utilized when required to complete work for this.

STRATEGIC PLAN CONSIDERATIONS:

Community Building Partnerships: Meeting the needs of youth sports.

Taking Responsibility: Conversion of staff room to female change room recognizes the emerging changes to females playing coed hockey in Canada.

Staff will still have access to a staff room on site at Beban Park.

Respectfully submitted,

Concurrence by:



Darcie Osborne
MANAGER, ARENAS
PARKS, RECREATION AND ENVIRONMENT

Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2014-JUL-21
File: A2-4 / E15-2 / E22-2
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PARKS, RECREATION AND CULTURE COMMISSION

REQUEST TO APPEAR AS A DELEGATION

ON 2014 - JULY - 23
year month day

RECEIVED

JUN 24 2014

DEPARTMENT OF
PARKS, RECREATION AND ENVIRONMENT

NAME OF PERSON MAKING PRESENTATION: Kathy White
ADDRESS: Nanaimo BC V9T 4H8
street address City Province Postal Code
PHONE: _____ EMAIL: _____
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: Nanaimo Mountain Bike Club

DETAILS OF PRESENTATION:

In December of 2012 the Nanaimo Mountain Bike Club began building the first authorized mountain bike specific trail on City property at Westwood Lake Park.

On June 26, 2013 the Parks, Recreation and Culture Commission heard and approved an NMBC Volunteers in Parks funding request for \$5000 to support the purchase of material for building one bridge and 3 boardwalks along this section of trail.

Over the past year the NMBC has held more twenty work parties, contributing hundreds of volunteer hours to complete the approved trail and structures. At this time the NMBC would like to report back to the Parks, Recreation and Culture Commission that the project was a great success, the new trail is now very popular with mountain bikers, runners and hikers. Over the past year additional sections of trails in the Westwood Lake area have also been authorized and have been built or are in progress. The NMBC would like to acknowledge the great support and cooperation of the numerous City staff who have helped make this project so successful. The NMBC would also like to express their gratitude to the Commission for funding the project, and express why this, and other similar projects, are important to the City.

PLEASE NOTE

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

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

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

