

AGENDA
REGULAR MEETING OF THE RECREATION COMMITTEE
BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2014-APR-02, COMMENCING AT 3:00 P.M.

CHAIR: COMMISSIONER TED GREVES

1. **CALL MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the agenda)

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Recreation Committee Meeting held Thursday, 2014-MAR-13, at 3:30 p.m., in the Bowen Park Complex Conference Room.

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(Motion required to adopt minutes)

5. **CHAIR'S REPORT:**

6. **STAFF REPORTS:**

- (a) **Beban Park Master Plan Update Review**
K. MacDonald, Parks and Open Space Planner

Purpose: To continue the process of updating the 1997 Beban Park Master Plan with a goal of adopting the plan in spring 2014.

Staff Recommendation: That the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Draft Update of the Beban Park Master Plan for public review and input.

(Motion required to adopt recommendation)

(b) **Travel Assistance Grant Criteria Review**
R. Harding, Director, Parks, Recreation and Environment

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Purpose: To obtain direction from the Recreation Committee regarding Travel Assistance Grants criteria and applications received in 2014.

Staff Recommendation: That the Recreation Committee recommend that the Parks, Recreation and Culture Commission

- evaluate and approve 2014 Travel Assistance Grant applications under the current criteria; and,
- implement any changes to the criteria for applications received in 2015; and,
- amend the criteria to give priority to youth organizations, and to achieve this, develop two intakes a year.

(Motion required to adopt recommendation)

7. **CORRESPONDENCE:** (not related to a Report to the Committee)

8. **NOTICE OF MOTION:**

9. **OTHER BUSINESS:**

(Motion required if there is other business)

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

11. **ADJOURNMENT:**

MINUTES
RECREATION COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
THURSDAY, 2014-MAR-13, COMMENCING AT 3:00 P.M.

PRESENT: Commissioner Ted Greves, Chair

Members: Commissioner Karen Alden
Commissioner Lynda Avis
Commissioner Mercedes Beaudoin-Lobb
Commissioner Diana Johnstone

Guests: Commissioner Fred Pattje
Commissioner Ian Thorpe

Staff: R. Harding, Director, Parks, Recreation and Environment
D. Osborne, Manager, Arenas
M. Smith, Manager, Recreation Services
G. Paterson, Arenas Program Coordinator
S. Przada, Arenas Allocations Clerk
J. Farrell, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Brian Boas, representing Nanaimo District Lacrosse, distributed an updated document outlining the proposed 2014 dry floor use by lacrosse teams to the Committee members.

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 Recreation Committee Meeting of Wednesday, 2014-FEB-12 at 2:09 p.m., at the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. STAFF REPORTS:

- (a) 2014 Arenas Dry Floor Allocations Options and Issues
R. Harding, Director, Parks, Recreation and Environment

Delegations:

1. Brian Boas, representing Lacrosse groups, spoke regarding lacrosse's needs for dry floor space.
2. Darlene Stevens, representing Roller Derby user groups spoke regarding Roller Derby's needs for dry floor space.
3. Gena Schlitz, representing some ice users, spoke regarding use of ice space for 2014.

It was moved and seconded that the Recreation Committee direct Staff to proceed with Option 3 as outlined in the report. The motion carried. *Opposed: Commissioner Avis*

It was moved and seconded that the Recreation Committee recommend to the Parks, Recreation and Culture Commission to develop an updated policy of Arena Allocations that addresses concerns expressed by user groups ready for implementation for the 2015 season, and that Commission and Staff work with all user groups in developing this updated allocation policy, and, once completed, bring the policy forward to Council for review and consideration. The motion carried unanimously.

It was moved and seconded that the Recreation Committee recommend to the Parks, Recreation and Culture Commission create a steering committee in March of this year to forward the plans for a covered dry floor at Harewood Centennial Park and that Lacrosse and other dry floor users be part of the committee. The motion carried unanimously.

It was moved and seconded that the Recreation Committee recommend to the Parks, Recreation and Culture Commission that Staff work out detailed costs and funding options for proceeding with the covered dry floor facility at Harewood Centennial Park. The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 4:29 p.m. that the meeting adjourn. The motion carried unanimously.



Ted Greves
CHAIR
RECREATION COMMITTEE



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

City of Nanaimo

REPORT TO THE RECREATION COMMITTEE

DATE OF MEETING: 2014-APR-02

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

RE: TRAVEL ASSISTANCE GRANTS CRITERIA REVIEW

STAFF RECOMMENDATION:

That the Recreation Committee recommend that the Parks, Recreation and Culture Commission:

- evaluate and approve 2014 Travel Assistance Grant applications under the current criteria; and,
- implement any changes to the criteria for applications received in 2015; and,
- amend the criteria to give priority to youth organizations, and to achieve this, develop two intakes a year.

PURPOSE:

To obtain direction from the Recreation Committee regarding Travel Assistance Grants criteria and applications received in 2014.

BACKGROUND:

At the 2014-MAR-26 meeting, the Parks, Recreation and Culture Commission passed a motion to hold all Travel Assistance Grant applications for reconsideration pending a review of the Travel Assistance Grant criteria. A second motion was passed to have the Recreation Committee conduct a review of the criteria and report back to the Commission with a recommendation.

In 2012, the Recreation Committee conducted a review of the Travel Assistance Grant criteria in order that funds are better utilized in the future. At that time, the Recreation Committee made the following revisions:

- remove the criteria requiring that applicants must be traveling out of Province in order to qualify for a Travel Assistance Funding grant;

- update the Travel Grant funding criteria to include an allowance for competitors traveling off Vancouver Island, within BC, to eligible Provincial, National or International competitions up to a maximum of \$50 per person to a maximum of \$1,000 per team;
- add additional criteria ensuring the groups have applied for funding from their Provincial and/or National Sport Organization if applicable; and,
- evaluate multi-year applications on a case by case basis to ensure the program does not become an ongoing or only source of travel fund.

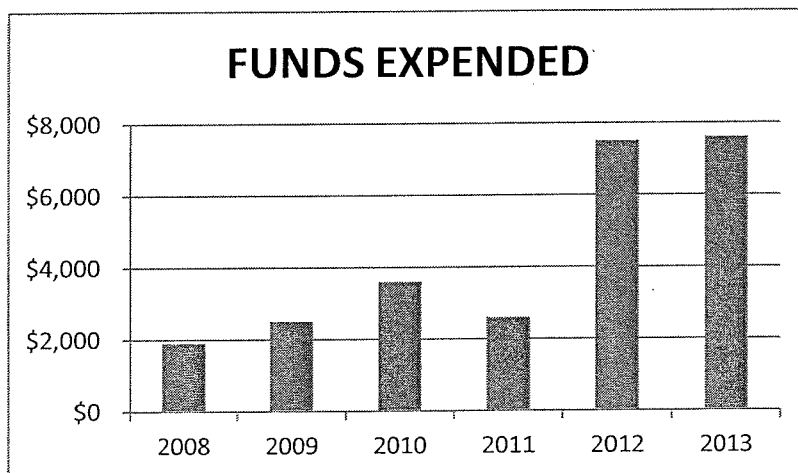
These revisions were passed in a motion by Council at their meeting held on 2012-MAR-05.

DISCUSSION:

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 BC or \$100 per person to a maximum of \$2,000 per application for travel outside of BC. Requests are considered on a first-come, first-served, basis as funds remain available. Staff review all Travel Assistance Grant applications based on the criteria (Appendix A) and forward the recommendation to the Parks, Recreation and Culture Commission for approval.

The total annual budget for Travel Assistance Grants is \$7,500. The revisions in 2012 allowed for the funds to be fully expended for the first time that year. In 2013, three applications were denied due to the full budget being expended.

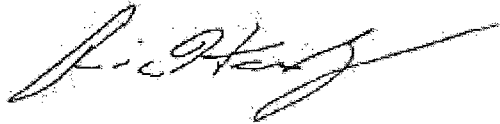
TRAVEL ASSISTANCE GRANT ALLOCATION	
YEAR	FUNDS EXPENDED
2008	\$ 1,900
2009	\$ 2,500
2010	\$ 3,600
2011	\$ 2,600
2012	\$ 7,500
2013	\$ 7,600



With the fact now that funds are being expended with the changes made in 2012, Commission has requested the Recreation Committee to review the guidelines. One concern is that funds should be available to youth groups first. The Recreation Committee may consider an amendment to the guidelines that youth teams and organizations take priority. However, with

the first-come, first-serve, current practice this would be difficult unless the grants are managed on two or more intakes a year and not as the current practice of whenever applications are submitted.

Respectfully submitted,



Richard Harding
DIRECTOR
PARKS, RECREATION AND ENVIRONMENT

2014-MAR-31

File: A2-6 / B3-5-12

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APPENDIX A

CITY OF NANAIMO APPLICATION FOR TRAVEL ASSISTANCE

The City of Nanaimo provides a contingency account to assist amateur groups and individuals to travel to a Regional, National or International Championship. These funds are available to sports and cultural groups winning Regional, Provincial or National competitions. Requests will be considered on a first-come, first-served basis as funds remain available. Preference will be given to multi-day events.

When completing this form please provide ALL the information requested, paying particular attention to the submission of a budget outlining revenues and expenditures for the proposed trip. The current policy provides up to \$100 per person to a maximum of \$2,000 per group for travel outside of BC, or \$50 per person to a maximum of \$1,000 per group for travel off Vancouver Island but within BC.

Payments will only be made to the organization applying for the grant, not to individuals. Application may be made retroactively.

Applications should be returned to "Travel Assistance", Parks, Recreation and Culture, City of Nanaimo, 2300 Bowen Road, Nanaimo BC, V9T 3K7.

For further information, please call 756-5200.

CRITERIA FOR AWARDING GRANTS

1. must be the winner of a Regional, Provincial or National competition (or equivalent)
2. must be attending a Regional, National or International championship
3. maximum \$100.00 per person up to \$2,000.00 per group for travel outside of BC
4. maximum \$50.00 per person up to \$1,000.00 per group for travel within BC (Van. Is. excluded)
5. travel with BC must have an overnight component
6. there must be other sources of funding
7. grant recipients must reside in Nanaimo
8. the application must be made by a local organization
9. grants are for participants only, not coaches or chaperones
10. must be a demonstrated financial need
11. must be a non-profit organization

APPEALS

Statement of Purpose: The mandate of the Grants Advisory Committee is to review appeals for process issues only. That is, to determine whether the original Advisory Committee had all the correct information and used the appropriate criteria to make their recommendation. The Grants Advisory Committee will not revisit the actual decisions, i.e. whether the correct amount was granted.

Criteria for Allowing an Appeal:

- Was the original advisory committee's decision based on the application not meeting certain criteria or submitting incomplete or incorrect information? Did the advisory committee misinterpret some of the information submitted?
- Did the original committee notify the applicant of its recommendations two weeks before it was sent to the next level (either to Council or to the Parks, Recreation and Culture Commission), thereby giving the applicant time to respond?
- Does the applicant believe that the recommendation was based on incorrect or incomplete information? Does the applicant believe its information was misinterpreted?
- Did the original advisory committee determine the application should be reconsidered based on this new/different information?