

AMENDED AGENDA
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
BEACON HOUSE, 208 COLVILLETON TRAIL, PROTECTION ISLAND
WEDNESDAY, 2013-SEP-25, 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:**

- Replace Pages 19-24 with new pages 19-24.3 of Item 7 (c) ii. Cultural Committee Report - Donation of Art "Satellite City" by Robert Naish.
- Remove Item 12 (a) delegation Mr. Bill Merriman.

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, 2013-JUL-24, at 7:01 p.m., in the Service and Resource Centre Board Room.

Pg. 5-8

(Motion required to adopt minutes)

5. **PRESENTATIONS:**

- (a) Lin Neufeld presenting an overview of Protection Island Museum and Archives operations and a request to examine the building's gutters and south-facing windows for repair or replacement and receive direction from Commission on a "next step" plan.
- (b) Jim Harris, representing the Protection Island Lions Club, presenting an overview of the Club's operations and a proposed addition to the Beacon House.

Pg. 9

Pg. 10

6. **CHAIR'S REPORT:**

7. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee:** No meeting held this month.

- (b) **Recreation Committee:** Commissioner Johnstone to report on the meeting held 2013-SEP-11. Pg. 11-12

i. **Financial Access Programs**

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the 80 years old and over pass be amended to pay half the price of the seniors rate for drop-in fees and admissions effective with the next Bylaw 7073 update.

(Motion required to adopt recommendation)

- (c) **Cultural Committee:** Commissioner Pattje to report on the meeting held 2013-SEP-04. Pg. 13-16

i. **Poet Laureate Selection**

Pg. 17-18

Purpose: To obtain Commission and Council approval for the selection of the Poet Laureate.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the selection of Naomi Beth Wakan as Nanaimo's inaugural Poet Laureate.

(Motion required to adopt recommendation)

ii. **Donation of Art "Satellite City" by Robert Naish**

Pg. 19-24.3

Purpose: To obtain Commission and Council approval for the donation of the artwork "Satellite City" by Robert Naish.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council accept the donation of the painting "Satellite City" by Robert Naish and that the artwork be displayed in City-owned public places starting with installation in the Service and Resource Centre stairwell.

(Motion required to adopt recommendation)

- (d) **Grants Advisory Committee:** Commissioner Thorpe to report on the meeting held 2013-SEP-11.

- (e) **Port Theatre:** Monthly report for July/August 2013. Pg. 25-26

- (f) **Nanaimo Art Gallery:** Monthly report for July/August 2013. Pg. 27-30

- (g) **Nanaimo Museum:** Monthly report for July/August 2013. Pg. 31

8. **STAFF REPORTS:**

- (a) **Travel Assistance Grant** Pg. 32-35
Harbour City Football Club U16 Girls
Provincial A Cup, Langley, British Columbia
-

Purpose: To obtain Commission and Council approval of a Travel Assistance Grant to the Harbour City Football Club U16 Girls.

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Harbour City Football Club U16 Girls in the amount of \$450 for nine athletes to attend the Provincial A Cup, being held in Langley, BC.

(Motion required to adopt recommendation)

- (b) **Travel Assistance Grant** Pg. 36-39
Harbour City Football Club U13 Girls
Provincial Championships, Langley, British Columbia
-

Purpose: To obtain Commission and Council approval of a Travel Assistance Grant to the Harbour City Football Club U13 Girls.

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Harbour City Football U13 Girls in the amount of \$800 for sixteen athletes to attend the Provincial Championships, being held in Langley, BC.

(Motion required to adopt recommendation)

- (c) **BC Summer Games Update** Pg. 40-41
L. Williams, Manager, Recreation and Culture Services
-

Purpose: To provide updates to the Commission in regards to the progress of hosting the 2014 BC Summer Games.

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

(Motion required to adopt recommendation)

- (d) Monthly Report – Senior Manager, Parks & Civic Facilities – Pg. 42-48
July/August 2013
- (e) Monthly Report – Senior Manager, Recreation & Culture Services – Pg. 49-55
July/August 2013.

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

- (a) Letter dated 2013-JUL-22 from the Western Canada Cup Organizing Committee thanking the City of Nanaimo for the financial support and the use of the City's venues. Pg. 56
- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2013-SEP-06. Pg. 57-59

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) Bill Merriman, representing the Vancouver Island Premier League (VIPL) regarding sports field bookings for soccer.~~

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

14. **ADJOURNMENT:**

MINUTES
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM
WEDNESDAY, 2013-JUL-24, AT 7:00 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 M. Young

Regrets: Commissioner D. Rinald
Commissioner G. Savage
Commissioner I. Thorpe
Commissioner H. Houle
Commissioner A. McPherson

Staff: R. Harding, Director, Parks, Recreation and Culture
J. Ritchie, Senior Manager, Parks and Civic Facilities
L. Williams, Manager, Recreation and Culture Services
K. MacDonald, Parks and Open Space Planner
J. Farrell, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:01 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the delegation move forward on the Agenda. The motion carried unanimously.

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2013-JUN-26 at 7:01 p.m. in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

4. DELEGATION:

- (a) Erin Hemmens, Iman Sheriff, and Annie Liu of the Canadian Cancer Society presented a proposal for a formal partnership with the City of Nanaimo to promote skin cancer awareness.

It was moved and seconded to accept the proposal to co-sponsor the purchase of 10 beach shade umbrellas for a free loaning program at Westwood Lake. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Liz Williams, Manager, Recreation and Culture Services, gave a presentation on the Sponsorship Workshop Series that runs through the fall and winter.

6. CHAIR'S REPORT:

- (a) The Chair, Commissioner Johnstone, thanked Staff and Commission for their support of the re-opening events for Mansfield Park, Forest Drive Gyro Park and Departure Bay Centennial Park.

7. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee: Commissioner Johnstone gave a verbal report on the Parks Committee meeting held 2013-JUL-11.

- i. Crystal Brook VIP Grant Request

It was moved and seconded that the Parks, Recreation and Culture Commission approve a VIP Grant of \$12,500 for Phase 1 of the Crystal Brook Park VIP and upon successful completion of Phase 1, an additional \$12,500 grant be applied to complete the project. The motion carried unanimously.

- (b) Recreation Committee: Commissioner Greves gave a verbal report on the Recreation Committee meeting held 2013-JUL-10.

- i. Sport Tournament Grant – Frontrunners BC Cyclocross Championships

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve a Sport Tournament Grant to Frontrunners BC Cyclocross Championships event in the amount of \$1,000. The motion carried unanimously.

- (c) Cultural Committee: Commissioner Pattje gave a verbal report on the Cultural Committee meeting held 2013-JUL-03.

i. Donation from the Nanaimo Aboriginal Centre of two art pieces

It was moved and seconded that the Parks, Recreation and Culture Commission approve the recommendation for the offer of two commissioned art pieces and that the donation be referred to Staff to work with the Nanaimo Aboriginal Centre and the Service and Resource Centre Committee on preferred locations and artwork design decisions. The motion carried unanimously.

- (d) Art in Public Places Project Committee: Kirsty MacDonald, Parks and Open Space Planner, gave a verbal report on the Art in Public Places Project Committee meeting held 2013-JUL-03.

i. Donation of the painting "Satellite City" by Robert Naish

It was moved and seconded that the Parks, Recreation and Culture Commission accept the donation in principle of the painting "Satellite City" by Robert Naish for display on City property in a public area and to refer the donation to Staff to report back on proposed locations. The motion carried. *OPPOSED: Commissioner Avis*

ii. VIP Grant for community-based art for Deverill Square Park

It was moved and seconded that the Parks, Recreation and Culture Commission award an \$8,500 VIP Grant for community-based art for Deverill Square Park. The motion carried unanimously.

- (e) Grants Advisory Committee: No meetings held since 2013-JUN-26.

- (f) Port Theatre: Monthly report for June 2013.

- (g) Nanaimo Art Gallery: Monthly report for June 2013.

- (h) Nanaimo District Museum: Monthly report for June 2013.

8. STAFF REPORTS:

- (a) Travel Assistance Grant
Nanaimo and District Minor Fastball Association U14 Girls
Provincial Championships, Surrey, British Columbia

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo and District Minor Fastball Association U14 Girls in the amount of \$650 for thirteen athletes to attend the Provincial Championships, being held in Surrey, BC. The motion carried unanimously.

- (b) Harbour City Football Club Lease Agreement Approval in Principle
R. Harding, Director, Parks, Recreation and Culture

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

1. Approve in principle the disposition of a 5-year lease to the Harbour City Football Club;
2. Direct Staff to present the lease agreement at a future Council meeting for review and consideration.

The motion carried unanimously.

(c) Senior Manager of Parks and Civic Facilities: Monthly report for June 2013.

(d) Senior Manager of Recreation and Culture Services: Monthly report for June 2013.

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

- (a) Letter dated 2013-JUN-24 from the Nanaimo Folk Festival Society regarding the appreciation for the installation of the display plaque at Maffeo Sutton Park.

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

10. ADJOURNMENT:

It was moved and seconded at 8:12 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 Culture

2013-JUL-29
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AUG 19 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 2013 - September - 25
year month day

NAME OF PERSON MAKING PRESENTATION: Lin Neufeld

Print

ADDRESS: _____

street address	City	Province	Postal Code

PHONE: _____ home _____ business _____ EMAIL: _____

NAME OF APPLICANT IF OTHER THAN ABOVE: _____

DETAILS OF PRESENTATION

The Protection Island Museum and Archives is housed in the historical building that was the Lighthouse Keepers home. This 1926 building is located at Gallows Point on Protection Island, behind Beacon House.

The Protection Island Cultural and Historical Society (TPICHS) maintains the museum and archives. The TPICHS Directors through the Protection Island Lions Club are requesting that the Parks, Recreation and Culture Commission examine the building gutters and South facing windows for repair or replacement and provide a "next step" plan.

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



RECEIVED

SEP 06 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 1913 - SEPT - 25
year month day

NAME OF PERSON MAKING PRESENTATION: _____

JIM HARRIS

Print

ADDRESS: _____

street address

City

Province

Postal Code

BC

PHONE: _____

home

business

EMAIL: _____

NAME OF APPLICANT IF OTHER THAN ABOVE: _____

DETAILS OF PRESENTATION:

ON BEHALF OF THE LIONS CLUB OF PROTECTION ISLAND, I
WILL PRESENT A PROPOSAL FOR THE CONSTRUCTION OF AN
ADDITION TO THE BEACON HOUSE

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

NOTES
RECREATION COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-SEP-11, 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

Staff: S. Samborski, Senior Manager, Recreation and Culture Services
J. Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:01 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Meeting Notes of the Regular Recreation Committee Meeting of Wednesday, 2013-JUL-10 at 3:03 p.m., at the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. STAFF REPORTS:

(a) Facility Access Programs

It was moved and seconded that the Recreation Committee receives the report for information. The motion carried unanimously.

(b) Financial Access Programs

It was moved and seconded that the 80 years old and over pass be amended to provide 50 free admissions annually. The motion was withdrawn.

It was moved and seconded to recommend that the Parks, Recreation and Culture Commission approve that the 80 years old and over pass be amended to pay half the price of the seniors rate for drop-in fees and admissions effective with the next Bylaw 7073 fees and charges review in 2016. The motion carried unanimously.

It was moved and seconded to direct Staff to develop program guidelines for a not-for-profit and social service organizations pilot pass program. The motion carried unanimously.

It was moved and seconded that the Recreation Committee provide Staff with direction. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 3:51 p.m. that the meeting adjourn. The motion carried unanimously.



Ted Greves
CHAIR
RECREATION COMMITTEE

CERTIFIED CORRECT:



Suzanne Samborski
SENIOR MANAGER
RECREATION AND CULTURE SERVICES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

NOTES
REGULAR MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-SEP-04, COMMENCING AT 4:00 P.M.

PRESENT: Commissioner Fred Pattje, Chair

Members: Commissioner Howard Houle
Commissioner Alec McPherson
Commissioner Donald Rinald
Ms. Julie Bevan
Ms. Gerda Hofman
Ms. Geraldine Manson
Ms. Wendy Smitka
Mr. Kim Smythe
Ms. Marianne Turley

Staff: S. Samborski, Senior Manager, Recreation and Culture Services
J. Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 7 (d) i. Poet Laureate Selection.
- Add Item 12 (a) delegation request by Greg Large regarding a request to consider posthumous Cultural Awards.
- Add Item 12 (b) delegation request by Thelma Bradbury regarding a request to consider Robert and Lillian Booth for 2013 Cultural Awards.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Meeting Notes of the Regular Cultural Committee Meeting of Wednesday, 2013-JUL-03 at 4:00 p.m., at the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

It was moved and seconded that the Meeting Notes of the Special Meeting of the Art in Public Places Project Committee meeting of Wednesday, 2013-JUL-03 at 4:29 p.m., at the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Hannah King, Marketing and Communications Specialist, gave a presentation on the Sponsorship Workshop Series that runs through the fall and winter.

6. COMMISSION REPORT:

Commissioner McPherson provided a verbal report on the following topics:

- Liz Williams, Manager, Recreation and Culture Services, gave a presentation on the Sponsorship Workshop Series.
- Motions from the Cultural Committee included the Donation from the Nanaimo Aboriginal Centre of two art pieces and the donation of the painting "Satellite City." Staff will return with reports on locations.
- The VIP Grant for community-based at Deverill Square Park was approved.

7. REPORTS OF PROJECT COMMITTEES:

(a) Cultural Award Committee

Nothing at this time.

(b) Art in Public Places Project Committee

Meeting was held 2013-JUL-03. Minutes are included in this Agenda.

(c) Cultural Forum Project Committee

Nothing at this time.

(d) Poet Laureate Selection Committee (*Julie Bevan, Chair*)

Julie Bevan reported on the two meetings held over July and August.

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

1. Approve the selection of Naomi Beth Wakan as Nanaimo's inaugural Poet Laureate.
2. That a sub-committee consisting of members of the Cultural Committee and members of the community be established to support the work of the Poet Laureate over the course of her term.

The motion carried unanimously.

8. STAFF REPORTS:

(a) Donation of Art "Satellite City" by Robert Naish

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council accept the donation of the painting "Satellite City" by Robert Naish and that the artwork be displayed in City-owned public places on a rotating basis. The motion carried unanimously.

(b) Cultural Operating Grants and Events and Festivals Grants Review Process

It was moved and seconded that the Cultural Committee recommend to the Parks, Recreation and Culture Commission the attached changes to the Cultural Operating Grants and Events and Festivals Grants Application forms. The motion carried unanimously.

(c) Cultural Plan Update

Suzanne Samborski presented a verbal update on the current status of the Cultural Plan and the timeline for the fall.

It was moved and seconded that the Cultural Committee receive for information. The motion carried unanimously.

9. CORRESPONDENCE: (not related to a Report to the Cultural Committee)

- (a) Letter dated 2013-JUL-23 from the Friends of Nanaimo Jazz Society thanking the Cultural Committee for supporting **Jazz Affair L.A. 2013** with the grant funding.

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

10. DELEGATIONS (not related to a Report to the Cultural Committee):

- (a) Greg Large presented a request to consider posthumous Cultural Awards and to nominate Ken Gogo for one such award.
- (b) Thelma Bradbury presented a request to consider the installation of a commemorative photo of her parents, Robert & Lillian Booth, in the Port Theatre to remember their contribution to culture in Nanaimo.

It was moved and seconded to recommend to the Parks, Recreation and Culture Commission to install a commemorative photo of Robert and Lillian Booth in the Port Theatre and to dedicate the photo at the Cultural Awards ceremony. The motion carried unanimously.

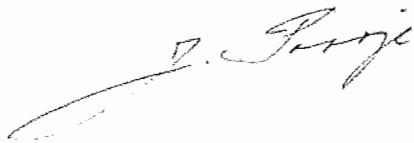
It was moved and seconded to refer Greg Large's request for Ken Gogo's nomination to the Cultural Award Project Committee. The motion carried unanimously.

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

- (a) Julie Bevan asked if anyone would like to form the Poet Laureate Project committee. The suggestion was made to have a volunteer liaison.
- (b) Marianne Turley raised concern over the dead plants in the temporary public art piece "(un)tamed."

12. ADJOURNMENT:

It was moved and seconded at 5:02 p.m. that the meeting adjourn. The motion carried unanimously.



Fred Pattje
CHAIR
CULTURAL COMMITTEE

CERTIFIED CORRECT:



Suzanne Samborski
SENIOR MANAGER
RECREATION AND CULTURE SERVICES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

2013-SEP-06

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

DATE OF MEETING: 2013-SEP-25

AUTHORED BY: FRED PATTJE, CHAIR
CULTURAL COMMITTEE

RE: POET LAUREATE SELECTION

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the selection of Naomi Beth Wakan as Nanaimo's inaugural Poet Laureate.

PURPOSE:

To obtain Commission and Council approval for the selection of the Poet Laureate.

BACKGROUND:

Seven applications were received for the position of Poet Laureate. The selection committee consisted of two members of the Cultural Committee and a representative from the community, Deborah Graham. Deborah is an English teacher and librarian for School District #68. The selection committee met twice, and also received input from Kathleen Darby, Executive Director of the Nanaimo Conservatory of Music, who has extensive professional experience in the cultural sector. Although she was unavailable to attend meetings, Kathleen contributed to the selection process by evaluating applications and providing her analysis. Kim Goldberg, a well-regarded local writer and organizer, also contributed to the process by providing feedback on the initial request for proposals, circulating and promoting it in the community, and acting as a reference for nominees.

After an initial review of the applications and discussion, the Selection Committee shortlisted two candidates for interviews. After meeting with both candidates the Committee recommends that the Cultural Committee put Naomi Beth Wakan forward for appointment to the position of Poet Laureate.

Wakan is a prolific writer, has published extensively, and is a respected member of the local literary community. She has a range of concrete ideas to bring to the role of Poet Laureate and a demonstrated ability to deliver. Some of her ideas include monthly meetings with groups, annual workshops, the publication of an anthology of work by local poets, and participation in important civic events and festivals to read her work and the work of other poets.

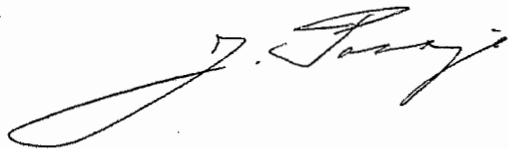
The Selection Committee discussed the issue of how Wakan will be supported in the role of Poet Laureate. Besides requiring physical transportation from the Gabriola ferry terminal, Wakan will need help to facilitate and administer some of her proposed activities. The Selection Committee suggested that a Poet Laureate sub-committee, supported by City Staff, could be tasked with assisting Wakan for the duration of a three year term. Deborah Graham has offered to contribute on a volunteer basis to support the position and act as a primary liaison. The sub-committee would work with the Poet Laureate to develop a plan for each year; assist with booking/organizing of venues; connect with community organizations, events and festivals that might be interested in hosting a visit by the Poet Laureate; work to administer and promote the role of the Poet Laureate in Nanaimo.

At the 2013-SEP-04 meeting of the Cultural Committee, a motion was passed that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council:

1. Approve the selection of Naomi Beth Wakan as Nanaimo's inaugural Poet Laureate.
2. That a sub-committee consisting of members of the Cultural Committee and members of the community be established to support the work of the Poet Laureate over the course of her term.

Following the motion, discussion centered on the role of the sub-committee. The Cultural Committee decided a volunteer liaison would provide adequate support to the Poet Laureate. The volunteer liaison would be supported by Staff.

Respectfully Submitted,



COMMISSIONER FRED PATTJE,
CHAIR, CULTURAL COMMITTEE

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

DATE OF MEETING: 2013-SEP-25

AUTHORED BY: FRED PATTJE, CHAIR
CULTURAL COMMITTEE

RE: DONATION OF ART "SATELLITE CITY" BY ROBERT NAISH

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council accept the donation of the painting "Satellite City" by Robert Naish and that the artwork be displayed in City-owned public places starting with installation in the Service and Resource Centre stairwell.

PURPOSE:

To obtain Commission and Council approval for the donation of the artwork "Satellite City" by Robert Naish.

BACKGROUND:

Local professional artist Robert Naish presented to the Cultural Committee at their 2013-JUN-11 meeting with the offer to donate the painting "Satellite City" to the City of Nanaimo for display in a public place (Appendix A). The painting is based on an aerial perspective of the city of Nanaimo. The painting was purchased through the Estate of Ms. Marlene Flater. Ms. Flater's Will outlined the desire to purchase one of Mr. Naish's paintings and have it donated to the City of Nanaimo for display in a public place. The artist is prepared to incur the costs of framing, applying a protective cover and initial installation of the painting.

At the meeting of the Art in Public Places Project Committee held Wednesday, 2013-JUL-03, the proposed donation of the painting "Satellite City" was reviewed using the Guidelines for Donation of Public Art as outlined in the in the Community Plan for Public Art (Appendix C). At that meeting, it was moved and seconded to accept the donation of the painting "Satellite City" by Robert Naish for display on City property in a public area with Staff to return with a report on recommended locations.

At the 2013-SEP-04 meeting of the Cultural Committee, Staff returned with a report outlining the proposed locations. At that meeting, a motion was passed that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council accept the donation of the painting "Satellite City" by Robert Naish and that the artwork be displayed in City-owned public places.

DISCUSSION:

This painting is large (6' high X 9' wide) and therefore requires adequate wall space for display. The following locations have been considered:

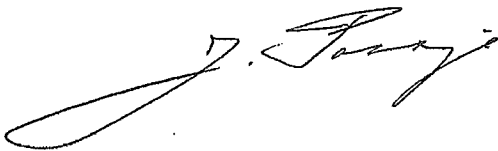
- Vancouver Island Conference Centre
- Service and Resource Centre
- Beban Park Social Centre
- Oliver Woods Community Centre

The potential for theft or vandalism will also need to be considered. It is recommended that the painting be hung using appropriate security hardware to prevent theft.

After site visits were conducted all location options, it was concluded that the stairwell in the Service and Resource Centre building between the first and second floors is the most suitable location at this time. It fits the criteria of being a public space and has little colour or animation. The stairwell dimensions are 11.5 feet high by 10 feet wide. (Appendix B).

The Community Plan for Public Art identifies criteria for accepting art (Appendix C). It also outlines options to de-accession and move art if desired, long-term.

Respectfully Submitted,

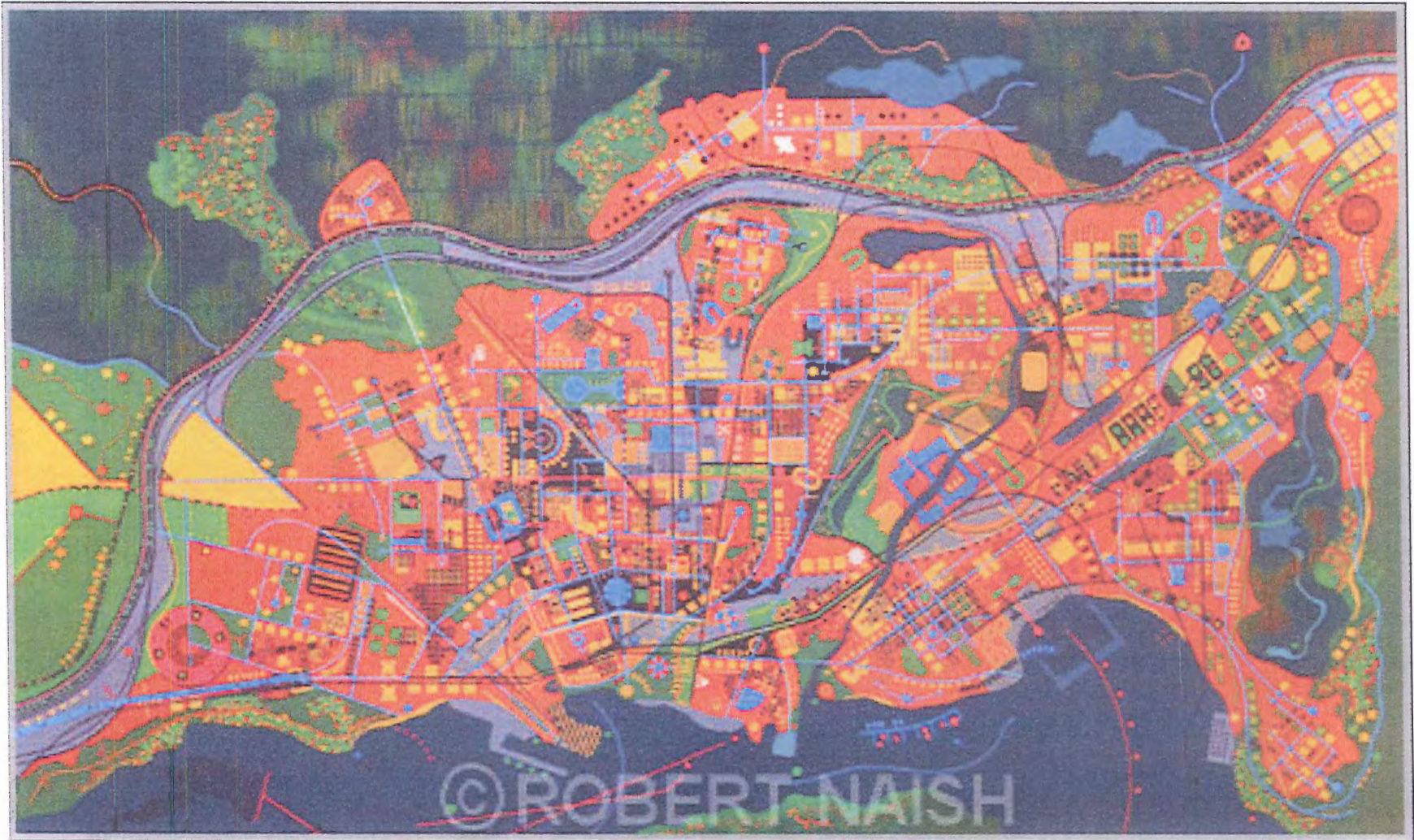


COMMISSIONER FRED PATTJE,
CHAIR, CULTURAL COMMITTEE

2013-SEP-24
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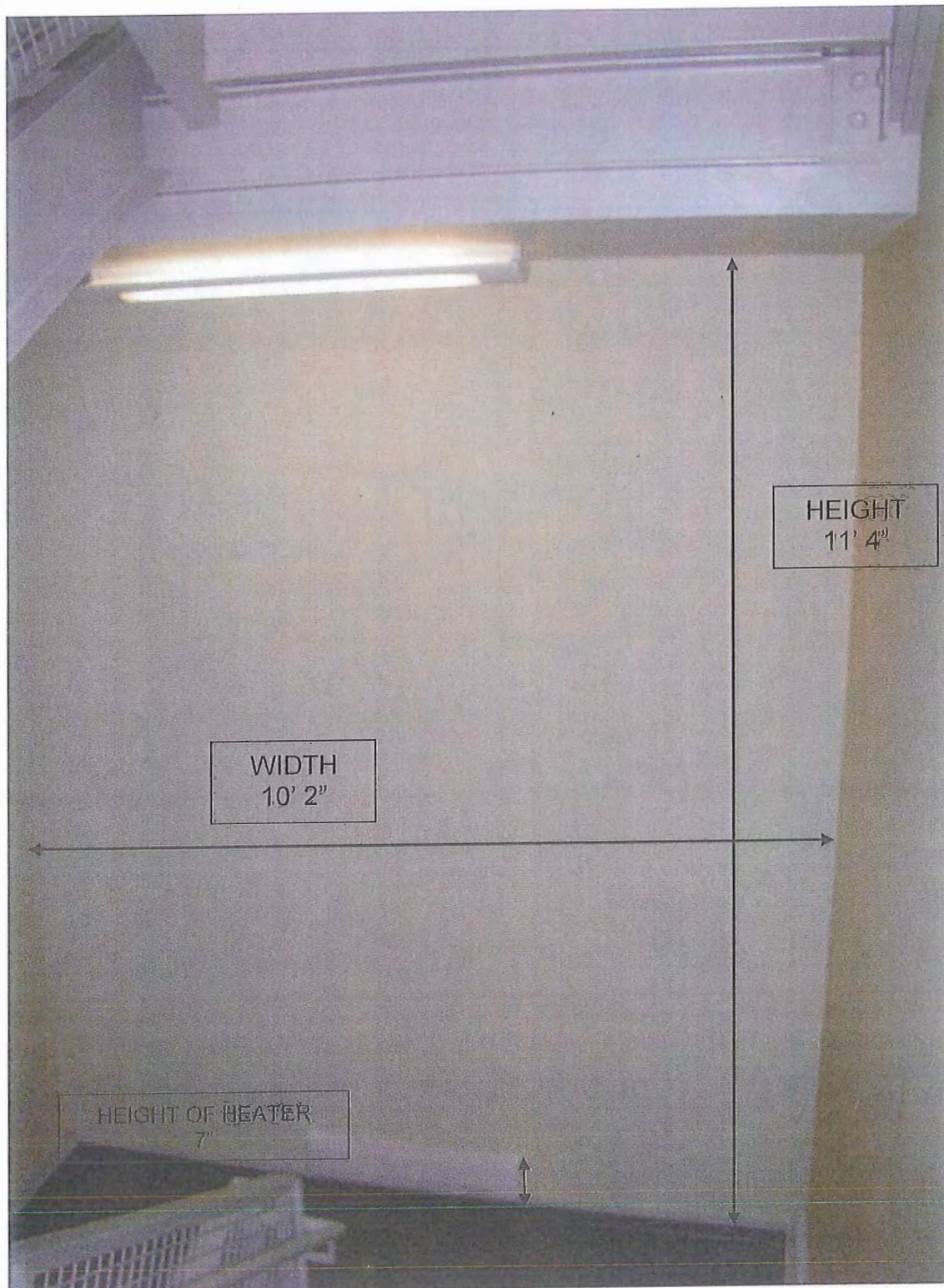
APPENDIX A

"SATELLITE CITY"



APPENDIX B

SERVICE AND RESOURCE CENTRE STAIRWELL BETWEEN FLOORS 1 AND 2



APPENDIX C

Excerpt from:
COMMUNITY PLAN FOR PUBLIC ART
Adopted May 2010

TOOLKIT 3 – REVIEW GUIDELINES FOR THE DONATION OF PUBLIC ART

These guidelines outline the process for the review of proposed donations of public art in Nanaimo parks and public spaces. Many conditions govern the acceptance and installation of art. Cultural Committee, Parks, Recreation and Cultural Commission, and City Council approvals are required in all cases.

ACCEPTANCE CONDITIONS

- 1) No civic funds will be provided for production, siting or installation.
- 2) A sponsor or co-sponsor must present the proposal.
- 3) All expenses related to the donation and review process rest with the sponsor.
- 4) When the Cultural Committee receives a request to accept and install public art and provided the conditions outlined above are met, the following steps are set in motion:
 - (a) Consultation with the City of Nanaimo's Cultural Committee and the appointment of an independent panel to review the design and social merit of the proposed donation and then make a recommendation.
 - (b) A technical review by City staff of the site and the work.
 - (c) Public consultation if applicable.

CREATIVE AND ARTISTIC EVALUATION OF PROPOSED DONATION OF PUBLIC ART

An evaluation of the suitability of the proposed work to the site including reference to park design, future plans and social impact may be undertaken by an independent review panel appointed by the Cultural Committee. This panel will make a recommendation which will form part of the report to be taken to the Cultural Committee, Parks Recreation and Culture Commission and Council.

Items considered in the evaluation will include:

- Relationship of proposal to the history of the site.
- Relationship to the geography or specific location of the site and its surroundings.
- Relevance to Nanaimo, British Columbia and/or Canada.
- Consistency with park or site design including heritage aspects.
- Compatibility with other existing or proposed artworks, buildings, structures, etc. in the park.
- The suitability of the scale of the proposed work to the site.
- In the case of a memorial, whether the cause being memorialized is significant to a large enough community to warrant placing it in a public park.
- Conformity to Human Rights Legislation.
- Any issues related to the sponsor that should be addressed.
- Feasibility of the funding plan.
- Concerns relating to an educational or interpretive plaque or component in the proposal.
- The public response to this proposal (staff will provide an analysis).
- An assessment of whether the proposed work contributes to, enhances, or benefits the park.

TECHNICAL INFORMATION

The following provides details on technical aspects of installing art in Nanaimo parks and open spaces. City staff will review proposals with reference to these points:

1. THE SITE

(a) Impact

- i. Can the site handle increased use and traffic flow?
- ii. Will there be any conflict with existing horticultural work, adjacent playing fields, park use, and park programming?
- iii. What is the environmental impact?

(b) Trees and Utilities

- i. If any work is to be located near trees, an arborist must be consulted. Tree roots may be damaged and future tree growth may be impacted.
- ii. Are there any existing utility lines in the area that might be impacted?

(c) Soil Factors and Park Maintenance

- i. Toxicity, drainage, and site suitability for bearing weight or anchoring etc. must be considered. Cost of removing soil including contaminated soil must be factored into a project budget.
- ii. Would the proposed site and artwork installation impact park grounds maintenance? (I.e. mowing, drainage, etc.)
- iii. Is mulch or gravel required around tree bases etc. to discourage grass growth?

(d) Park Planning and Access

- i. Does the proposed site block any view corridors?
- ii. Is the site accessible for people with disabilities?
- iii. Are there any existing or future park improvement plans to coordinate with?

2. THE ARTWORK

(a) Safety

- i. A risk management analysis report of the proposed artwork may be required by the City of Nanaimo.
- ii. An engineer's sealed drawings to address anchoring, stability, load bearing and seismic concerns., may be requested
- iii. There should be no accessible sharp edges, points, or projections that can cut, puncture or cause injury by impact.
- iv. No components or group of components should form an angle or opening that can trap a person's neck or head.
- v. CSA and/or other applicable building codes and standards may apply to structures.
- vi. Skid-resistant properties should be equivalent to concrete sidewalks.
- vii. Depressions in the surface should not catch the spike heels of women's shoes and should not cause water to pool causing an ice hazard.
- viii. The art must support vehicle weight (National Building Code) requirements for sidewalks where there is potential for vehicle loading.

(b) Utilities and Weathering

- i. If applicable, cables must be protected against corrosion. Ends should be inaccessible or capped and anchored by means such as eye splice/thimble fillings.
- ii. Hollow elements should be designed or treated to minimize the possibility of corrosion.

- iii. Water components in the proposed work must meet City standards and criteria. Water must be re-circulated and provision may need to be made for drainage from November to March and include maintenance funds for the system operation.
- iv. Extra maintenance levies will be applied for pump maintenance and to cover pipe bursts, etc.
- v. All work done on water must be by a trades certified plumber.
- vi. An electrical permit issued by the City is required. Any connections to City Street or parks' electrical circuits must be approved by City.
- vii. An estimate of power needs and the cost of that power needs must be provided and budgeted for by the sponsor.
- viii. All electrical and mechanical components must be CSA approved.
- ix. If lighting is a component the proposed project, light placement and levels must be reviewed

(c) Structural

- i. Structural components must be designed to meet City of Nanaimo's Building Code requirements.
- ii. All structures must be approved by the City, an engineer's sealed drawings and, upon completion, as-built drawings may be required that can minimize the impact of the fall (e.g. pea gravel, sand, wood chips, or manufactured resilient surface).

(d) Plaque

- i. The wording, sizing, design, and siting of any plaques related to the public art must be approved by the City. This approval should be gained at the time of project approval. The City will have the plaque made and install the plaque at the sponsor's expense.

(e) Maintenance

- i. Artwork should be designed and constructed so as to minimize maintenance requirements, vandalism, theft or graffiti.
- ii. Artwork should be designed so as not to collect garbage or litter or become a negative hangout.
- iii. On completion, the artists must supply a maintenance manual including a list of coatings and paints and a schedule of maintenance frequencies. Costs for maintenance are the responsibility of the sponsor. The City will work with the artist or sponsor to estimate these costs and project them for the anticipated life of the artwork.

(f) Installation

- i. All standard safety precautions must be taken on-site during installation and include clearing the area of tools and equipment, fencing the area if required, and ensuring that all present, volunteers or paid workers follow safety guidelines such as wearing boots hard hat, etc. As needed. Safety considerations must include both workers and general public.
- ii. Contractors must follow WorkSafe BC protocols.
- iii. The project will not be deemed accepted until final sign-off s by the City, the 'as-built' plans are reviewed and the site and installation inspected.

(g) Public Consultation

- i. If required, City staff will ensure that public and stakeholders are notified prior to a decision about the proposed donation and installation. This may be done through signage at the site, neighbourhood notices, networking with neighbourhood associations, and perhaps having on-site meetings. Costs for the consultation may be incurred by the sponsor.

TOOLKIT 4 – GUIDELINES TO DE-ACCESSION PUBLIC ART

PUBLIC ART DE-ACCESSIONING GUIDELINES

De-accessioning is the process of removing existing installations of artwork from the public collection. These guidelines recognize that over time there may be reasons to de-accession artwork.

Reasons for de-accession may include, but not be limited to, situations where artwork has been damaged beyond reasonable repair, where artwork is deemed inappropriate, or requires removal because of new developments in the direction of the public art collection. The Cultural Committee shall review any proposed de-accessioning of public art, and shall forward a recommendation to Parks, Recreation and Culture Commission for action.

Summary of De-accessioning Process

- 1) A review for consideration for de-accession may be implemented by direction of the Council, or by the Parks, Recreation and Culture Commission as part of the annual art plan.
- 2) The Commission and the Cultural Committee will review the consideration for de-accession according to the guidelines. As part of the review process, the Culture Committee will establish an independent review panel to review and make recommendations on the public art to be de-accessioned.
- 3) The Cultural Committee will forward a recommendation to the Parks, Recreation and Culture Commission regarding de-accessioning.
- 4) Parks, Recreation and Culture Commission will forward their recommendation to Council.
- 5) The Council, by majority vote, can order the de-accessioning of the artwork.

De-accessioning Policy and Procedure

- 1) **Eligible Artworks**
Works eligible for consideration for de-accessioning through this policy include all artwork in the official City of Nanaimo Public Art Collection. These works include:
 - a. Artworks purchased or commissioned through the Public Art Program.
 - b. Gifts of artwork accepted by the City of Nanaimo in accordance with the gift acceptance policies of the Public Art Program.
 - c. All other artwork previously purchased by the City or received as a gift by the City.

De-accessioning Procedure

- 1) From time to time the Cultural Committee will review the Public Art Collection to determine those public art projects that might warrant de-accessioning.
- 2) The Cultural Committee may consider de-accessioning of artwork for one or more of the following reasons:
 - a. The artwork has been determined to be of inferior quality relative to the quality of other works in the collection.
 - b. The artwork has been determined to be incompatible with the intent of the collection.
 - c. The artwork has been damaged or has deteriorated to the point where restoration is impractical or unfeasible, or the cost of restoration is excessive in relation to the appraised value of the artwork.
 - d. The artwork endangers public safety.
 - e. Significant changes in the use, character or actual design of the site require a re-evaluation of the relationship of the artwork to the site.
 - f. The work is not or is rarely on display.
 - g. The artwork requires excessive maintenance or has faults of design or workmanship, and the city cannot properly maintain the artwork.

Sequence of action to De-accession

- 1) The Cultural Committee determines that an artwork meets one or more of the criteria established above.
- 2) The Cultural Committee shall inform the artist, if still alive, and the donor, if the artwork was a gift to the City, that the artwork is being reviewed for consideration of de-accessioning.
- 3) The Cultural Committee sets and independent panel review meeting to consider a recommendation to the Parks, Recreation and Culture Commission to de-accession a work of art, that recommendation will be forwarded to the Parks, Recreation and Culture Commission.
- 4) Action on the independent panel review recommendation, the City Council considers de-accessioning the artwork. If the City Council votes to de-accession a public artwork, the Cultural Committee shall consider the following courses of action, (in order of priority) to de-accession the identified artwork:
 - a. Sale or Trade
 - i. Regarding either sale or trade of artwork, the City shall offer the right of first refusal to the artist, if still alive, and/or the original donor, if the artwork was a gift to the City.
 - ii. Sale through auction, art gallery, or dealer resale, or direct bidding by individuals, in compliance with City law and policies governing surplus property.
 - iii. Trade through artist, gallery, museum, or other institution for one or more other artwork(s) of comparable value by the same artist.
 - iv. Funds from the sale of public art shall go to the Public Art Fund.
 - v. Donate to another government entity.

Monthly Event Report



RECEIVED

SEP 06 2013
August 2013DEPARTMENT OF
PARKS RECREATION AND CULTURE

	# Events 2009	# Events 2010	# Events 2011	# Events 2012	# Events 2013	# Patrons 2009	# Patrons 2010	# Patrons 2011	# Patrons 2012	# Patrons 2013
Jan	13	21	17	11	23	4,191	10,368	5,912	3,813	8,381
Feb	18	15	34	18	16	8,308	5,455	10,271	10,616	5,513
Mar	27	23	15	24	16	9,604	7,808	6,056	9,176	8,691
Apr	33	28	25	20	27	10,137	12,803	11,333	7,436	11,295
May	16	23	26	17	27	6,254	8,917	10,709	7,161	10,131
Jun	30	36	28	33	34	16,465	18,127	17,535	18,000	21,824
Jul	2	7	17	7	4	457	994	2,132	703	1,174
Aug	2	6	2	13	13	85	2,793	334	885	3,249
Sep	9	18	15	11		2,925	7,726	4,468	4,294	
Oct	25	28	18	13		7,794	6,359	6,021	4,373	
Nov	30	25	24	29		10,083	10,070	10,873	14,729	
Dec	22	22	24	15		8,516	9,857	5,647	7,008	
TOTALS	227	252	245	211	160	84,819	101,277	91,291	88,194	70,258

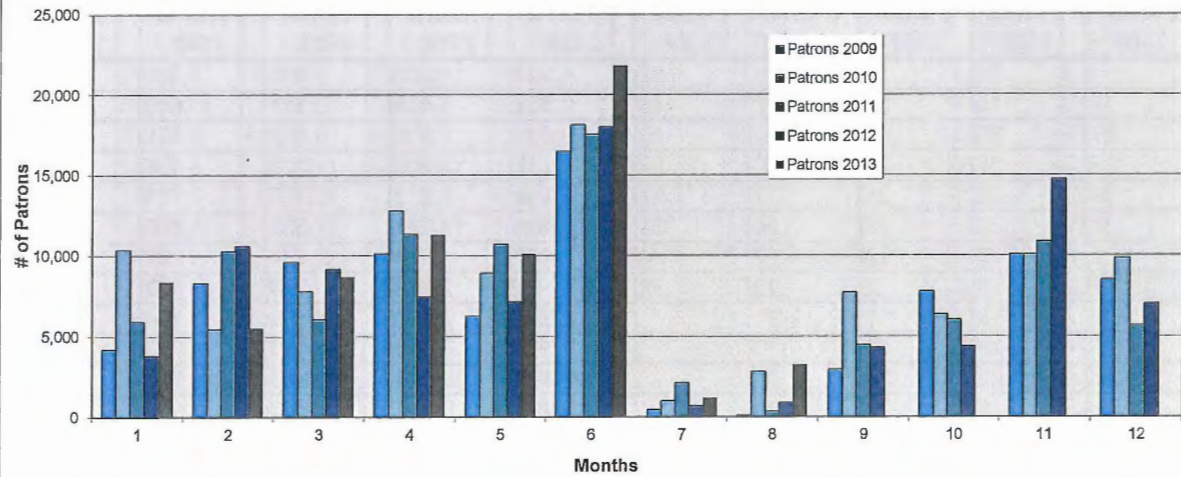
Five year average attendance for same month
 Five year average number of events same month

1,469

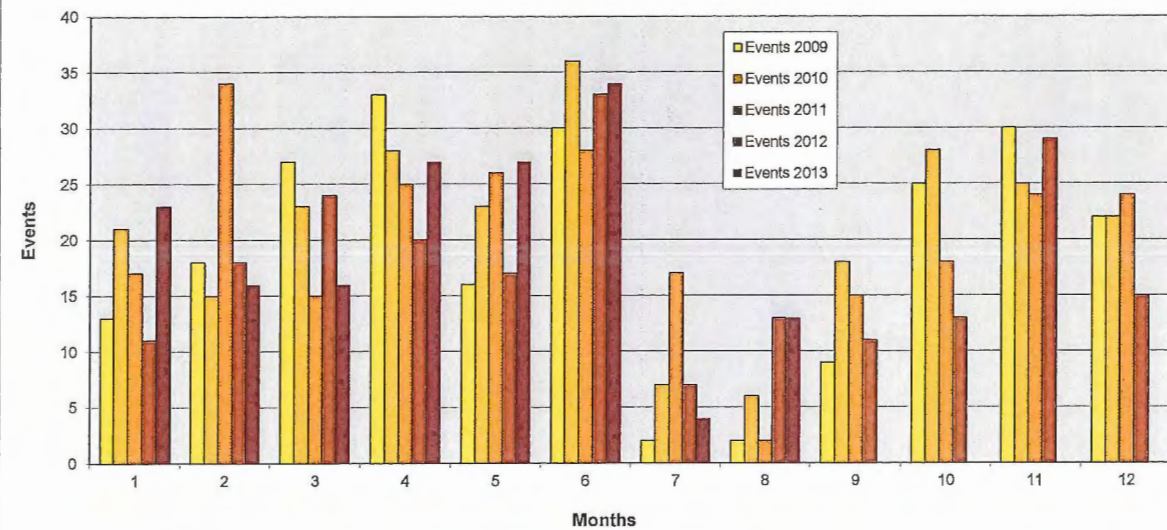
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Patron Attendance Comparison



Event Comparison



AUG 01 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

ACTIVITY REPORT: July 2013

Campus Gallery (900 Fifth Street)

EXHIBITIONS – Ian Garrioch: Universe in a Jar

May 24 to August 31, 2013

This retrospective exhibition, drawn from the artist's personal collection and private and public collections nationally, spans five decades and features over 30 paintings (2 of which are in the Gallery's permanent collection), a number of drawings, and a selection of sculptural time-pieces. All the phases of Garrioch's artistic career are represented, including recent canvases exhibited in public for the first time. A practicing artist since the late 1960s, Garrioch has produced hundreds of artworks and enjoyed considerable commercial success with pieces in notable public collections such as the BC Provincial Collection and the Canada Council Art Bank, and dozens of private collections across Canada and the US.

The exhibition title "Universe in a Jar," based on a seminal work entitled Atlas Seal that Garrioch produced in the late 1960s as a student, represents a theme threading through his entire oeuvre. It tells the story of the trajectory of his practice, in which he examines and questions the cyclical nature of life and the universe, dominant dogmatic premises, hierarchical structures and the flux of all things. For Garrioch, "[T]here isn't any heaven or hell, just 'stellar dust,' and we, through manipulation of space, drift in and out and cycle through it." Garrioch's drawings, canvases and sculptures are full of energy - populated with hard-edged and dissolving objects, figures, animals, natural forms and celestial bodies that are descriptive, transformed, or implied. The exhibition presents the works thematically, emphasizing Garrioch's primary artistic preoccupations and compositional approaches. Recurring themes and metaphors reinforce Garrioch's belief system. Particularly significant are depictions of carousels - allegories of the earth that are orbital, spinning, and cyclical, representing life and the "stellar wheel," and the sail boat, symbolizing "the earth travelling through." Ultimately, Universe in a Jar is a celebration of life, in which the artist's theoretical and philosophical constructs are analyzed, explored, and re-interpreted in imaginative, dynamic and often humorous ways.

Education

The campus location hosted three docent tours by Marie Egan. Linda Findlay hosted a two day workshop for VIU entitled GranKids University and our summer BMO Art Camps with artists Carole Brooke and Julia Browning began and will continue into August.

Downtown Gallery (150 Commercial Street)

EXHIBITIONS –Ancients Among Us: The Art & Science of Sturgeon

July 5 to August 4, 2013

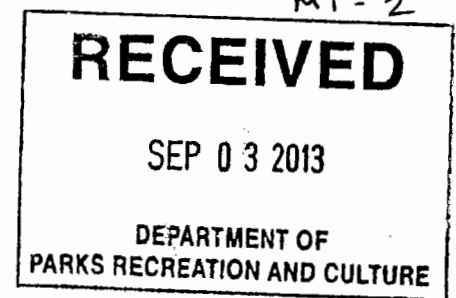
Ancients Among Us: The Art and Science of Sturgeon was co-presented by Nanaimo Art Gallery, Nanaimo Museum and Vancouver Island University's International Centre for Sturgeon Studies. Responding to an open call, artists explore the complexities of human relationships with Sturgeon – past and present, the human impact on Sturgeon habitat, and the tenacity of Sturgeon species to adapt through millions of years of existence. Through this multi-disciplinary partnership, this exhibition encourages broad interpretations of issues related to the history, biology, ecology, economy and mythology of sturgeon.

EDUCATION

ArtRageous Saturdays –Two themed *ArtRageous* workshops for children ages 5 to 11, sponsored by RBC.

Mathew Pierce our summer HRDC student set up on location and ran a children's interactive educational booth at the Dragon Boat Festival, the Silly Boat Regatta and at Bathtub Days.

Total Gallery Attendance: 1369



ACTIVITY REPORT: August 2013

Campus Gallery (900 Fifth Street)

EXHIBITIONS – Ian Garrioch: Universe in a Jar

May 24 to August 31, 2013

This retrospective exhibition, drawn from the artist's personal collection and private and public collections nationally, spans five decades and features over 30 paintings (2 of which are in the Gallery's permanent collection), a number of drawings, and a selection of sculptural time-pieces. All the phases of Garrioch's artistic career are represented, including recent canvases exhibited in public for the first time. A practicing artist since the late 1960s, Garrioch has produced hundreds of artworks and enjoyed considerable commercial success with pieces in notable public collections such as the BC Provincial Collection and the Canada Council Art Bank, and dozens of private collections across Canada and the US.

The exhibition title "Universe in a Jar," based on a seminal work entitled Atlas Seal that Garrioch produced in the late 1960s as a student, represents a theme threading through his entire oeuvre. It tells the story of the trajectory of his practice, in which he examines and questions the cyclical nature of life and the universe, dominant dogmatic premises, hierarchical structures and the flux of all things. For Garrioch, "[T]here isn't any heaven or hell, just 'stellar dust,' and we, through manipulation of space, drift in and out and cycle through it." Garrioch's drawings, canvases and sculptures are full of energy - populated with hard-edged and dissolving objects, figures, animals, natural forms and celestial bodies that are descriptive, transformed, or implied. The exhibition presents the works thematically, emphasizing Garrioch's primary artistic preoccupations and compositional approaches. Recurring themes and metaphors reinforce Garrioch's belief system. Particularly significant are depictions of carousels - allegories of the earth that are orbital, spinning, and cyclical, representing life and the "stellar wheel," and the sail boat, symbolizing "the earth travelling through." Ultimately, Universe in a Jar is a celebration of life, in which the artist's theoretical and philosophical constructs are analyzed, explored, and re-interpreted in imaginative, dynamic and often humorous ways.

Education

The campus location held three one week summer BMO Art Camps with artists Carole Brooke and Julia Browning, in addition to three free one day BMO sponsored camps for the Boys and Girls Club from Nanaimo, Chemainus, and Ladysmith.

Downtown Gallery (150 Commercial Street)

EXHIBITIONS –Chris Lindsay | Another Good Question

August 8 to September 8

Curated by Toby Lawrence

The artwork by Chris Lindsay compels us to consider how we relate to the spaces we move through and inhabit. Moving off the gallery walls into the spaces frequently unaddressed, the artwork forces a new path through the gallery. Lindsay, a recent graduate of the University of Victoria's Master of Fine Arts program, utilizes materials such as wood and thread to challenge perspectives and bring awareness to our individual positions in the world.

EDUCATION

ArtRageous Saturdays –Two themed *ArtRageous* workshops for children ages 5 to 11, sponsored by RBC.

Total Gallery Attendance: 1545



NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission

June/July 2013 Submitted Sept. 13, 2013 by Debbie Trueman

RECEIVED

SEP 12 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Administration/Revenue

- Numbers/Revenue – Gift shop up 75% July and August and 14% YTD thanks to those 2 summer months! YTD venue rental up 16%, Programs up 4% but paid attendance down 12% (due to nominal attendance fees this is not an issue, we did have several free admission times during conferences which boosted shop sales). Visitor numbers in August were up 26%.
- Cultural Services Annual Operating Grant – including the 2014 budget is due end of the month and is a very involved grant including 3 years of financial figures and stats that have to be submitted along with the 10 page narrative and grant form with appendices.

Exhibit Programming

- Permanent Exhibit Development – is progressing well-still projecting a fall opening-people are looking forward to the Chinese artifacts and images being back on display.
- 1913-18 Arctic Exploration exhibit-
- We close out the exhibit year with a toy exhibit from our collection and local collectors. As Nov/Dec welcomes approx. 600 children for the Christmas program we know this will be a popular exhibit as it has been in the past.
- Hallway – Heritage Paint Out Shoot Out winners will be the next exhibit from the Nanaimo Arts Council.

Programs and Events

- School Programs- are already in full swing for bookings starting next week.
- Venue Rental – home of the Heritage Paint out Shoot out again this year, Island Hopper full day training, regular monthly rentals all back this month, several VIU ES tours and program room use, IOUE Conference welcome reception, Free Flow water systems rental, RBC event.
- Sports Hall of Fame – This year's event will be September 21 at the Museum at noon and you are all invited- please let us know if you can attend.
- Planning is underway for the 50th anniversary of the Museum Society next April and the 160th anniversary of the Princess Royal landing next November.
- Fringe Festival-we were the venue for several events this year.
- Cruise Ships-only 2 this fall.
- Summer Programming – went very well-numbers down slightly however. We have new "lantern tours" slated for October. The Heritage House tours, new this year, sold out. Thanks to SHAW for filming 2 our summer programs. Thanks also to the Parks, Recreation and Culture day camp programs for all their support.

Community Partnerships

- Tourism Nanaimo Partnership at the Bastion – went very well and we hope will repeat next year.
- DNBI Events Committee- continues.
- Cultural Managers meetings- back to this smaller group meeting now that the cultural plan revamp is complete.
- Multicultural/Immigrant Welcome Society-we are looking at partnering to bring in an exhibit about immigration for Pier 21 museum next year. We will be jointly applying for some funding assistance from MAP through Canadian Heritage.
- BCMA Conference-is in Parksville this fall and GM is on the organizing committee.
- NEDC Economic Impact Study – we are involved in the steering committee and will be survey responders as well.
- Yacht Club – we were given and honorary membership.

Recent Comments

From an out of town visitor August 5th (no other info on the form) "It was amazing, I didn't expect it to be this good!" Which I guess is a compliment!

From an adult visitor from Toronto, "Amazing! Loved it!"

Both gave us all excellent. Check out trip advisor for lots of excellent feedback.

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

DATE OF MEETING: 2013-SEPT-25

AUTHORED BY: HANNAH KING, ACTING MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT – HARBOUR CITY FOOTBALL CLUB U16 GIRLS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Harbour City Football Club U16 Girls in the amount of \$450 for nine athletes to attend the Provincial A Cup being held in Langley, BC.

BACKGROUND:

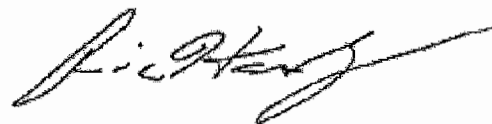
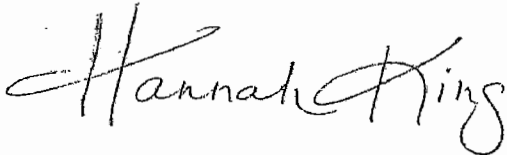
The City of Nanaimo provides a contingency account for amateur sports and cultural groups and individuals to travel within BC (excluding travel on Vancouver Island) and out of province to a Regional, National or International Championship. These funds are available to sports and cultural groups winning Provincial or Regional competitions and the current policy provides \$50 per person to a maximum of \$1,000 per application for travel within 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 and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-AUG-08, Staff reviewed a Travel Assistance Grant application submitted by the Harbour City Football Club U16 Girls requesting financial assistance for nine athletes to represent Nanaimo at the Provincial A Cup U16 Girls being held in Langley, BC. 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 \$450.

To date \$6,350 from the 2013 travel grants contingency funds has been awarded or pending. If the above travel grant of \$450 is approved, \$700 will remain available for future 2013 travel grants.

Respectfully submitted,

Concurrence by:



Hannah King
ACTING MANAGER
RECREATION AND CULTURE SERVICES

Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

Submitted

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Harbour City Football

DATE: Aug 6 / 2013

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	✓		
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: \$ 450 (9@50)

OR

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

EVALUATOR: Hannah King for Liz W. POSITION: Manager-R&C (acting)

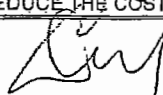


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CITY OF NANAIMO

APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: Habour City Football Club		DATE: JULY 26, 2013	
ADDRESS: 2300 Bowen Road		PRESIDENT: Ian Johnson	
Nanaimo BC V9T 3K7		SENIOR STAFF MEMBER: Jeannie Isbister	
		POSITION: Office Administrator	
		CONTACT: LOUISE KIRK – TEAM MANAGER – UI STORM U16 GIRLS	
TELEPHONE: 250-729-9400		TELEPHONE: 250-951-6592	
TOTAL NUMBER OF PERSONS TRAVELLING: 30	TOTAL NUMBER OF COMPETITORS TRAVELLING: 17	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 9	TOTAL AMOUNT REQUESTED: \$450
DESTINATION: LANGLEY, BC		DATE OF DEPARTURE: JULY 3, 2013	
EVENT TO BE ATTENDED: PROVINCIAL A CUP SOCCER U16 GIRLS			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: REGIONAL WINNERS, 2 ND AT PROVINCIALS			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: \$300 - UISA			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? UI STORM U16 GIRLS ARE MADE UP OF 50% NANAIMO PLAYERS. ALL PRACTICES ARE IN NANAIMO, 50% OF GAMES ARE PLAYED IN NANAIMO. PLAYERS TRAVEL 50% OF THE TIME TO VICTORIA FOR GAMES. PLAYED IN THE COASTAL CUP FINAL IN RICHMOND IN MAY. TRYING TO REDUCE THE COST FOR PLAYERS			
SIGNATURE: 		TITLE/POSITION: TEAM MANAGER	
		DATE: JULY 26, 2013	
<p>* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *</p> <p>NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.</p> <p>-34-</p>			

Why should this trip receive city funding?

Our team is made up of 9 Nanaimo players, 2 from Gabriola, 2 from Ladysmith, 3 from Parksville and 1 from Courtenay.

All our practices, twice a week, are in Nanaimo and 50% of our games are played in Nanaimo. The other 50% are in Victoria.

We were Regional winners in our age group and travelled to Richmond to play in the Coastal Cup on May 4 and 5th.

Provincials was played over 4 days which was a big expense for parents needing 4 nights in hotels as well as ferry costs.

Budget:

Hotel: \$107.00 plus taxes per night x 4 nights x 5 rooms = \$2,418.20

Ferry: \$15.50 per passenger x 17 = \$263.50 x 2 ways = \$527.00

\$51.25 per car x 10 = \$512.50 x 2 ways = \$1,025.00

Banquet: \$24.00 per competitor = \$408.00

Total Cost: \$4,378.20 (no meals included)

Funding received: \$300.00

Total Cost: \$4,078.20

Cost per competitor: \$240 excluding meals

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

DATE OF MEETING: 2013-SEPT-25

AUTHORED BY: HANNAH KING, ACTING MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT – HARBOUR CITY FOOTBALL CLUB U13 GIRLS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Harbour City Football Club U13 Girls in the amount of \$800 for sixteen athletes to attend the Provincial Championships, being held in Langley, BC.

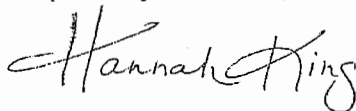
BACKGROUND:

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 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 and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-AUG-06, Staff reviewed a Travel Assistance Grant application submitted by the Harbour City Football Club U13 Girls requesting financial assistance for sixteen athletes to represent Nanaimo at the Provincials U13 Girls being held in Langley, BC. 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 for travel assistance.

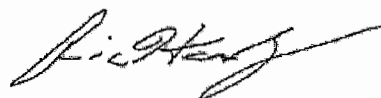
To date \$6,800 from the 2013 travel grants contingency funds has been awarded or pending. If the above travel grant of \$800 is approved, Staff recommends approving the use of funds from the Sport Tournament Grant budget to cover the \$100 shortage.

Respectfully submitted,



Hannah King
ACTING MANAGER
RECREATION AND CULTURE SERVICES

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

Drafted: 2013-AUG-6

File: A2-4 / B3-5-12

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submitted

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Harbour City FC U13 Girls DATE: Aug 6

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	✓		
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: \$ \$800

OR

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

EVALUATOR: King for Liz W. POSITION: Manager R&C(acting).

#2.



CITY OF NANAIMO

APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: Harbour City FC		DATE: JULY 26, 2013	
ADDRESS: BOX 219 LANTZVILLE BC V0R 2H0		PRESIDENT: IAN JOHNSON	
		SENIOR STAFF MEMBER: JEANNIE ISBISTER	
		POSITION: ADMINISTRATOR	
		CONTACT: ADMIN@HARBOURCITYFC.COM	
TELEPHONE:		TELEPHONE: 250-729-9400	
TOTAL NUMBER OF PERSONS TRAVELLING: 45	TOTAL NUMBER OF COMPETITORS TRAVELLING: 16	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 16	TOTAL AMOUNT REQUESTED: \$50 PER PLAYER
DESTINATION: LANGLEY BC		DATE OF DEPARTURE: JULY 3, 2013	
EVENT TO BE ATTENDED: U13 GIRLS PROVINCIAL SOCCER CHAMPIONSHIPS			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED:			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: PARENT SUPPORT AND \$500 CLUB SUPPORT TO THE TEAM			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? OUR TEAM WILL BE REPRESENTING NANAIMO AT THE PROVINCIALS AND WE WOULD BE GOOD AMBASADORS FOR NANAIMO. THE COSTS OF TRAVELLING TO LANGLEY BY FERRY AND STAYING IN HOTELS IS EXTREMELY EXPENSIVE SO ANY SUPPORT WOULD BE VERY APPRECIATED.			
SIGNATURE: 	TITLE/POSITION: OFFICE ADMINISTRATOR	DATE: JULY 30 13	
* 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.			

U13 Girls Provincial Championship
Langley BC July 4-7, 2013

Revenues

Harbour City FC	\$500.00
Upper Island Soccer Association	\$500.00
	\$1,000.00

Expenses

Ferries per person return	\$15.50 45 people	\$1,395.00
Ferries per car return	\$51.25 12 cars	\$1,230.00
Hotel 4 nights	\$95.00 15 rooms	\$5,700.00
Meals lunch/dinner/snacks	\$35.00 45 people x 4 days	\$6,300.00
		\$14,625.00
		gst \$73.12
		\$14,698.12

The players are 12 years old and rely on the support of their families and some help from their club.
The cost is approximaately \$979.87 per player so any support from the City would be very appreciated.

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

DATE OF MEETING: 2013-SEP-25

AUTHORED BY: LIZ WILLIAMS, MANAGER
RECREATION AND CULTURE SERVICES

RE: BC SUMMER GAMES UPDATE

STAFF RECOMMENDATION:

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

PURPOSE:

To provide updates to the Commission in regards to the progress of hosting the 2014 BC Summer Games – July 17-20, 2014.

DISCUSSION:

Notes from the 2014 BC Summer Games Board meeting held on 2013-SEPT-10 held at Country Grocer Community meeting room. Regular board meetings will be held on the first Tuesday of each month.

- Most Directorates have established core committees, committee meetings will be held as required.
- Directorate committee chair orientations have been set for 2013-OCT-01 to OCT-03.
- The Nanaimo 2014 BC Summer Games Society has been formed. The mailing address of the society is Nanaimo 2014 BC Summer Games Society, PO Box 53, Stn A, Nanaimo, BC, V9R 5K4.
- Directors are busy firming up locations for opening and closing ceremonies, accreditation and special events. Two venues considered are Maffeo Sutton Park and the Rotary Bowl. The Torch Lighting ceremony will be held at Pioneer Plaza on 2014-APR-20.
- All sport locations have been confirmed. All sport venues will be located in Nanaimo with the exception of Towed Water Sports which will be held in Duncan.
- Jeff and Bruce are continuing efforts to secure a BC Summer Games office location. They have had some positive communications with the School District #68.

- Confirmation of all non-city sport venues is in progress. All City venues have already been confirmed. Golf has been confirmed and will be hosted at the Nanaimo Golf Club. The golf club is very keen to support the games and has provided a very good rate to the Games.
- Jeff Lott gave a presentation at the 2013-SEP-09 Regular Open Council meeting. He was warmly received by Mayor and Council.
- John Blaine presented on behalf of SD #68. The School District will be implementing their 10-year plan which starts with facility renovations and this may have a serious impact on sport venues and food services. Areas of concern will be addressed with the school district.
- A key volunteer rally has been planned for 2013-NOV-13 at Vancouver Island University. Invitations to the event will follow.
- The City is currently looking for locations to hoist the six foot electric torch and the games countdown clock.
- The Parks, Recreation & Culture Horticulture Crew is planning on using the BC Summer Games logo colours (red, blue, yellow, and white) in the 2014 Spring/Summer plantings.

Respectfully submitted,



Liz Williams
MANAGER
RECREATION AND CULTURE SERVICES

Concurrence by:



Suzanne Samborski
SENIOR MANAGER
RECREATION & CULTURE



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION AND CULTURE

DATE OF MEETING: 2013-SEP-25

AUTHORED BY: JEFF RITCHIE, SENIOR MANAGER
PARKS & CIVIC FACILITIES

RE: MONTHLY REPORT – JULY AND AUGUST 2013 – PARKS OPERATIONS

The following highlights are the park initiatives for July and August. Regular maintenance tasks are not listed.

PARK PLANNING & DEVELOPMENT:

- Staff is moving ahead with the Beban Park Master Plan and designing options for improvements and site configuration. These will be reviewed by the Parks, Recreation and Culture Commission, stakeholders, and the public this fall for further input.
- Design concepts for the updated Maffeo Sutton Park Plan are being developed.
- Background and site inventory work for the former Greater Nanaimo Water District land on Nanaimo Lakes Road is being drafted to facilitate future planning for the property.
- The Dogs in Parks Ambassador has been out in the parks and at events all summer. She is talking to people about dog etiquette and off-leash sites in a positive way at community events and in five parks (Maffeo Sutton, Westwood Lake, Pipers Lagoon, Neck Point, and the Beban Dog Off-Leash). Lack of dog etiquette was a recurring theme in the public survey input from the March Open Houses.
- The Service and Resource Centre indoor art piece will be installed in September
- Calls for next year's outdoor art projects will be tendered in September.
- Playground equipment for the fall upgrades to Harewood Centennial Park has been tendered and awarded.
- Discussions about further improvements to Deverill Square Park have begun with residents, the South End Neighbourhood Association, and the School District staff.

VOLUNTEERS IN PARKS:

- The playground equipment for Ocean View Park has been tendered and chosen. Site preparation has been ongoing during the summer and the playground will be installed in late September.
- The South End Neighbourhood Association and Bayview Elementary School are gearing up for their Hummingbird Art Project at Deverill Square Park this fall.
- Construction of the sport court has begun at Crystal Brook Park.

MAINTENANCE AND CONSTRUCTION:

- Staff have completed the construction of the new Merle Logan Sports Fields storage building that will accommodate storage for user groups and field maintenance.
- The new Wharf Street washroom was installed, providing downtown patrons and tourists with a public facility to use.
- The new washroom for the childcare room at the Beban Park Social Centre was completed.
- Staff started the roof replacement at Beban House and the Nanaimo Football building at May Richards Bennett Pioneer Park.
- The new bleachers at Merle Logan Sports Fields were installed.
- Deteriorated wood benches were replaced with new plastic lumber in the Beban Park Pool change rooms.
- Production of the new concrete countertops for the men's and women's change rooms at the Nanaimo Aquatic Centre started in the summer for install in the fall.
- The old play equipment at Nova Park was replaced. The new equipment was donated to the City by the Montessori School.

PARKS UTILITY:

- Mansfield Park splash pad was painted.
- Two benches and two garbage cans were installed at Wardropper Dog Off-Leash Park.
- New picnic tables at Kinsmen Park, Mansfield Park and Stacey Crescent Park were installed.
- New style drinking fountain and shower head at Pipers Lagoon Park was installed.
- New irrigation system on the newly acquired Harewood School field was installed.
- Staff installed a new bike rack on Wharf Street.

TURF AND PARKS:

- Staff removed the cricket pitch at Beban Park.
- Staff did an extensive renovation to Serausmen Stadium excavating, sodding and re-shaping the infield to Minor League Baseball standards and adding a few unique things for Vancouver Island University.
- A retaining wall was installed along the bank behind Comox Field change rooms.
- Transition from baseball to soccer started with outfield fencing coming down at various sports fields.

TRAILS AND HORTICULTURE:

- Staff fixed the City Hall stairs that lead to Wallace Street.
- Flail mowing at Beban Park, Caledonia Park and at Comox Park/Scout Hut.
- New landscape around new storage building at the Merle Logan Sports Field.
- Cleaned up Rhododendron garden and lower gardens at Bowen Park.
- A trial on the three self watering planters at Beban has been extremely successful. Planters are watered once every two weeks.

ARBORICULTURE:

- July had thirteen arboriculture calls for service including; eleven removals, two issues resolved with pruning, two calls no action to be taken and one call determined to be homeowners property.
- August had seventeen arboriculture calls for service including; fifteen removals, three issues resolved with pruning, one call to provide a water bag for a tree, one call no action to be taken and two calls where further testing is required to determine if there is internal risk associated with the 80+ foot fir.
- Four service calls for Hazard Tree Risk Assessment for Development Services.
- During the Departure Bay Centennial Park renovation, one tree was removed and a replacement tree planted. Approximately 40 yards of invasive English Ivy has been removed from the park and new grass has been planted. This park has been a habitual squat for the last several years. Park is now very open and staff have noticed many more people walking through this area.

PARKS AND OUTDOOR SPACES SPECIAL EVENTS:

- The Golden Bucket was a great success for its first year. Participation and comments from this contest continued to grow throughout the summer with numbers of entries around fifteen to twenty per week. Comments are very positive and many repeat participants were enjoying the hunt from week to week.
- What an amazing summer for Concerts in the Park. Owls visited us every Wednesday night at the Bowen Park Amphitheatre to the delight of the audience. There was only two weather threatening days out of the eight but still a great turn out. Attendance numbers for concerts were between 150 and 280 in attendance at each.
- New sites were added this year to the playground program including Fairview Community School and Country Hills Playground.

VANDALISM REPORT FOR JULY AND AUGUST, 2013

BUILDING AND ENGINEERING R&M

- | | |
|----------------------------|------------|
| • Graffiti removal | \$4,083.40 |
| • Electrical repairs | \$2,470.92 |
| • Port-a-potti replacement | \$2,133.75 |
| • Welding Services | \$ 791.80 |

COST	\$9,479.87
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MATERIALS AND SUPPLIES

COST	\$1,334.34
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LABOUR AND FLEET

COST	\$2,023.14
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TOTAL COST	\$12, 837.35
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Graffiti removed at Maffeo Sutton Park, Diana Krall Plaza, Colliery Dam Park, E & N Trail, Departure Bay Centennial Park, Harewood Centennial Park, Bowen Park, May Richards Bennett Skate Park, Parkway Trail and many other locations. Wire theft at Bowen Park Amphitheatre and Caledonia Park. Port-a-pottis burnt down at Beban Park and Bowen Park. Tree damage at Beban not invoiced yet and a bollard at Maffeo Sutton Park was hit by car.

CITY OF NANAIMO ANIMAL SERVICES DIVISION JULY 2013					
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Barney Moriez Park	2				
Beach Estates Park	2	2			
Beaufort Park	3	1			
Beban Park	6	7			
Beban Off-Leash Park	9	35			
Beban Participaction Park	2				
Bowen Park	19	49	3		
Brechin Boat Ramp	2				
Colliery Dam Park	1	1			
Colliery Dam Off- Leash Park	1	2			
Departure Bay Beach Park	11	18		1	2
Hawthorne Park	4	2			
Invermere Beach	2	6	1		
Invermere Beach Off-leash	3	33			
Linley Valley	2	3			
Maffeo Sutton/Swy-a- lana Lagoon Park	11	93	1		
Mansfield Park	1				
May Richards Bennett Park	1				
May Bennett Off- Leash Area	1	2			
Morningside park	1				
Neck Point	7	26			
Pipers Lagoon Park	11	15		2	
Robins Park	3				
Sid Clark Gyro Park	2				
Westwood Lake Park	1	1			
Woodstream Park	1	2			
TOTALS:	109	298	5	3	2

CITY OF NANAIMO ANIMAL SERVICES DIVISION AUGUST 2013				
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings
Barney Moriez Park	2			
Beaufort Park	3	8	1	
Beban Park	5	4		1
Beban Off-Leash Park	11	17		
Beban Participaction Park	1	2		
Bowen Park	34	48	3	2
Brechin Boat Ramp	3	2		
Centennial Park (Wingrove St)	2	2	1	1
Colliery Dam Park	2	2		
Colliery Dam Off-Leash Park	2	6		
Departure Bay Beach Park	20	4	3	
Divers Lake	1			
Fillinger Crescent Park	1			
Groveland Park	1	2		
Hawthorne Park	3	2	1	
Invermere Beach	2	8		
Linley Valley	2	2		
Maffeo Sutton/Swy-a-lana Lagoon Park	21	173	1	
Mansfield Park	2			
May Richards Bennett Park	4	4		
May Bennett Off-Leash Area	1			
Morningside park	1			
Neck Point Park	8	38		
Petroglyph Park	1	1		
Pipers Lagoon Park	10	12	1	1
Pleasant Valley Park	2	4	1	
Robins Park	2			
Rocky Point Park	2			
Sid Clark Gyro Park	2			
Westwood Lake Park	2	8		
Wheatcroft Park	1			
Woodstream Park	2			
TOTALS:	156	349	12	5

CITY OF NANAIMO TRAIL COUNTS JULY 2013				
PARK SITES	MAY DAILY AVERAGE	JUNE DAILY AVERAGE	JULY DAILY AVERAGE	PEAK TIME OF USE
BEBAN				
Off-Leash Dog Park Little Dogs	68	78	90	5 PM – 6 PM
Off-Leash Dog Park Big Dogs (side)	96	102	107	5 PM – 6 PM
Off-Leash Dog Park Big Dogs (Front)	129	140	144	5 PM – 6 PM
Beban Participark	128	154	182	6 PM – 7 PM
BLUEBACK				
Beach Access	193	219	256	4 PM – 5 PM
INVERMERE				
Beach Access	108	131	149	5 PM – 6 PM
LINLEY VALLEY				
New Trail	42	50	52	2 PM – 3 PM
Rutherford Road Access	65	73	81	2 PM – 3 PM
Altavista Development Access	56	67	77	2 PM – 3 PM
Linley Road Access	54	58	63	12 PM – 1PM
MAY BENNETT				
Off-leash dog park	38	45	52	1 PM – 2 PM
PARKWAY TRAIL				
Third Street VIU Entrance	188	202	220	12 PM – 1PM
PAWSON PARK				
Entrance	64	70	81	5 PM – 6 PM
COLLIERY DAM				
Upper Dam	200	231	249	4 PM – 5 PM
Lower Dam	237	257	281	4 PM – 5 PM
SEABOLD PARK				
Entrance	49	55	60	3 PM – 4 PM

CITY OF NANAIMO TRAIL COUNTS AUGUST 2013				
PARK SITES	JUNE DAILY AVERAGE	JULY DAILY AVERAGE	AUG DAILY AVERAGE	PEAK TIME OF USE
BEBAN				
Off-Leash Dog Park Little Dogs	78	90	91	6 PM – 7 PM
Off-Leash Dog Park Big Dogs (side)	102	107	152	6 PM – 7 PM
Off-Leash Dog Park Big Dogs (Front)	140	144	112	6 PM – 7 PM
Beban Participark	154	182	198	5 PM – 6 PM
BLUEBACK				
Beach Access	219	256	271	3 PM – 4 PM
INVERMERE				
Beach Access	131	149	160	4 PM – 5 PM
LINLEY VALLEY				
New Trail	50	52	55	11 AM – 12 PM
Rutherford Road Access	73	81	90	3 PM – 4 PM
Altavista Development Access	67	77	79	3 PM – 4 PM
Linley Road Access	58	63	64	1 PM – 2 PM
MAY BENNETT				
Off-leash dog park	45	52	54	12 PM – 1PM
PARKWAY TRAIL				
Third Street VIU Entrance	202	220	196	1 PM – 2 PM
PAWSON PARK				
Entrance	70	81	89	4 PM – 5 PM
COLLIERY DAM				
Upper Dam	231	249	258	3 PM – 4 PM
Lower Dam	257	281	314	3 PM – 4 PM
SEABOLD PARK				
Entrance	55	60	61	4 PM – 5 PM

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION AND CULTURE

DATE OF MEETING: 2013-SEP-25

AUTHORED BY: SUZANNE SAMBORSKI, SENIOR MANAGER
RECREATION AND CULTURE SERVICES

RE: MONTHLY REPORT – JULY AND AUGUST 2013
RECREATION AND CULTURE SERVICES

COMMUNITY DEVELOPMENT:

Aquatics:

July: Staff worked with User Groups to finalize fall/winter, and some spring, contracts. Five swim meets are booked at the Nanaimo Aquatic Centre (NAC) for fall, winter and spring: three with the Nanaimo Riptides, one with Synchro BC, and one with Ebbitides Masters Swim Club. The Riptides have added Jack Little Room A/B for 6:00 a.m. to their regular contract for dryland exercises. Staff worked on the Beban Park Pool Fall/Winter schedule, with a goal of providing more availability for public drop-in.

August: The annual Beban maintenance shutdown was completed and the facility re-opened on 2013-AUG-31. A record number of family admissions took place 2013-AUG-29 at the NAC with 155 families enjoying the facility. BCSSA Island Regional swim meet took place from 2013-AUG-02 to AUG-04 at the NAC.

Arenas:

July: BC Hockey Under-16 male hockey camp was hosted at Nanaimo Ice Centre (NIC). The ice went back into NIC the first and second weeks of July.

August: Youth Sticking Together broke the world record for the longest indoor hockey game at 51 hours, and made it into the Guinness Book of World Records. The Nanaimo Clippers, Nanaimo Buccaneers and Nanaimo Major Midget Silvertips all hosted training camps at NIC and Frank Crane Arena (FCA). Cliff McNabb (CM) warranty work was completed during shutdown. The VIEX trade show was held at CM.

BC Summer Games: Reports will be submitted following regular monthly meetings, with the next meeting being held on 2013-SEP-10.

Community Events - Indoor: Three Blood Donor Clinics (seven days total), Citizenship Ceremony, Craft Fair, and Discovery Community College Graduation.

Community Events – Outdoor: Run for the Mountain, Kayak BC Novice Championships, Terry Fox Run, Triruff K9 Xterra, CIBC Run for the Cure, Kennel Club Agility Trials (two days) the weekly Wednesday Farmers' Market, the Quarterhorse Show (three days), two BMX

Competitions (five days total), Vancouver Island Exhibition (three days), and DAWG Agility Trials (two days). The eight-week Summer Concerts in the Park Series was once again a big hit with four concerts taking place at the Bowen Amphitheatre and four at Maffeo Sutton Park. Attendance ranged from 150 - 280. The Search for the Golden Bucket was a success for its first year with an average of 15 - 20 entries each week and lots of positive feedback.

Fitness and Health: Grade 5 Active Pass and Grade 6 Stay Active Pass application forms are ready to go and will be distributed to the schools by mid-September for the new intake of kids. Over 260 Summer Promo Passes (a reduced rate pass giving access to all drop-in programs through July and August) were purchased this summer. Staff attended a two-day Recreation & Health; A Collaborative Workshop focusing on enhancing collaboration between public health professionals, recreation professionals and others linking the relationship between recreation and health. This is a growing area of program planning.

Meetings/Training/Professional Development: Monthly Coordinators Meeting, Website Review Committee Meetings, Tourism Nanaimo, Vancouver Island Sport Tourism Council, Monthly BC Summer Games, Swim to Survive, Rail Trail Development Committee, Sponsorship Workshop Series.

PROGRAM HIGHLIGHTS:

Harbour City Seniors Thursday Special Events hosted an average of 95 seniors each Thursday in July, with 100 in August. Seniors fitness classes continue to be very popular.

110 summer LIT/Quest volunteers contributed over 11,000 volunteer hours throughout the community between June and August. They had a well earned celebration at the conclusion of their placements in late August.

Popular Adult programs this summer included five different Ballroom Dance classes (total registration 67), Spanish Immersion Level 1 (14) and Spanish Immersion Level 2 (10).

Preschool and Children's camps offered this summer were similar in registration numbers with 57 last year and 43 this year. Summer camps visited the Pottery Room for lessons, which ran very close to capacity. Revenue was slightly down this year \$1,236 compared to \$1,316 last year.

77 participants attended over seven weeks of Tennis daycamp, and had 18 children on waitlists.

Camp Holidaze at Beban was well attended for most of the nine weeks it ran. Flex Reg was a popular option and resulted in camp reaching maximum capacity most weeks. Active Star, Circus, Glass Fusion, Vibe Dance, Chinese Language, Byte Computer and Gymnastics specialty camps were also well attended.

PRC and Nanaimo Art Gallery partnered for the second year in a row offering five weeks of art camps for children ages 5-16 at the Art Gallery at VIU. The week-long camps ran with a total of 55 people registered, compared to 49 last year.

Seven-week summer Playgrounds Programs wrapped up at the end of August. This year's Fairview Community School (new location) and Mansfield Park had a five-day per week program, while Deverill Park had three days per week and Country Hills Park (new location) two

days per week. Operational funding was provided to the South-end Community for a playground leader at Harewood Centennial Park five days a week. A neighbourhood BBQ hosted by the City and Nanaimo Foodshare was a summer highlight, and was attended by over 250 people from the area.

MARKETING/COMMUNICATION:

Facebook: 5,031 Likes, Twitter: 6,313 followers. Social Media (SM) topics included: Golden Bucket, Camps, Registration, Activity Guide, Parks projects, FREE Fridays, Snowbirds, Free Swim Lessons at Westwood Lake, Pool Closures, Summer Concert Series.

Press Releases included: Wharf Street Loo, Summer Concert Series, Sampler Week, and the Snowbirds.

Newspaper promotion included: Magic of Camp, Triathlon Athlete - Aquatics, Summer Options. Harbour Living Banner featured Summer Camps, Golden Bucket, Registration/Activity Guide/ Sponsorship Workshop Series.

Radio promotion included: Golden Bucket, Registration, Sampler Week.

MONTHLY STATISTICS:

JULY:

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	68.75	67.75	1,006	1,070
Lessons: Department programs and Schools:	100.75	119.25	1,243	1,458
League Rentals:	22.50	92.00	730	7,400
Special Events / Tournaments	106.25	115.00	4,979	5,120
Other/Casual:	219.25	160.75	5,503	4,563
TOTAL:	517.50	554.75	13,461	19,611
<u>Hours:</u>	<u>Attendance:</u>			
FCA – 72.75	FCA – 3,887			
NIC 1 – 103.75	NIC 1 – 2,772			
NIC 2 – 198.00	NIC 2 – 3,396			
CMN – 143.00	CMN – 3,406			
TOTAL – 517.50	TOTAL – 19,611			

Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	35,651	38,813
Clubs, Rentals, Schools:	2,343	1,933
Lessons:	4,562	5,786

Front Desk:	2013	2012	Difference	RECEIPTS	
<u>Numbers</u>				2013	2012
Registrations	2,088	1,946	142	\$311,581	\$302,772
REC Passes	335	342	-7		
Economy Tickets	675	654	21		
Gift Card Sales	<u>56</u>	<u>23</u>	<u>33</u>		
TOTAL:	3,154	2,965	189		
<u>Sales</u>					
Registrations	\$144,936	\$138,984	5,952		
REC Passes	37,550	31,344	6,206		
Economy Tickets	24,977	21,928	3,049		
Gift Card Sales	<u>2,819</u>	<u>933</u>	<u>1,886</u>		
TOTAL:	210,282	174,189	17,093		

August:

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	63.25	61.75	1,419	1,235
Lessons: Department programs and Schools:	148.75	151.50	1,725	2,443
League Rentals:	106.25	103.00	5,692	6,591
Special Events / Tournaments	130.00	99.00	8,850	10,300
Other/Casual:	369.75	437.75		10,536
TOTAL:	818.00	853.00	25,935	31,105
<u>Hours:</u>	<u>Attendance:</u>			
FCA – 156.75	FCA – 4,352			
NIC 1 – 287.25	NIC 1 – 7,376			
NIC 2 – 279.25	NIC 2 – 5,012			
CMN – <u>94.75</u>	CMN – <u>9,195</u>			
TOTAL – 818.00	TOTAL – 25,935			

Front Desk:	2013	2012	Difference	RECEIPTS	
<u>Numbers</u>				2013	2012
Registrations	7,235	5,520	1,715	\$426,378	\$478,797
REC Passes	144	122	22		
Economy Tickets	643	587	56		
Gift Card Sales	<u>79</u>	<u>35</u>	<u>64</u>		
TOTAL:	8,101	6,264	1,857		
<u>Sales</u>					
Registrations	\$270,189	\$268,284	\$ 1,905		
REC Passes	30,825	23,572	7,253		
Economy Tickets	25,336	20,862	4,474		
Gift Card Sales	<u>3,056</u>	<u>1,070</u>	<u>1,986</u>		
TOTAL:	329,406	313,788	15,618		

Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	41,593	29,542
Clubs, Rentals, Schools:	3,243	1,773
Lessons:	2,059	2,234

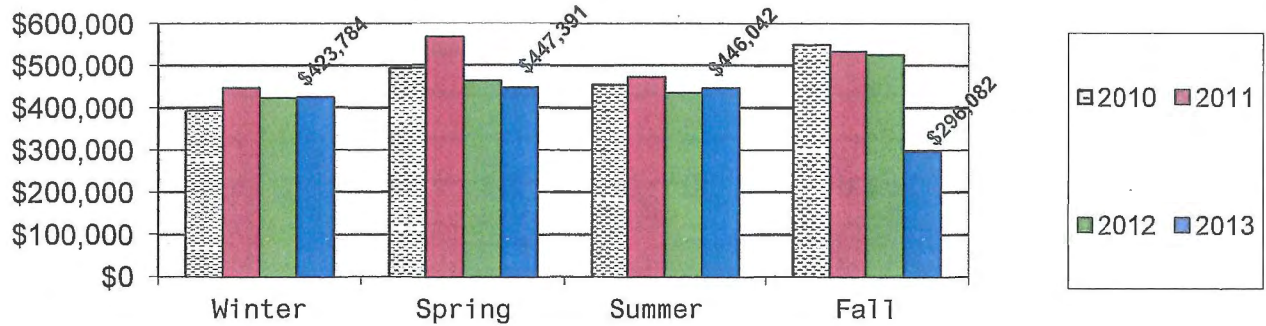
Harbour City Seniors' Memberships Sold Per Month:

	2011	2012	2013
JAN	400	343	348
FEB	101	123	169
MAR	131	157	110
APR	94	50	124
MAY	46	50	65
JUNE	63	43	46
JULY	40	43	56
AUG	49	75	91
SEPT	157	172	
OCT	86	102	
NOV	107	91	
DEC	225	152	
TOTAL	1499	1401	1009

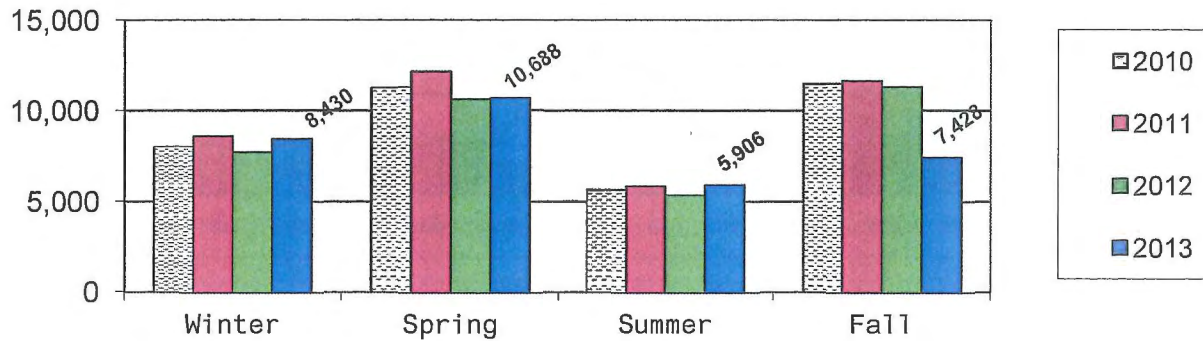
Total NHCS Memberships 1,009 sold from Jan 1, 2013 to date
 Total NHCS Memberships 1,401 sold from Jan 1-Dec 31, 2012
 Total NHCS Memberships 1,499 sold from Jan 1-Dec 31, 2011

2010 to 2013 Recreation and Culture Programs Registrations and Revenues

Program Registration Revenue

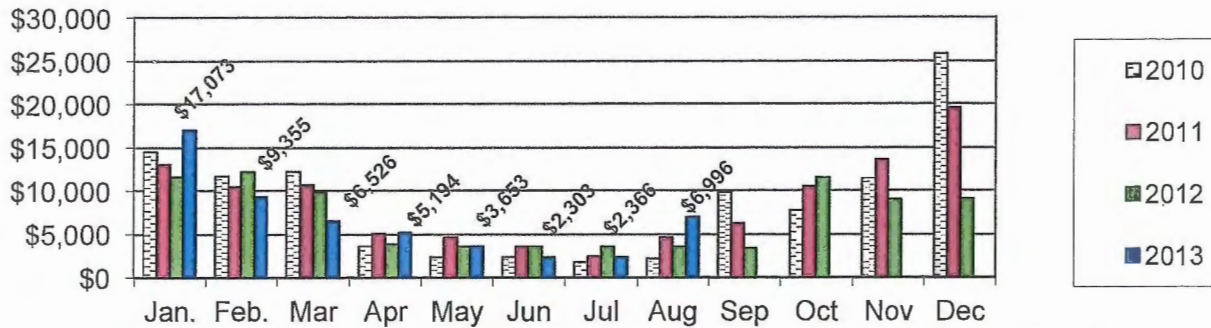


Program Registrations*

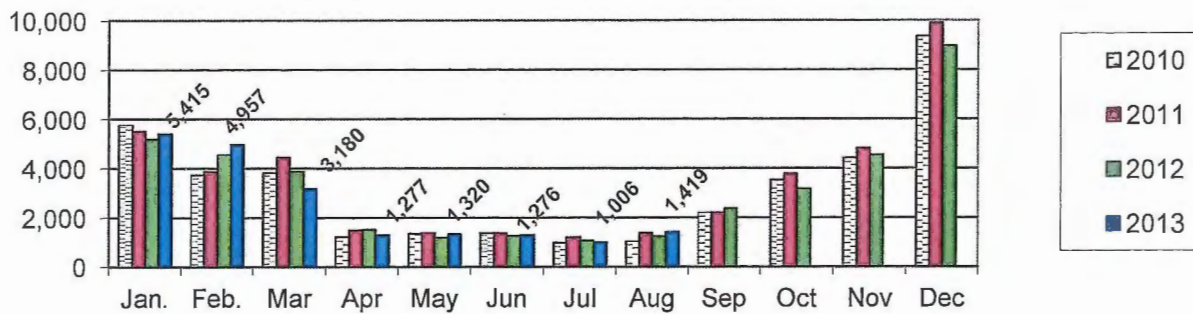


Summary of Recreation And Culture Services - JULY/AUGUST 2013

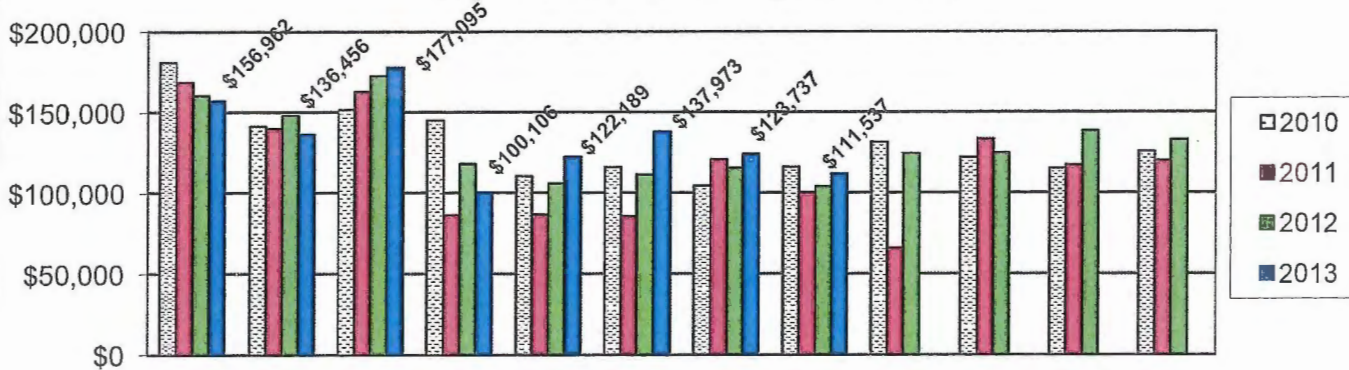
Arena Public Skate Revenue



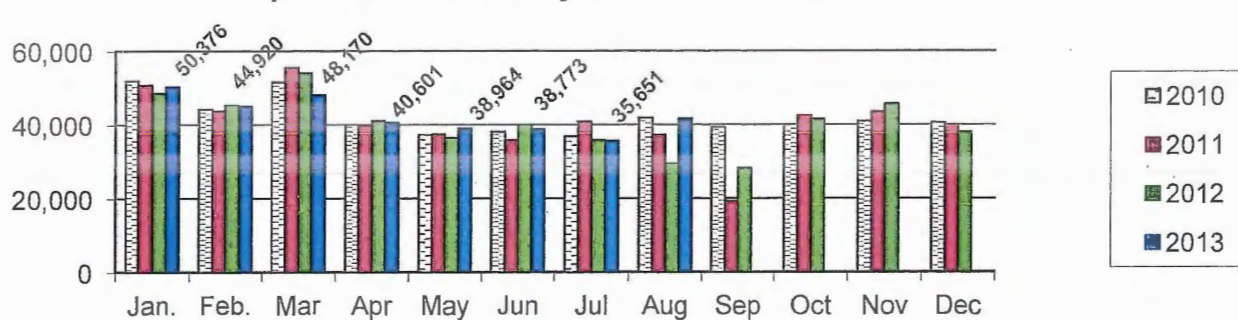
Arena Public Skate Admissions

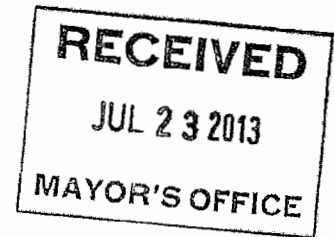


Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions





July 22, 2013

His Worship Mayor John Ruttan
455 Wallace Street
Nanaimo BC V9R 5J6

Dear Mr. Mayor,

On behalf of the Host Organizing Committee of the Crescent Point Energy Western Canada Cup and the ownership group of the Nanaimo Clippers Junior Hockey club, I would like to take this opportunity to formally recognize and thank the City of Nanaimo for their generous grant of \$5000 towards the recent tournament held in Nanaimo from April 26 to May 5, 2013.

I would also like to thank the Parks Recreation and Culture Committee of the City of Nanaimo for their support of the shared gate arrangement in regards to the costs for the rent of the Frank Crane and Cliff McNabb Arenas for the duration of the tournament. A sports undertaking of this magnitude requires significant financial resources and these two items of support from the City of Nanaimo are greatly appreciated by the Host Committee.

In addition, I would also like to acknowledge and thank the staff at Frank Crane arena complex and the Beban Park Social Center for their tremendous efforts during the tournament. Those teams lead by Darcie Osborne and Mary Smith respectively, did an outstanding job as facilities hosts. Numerous positive comments were received by the Host Committee about the professionalism of the staff as well as the condition of the facilities, in particular the ice surface. The arena team did an fantastic job preparing and maintaining the ice at an unseasonably warm stretch of weather and all participants from players, coaches to on-ice officials commented that these conditions made for some spectacular hockey.

In closing, again I say "Thank You" to the City of Nanaimo for their generous support of Junior A Hockey in Western Canada.

Regards,

J Graham Calder
Chair, Host Organizing Committee
Crescent Point Energy Western Canada Cup



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SEP 10 2013

NANAIMO HARBOUR CITY SENIORS
MINUTES OF BOARD OF DIRECTOR'S MEETING, SEPTEMBER 6, 2013 DEPARTMENT OF
PARKS RECREATION AND CULTURE

In Attendance

President Bettie Godfrey in the Chair, Dara Rupa, Maureen Evans, Joanne Husband, John Westhead, Michele Duerksen, Sandy Raddysh.
Regrets--Gary Brownhill, Lorraine Fisher, Gordon Pascoe, Bill Roos.

Call to Order

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

Welcome

Bettie welcomed members of the Board and guest Sandy Raddysh, Manager of Recreation and Culture.

Adoption of the Agenda

Motion that the Agenda be adopted. Moved by Jan. Seconded by Dara. Carried.

Adoption of the Minutes

The minutes of June 7, 2013 were read and amended.

Motion that the minutes be amended to include the Motion to approve the purchase of 10 name tags. Motion that the minutes be adopted as amended. Moved by Maureen. Seconded by Dara, Carried.

Treasurer's Report

Balance in chequing account --\$2,474.66. Balance in savings account--\$22,710.08.

Motion that the treasurer's report be accepted. Moved by Maureen. Seconded by Joanne. Carried.

Motion that spending be limited to \$500 without a general meeting moved by Dara. Seconded by John.

Discussion regarding spending limits confirmed that according to the Terms of Reference, any expense over \$5,000 must be approved by vote at a General Meeting, by the membership. Any expense under that amount to be approved by the Board at a Board meeting, with the exception of small incidental items which can be purchased with funds from petty cash. Motion defeated.

Motion that we retain a petty cash fund of \$50. Moved by Maureen. Seconded by John. Carried.

Business Arising from the Minutes

-New Horizons grant application discussion.-This may be applied for at a later date. Will be tabled until more members of the Board attend.

Motion that New Horizons be tabled. Moved by Maureen. Seconded by Joanne. Carried.

-Bettie contacted our website manager and the card lady to express our thanks.

Committees

Program-Joanne reported on the 50/50 draw and led a discussion on what events to take on. Joanne will pick up free Port Theatre "Angel tickets" to be given as door prizes and to members of groups.

Motion to convene the Arts and Crafts Sale in fall 2013. Moved by Joanne. Seconded by Dara. Carried.

Motion that Bettie convene the Poinsettia Sale on November 28, 2013. Moved by Joanne. Seconded by Jan. Carried.

Publicity-Dara reported his findings that senior facilities have their own recreation programs. Advertising in the Coffee News \$43 per week. Pamphlets range from \$700 to \$1460 for printing 5,000. It was discussed that making the pamphlets available on the website and in the newsletter would be a more cost effective way of distribution. Also, NHSC could be made more visible in the Recreation Guide on the back cover page. Michele will look after this.

Membership-John presented his report in writing.

Motion that the Board accept recommendations as listed in the report and that the publicity chairman and president be included in the meetings with the groups.

Moved by John. Seconded by Maureen. Carried. John will contact other Parks and Recreation Seniors groups to discuss how they conduct themselves. Board members will attend activities and groups within the umbrella NHCS to invite input to Board efforts. New members will be welcomed at the new members' tea, as telephone numbers are confidential.

City Senior's Coordinator Report

- Michele is pleased to announce that vision and hearing testing, blood pressure clinics, income tax services and the library will be located in her present office location, thus providing much easier access for seniors. Her office will be relocated on the same level, at the end of the hall.
- There were 3,150 registrants for programs from April 1-August 31, out of 1500 members. This is an excellent level of participation.
- Badminton program will be re-vamped.
- There will be no Thursday Special Event October 17 and November 21.
- New members' tea was discussed. Name will be changed to New Members Meet and Greet. Some present members will also attend as "buddies" to personally welcome new members and answer questions.

Correspondence

- Gaming License application given to Maureen.
- Society Registry application to be signed by Bettie and mailed.
- Letter sent by Bettie re Realist Realty van donation.
- Emails sent to the website were reviewed to ensure replies or actions were completed.

Adjournment

Motion to adjourn the meeting. Moved by John. Seconded by Dara. Carried.
Meeting adjourned at 11:45 AM

Next meeting

Friday, October 4, 2013 at Bowen Complex