

AGENDA
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM
411 DUNSMUIR STREET
WEDNESDAY, 2013-JUN-26, COMMENCING AT 7:00 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:**

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-MAY-22, at 7:01 p.m., in the Board Room at the Service and Resource Centre.

Pg. 5-8

(Motion required to adopt minutes)

5. **PRESENTATIONS:**

- (a) UBC Residents Partnership Program presented by Julia Beveridge.

6. **CHAIR'S REPORT:**

7. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee:** Commissioner Thorpe to report on the meeting held 2013-JUN-13.

Pg. 9-10

- (b) **Recreation Committee:** Commissioner Greves to report on the meeting held 2013-JUN-12.

Pg. 11-13

i. **Sport Tournament Grant Applications**

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the expenditure of \$6,795 for the second intake of the 2013 Sport Tournament Grant allocations as follows:

SPORT TOURNAMENT GRANT APPLICATIONS 2013			
GROUP		2013	2013
		REQUESTED	RECOMMENDED
1.	Vancouver Island Exhibition Skateboard Event	\$2,500	Denied based on criteria
2.	Nanaimo Disc Golf Hub City Huck	\$3,000	\$1,000
3.	Nanaimo Riptides Swim Team Fall Invitational	\$1,000	\$910
4.	Islander Female Hockey Association Tournament	\$1,500	\$1,125
5.	Mid Island Velo Association Nanaimo Omnium	\$4,000	\$2,250
6.	Youth Sticking It Together Ball Hockey Event	\$3,500	\$760
7.	Young Professionals of Nanaimo Sport Day	\$750	\$750
8.	Nanaimo Amateur Football LATE APPLICATION	\$1,700	Denied based on criteria
9.	Water Ski Wakeboard LATE APPLICATION	\$1,000	Denied based on criteria
TOTAL:		\$18,950	\$6,795

2013 Budget Total	\$26,498
Less: Approved Grants-first intake	-\$15,275
Less Second Intake (<i>pending approval</i>)	-\$6,795
Remaining 2013 Budget	\$4,428

(Motion required to adopt recommendation)

- (c) **Cultural Committee:** Commissioner Pattje to report on the meeting held 2013-JUN-11. Pg. 14-16
- (d) **Grants Advisory Committee:** Commissioner Avis (or Commissioner Thorpe) to report on the meetings held since 2013-MAY-22.
- (e) **Port Theatre:** Monthly report for May 2013. Pg. 17-19
- (f) **Nanaimo Art Gallery:** Monthly report for May 2013. Pg. 20-22
- (g) **Nanaimo Museum:** Monthly report for May 2013. Pg. 23

8. STAFF REPORTS:

- (a) **Diver Lake Dog Off-Leash Improvements** Pg. 24-26
J. Ritchie, Senior Manager, Parks and Civic Facilities

Purpose: To obtain approval from the Parks, Recreation and Culture Commission to make the Diver Lake Park Dog Off-Leash area a year-

round site effective 2013-JUL-01 with the appropriate fencing to protect residents and other park users.

Staff Recommendation: That the Parks, Recreation and Culture Commission approve the following recommendations:

1. Approve the installation of additional fencing and two gates at Diver Lake Park Dog Off-Leash area, and,
2. Permit off-leash dogs on the Diver Lake field year round.

(Motion required to adopt recommendation)

- (b) **BC Summer Games Update** Pg. 27-29
L. Williams, Manager, Recreation and Culture Services

Purpose: To review information in regards to the 2014 BC Summer Games – July 17-20, 2014.

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

(Motion required to adopt recommendation)

- (c) **Knowles Estate Reserve Fund Bylaw Amendment and** Pg. 30-35
Request From South-Side Minor Football Association for Funds
R. Harding, Director, Parks, Recreation and Culture

Purpose: To obtain Council approval of proposed amendments to “Knowles Estate Reserve Fund Establishing Bylaw 2007 No. 7056” and to approve the allocation of funds for purchase of equipment related to youth sports activities.

Delegations: (10 minutes)

1. Rob Stevenson Jr. of the South-Side Minor Football Association Pg. 36-38

Staff Recommendation:

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

1. Approve the request from South-Side Minor Football Association in the amount of \$13,638.71 for the purchase of 100 football helmets.
2. Approve the amendment of the “Knowles Estate Reserve Fund Establishing Bylaw 2007 No. 7056” to include the purchase of equipment and program supplies related to youth sports activities in the south end.

(Motion required to adopt recommendation)

- (d) Monthly Report – Senior Manager, Parks & Civic Facilities – May 2013 Pg. 39-45
 - (e) Monthly Report – Senior Manager, Recreation & Culture Services – May 2013. Pg. 46-52
9. **CORRESPONDENCE:** (not related to a Report to Commission)
- (a) Minutes of the Nanaimo Harbour City Seniors Annual General Meeting, held 2013-MAY-15. Pg. 53-56
 - (b) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting, held 2013-JUN-07. Pg. 57-58
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) Diane McGonigle, of Bayview Elementary School, regarding a request for a VIP Grant of \$8,500 for community-based public art at Deverill Square Park. Pg. 59-63
 - (b) Chris LoScerbo, of the South End Community Association, and Yvonne Vander Kooi, regarding the support for a VIP Grant for Deverill Square Park. Pg. 64
 - (c) Andrew Hall, of the Nanaimo Mountain Bike Club, regarding a request for a VIP Grant of \$5,000 to build bridges to access mountain bike trails in the surrounding area of Westwood Lake Park. Pg. 65-74
 - (d) Dean Doney, regarding a request for a VIP Grant of \$25,000 for Crystal Brook Park. Pg. 75-78
 - (e) Don Boyd, President of the Vancouver Island Exhibition, regarding the City of Nanaimo's Camping Policy and how it affects the 2013 VIEEX. Pg. 79
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-MAY-22, AT 7:00 P.M.

PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner T. Greves
Commissioner K. Alden
Commissioner L. Avis
Commissioner H. Houle
Commissioner D. Rinald
Commissioner G. Savage
Commissioner I. Thorpe
Commissioner M. Young

Regrets: Commissioner F. Pattje
Commissioner M. Beaudoin-Lobb
Commissioner A. McPherson

Staff: R. Harding, Director, Parks, Recreation and Culture
M. Smith, Manager, Recreation and Culture Services
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 Agenda be adopted. The motion carried unanimously.

3. ORDER OF AGENDA ITEMS:

It was moved and seconded to move the delegations forward on the agenda. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2013-APR-24 at 7:01 p.m. in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

5. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee: Commissioner Thorpe gave a verbal report on the Parks Committee meeting held 2013-MAY-09.

- (b) Recreation Committee: Commissioner Avis gave a verbal report on the Recreation Committee meeting held 2013-MAY-08.
- i. Commissioner Avis, Johnstone and Alden reported on the BCRPA Conference they attended from 2013-MAY-01 to 2013-MAY-03. Topics of interest included physical literacy, and a discussion around an universal age for seniors.
 - ii. Parks, Recreation and Culture – Fees and Rental Policy From September 2013 to August 2016

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

1. Approve the fees and rental adjustments which average a 3% increase annually for the period from 2013-SEP-01 to 2016-AUG-31, and further;
2. Give the first three readings to the amendment of SCHEDULE "B" of the PARKS, RECREATION AND CULTURE REGULATION BYLAW 2008 No. 7073.

The motion carried unanimously.

6. DELEGATIONS:

- (a) Jennifer Vroom of Van Isle Paddleboard Co. presented a request to conduct Stand Up Paddleboard lessons and fitness classes on Westwood Lake and Long Lake.

It was moved and seconded that Van Isle Paddleboard Company's request be referred to the Parks Committee for consideration. The motion carried unanimously.

- (b) Peter Healey and Rob Sannes of Island Hovercraft gave a presentation on their request for a location to conduct hovercraft rides.

It was moved and seconded that Island Hovercraft's request be referred to the Parks Committee for consideration and that staff provide a report with background information. The motion carried unanimously.

7. REPORTS OF ADVISORY BODIES CONTINUED:

- (c) Cultural Committee: Commissioner Rinald gave a verbal report on the Cultural Committee meeting held 2013-MAY-01 including some background information on the Nanaimo Centre Stage request.

- i. Nanaimo Centre Stage Operating Grant Request

Correspondence:

1. Letter dated 2013-APR-22 from Camela Tang, President, CVI Centre for the Arts Nanaimo regarding the request for higher level service Operating Grant for 2013 in the amount of \$6,000.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend to Council that the Nanaimo Centre Stage receive a one-time grant of \$6,000 for 2013. The motion carried. **OPPOSED: Commissioners Avis, Greves, Savage, and Thorpe.**

- (d) Grants Advisory Committee: Commissioner Thorpe reported on the meeting held on 2013-MAY-15.
- (e) Port Theatre: Monthly report for April 2013.
- (f) Nanaimo Art Gallery: Monthly report for April 2013.
- (g) Nanaimo District Museum: Monthly report for April 2013.

8. STAFF REPORTS:

- (a) Travel Assistance Grant – Football Nanaimo U16 Flag Football Provincials, Kelowna, BC

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to Football Nanaimo in the amount of \$400 for 8 players to attend U16 Flag Football Provincials being held in Kelowna, BC. The motion carried unanimously.

- (b) Travel Assistance Grant – Wellington Secondary Band MusicFest Canada Nationals, Toronto, Ontario

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 Wellington Secondary School Band program in the amount of \$2,000 for 27 students to attend MusicFest Canada Nationals, being held in Toronto, Ontario. The motion carried unanimously.

- (c) Feasibility Study Results and Recommendations for the Nanaimo Art Gallery At 150 Commercial Street (Centre for the Arts building)

Presentation:

Julie Bevan, Executive Director, Nanaimo Art Gallery and Richard Harding, Director, Parks, Recreation and Culture presented the feasibility study results and the proposed redevelopment plan for 150 Commercial Street.

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

1. Support in principle of the phased development plan as presented by the Nanaimo Art Gallery for 150 Commercial Street.
2. Direct Staff to develop a draft Management Agreement for 150 Commercial Street between the City of Nanaimo and the Nanaimo Art Gallery for Council's review and consideration and that would include funding implications.

The motion carried unanimously.

- (d) Senior Manager of Parks And Civic Facilities: Monthly report for April 2013.

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

- (e) Senior Manager of Recreation And Culture Services: Monthly report for April 2013.

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

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

- (a) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2013-MAY-03.

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

10. ADJOURNMENT:

It was moved and seconded at 9:17 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-MAY-29
File: A2-4
G:\Admin\PRCC\Minutes\2013\PRCC130522M.docx

NOTES
PARKS COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,
THURSDAY, 2013-JUN-13, COMMENCING AT 5:00 P.M.

PRESENT: Commissioner Ian Thorpe, Chair

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

Staff: Jeff Ritchie, Senior Manager, Parks And Civic Facilities
Jackie Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Parks Committee was called to order at 5:03 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add delegation Mr. Craig Evans, director of the Colliery Dam Park Preservation Society, regarding the Colliery Dam Park master plan and the City's plans to demolish and rebuild the lower and middle dams.

It was moved and seconded to allow the late agenda item. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

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 meeting of the Parks Committee held Thursday, 2013-MAY-09, at 5:02 p.m., in the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (not related to a report to the Parks Committee)

- (a) Mr. Craig Evans, director of the Colliery Dam Preservation Society, gave a presentation on the Society's status, focus and goals. Mr. Evans would like the Society to have input for the Colliery Dam Park master plan, in consultation with the Parks Committee and the Parks, Recreation and Culture Commission, once planning begins.

6. CHAIR'S REPORT:

Commissioner Ian Thorpe, Chair, gave a verbal report on the following topic:

- At the regular meeting held 2013-MAY-22, the Parks, Recreation and Culture Commission received a presentation from Jennifer Vroom of the Van Isle Paddleboard Co. Ms. Vroom is requesting an operation permit for Stand Up Paddleboard lessons and rentals at Westwood Lake.

It was moved and seconded that staff draft a licence agreement and seek approval from the Parks, Recreation and Culture Commission. The motion carried unanimously.

7. STAFF REPORTS:

- (a) Hovercrafts in City Parks
J. Ritchie, Senior Manager, Parks and Civic Facilities

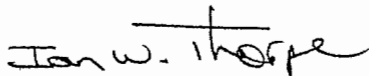
It was moved and seconded to accept the staff recommendation to not allow hovercrafts in City Parks. The motion carried unanimously.

8. QUESTION PERIOD:

- (a) Commissioner Johnstone asked about geese control at Westwood Lake and inquired about installing a culvert to divert water coming off private land away from the trailway. Staff will look into both issues.

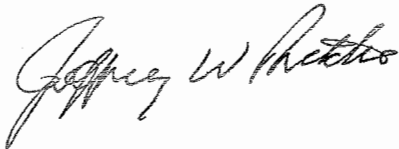
9. ADJOURNMENT:

It was moved and seconded at 5:47 p.m. that the meeting adjourn. The motion carried unanimously.



Ian Thorpe
CHAIR
PARKS COMMITTEE

CERTIFIED CORRECT:



Jeff Ritchie
SENIOR MANAGER
PARKS & CIVIC FACILITIES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

NOTES
RECREATION COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-JUN-12, 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 (3:21pm)
L. Williams, Manager, Recreation and Culture Services
J. Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Recreation Committee was called to order at 3:06 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Add pages 12-23 to Item 7 (a) Staff Report – Facility Access Programs.

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 meeting of the Recreation Committee held Wednesday, 2013-MAY-08 at 3:01 p.m., at the Bowen Complex Conference Room be adopted as circulated. The motion carried unanimously.

5. GRANT REVIEW:

(a) Sport Tournament Grant Applications
L. Williams, Manager, Recreation and Culture Services

2013 Budget Total	\$26,498.00
Less: Approved Grants-first intake	-\$15,275.00
Remaining 2013 Budget	\$11,223.00

It was moved and seconded that the Vancouver Island Exhibition application be denied based on the grant criteria and to send a letter of explanation.

It was moved and seconded that the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$6,795 for the second intake of the 2013 Sport Tournament Grant allocations as follows:

SPORT TOURNAMENT GRANT APPLICATIONS 2013			
GROUP		2013	2013
		REQUESTED	RECOMMENDED
1.	Vancouver Island Exhibition Skateboard event	\$2,500	Denied based on criteria
2.	Nanaimo Disc Golf Hub City Huck	\$3,000	\$1,000
3.	Nanaimo Riptides Swim Team Fall Invitational	\$1,000	\$910
4.	Islander Female Hockey Association Tournament	\$1,500	\$1,125
5.	Mid Island Velo Association Nanaimo Omnium	\$4,000	\$2,250
6.	Youth Sticking it Together Ball Hockey event	\$3,500	\$760
7.	Young Professionals of Nanaimo Sport Day	\$750	\$750
8.	Nanaimo Amateur Football LATE APPLICATION	\$1,700	Denied based on criteria
9.	Water Ski Wakeboard LATE APPLICATION	\$1,000	Denied based on criteria
TOTAL:		\$18,950	\$6,795

The motion carried unanimously.

It was moved and seconded that \$2,000 from the Sport Tournament Grants 2013 budget be applied to the purchase of tents for the Sport Tourism event kits and the balance remaining be rolled over to the Fall intake of grant applications.

6. STAFF REPORTS:

- (a) Facility Access Programs
S. Samborski, Senior Manager, Recreation and Culture Services

It was moved and seconded that the Facility Access Programs Report be tabled for the July meeting of the Recreation Committee for further consideration. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 4:35 p.m. that the meeting adjourn. The motion carried unanimously.



Ted Greves
CHAIR
RECREATION COMMITTEE

CERTIFIED CORRECT:



S. Samborski
SENIOR MANAGER
RECREATION AND CULTURE SERVICES

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

2013-JUN-14
File: A2-6
G:\Admin\PRCC\RecreationCommittee\2013\Meeting Notes\RC130612M.docx

NOTES
REGULAR MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
TUESDAY, 2013-JUN-11, COMMENCING AT 1:00 P.M.

PRESENT: Commissioner Fred Pattje, Chair

Members: Commissioner Howard Houle
Commissioner Donald Rinald
Ms. Julie Bevan
Ms. Gerda Hofman
Ms. Wendy Smitka
Mr. Kim Smythe

Regrets: Commissioner Alec McPherson
Ms. Geraldine Manson
Ms. Marianne Turley

Guests: 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 of the Cultural Committee was called to order at 1:11 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 Cultural Committee Meeting of Wednesday, 2013-MAY-01 at 4:00 p.m., at the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. NOTICE OF MOTION:

It was moved and seconded that the delegations be moved forward on the Agenda. The motion carried unanimously.

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

- (a) John Horn, City of Nanaimo Social Planner, and Samantha Letourneau, Central Vancouver Island Multicultural Society, gave a presentation regarding the donation of seven paintings and two carvings for display in a public building.

It was moved and seconded that the Cultural Committee offer to accept the two carvings from the Central Vancouver Island Multicultural Society for display in a public space. The motion carried unanimously.

- (b) Robert Naish, local artist, gave a presentation regarding the donation of the painting "Satellite City" for installation at the Vancouver Island Conference Centre or any other public space suitable to the scale of the artwork.

It was moved and seconded that the donation of the painting "Satellite City" be referred to the Art in Public Places Project Committee for consideration.

6. PRESENTATIONS:

- (a) Richard Harding, Director, Parks, Recreation and Culture presented an update on the Nanaimo Art Gallery Feasibility Study Results and Recommendations for 150 Commercial Street.

7. COMMISSION REPORT:

Commissioner Houle provided a verbal report on the following topics:

- Nanaimo Centre Stage Operating Grant request was approved by Commission and Council.
- Julie Bevan, manager, Nanaimo Art Gallery, gave a presentation on the Nanaimo Art Gallery's Feasibility Study Results for 150 Commercial St. A motion was passed at that meeting to support the plan in principle and direct staff to draft a co-management agreement for Council's review and consideration.

8. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee

No meetings needed at this time.

- (b) Art in Public Places Project Committee

No meetings needed at this time.

- (c) Cultural Forum Project Committee

No meetings held.

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

- (a) Letter dated 2013-MAY-08 from the Island Consort Chamber Choir thanking the Cultural Committee for the grant.

- (b) Letter dated 2013-MAY-21 from the Vesna Ukrainian Dancers outlining an invitation to the annual Ukrainian Dance Concert and offering two complimentary tickets.
- (c) Card from Eveline O'Rourke thanking the Cultural Committee for the "Honour in Culture" award and the award ceremony.

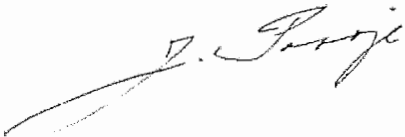
It was moved and seconded that the Correspondence be received. The motion carried unanimously.

10. OTHER BUSINESS:

- Suzanne Samborski asked the Committee members to email their feedback on the Draft Cultural Plan to the staff representatives.


11. ADJOURNMENT:

It was moved and seconded at 2:07 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

Monthly Event Report



RECEIVED

JUN 06 2013

May 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

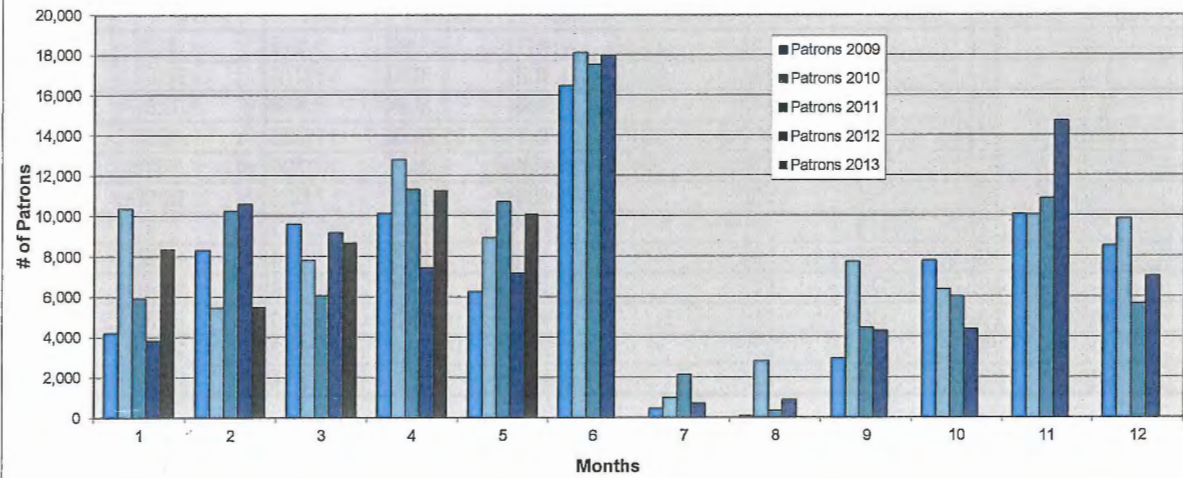
	# Events 2009	# Events 2010	# Events 2011	# Events 2012	# Events 2013	# Patrons 2009	# Patrons 2010	# Patrons 2011	# Patrons 2012	# Patrons 2013
Jan	13	21	17	11	23	4,191	10,368	5,912	3,813	8,381
Feb	18	15	34	18	16	8,308	5,455	10,271	10,616	5,513
Mar	27	23	15	24	16	9,604	7,808	6,056	9,176	8,691
Apr	33	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		16,465	18,127	17,535	18,000	
Jul	2	7	17	7		457	994	2,132	703	
Aug	2	6	2	13		85	2,793	334	885	
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	109	84,819	101,277	91,291	88,194	44,011

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

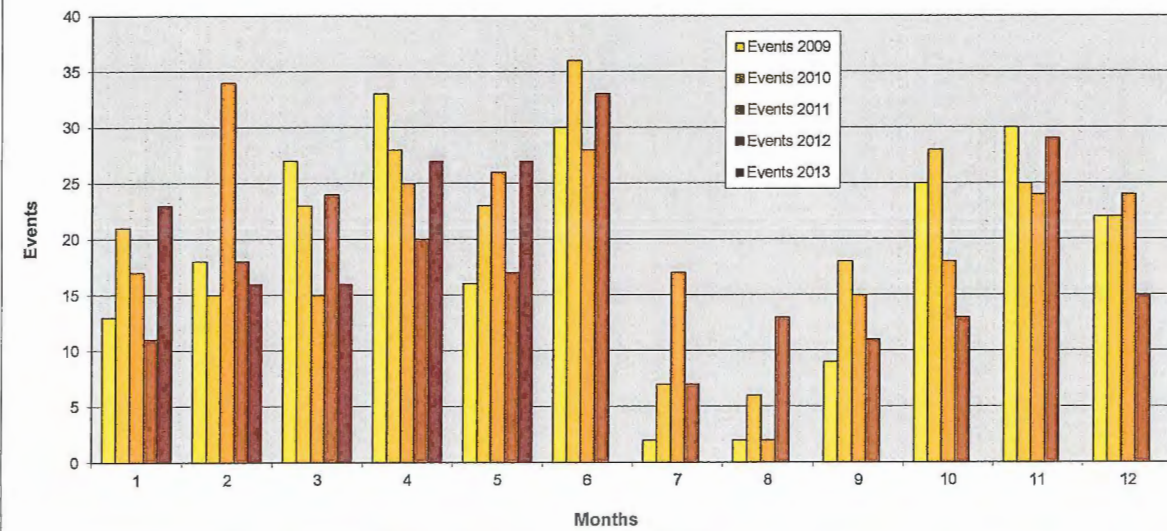
8,634
22



Patron Attendance Comparison



Event Comparison





MONTHLY ACTIVITY REPORT

May 2013

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Taj Mahal	7:30 PM	music	792	22
2	4	BookFest	10:15 AM	readings	40	
3	4	BookFest	1:15 PM	readings	60	
4	5	Voices of the Island	2:30 PM	music	273	187
5	6	TheatreOne	9:30 AM	rehearsal	5	
6	6	BC Boy's Choir	5:00 PM	music	713	77
7	7	TheatreOne	9:30 AM	rehearsal	7	
8	7	Oddfellows Celebration	12:00 PM	reception	40	
9	8	Core Dance	9:00 AM	competition	80	314
10	9	Core Dance	9:00 AM	competition	400	470
11	10	Core Dance	9:00 AM	competition	350	351
12	11	Core Dance	9:00 AM	competition	56	176
13	11	Core Dance	6:00 PM	dance showcase	150	176
14	12	Blues Odyssey	7:30 PM	music	396	15
15	13	TheatreOne	9:15 AM	rehearsal	5	
16	13	Corb Lund	7:30 PM	music	639	12
17	14	SD 68	12:30 PM	symposium	750	87
18	15	SD 68	12:30 PM	symposium	750	87
19	16	TheatreOne	9:30 AM	rehearsal	7	
20	16	Mariachi Festival	7:00 PM	music	273	36
21	19	ChorFest	2:30 PM	music	454	264
22	21	TheatreOne	9:30 AM	rehearsal	5	
23	23	TheatreOne	9:30 AM	rehearsal	7	
24	25	Rhythm Dance	7:00 PM	dance	466	113
25	26	Island Soul Choir	2:30 PM	music	653	154
26	27	TheatreOne	9:30 AM	rehearsal	9	
27	31	Tempo Dance	2:00 PM	rehearsal	0	210
28						
29						

TOTALS

Number of Events: 27

Estimated Audience Attendance: 7380

Estimated Number of Artists/Crew: 2751

Total people through the building: 10131

ACTIVITY REPORT: May 2013**Campus Gallery** (900 Fifth Street)**EXHIBITIONS – Progressions****May1 to May 11**

Progressions is an annual, end-of-year event featuring the best work from students in the Interior Design, Graphic Design, and Visual Art programs, and allows the opportunity to recognize the achievements of students from each department.

Interior Design students will exemplify their skills showcasing elegant floor plans and unique spatial design solutions for corporate, business and non-profit sectors featured in the lobby of the Malaspina Theatre, building 310. Graphic Design students present their visual problem solving and design solutions through typography, illustration, layout, digital media and photography in the hallways and classrooms on the 2nd floor of the Art & Design building 325, while upper level Visual Art students will be featured in the upper & lower campus Nanaimo Art Gallery, building 330, displaying a broad range of media including ceramics, digital and mixed media, painting, photography and sculpture.

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.

Downtown Gallery (150 Commercial Street)

EXHIBITIONS – MAYWORKS 2013: Mail Art Exhibition

"The Artist at Work/Self Portraits"

May 1 to May 25, 2013

Mayworks is a month long festival celebrating the role labour plays in our social fabric. The Mail Art Exhibition component was added to the festival by curator Ed Varney. Over the last eight years, submissions for this annual exhibition have been compiled to form the largest archive of labour-related art in the world, containing over 1000 pieces from 350 artists from 35 countries.

Mail Art, the exchange of artwork between artists via the postal system, developed as a unique art movement in the early 1970s. The first exhibitions of Mail Art were in artist's studios, garages, abandoned buildings and other underground venues. All art that was sent was displayed, there were no entry fees, there was often a general theme and documentation with all the artist's names and addresses was sent to all participants. The Mail Art Network expanded as artists saw the opportunity to meet, correspond and participate in an open-ended social and professional network.

The theme for this year's Mayworks Mail Art Exhibition is "The Artist at Work/Self Portraits." Taking the time to look at each of the 270 works reveals both how artists work and how they see themselves. The self-portrait is one of the most interesting and challenging subjects that artists through the ages have tackled. As a whole, the exhibition provides a fascinating cross section of international art and artists' working processes, concerns and contemporary media. At the end of the exhibition, a complete catalogue will be produced and mailed to all the artists.

Curated by Ed Varney

Photo Salon 2013: Textures

Harbour City Photography Club

May 1 to 25

This annual Photo Salon provides Harbour City Photography Club members with an opportunity to exhibit their work from the past year, with special attention to a designated theme. Since the beginning, club members have met, worked together, shared ideas and even equipment. The club was formed in 1991 when a group of friends placed an advertisement in the local papers to see if there were more photographers from the region interested in participating in such a club. Fifteen people attended the first meeting and within five years there were over seventy members. Over the years, Harbour City Photography Club has encouraged members and welcomed many talented guests to share their knowledge and passion for photography.

Photo Salon is open to all members of the club with the final selection chosen by the Photo Salon committee. Historically, Photo Salon has been a juried exhibition, with medals awarded to Best in Show as well as to First and Second place winners in each category. This year marks a new direction. The exhibition is unjuried and viewers are encouraged to vote for their favourites.

With a diverse range of techniques and subject matter, Photo Salon 2013 presents photographs in both open and theme categories. This year, artists have been asked to create work that considers the theme *Textures*.

EDUCATION

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

Total Gallery Attendance: 1293



NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission

May/June 2013 Submitted June 12, 2013 by Debbie Trueman

RECEIVED

JUN 13 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Administration/Revenue

- Gaming Application – submitted-no word yet.
- Numbers – thank goodness for cruise ships-visitor numbers up 20% YTD and programs up 18%-May more than compensated for a very down March. Even though event numbers are down-total overall YTD is up 16%.
- Revenue – Gift Shop sales YTD are still down from last year (VICC numbers down) but are slightly above budget. So far, June is doing well.
- Summer Students – we have started all 4 of our summer students and daily opening of Museum and Bastion in place for the summer and all are settling in very nicely.
- Hydro Savings – since changing to LED lights, YTD we have reduced our Hydro bill by almost 22%.

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.
- Ivan Sayers Art Deco Fashions – exhibit catalogue.
- 1913-18 Arctic Exploration exhibit-opens in August and features many artifacts never before on exhibit from the CMC collection.
- 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 – The current exhibit are some vintage photos, some from our collection, from Matt James. Next is an exhibit in conjunction with the large international sturgeon conference.

Programs and Events

- School Programs-
- Venue Rental – Numbers and revenue here are down but school programs have been very busy which has prevented a couple rental opportunities. We still have our regular monthly users. We did host a Young Professionals of Nanaimo reception during their conference. They have had several events at the museum.
- The Bastion Season – is off with a bang for another summer. So far, the Tourism Nanaimo partnership is working out very well freeing up time for students to do more at the museum.
- Cruise Ships – were **GREAT!** We had over 4000 people who generated over \$7000 in revenue over about 16 hours (over 4 days).
- Volunteers Thank You – Joyce Command was our volunteer of the year clocking over 500 hours with Dani Razman a close second at 485 hours!
- Sports Hall of Fame – 2013 inductees have been selected and approved by committee and are currently being notified. This years event will be September 21 at the Museum. The committee has decided that due to a significant drop in nominations, we will go to a bi annual induction with the off year hosting an awareness event to generate more nominations. Also, we now have the Wally Buono Award every spring as well.

Community Partnerships

- Tourism Nanaimo Partnership – great for us!
- DNBLA Events Committee- will now be meeting monthly. I have volunteers one of our students to assist with bathtub days event and we are looking at ways to share and grow our Lunar New Year event.
- Pleased to be working with Lynne Bowen (on publishing her next book) and Thora Howell on a local author project to digitize the local authors photos removed from the Library to create a kiosk of info about local authors in the museum.
- Cultural Managers meetings- back to this smaller group meeting now that the cultural plan revamp is complete.

Recent Comments

This tour came as a result of a recommendation from another school. This was an email to Aimee.

It was great to meet you last Tuesday when we brought our Wellington French classes to the museum. Thank you for your help as we organized our "Course Fantastique" (Amazing Race) field trip. The students had a great time and got to practice their French skills. We look forward to another similar event next year and would love to make the museum part of it.

Thanks again for your help! Ruth Sharun Lesley Winchell

City of Nanaimo

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

DATE OF MEETING: 2013-JUN-26

AUTHORED BY: J. RITCHIE, SENIOR MANAGER
PARKS AND CIVIC FACILITIES

RE: DIVER LAKE PARK DOG OFF LEASH IMPROVEMENTS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission approve the following recommendations:

1. Approve the installation of additional fencing and two gates at Diver Lake Park Dog Off-Leash area, and,
2. Permit off-leash dogs on the Diver Lake field year round.

PURPOSE:

To obtain approval from the Parks, Recreation and Culture Commission to make the Diver Lake Park Dog Off-Leash area a year-round site effective 2013-JUL-01 with the appropriate fencing to protect residents and other park users.

BACKGROUND:

Diver Lake Park field was introduced as a pilot site for a dog off-leash park in 2011. The pilot site was introduced as a seasonal park that would be off-leash during the winter months from October 1 to April 30.

At the regular meeting of the Parks, Recreation and Culture Commission on 2013-APR-24, it was recommended by Staff that the dog off-leash area become a year-round park due to the re-opening of Bowen West Sports Field. At that meeting, the Parks, Recreation and Culture Commission passed a motion to defer the recommendation until Staff return with a report on cost estimates for fully fencing the off-leash area.

DISCUSSION:

At the 2013-APR-24 Parks, Recreation and Culture Commission meeting, it was recommended that Staff look at additional fencing at the Diver Lake Dog Park prior to this site going to a year-round dog park.

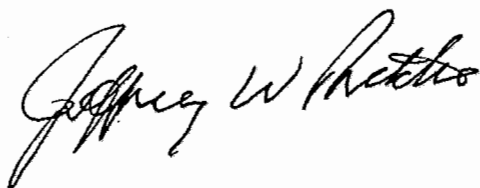
Attachment A shows the additional fencing being proposed as well as adding two new gates. The current dog park area has about 200 feet of fence running along Black Franks Drive which prevents dogs from running, while off leash, onto the road and across to the playground and tennis courts.

The proposed new fencing will further contain dogs from escaping the area while utilizing the existing natural barriers. In addition, the gates will further define the dog park entrances. The additional fencing is about 200 feet and with the two new gates, will cost approximately \$5,000.

Parks Operations has in its 2013 budget, \$30,000 for fencing improvements, such as this upgrade.

Respectfully submitted,

Concurrence by:



J.W. Ritchie
SENIOR MANAGER,
PARKS AND CIVIC FACILITIES
PARKS, RECREATION AND CULTURE



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

2013-JUN-20
File: A2-4 / C5-4-5 / D1-4-27
G:\Admin\PRCC\RptComm\2013\PRCCRPT130626DiverLakeDogOffLeashFencing.docx
jr

ATTACHMENT A

DIVER LAKE PARK



Existing Fence



Proposed Fence



Proposed Gate



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

DATE OF MEETING: 2013-JUN-26

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 review information in regards to the 2014 BC Summer Games – July 17-20, 2014

DISCUSSION:

At the 2008-OCT-29 Parks, Recreation and Culture Commission meeting it was moved and seconded that staff apply to host the 2014 BC Summer Games and resolve that an expenditure of \$45,000 cash and \$50,000 in-kind services and facilities be committed if the Games are awarded. The 2014 BC Summer Games were awarded to Nanaimo.

On 2011-OCT-11 Mayor Ruttan formed the 2014 Summer Games Nomination Committee. The nomination committee's role was to identify and nominate interested individuals for the 16 positions including president, vice president and director. The nominations committee included:

George Anderson - Council	Pete Maltesen - Hospitality Industry
Jamie Brennan - SD 68	Ralph Nilson -VIU
Mike Delves - Chamber President	Mayor John Ruttan - City
Ted Greaves - Council	Joe Stanhope - RDN
Moira Jenkins- Finance Industry	Andre Sullivan - YPN
Diana Johnstone - Council/Chair RDN	Bill Yoachim - SFN
Norm McPhail - Superintendent/RCMP	Hannah King & Mary Smith - staff

Chaired by Mayor John Ruttan, the Nominations Committee selected Summer Games President Jeff Lott, and Vice President, Bruce Hunter. Mr. Lott and Mr. Hunter assisted in the nomination and selections of the Board of Directors.

The 2014 Summer Games Board of Directors has been finalized and includes:

President	Jeff Lott
Vice President	Bruce Hunter
Accommodation Director	Pam Donnelly
Administration Director	Dan Kucherka
Ceremonies Director	Arlene Blundell
Communication Director	Gord Robinson
Food Services Director	Askwak Sirri
Friends of the Games Director	Rod Milner
Medical Services Director	Lorne Goodall
Promotions Director	Kim Smythe
Protocol Director	Tracey White
Registration & Results Director	Yuho Okada
Security Director	Jean-Michel Hanssens
Special Events Director	Michele Behie
Sport Director	Barry Sparkes
Transportation Director	Gerry Laporte

Board liaisons include:

City of Nanaimo	Liz Williams
School District # 68	John Blain
Pacific Sport	TBA
First Nations	TBA

The 2014 BC Summer Games Board attended an orientation session on 2013-MAY-07. The first regular board was held on 2013-JUN-4. Regular board meeting will be held on the first Tuesday of each month.

- Board of director appointments has been confirmed (see list above).
- Directorates are busy establishing core committees, committee meetings will be held as required.
- Directorate committee chair orientations have been tentatively set for 2013-OCT-1-3.
- Directors are busy firming up locations for opening and closing ceremonies, accreditation and special events.
- All sport locations have been confirmed with the exception Towed Water Sports. Discussion around hosting Towed Water Sports in Duncan vs. Nanaimo continues. BC Games staff will forward the costs of building and hosting Towed Water Sports at Brannen Lake. This will assist in finalizes the venue.
- Jeff and Bruce are busy trying 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 has been requested to attend the June 10th City Council meeting to provide an update on the Games.
- A media release will be forwarded to media outlets announcing the 2014 BC Summer Games Board.

Respectfully submitted,



Liz Williams
MANAGER
RECREATION AND CULTURE SERVICES

Concurrence by:



Suzanne Samborski
SENIOR MANAGER
RECREATION & CULTURE
PARKS, RECREATION AND CULTURE



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo

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

DATE OF MEETING: 2013-JUN-26

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

RE: KNOWLES ESTATE RESERVE FUND BYLAW AMENDMENT AND
REQUEST FROM SOUTH-SIDE MINOR FOOTBALL ASSOCIATION FOR FUNDS

STAFF RECOMMENDATION:

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

1. Approve the request from South-Side Minor Football Association in the amount of \$13,638.71 for the purchase of 100 football helmets.
2. Approve the amendment of the "Knowles Estate Reserve Fund Establishing Bylaw 2007 No. 7056" to include the purchase of equipment and program supplies related to youth sports activities in the south end.

PURPOSE:

To obtain Council approval of proposed amendments to "Knowles Estate Reserve Fund Establishing Bylaw 2007 No. 7056" and to approve the allocation of funds for purchase of equipment related to youth sports activities.

BACKGROUND:

In the fall of 1992, the City of Nanaimo was advised that it was the primary beneficiary of the estate of Mr. Arthur Knowles, with an approximate value of \$500,000 and that the funds would be provided to the City in 2007.

In September 2007, approximately \$500,000 of the Estate was forwarded to the City of Nanaimo. Staff worked with the Executor of Mr. Knowles' Will, to ensure that the use of these funds met with Mr. Knowles intentions. Primarily, \$100,000 of the \$500,000 was allocated for improvements to Knowles Park after the completion of a public input process; and secondly, the remainder of the funds, approximately \$400,000, was set aside in a Knowles Estate Statutory Reserve Fund with the interest each year allocated to improvements in south end parks and youth sports facilities.

At their meeting held on 2007-JUL-09, Council, at the recommendation forwarded by the Parks, Recreation and Culture Commission on 2007-JUN-27, passed the following motion:

That Council:

1. Allocate \$100,000 of the Knowles Estate to improvements to Knowles Park.
2. Establish a Knowles Estate Statutory Reserve Fund with the remainder of the Knowles Estate, approximately \$400,000; with the accumulated interest each year to be directed to park and youth sport facility improvements in the south end of Nanaimo (as identified in Schedule A) and as determined by the Parks, Recreation and Culture Commission.
3. Direct staff to develop Knowles Estate Statutory Reserve Fund allocation guidelines for Council's consideration.

The Knowles Estate Reserve Fund has been in place now since 2007 and funds have been used already for youth sports field upgrades. Attached is the current bylaw (Schedule B).

DISCUSSION:

South-Side Minor Football Association's proposal for new youth helmets fits the intent of the Knowles Estate. With the issues regarding head injuries in sport, and especially football, it is important the youth have the most up-to-date helmets available.

The current wording of the bylaw limits how funds can be expended and is not in line with Mr. Knowles' intentions. The new wording would be appended to Item 3 in Bylaw No. 7056 (Schedule B). The amended wording would include a provision for equipment and supplies. The new suggested wording would read as "...south end youth sports facilities as well as equipment and program supplies related to youth sports activities in the south end."

Staff has been in contact with the executor of the Knowles Estate, Eric Steen, for approval on the proposed changes to the bylaw. Mr. Steen was very supportive of the changes and stated, "I agree with revisions required to permit the purchase of youth "equipment" South End." Mr. Steen's full response is attached to this report in Schedule C.

The current funds available for use are \$61,156.63 as of 2013-MAY-31 (Schedule D).

No other requests for the estate have been received at this time and Staff supports both the request and the required change to the bylaw.

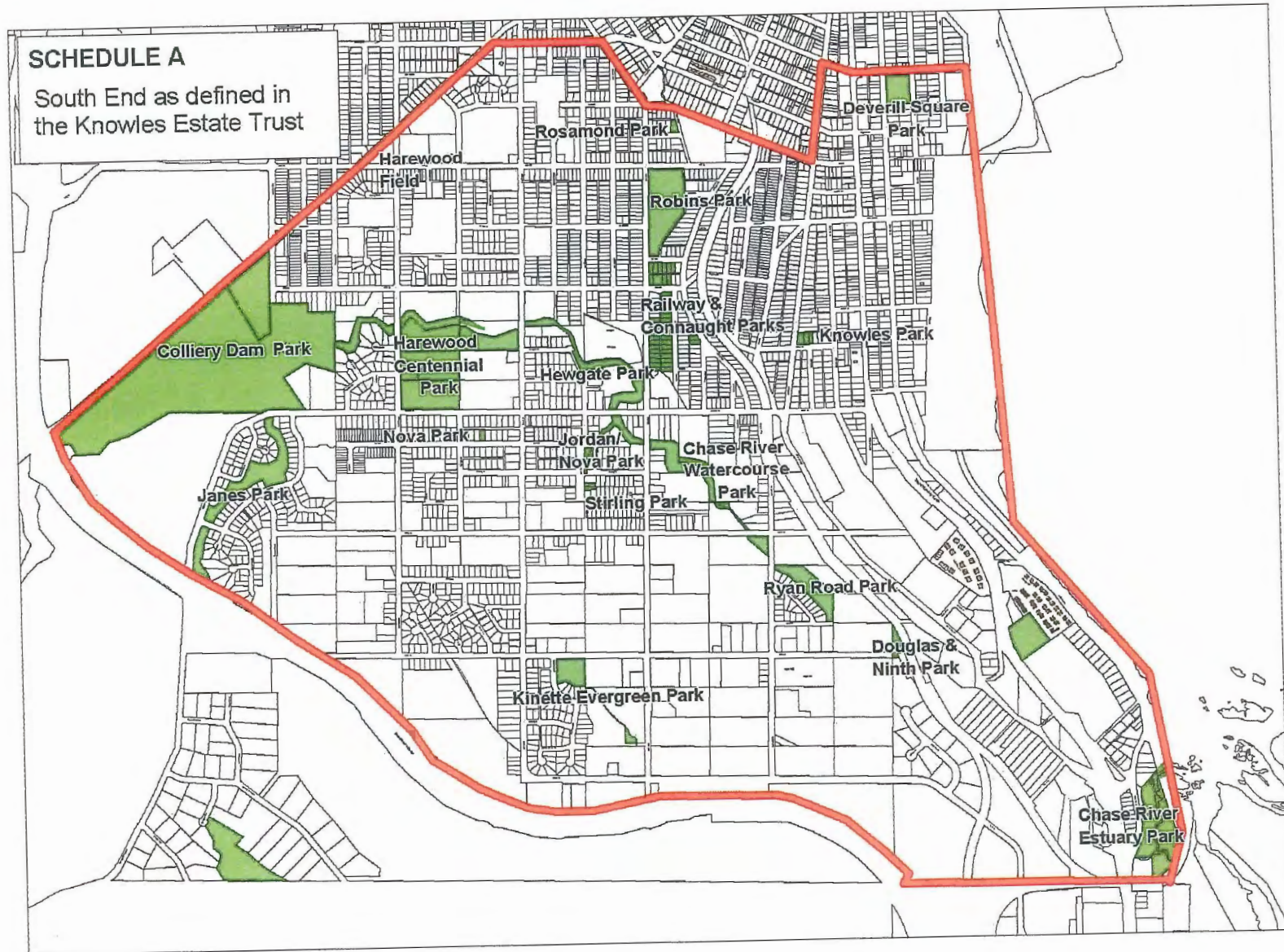
Respectfully submitted,



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

SCHEDULE A

South End as defined in
the Knowles Estate Trust



SCHEDULE B

CITY OF NANAIMO

BYLAW NO. 7056

A BYLAW AUTHORIZING THE CITY OF NANAIMO, PROVINCE OF BRITISH COLUMBIA, TO ESTABLISH THE KNOWLES ESTATE RESERVE FUND

WHEREAS the Estate of Mr. Arthur Knowles bequeathed to the City of Nanaimo a lump sum amount of approximately \$488,000; and

WHEREAS the wishes of Mr. Arthur Knowles states that the money be used for improvements to Knowles Park and improvements to south end parks and youth sports facilities; and

WHEREAS all funds distributed to the City of Nanaimo under the terms of the said agreement and investment earnings on those funds must be segregated; and

WHEREAS the accumulated funds in the Knowles Estate Reserve Fund will be used to fund up to \$100,000 of improvements to Knowles Park; the accumulated interest each year will be directed to park and youth sports facility improvements in the south end of Nanaimo (as identified in Schedule "A") and as directed by Council.

THEREFORE the Council of the City of Nanaimo in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "KNOWLES ESTATE RESERVE FUND ESTABLISHING BYLAW 2007 NO. 7056"; and
2. Funds from The Estate of Mr. Arthur Knowles, up to the amount of \$100,000, will be spent on improvements at Knowles Park; and
3. Interest earned on the remaining reserve balance will be spent on improvements to south end parks and/or south end youth sports facilities. The attached Schedule "A" identifies what is defined as south end of Nanaimo for this reserve fund.

PASSED FIRST READING 2007-AUG-13.
PASSED SECOND READING 2007-AUG-13.
PASSED THIRD READING 2007-AUG-13.
ADOPTED 2007-SEP-10.

G. R. KORPAN
MAYOR

I. HOWAT
DIRECTOR,
LEGISLATIVE SERVICES

SCHEDULE C

From: steene@telus.net [mailto:steene@telus.net]
Sent: Friday, June 14, 2013 01:04 PM
To: Richard Harding
Subject: Re: FW: Knowles Estate - bylaw revision

Thank you Richard for giving me a call, it is always a feel good conversation with you knowing that we are making a difference and helping others without them even knowing it. Good for Art to think of the future, to improve the lives of youth's in the South End. I agree with revisions required to permit the purchase of Youth "equipment " South End. Best Regards, Eric

Jun 13, 2013 01:44:26 PM, Richard.Harding@nanaimo.ca wrote:

Hi Eric and great to talk with you. As mentioned a technical issue in how we drafted the bylaw. We need to change to permit purchase of Youth "equipment". If you could review and if ok send a note back that you concur with the change it would be great. The change would be as follows:

"Effective July, 2013, interest earned on the remaining reserve balance will be spent on improvements to south end parks and/or south end youth sports facilities as well as equipment and program supplies related to youth sports activities in the south end. "

Thanks again.

Richard

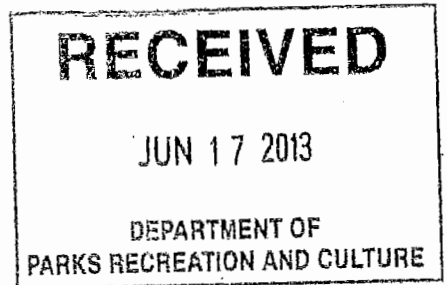
SCHEDULE D

Knowles Estate Reserve Fund

City of Nanaimo

Summary of Funds Available for Use - As at May 31, 2013

Reserve Balance as at March 31, 2013	\$ 445,549.22
Less: Capital Reserves ineligible for spending	<u>(385,951.84)</u>
Funds Available for Use as at March 31, 2013	59,597.38
Interest Earnings - April 2013	798.81
Interest Earnings - May 2013	760.44
Funds Available for Use as at May 31, 2013	<u><u>61,156.63</u></u>



REQUEST TO APPEAR AS A DELEGATION

ON 2013 - June - 26
year month day

NAME OF PERSON MAKING PRESENTATION: <u>Robert E. Stevenson Jr.</u> Print			
ADDRESS: _____ street address City Province Postal Code			
PHONE: _____ home business		EMAIL: _____	
NAME OF APPLICANT IF OTHER THAN ABOVE: <u>South Side Minor Football Association</u>			
DETAILS OF PRESENTATION: <u>Presentation will be oral w/print copies of key speaking points provided to commission members.</u>			

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

South-Side Minor Football Association

696 Second Street, Nanaimo, BC V9R 1X9

250-716-1697

11 March, 2013

Greetings,

I am writing on behalf of the South-Side Minor Football Association, a group of over two hundred youth aged 7-18 yrs and twenty plus adult volunteers who participate in the sport of youth football across the south-end of Nanaimo. We are seeking assistance from the Knowles Fund with the purchase of 100 Rawlings Youth Impulse Football Helmets. As a contact sport, we are always looking for ways and means to practice and play with safest protective equipment available for our young people. The lifespan of these helmets, with periodic reconditioning, will be nearly a decade and each piece will be used by multiple young people prior to their entering high school aged competition. In short, the helmets will be put to good and repeated use for years to come.

As you can well imagine, properly equipping and providing safe training equipment for such a large group involves significant expenditures. We actively fundraise and pay registration fees across the calendar year to support our operations. The young people in our group by and large hail from socio-economically challenged households. As such, the registration fee we charge does not cover the full cost of all the equipment required to safely participate. In order to meet our goals/commitments, we also solicit help from local philanthropic groups/persons.

We would be most thankful for any assistance you can provide for this purchase and would be quite happy to provide written testimonial, video or real-time demonstrations of its use this coming season and beyond.

I would like to most sincerely thank you for your time and consideration of this request.

Robert E. Stevenson Jr.

President

South-Side Minor Football Association



M V P Athletic Supplies
 #110 - 5898 Trapp Avenue
 Burnaby, B.C.
 V3N 5G3

Phone : (604) 525-8833
 Fax: (604) 525-8835
 Toll Free : 1-800-910-1012

Rob Stevenson
 Southside Minor Football

Quote on Rawlings Youth Helmets (100 pcs Youth Impulse)

Order	Ship	Description	Each	Extended
100	100	Rawlings Youth Impulse Football Helmet	\$127.85	\$12,785.00
		Including stock Rawlings Youth Carbon Steel Facemask		
		Sizes: 8/S, 38/M, 49/L, 5/XL		
5	5	Additional Charge for XL Helmets (*Waived)	\$0.00	\$0.00

Sub Total: \$12,785.00
 Freight: \$204.25
 HST: \$649.46
Total: \$13,638.71

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION AND CULTURE

DATE OF MEETING: 2013-JUN-26

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

RE: MONTHLY REPORT – MAY– 2013 – PARKS OPERATIONS

The following highlights are the park initiatives for May. Regular maintenance tasks are not listed.

PARK PLANNING & DEVELOPMENT:

- Public input for the Beban Master Plan process is in full swing. Stakeholder interviews and two public open houses have been held (June 4th and 8th). A public survey is online through June. Concepts will be developed for review in fall 2013.
- Staff are moving ahead with the land planning process for the 200 acre city-owned property adjacent to Colliery Dam Park. Environmental assessment work and some stakeholder input has begun and is moving forward.
- The Maffeo Sutton Park Master Plan update is in process. Potential design options will be reviewed in the summer.
- The parks ambassadors are out in the parks for the second month. They are talking to people about dog etiquette and off leash sites in a positive way in five parks (Maffeo Sutton Park, Westwood Lake Park, Pipers Lagoon Park, Neck Point Park and the Beban Dog Off-Leash Park) as well as at community events. Lack of dog etiquette was a recurring theme in the public survey input from the March open houses.
- The SARC indoor art piece is being fabricated in anticipation of a July installation.
- Promotional and background videos about the current public art installations have been created and are available on the city's website and at each art piece via Smartphone QR code.
- Playground equipment for the fall upgrades to Harewood Centennial Park has been tendered. Works and services will be tendered in the summer with anticipated construction beginning in September.
- The Caledonia Park Improvement Plan has begun with stakeholder interviews and preliminary design work. Public process dates are still to be determined.

VOLUNTEERS IN PARKS:

- Residents around Crystal Brook Way Park are working on a proposal for phase 2 of their park development (youth focus) and will be forwarding a proposal to Commission soon.
- The playground equipment for Ocean View Park has been tendered and chosen. Site preparation is ongoing during the summer and the playground equipment will be installed in September.

- Public art opportunities under the Volunteers in the Park program are being promoted to create local neighbourhood and community based installations. Forest Drive Gyro Park was the first group to apply for this, but others, such as the South End Neighbourhood Association and the neighbourhood around Deverill Square Park are working on ideas for submission.
- Staff have been working with the Nanaimo Mountain Biking Club on the construction of single track trails around Westwood Lake Park. The club will be requesting a grant to buy bridge materials to complete this project for public use in a safe manner.
- The Nanaimo Scouts which operate out of the Scout Hut in Comox Gyro Park are preparing a proposal to make improvements to the Scout Hut.

MAINTENANCE AND CONSTRUCTION:

- Mansfield Park washrooms have been completely upgraded with a wheelchair accessible toilet stall added and a new storage room.
- Departure Bay Centennial Park washrooms have also been upgraded, including new partitions, sinks and a new wheelchair accessible toilet stall.
- The boarder and sub-base has been installed at Mansfield Park in preparation for the new play equipment. Installation of the play equipment will start on June 10th.
- Roof replacements have been completed on the Protection Island Fire Hall and the Harewood Activity Centre.

PARKS UTILITY:

- Deverill and Harewood Centennial Waterparks are now open for the season. Departure Bay Centennial Park will be opening on June 14th due to project delays.
- The water service and PRV was replaced to the Harewood Activity Centre. The old line had failed and was not repairable.
- Temporary power service was installed at Harewood Centennial Park. This is to provide the power for the water park until the permanent electrical upgrades are installed this fall.
- The four concrete picnic tables were removed from Diana Krall Plaza and placed at Departure Bay Centennial Water Park and Mansfield Park.

FACILITY OPERATIONS:

- New sinks and toilets were installed in the Departure Bay Centennial Park washroom building.
- Compressor relocation at the Nanaimo Aquatic Centre is well under way. New service rooms have been completed and equipment has been craned up to the service room. The project will be completed during the pool shutdown in September.

TURF AND PARKS:

- Mansfield Park and Departure Bay Centennial Park have both received new sod.

TRAILS:

- Blueback stairs have been completed.

HORTICULTURE:

- Six new community garden beds have been built at Forest Drive Gyro Park by the neighbourhood Volunteers in the Park (VIP) program.
- Four new raised garden beds have been built at Beaufort Park Community Garden; as well as, improvements to the overall landscape on this site have been completed.
- Spring/summer flower displays are near completion.
- Staff are working on control of Giant Hogweed and Japanese Knotweed at various locations.
- Staff has participated in Invasive Plant Awareness month. Highlights included a televised education introduction of control methods to be used for removals. One hundred and twenty yards (1,000lbs) of invasive plants removed from the community taken to Harmac for fuel. Ten organized work parties were held in the community throughout the month of May.
- Western Tent Caterpillars were at peak numbers again for spring 2013. Trees in the downtown core were sprayed with *Bacillus Thuringiensis*, a biological pesticide, to control their numbers.
- Hillside Park had thirty mature Douglas Fir trees removed due to a fungus found in the root systems.
- Sixteen calls for tree service resulted in seven tree removals and fifteen new trees planted.

URBAN FORESTRY:

- Seven memorial trees were planted; five at Bowen Park, one at Newcastle Island Park and one at Kinsmen Park.
- Due to vandalism, six replacement trees were planted on Willowmere Crescent.
- Review of subdivision proposal for 141 Westwood Road still in process. The site has been identified as a significant remnant Garry Oak ecosystem. We are now waiting on an in depth bio-physical report and recommendations as to how portions aside from the 5% park dedication can be protected.
- Sidewalk repairs in the downtown core have re-started. Work was delayed for cruise ships and Victoria Day parade.
- Tree inventory work ongoing.

PARKS AND OUTDOOR SPACES SPECIAL EVENTS:

- Invasive Plant Awareness Month had a good start to hopefully an annual event. A few things to work out including drop zones, work parties and getting the word out to the public.
- Commuter Challenge and Community Ride took place on Friday, May 24, 2013. Participants included Councillor Diana Johnstone, Councillor George Anderson, Amir Freund (City of Nanaimo), MLA Doug Routley, Peter McCaffrey representing Mid Island Velo Association, Allen Henderson of Slow Spokes and Nanaimo Car Share.
- Continuing to work on Family Fishing Day to be held Saturday, June 15, 2013, at Westwood Lake Park. A Search and Rescue demonstration, trout release and fly fishing demonstration are on the itinerary.

VANDALISM REPORT FOR MAY, 2013

BUILDING AND ENGINEERING R&M

- Graffiti removal \$1,222.25
- Glass replacement \$ 342.70

COST \$1,564.95

MATERIALS AND SUPPLIES

- Misc supplies \$ 369.73

COST \$ 369.73

LABOUR AND FLEET (City Vehicles)

COST \$ 763.53

TOTAL COST \$2,698.21

Graffiti removed from Bob-O-Link Park, Queen Elizabeth II Promenade, Maffeo Sutton Park, Westwood Lake Park and Georgia Park. Paint over at Elaine Hamilton Park and Bob-O-Link Park. Broken glass at the Rotary Field House.

CITY OF NANAIMO DOG AMBASSADOR REPORT MAY 2013						
Park Venue	Number of dogs encountered	Number of people questioned	Positive behaviours observed	Positive behaviour description	SWAG given out	Comments
Beban Park	12	10	2	Cleaning up after dogs, supervision of dogs.	13	Positive response
Neck Point Park	8	15	2	Control of adolescent dogs, teaching children to be calm around dogs.	11	Lots of people enjoying the evening
Westwood Lake Park	20	15	1	Leashed dogs on trails, people leashing dogs on off-leash trails to control them.	12	Some dirt bikes on the off leash dog trail for a short duration.
Pipers Lagoon Park	11	13	1	Picking up dog feces not by their dog.	11	Positive response

CITY OF NANAIMO ANIMAL SERVICES DIVISION MAY 2013					
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Barney Moriez Park	4	0			
Barsby Park	1	0			
Bay Street Waterpark	0	0			
Beach Estates Park	1	0			
Beaufort Park	1	0			
Beban Park	14	20	1	1	
Beban Off-Leash Park	6	49			
Beban Participaction Park	5	7			
Bowen Park	24	29			
Brannen Lake	0	0			
Brechin Boat Ramp	3	0			
Brookwood Park	0	0			
Buttertubs Marsh	1	1	1		
Cable Bay Trail	0	0			
Caledonia Park	0	0			
Centennial Park (Wingrove St)	3	0			
Colliery Dam Park	6	18			
Colliery Dam Off-Leash Park	3	30			
Departure Bay Beach Park	19	29	6	1	2
Deverill Square	0	0			
Divers Lake	5	3			
Elaine Hamilton Park	0	0			
Groveland Park	1	0			
Harewood Centennial Park	1	0			
Gyro Park	3	0			
Harry Whipper	10	1		1	
Invermere Beach	4	1			
Jack Point Park	1	0			
Keighley Park	2	0			
Kenwill Park	0	0			
Knowles Park	0	0			
Latimer Park	1	0			
Linley Valley	9	14	1		
Long Lake	0	0			
Loudon Park	1	0			
Maffeo Sutton/Swy-a-lana Lagoon Park	14	168	1		
Mansfield Park	3	0			
May Richards Bennett Park	11	3	1		
May Bennett Off-Leash Area	4	13			
Morningside park	2	0			
Neck Point Park	16	120	3		
Nob Hill Park	3	0			
Northfield Parkway Trail	0	0			

Petroglyph Park	4	5			
Pipers Lagoon Park	17	48	2	1	
Robins Park	15	0			
Rocky Point Park	1	0			
Saxer Park	1	0			
Serauxmen Park	0	0			
Sid Clark Gyro Park	6	2			
Wardropper Park	0	0			
Westdale Park	0	0			
Westwood Lake Park	8	30			
Wheatcroft Park	6	0			
Woodstream Park	3	4			
TOTALS:	243	595	16	4	2

CITY OF NANAIMO TRAIL COUNTS MAY 2013				
PARK SITES	MARCH DAILY AVERAGE	APRIL DAILY AVERAGE	MAY DAILY AVERAGE	PEAK TIME OF USE
BEBAN				
Off-Leash Dog Park Little Dogs	54	66	68	6 PM – 7 PM
Off-Leash Dog Park Big Dogs (side)	77	93	96	6 PM – 7 PM
Off-Leash Dog Park Big Dogs (Front)	100	123	129	6 PM – 7 PM
Beban Participark	99	121	128	6 PM – 7 PM
BLUEBACK				
Beach Access	117	153	193	6 PM – 7 PM
INVERMERE				
Beach Access	60	83	108	6 PM – 7 PM
LINLEY VALLEY				
New Trail	30	34	42	4 PM – 5 PM
Rutherford Rd – Linley Point Development	55	64	65	3 PM – 4 PM
Linley Point Trail Altavista Access	47	55	56	2 PM – 3 PM
Linley Road Access to Linley Valley	44	51	54	12 PM – 1 PM
MAY BENNETT				
Off-leash dog park	29	34	38	1 PM – 2 PM
PARKWAY TRAIL				
Third Street VIU Entrance	193	225	188	10 AM – 11 AM

PAWSON PARK				
Entrance	45	54	64	3 PM – 4 PM
COLLIERY DAM				
Upper Dam	149	179	200	3 PM – 4 PM
Lower Dam	193	214	237	3 PM – 4 PM
SEABOLD PARK				
Entrance	39	44	49	3 PM – 4 PM

2013-JUNE-19
File: A2-4 / A10-3
G:\Admin\PRCC\RptComm\2013\PRCCRPT130626ParksMonthlyMay2013.docx

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION & CULTURE

DATE OF MEETING: 2013-JUN-26

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

RE: MONTHLY REPORT – MAY 2013
RECREATION AND CULTURE SERVICES

COMMUNITY DEVELOPMENT:

Aquatics: 500 First Vancouver Island Rovers enjoyed a swim at the Nanaimo Aquatic Centre on 2013-MAY-19. Nanaimo Riptides long course meet was held 2013-MAY-25 and 26.

Arenas: Frank Crane Arena (FCA) had ice until 2013-MAY-5; and now Cliff McNabb (CM) is the only arena with ice. Attendance figures are up at FCA because of the Western Canada Cup, Gymnaestrada, and the Watchtower Convention which began 2013-MAY-31. CM attendance is high resulting from the Junior A and Junior B Hockey Prospect Camps. A Roller Derby was held at Nanaimo Ice Centre (NIC).

Beban Park Master Plan: Staff has conducted many interviews with Beban user groups for the Beban Park Master Plan. Information gathering will continue through until the end of June.

Community Events: Mental Health & Addictions Forum, Provincial Election Polling Station, Blood Donor Clinic (2 days), Nanaimo Quilters Guild Show & Sale (three days), Immigrant Welcome Centre's Healthfest, and the Jazz Affair. Community events that took place in the Centennial Building/Grounds in the past month included the Rhododendron Society Plant Sale and Show and the Nanaimo Quilters Guild Show & Sale.

Community Events - Outdoor: Bike to Work Week was held 2013-MAY-27 to JUN-02. New this year were two community bike rides and back by popular demand were the Commuter Challenge, the daily Celebration Stations and the wrap-up BBQ. Participation numbers were good. Community partners included Starbucks, Mid Island Velo Association, Greater Nanaimo Cycling Coalition, Slow Spokes, Vancouver Island Health Authority, Cobs Bread, Nesvog Delicatessen, Woodgrove Centre, Country Club Centre, Kinsmen, and several local bike stores.

Canada Day: Gearing up for a great afternoon in Maffeo Sutton Park on 2013-JUL-01.

Family Fishing Day: 2013-JUN-15 at Westwood Lake.

Invasive Plant Awareness Month (May): Included invasive pull work parties, invasive plant drop off locations and educational opportunities. Community partners included the Broom Busters and the media.

Fitness and Health: Staff is focusing new program development on Health Partnerships following the success of partnership programs including Learning to Exercise Again, Minds in Motion, Specialty Fitness and Take Heart. Community partners to date include the Integrated Health Network (VIHA), the Alzheimer Society and the Multiple Sclerosis Society.

Healthamongus: Over 2000 children aged five to ten years attended the five-day event held at the Nanaimo Ice Centre.

Healthy Weights Program: The goal of the Central Island Healthy Weights Program (CIHWP): Shapedown BC is to help children (ages 6 - 17) and their families make realistic and meaningful lifestyle changes that can lead to improved health, enhanced emotional well-being and healthy weight management. The program encourages the whole family to adopt healthier eating habits, achieve a more active lifestyle, and improve how they communicate and support each other. Program support is provided on a group basis - with families of children at similar age levels - twice a week for a period of approximately three months. This is followed by an additional three months of support to help families maintain the lifestyle changes they have started. The CIHWP began in April, 2013. There are nine families participating in the program, which is a partnership between VIHA and PRC. VIHA is providing the funding and the program curriculum for the program and PRC is providing facility space, hiring and maintaining staffing and liaising with the University in providing learning opportunities for the physical education students.

Program Proposals: 33 online program proposals have been received and are being reviewed by staff for inclusion in our fall/winter programs.

Teddy Bear Picnic: An activity booth was provided for the Pacific Care 17th annual Teddy Bear Picnic at Departure Bay Centennial Park to promote PRC preschool programs to the 225 preschoolers and their parents in attendance.

Upcoming events: Due to lower than normal interest, the 2013 Christmas Craft Market has been cancelled. Neighbouring communities also host large Christmas Craft Markets, and coincidentally, this year the three largest Central Island markets are all scheduled for the same weekend and crafters have had to choose between them.

Take Heart Program: The first group involved in the 12-week Take Heart Program will be completing the program soon, making room for 10 more clients with referrals waiting to get started. Several of those graduating have purchased Rec Passes so they can carry on with the wellness program they started in the program.

PROGRAM HIGHLIGHTS:

Five Harbour City Seniors' (HCS) Thursday Special Events were held at the Bowen Auditorium in May with an average attendance of 112. Subway Restaurants sponsored the May Seniors lunch, which had 20 registered and 12 on the waitlist. Another Subway lunch will be held in September. The spring/summer season for ongoing seniors' programs has 2,042 registrants. Welcome Wagon, Berwick on the Lake and Lakeside Gardens are distributing the monthly Harbour City Seniors newsletter.

Popular adult programs this month include; Argentine Tango (18), Belly Dance (15), Getting to Know your Digital Camera (18), Getting to Know your Mac Computer (11), iPhone, iPad, iTouch

(10), Digital SLR (15), Photography (10), Fitness Instructor Theory (10), Tennis (12), Family Tennis (12), Create Your Own Native Garden (11), and Native Plant Walk (20).

Popular youth and children's programs this month include; Workplace Safety & WHMIS (9), Fused Glass (9), Dance With Me (10), Tot Hip Hop (9), Fort Building (12), two Learn to Fish programs (19 & 20), and two Soccer Schools (33 & 35).

Youth Week ran 2013-MAY-01 to 2013-MAY-07 and included nine different events. Other youth service agencies did not embrace these events this year as they have in past years which could have contributed to a lower turnout than past years.

OWCC programs: Guys Yoga is doing very well with 11 registrants. Steve Nash Basketball is full with 104 children aged 7-13 years. This grassroots basketball program is administered by Basketball BC and focuses on building fundamental basketball skills. Kids practice one hour each week and play a one hour game each week. Belly Fit classes have become very popular over the last year. Belly Fit is a fitness classes with a focus on dance giving participants a fun, active workout. The last session we offered had 22 registrants.

17 new sets of preschool programs started in May, with four preschool monthly classes averaging 17 registrations per session.

The Spring/Summer LIT/Quest Program is full with 44 registered in Quest, more than ever before.

Staff is working to develop customized courses for home schoolers.

MARKETING/COMMUNICATION:

- Kids Expo/Health Festival, June/July Sport Tourism
- Facebook: 4,867 Likes, Twitter: 5,766 followers
- Social Media topics: Programs, LIT/Quest registration, Beban Open House and survey, Bike to Work Week, Summer Camp, Public Art Week and new banners, Mansfield Park, Invasive Plants, Tent Caterpillars, Drop-in Floor Hockey, \$3 Thursday at Beban, Healthy Kids Canada report card stats
- Programs, Public Art, Earth Hour, Drop-in Hockey, Beban Master Plan, Updating Events, Dog Off-leash page, Animal Control page, Tent Caterpillar, and added surveys to site
- Canada Day, Family Fishing Day, Summer Concert Series, Playgrounds, Bike to Work Week, Invasive Species, Leaders in Training and other program specific promotions
- Newspaper 'A Place for You'; pool, fitness, sports, parks (rotated)
- Radio – Active outdoors, program push for outdoor programs.
- Press Release: Art Week, Public Art installed, Frame Stays, Invasive Plants Month, Folk Festival of Flags, Poet Laureate, Banners, Beban Master Plan & Open House (Hannah), Culture Days.

- The coordinators have created a summer promotions team to promote PRC summer programs and services during community events. Four summer staff will be attending the Multicultural Festival on 2013-JUN-15 and Canada Day on 2013-JUL-01.

May Statistics:

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	90.25	93.75	1,320	1,190
Lessons: Department programs and Schools:	103.50	87.50	1,481	1,639
League Rentals:	306.00	321.25	13,461	12,834
Special Events / Tournaments	116.25	N/A	19,133	N/A
Other/Casual:	190.25	214.25	6,457	5,738
TOTAL:	806.25	716.75	41,852	21,401
<u>Hours:</u>		<u>Attendance:</u>		
FCA –	150.50	FCA –	18,415	
NIC 1 –	163.50	NIC 1 –	7,685	
NIC 2 –	135.50	NIC 2 –	5,339	
CMN –	356.75	CMN –	10,413	
TOTAL –	806.25	TOTAL –	41,852	

Front Desk:	2013	2012	Difference
Numbers			
Registrations	2,759	2,788	-29
REC Passes	180	161	19
Economy Tickets	839	908	-69
Gift Card Sales	62	17	45
TOTAL:	3,840	3,874	-34
Sales			
Registrations	\$157,978	\$159,746	-\$1,768
REC Passes	38,418	29,421	8,997
Economy Tickets	31,933	34,619	-2,686
Gift Card Sales	1,746	674	1,072
TOTAL:	\$230,075	-\$224,460	\$5,615

RECEIPTS	
2013	2012
\$352,586	\$409,110

Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	7,454	6,377
Clubs, Rentals, Schools:	873	933
Lessons:	3,653	3,396

Harbour City Seniors' Memberships Sold Per Month:

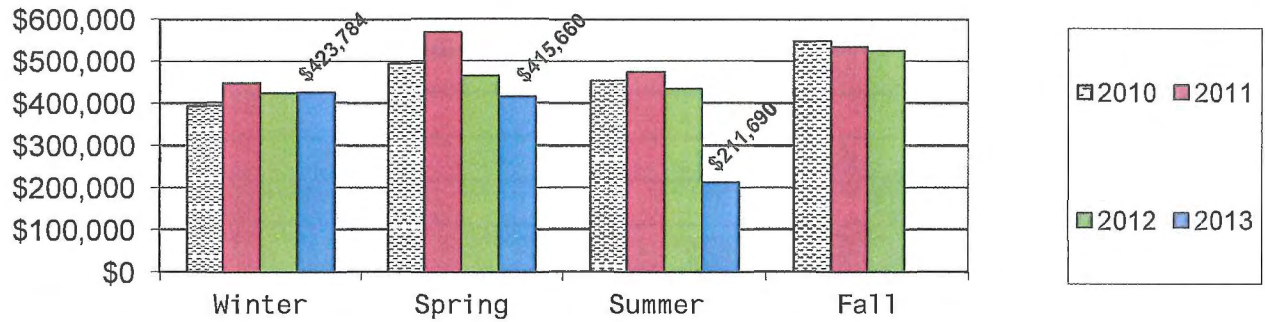
	2011	2012	2013
JAN	400	343	348
FEB	101	123	169
MAR	131	157	110
APR	94	50	124
MAY	46	50	65
JUNE	63	43	
JULY	40	43	
AUG	49	75	
SEPT	157	172	
OCT	86	102	
NOV	107	91	
DEC	225	152	
TOTAL	1499	1401	816

Total NHCS Memberships 816 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

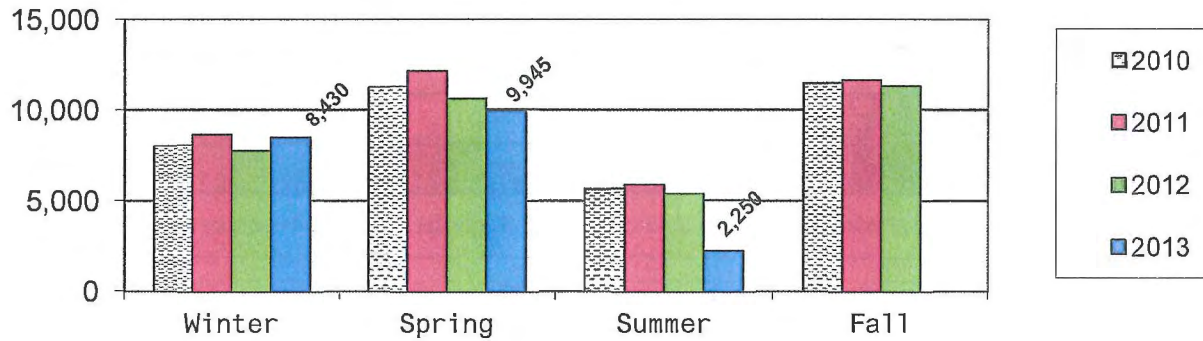
2013-JUN-17
File: A2-4 / A10-1
G:\Admin\PRCC\RptComm\2013\PRCCRPT130626RecreationAndCultureMonthlyReport-May2013.docx

2010 to 2013 Recreation and Culture Programs Registrations and Revenues

Program Registration Revenue

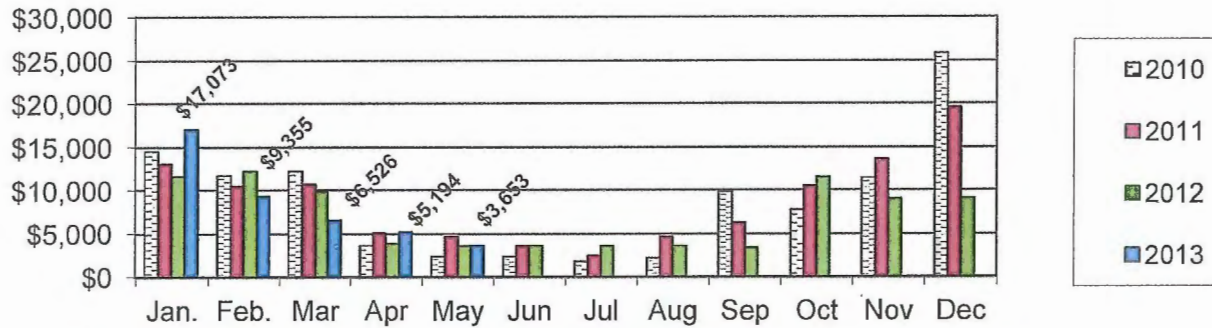


Program Registrations*

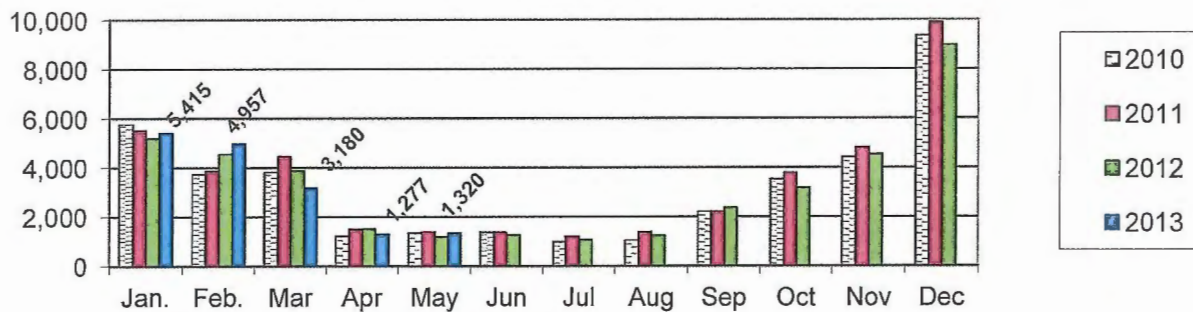


Summary of Recreation And Culture Services - MAY 2013

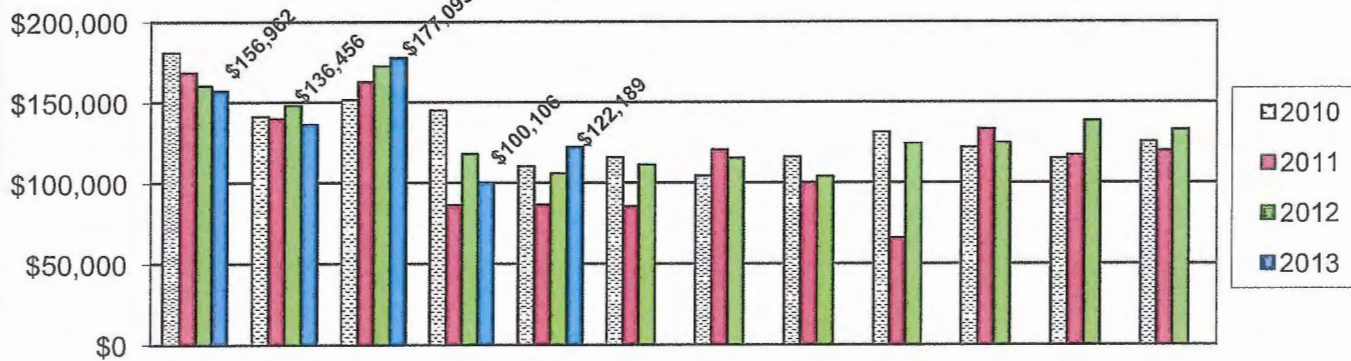
Arena Public Skate Revenue



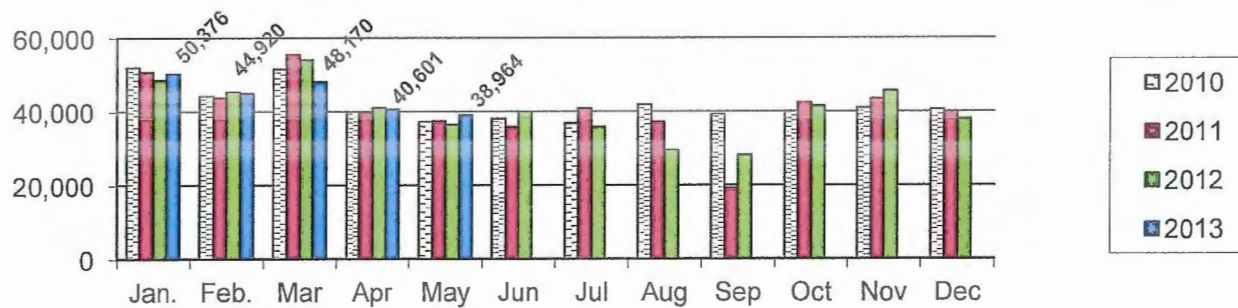
Arena Public Skate Admissions



Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions



RECEIVED

MAY 20 2013

MINUTES OF NANAIMO HARBOUR CITY SENIORS – ANNUAL GENERAL MEETING

May 15th, 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Call to Order

President Gary Brownhill called the meeting to order at 10 a.m.

Members Attending

60 members signed in.

Welcome and Introduction of Board of Directors

President Gary welcomed everyone and introduced the current Board of Directors.

Changes/Additions to the Agenda

None.

Adoption of Agenda

It was moved by Lynda Avis, seconded by Cathleen Critchley, that the agenda be accepted.
CARRIED

Minutes of 2012 AGM

It was moved by John Westhead, seconded by Wally Lawrence, that the minutes of the 2012 AGM be adopted. CARRIED

Business Arising from the Minutes

None.

Correspondence

Letter received with a \$200. cheque in memory of the late member, Anne Bergham.
Treasurer reported that the cheque has been deposited and a receipt will be sent.

REPORTS

Financial Report

Copy of the Financial Report covering the period from May 1, 2012 to April 30, 2013 was distributed to members.

Questions were asked re Miscellaneous Expenses and License Fees – Treasurer Anne Smith answered these questions. She also reported that the last audit was done on May 8, 2013.

It was moved by Anne Smith, seconded by Dara Rupa, that the Financial Report be adopted.
CARRIED

Program Report – Chair, Miriam Peacock

No written report as the Chair was away on vacation. Due to general lack of interest by the members, no special program was arranged for this year.

Publicity Report – Chair, Wally Lawrence

Flyer/poster created for the November Annual Craft Bazaar, submitted to the website.

Flyer/poster created for the Annual Poinsettia sale in December, submitted to the website and posted in various venues.

A brochure was created outlining the benefits of joining the NHCS – a sample is ready to be viewed.

Chair Wally said how pleased he was to see so many members in attendance.

David Burns was thanked for doing such an excellent job on the website.

Membership Report – Chair, Jane Adkins

This was a newly-appointed “committee of one” so no report.

City Seniors Programmer Report – Michele Duerksen

This has been a year of steady number of memberships and new programs for the past year; however, membership numbers continue to decline and the NHCS Board and Michele continue to search for ways to promote membership.

Highlights for this past year include:

- Jan. 1–Dec. 31, 2012 (1,449 yearly and 22 monthly)
- Jan. 1–Dec. 31, 2011 (1,470 yearly and 31 monthly)
- Jan. 1–Dec. 31, 2010 (1,518 yearly)
- Jan. 1–Dec. 31, 2009 (3,613 yearly and 235 ½ year)

Number of programs by area:

Arts and Crafts 24	Cameras and Computers 7
Cards and Games 22	Dance 18
Fitness 42	Language
Music 16	Special Interest 21
Sports 14	Tai Chi 4
Trips 120	Yoga 20

Michele thanked the current Board for their many contributions.

NHCS Website Report – Web-coordinator, David Burns

David reported that approximately 1,000 people visit our website each month, and thanked the members who send him photos to publish.

President's Report

This past year has been an interesting time for me and at times, quite challenging. Thank you to my fellow Board members who have all been very helpful and support.

Last summer new card tables were purchased for Bowen Park. The City of Nanaimo paid one-half of the cost and the other half was paid by the Board, out of the NHCS funds.

In September I contacted Vancouver Island University to see if we could have a nursing student attend our Board meetings, as we have had in the past. However, they were unable to find someone to volunteer.

We had a Crime Forum planned for October but a total lack of support from our membership forced a cancellation. This was very unfortunate as a lot of hard work went into organizing and planning this event.

We had our annual Poinsettia Sale again this year and sold all of the plants. Thank you to Doug and Miriam Peacock for picking up the plants and thank you to all those who helped with the sale.

This Spring, the Snooker/Billiards room was renovated. An insulated, acoustical ceiling and new table lighting were installed. The members of the Snooker/Billiards group contributed \$3,000. from their dues towards this project and the City of Nanaimo paid the balance.

The Board spent considerable time developing a new brochure, which will be distributed in an effort to attract new members to the NHCS. The result is an attractive brochure and thank you to Wally Lawrence, Lynda Avis, Ian Thorpe and Michele Duerksen for their hard work in developing this brochure.

We have a plaque which hangs on the front wall of the Bowen Park lobby that recognizes exemplary volunteer service. There are two new names on the plaque this year and both have been members for ten years or more. The first new name is Anne Smith. During her time with us she has served for three years as President, three years as Past President and three years as Treasurer. The second new name is Lynda Avis. During her time she has served for six years as President and three years as Past President. It is this type of dedicated volunteerism that has contributed to the success of our organization.

The next order of business is the Election of a new Board of Directors for the 2013/2014 year. The Election will be conducted by our Past President, Lynda Avis.

Election of Board of Directors – 2013–2014

President	Bettie Godfrey
Vice President	Dara Rupa
Past President	Gary Brownhill
Secretary	Jan Leine
Treasurer	Maureen Evans
Directors	John Westhead
	Lorraine Fisher
	Gordon Pascoe
	Bill Roos
	Joanne Husband

All were elected by Acclamation.

New Business

None.

Adjournment

The meeting adjourned at 11:00 a.m.

/pf

2013.05.19

RECEIVED

JUN 20 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

MINUTES OF BOARD OF DIRECTORS' MEETING-NANAIMO HARBOUR CITY SENIORS

June 7, 2013

In Attendance

President Bettie Godfrey in the Chair, Dara Rupa, Gary Brownhill, Jan Leine, Maureen Evans, Lorraine Fisher, Joanne Husband, John Westhead, Anne Smith, Michele Duerksen.

Regrets--Bill Roos, Gordon Pascoe.

Call to Order

President Bettie called the meeting to order at 9:00 AM

Welcome

Bettie welcomed everyone, and expressed the goal to be positive, kind, and friendly.

Changes/Additions to the Agenda

None

Adoption of Agenda

M/S/C That the agenda for the meeting be adopted.

Adoption of the Minutes

M/S/C That the minutes of May 3, 2013 be adopted as read.

Business Arising from the Minutes

None.

Correspondence

--Statement from Federal Government re the Crime Forum

--Letter from Vonality--***M/S/C That the letter from Vonality be received.***

--Letter from New Horizons for Seniors Program ***M/S/C That the letter from New Horizons for Seniors be tabled.***

Financial

Anne Smith, past treasurer, presented financial information. Signing authority to be given to Bettie, Jan and Maureen.

Committees

Directors volunteered to head committees as follows:

Program--Joanne Husband

Publicity--Dara Rupa

Membership--John Westhead

City Senior's Coordinator Report

Michele reported that the **Thursday Special Event** Subway lunch was a great success with 20 members attending. This event will be repeated, and will serve 40.

The **Kidney Screening Event** was also filled to capacity. An extra nurse was added to allow more members to attend.

The **Senior's Bulletin Board** will be made more enticing for members and prospective members to check news and upcoming events by the removal of commercial ads from the board.

New business

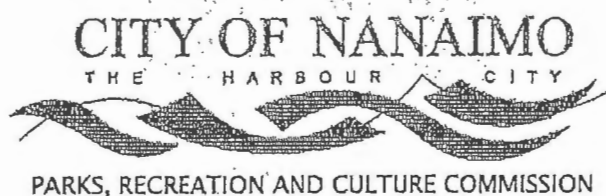
1. Minutes and correspondence from the last seven years will be kept available by the secretary.
All other previous minutes will be sorted and archived to retain a history of the board.
All financial records from the last seven years will be kept available by the treasurer.
2. Card Lady, Anita Jones, will be called to express our appreciation.
3. Webmaster David Burns will be kept informed of events and given appreciation for his work via email by Bettie.
4. Means of advertising and building membership were discussed. As we do not have funds for advertising, free newspaper articles, Coffee News, McGuffy's are options.
A new member's tea with a friend, regular walkabouts and communication with people in the various programs, an ambassador program will be considered by the committees. Director Lorraine Fisher volunteered to assist.
5. ***M/S/C That we move the start time of meetings to 9:30 AM.***

Adjournment

Meeting adjourned at 10:45 AM

Next Meeting

Friday, September 6, 2013, 9:30 AM at Bowen Complex

**RECEIVED**

JUN 18 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE**REQUEST TO APPEAR AS A DELEGATION**ON 2013 - June - 26

year

month

day

NAME OF PERSON MAKING PRESENTATION: Diane McGonigle

Print

ADDRESS:

street address

City

Province

Postal Code

PHONE:

home

250-754-3231

business

EMAIL: dmcgonigle@sd68.bc.ca

NAME OF APPLICANT IF OTHER THAN ABOVE: _____

DETAILS OF PRESENTATION

Present to the Commission Board a proposal to apply for funding from the VIP for community based public art at Deverill Square Park in the fall of 2013. 'The Little Hummingbird Project' would involve Bayview Elementary School and the broader south end community.

*(5 pages faxed)***PLEASE NOTE**

- Electronic presentations must be provided on a CD or by e-mail 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

City of Nanaimo - Volunteer in Parks (VIP) Program Parks, Recreation & Culture

Fall 2013 - "The Little Hummingbird Project:" A public art project by Bayview Elementary School at Deverill Square Park.

History - "At Play" Project

The Little Hummingbird project will compliment and add to the existing "At Play" fence line art project which was completed by the community a number of years ago at Deverill Square Park. The park itself is a wonderful community resource and gathering place for the children and families that live in the south end. The park has been a focal point for local efforts to improve and rejuvenate a neighborhood that has struggled historically with a range of social and economic challenges. The Little Hummingbird Project will resonate powerfully with the efforts by local residents to restore a sense of pride to the neighborhood.



Art Panels from "At Play" art project at Deverill Square Park

"The Little Hummingbird Project"

Bayview Elementary school has adopted this simple yet moving parable that expresses the power of taking small steps to achieve a big goal. The story originates among the indigenous peoples of Haida of the North Pacific and the Quechan people of South America. It's a story that resonates powerfully for all children but in particular for the large First Nation's population that attend the school and live in the neighborhood that surrounds Deverill Square Park.

This project is inspired by the story. The children will participate in a guided process with a local artist that draws on the themes and characters in the story. Each small artwork will contribute to a large body of work that will be hung on the Irwin & Mitlon Street fence line and by the main entrance ways to the park. Through "The Hummingbird Project" the children will learn that their small contributions, when added to the whole, can have a big impact and make a big difference.



Artist in Residence - Pawson Park Project - Bringing Community Together

Project Details

The project will operate in the fall of 2013 at Bayview Elementary School. Parents, teachers, administration and community members will all be invited to participate whether by helping to supervise workshops, donating materials, or by painting panels. The artist will work in the classrooms at Bayview to coordinate and facilitate a series of workshops over a period of two months in which the students & teachers and the artist will create a series of small & large art panels. The art will be inspired by themes and images from the story and will show how the little hummingbird inspired all the other birds and wildlife to fight a forest fire and save their home, one drop at a time. The teaching process would include storytelling, art exercises, exploration of themes and images as well sharing an understanding of public art and the role it plays in regard to beautification and generating pride and connectivity in the neighborhood.

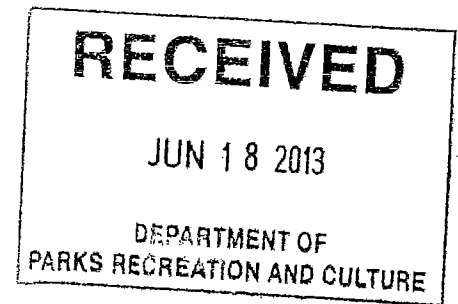
As indicated, the project will include a series of larger panels by the artist that will be placed at the main entrance ways to the park as well as placing the smaller student and community panels along the Irwin and Milton Street fence lines. These panels will frame the project and tie the childrens' art together around the common themes and imagery from the story.

Lastly the project will engage with the broader south end community through links to the South End Community Association and explore ways of engaging the community in the public opening and celebration of the project. SECA have indicated their support for the project and a desire to participate in the celebration, through the hosting of a public art celebration & barbecue and helping to promote the event.



Budget for "The Little Hummingbird Project" Proposal

Artist Design Fee	10-12 large painted panels for park entries (approx. 3'x3' @ \$500 per panel)	\$5000
Workshop Fees	series of workshops in school & community (includes workshop preparation & delivery) (based on 12-14 days, after school & evenings)	\$2600
Artist Materials	professional mural paints, brushes etc	\$700
Promotion	distribution of handbills/post in neighborhood (includes printing costs, design & social media)	\$200
Community	Parent Volunteers in the classroom-100hours	\$2000-in kind
Bayview	Promotion-paper & printing costs	\$300-in kind
Paint Store	donated paint supplies & clear coat	\$500-in kind
Panels for Art	10-12 large panels (3'x3') - plastic lumber 250 8"x8" square panels - plastic lumber	city supplied
Installation	city carpenters to install art panels local carpenters	city carpenters \$320-in kind
Celebration of Public Art - Park Art Opening & Neighborhood BBQ (Bayview staff, neighborhood residents, SECA & food donations)		\$500-in kind
Total		\$8500
Total - in Kind		\$3620



REQUEST TO APPEAR AS A DELEGATION

ON 2013 - 06 - 26
year month day

NAME OF PERSON MAKING PRESENTATION: Chris LoScerbo (South End Community Association) _____ <small style="text-align: right;">Print</small>			
ADDRESS: _____ <small style="display: flex; justify-content: space-between; font-size: small;"> street address City Province Postal Code </small>			
PHONE: _____ <small style="display: flex; justify-content: space-between; font-size: small;"> home business </small>		FAX: _____	
NAME OF APPLICANT IF OTHER THAN ABOVE: Yvonne Vander Kooi _____			
DETAILS OF PRESENTATION:			
To present to the PRCC Commission Board for the approval of the VIP program, funding for "The Little Hummingbird Project". The South End Community Association's supports the public art project by Bayview school, fall 2013, and we look forward to the new installations in Deverill.			

PLEASE NOTE

- Electronic presentations must be provided on a CD or by e-mail 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

JUN 18 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 2013 - June - 26

NAME OF PERSON MAKING PRESENTATION: Andrew Hall

ADDRESS:

PHONE:

FAX: _____

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

DETAILS OF PRESENTATION:

Request for funding by the Nanaimo Mountain Bike Club to build two bridges to access mountain bike trails in the vicinity of Westwood Lake park areas.

Attached is a Detailed funding request including costs, volunteer hours, bridge schematics, and location maps

PLEASE NOTE

- **Electronic presentations** must be provided on a CD or by e-mail 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

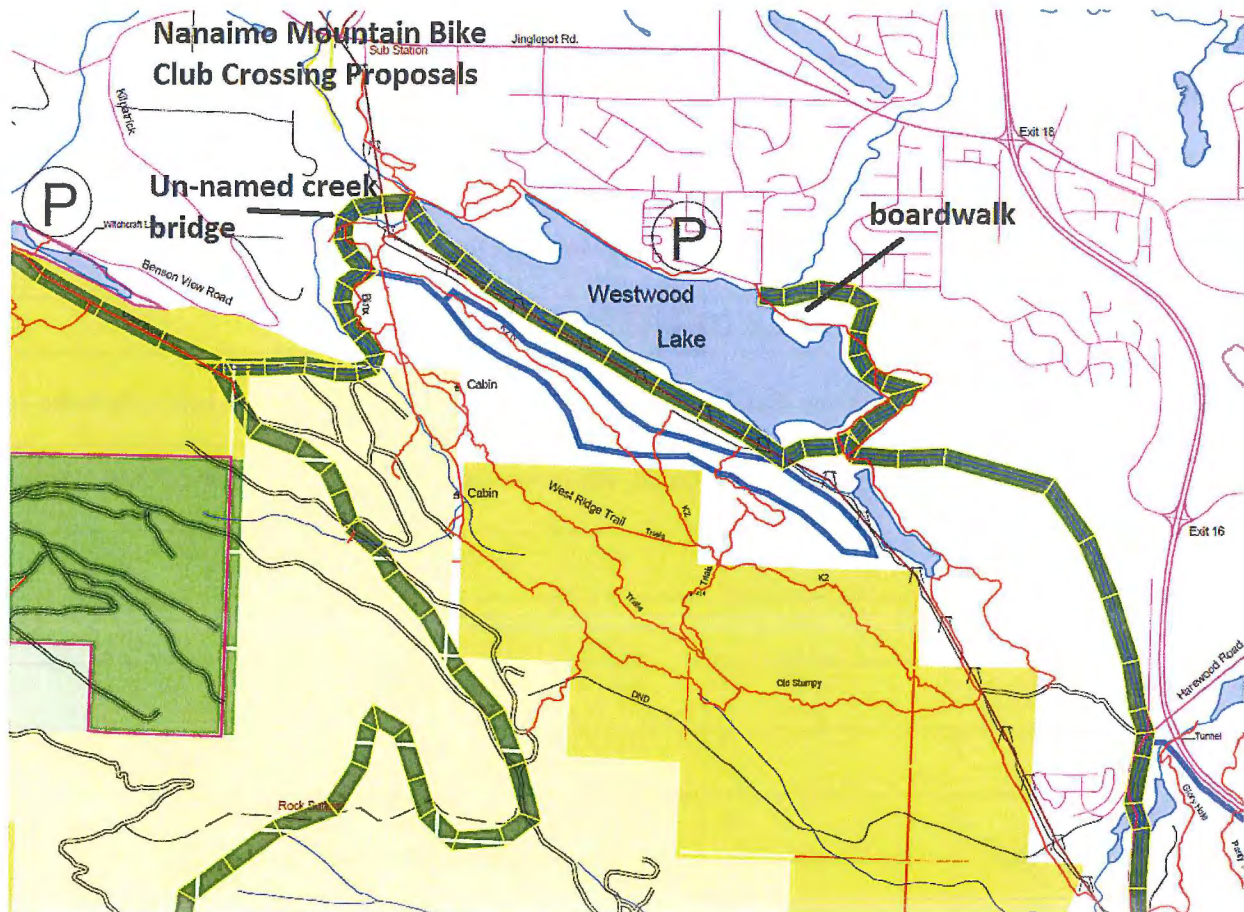
Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

1. Purpose of the proposed work:

The purpose of the proposed work is to construct two creek / wetland crossings accessing mountain bike trails in the vicinity of Westwood Lake Park area and beyond. The crossings are:

- 1) A 7.5 meter bridge over for the un-named creek on the north-west end of Westwood Lake
- 2) A 7.3 meter board-walk over wetlands on existing trails in the south-east end of Westwood Lake

Please refer to location key map.



2. Prescription of the proposed work:

Bridge over Un-named Creek: The proposed work would involve the construction of a creek crossing approximately 7.5 meters long by 0.9 meters wide. The work required to complete this crossing includes the actual bridge construction and new bridge approach trails. The trails will require clearing of brush, down woody debris, potentially dangerous objects (such as sharp rocks) and standing dead danger trees, along an approximately 2 metre wide trail corridor; the bridge will include bridge abutments above high water; laying of two stringers; decking and handing rails.

Boardwalk over wetlands: the proposed work would involve the construction of a board-walk (7.3 meters long by 3.6 meter wide) over wetlands crossing over and existing trail.

Name of Group: Nanaimo Mountain Bike Club

Address: 6035 Carlton Road, Nanaimo

Contact Person: Andrew Hall

The crossing designs are shown on the attached figures.

Total cost for materials (wood and hardware for both projects): \$5000

Total Volunteer Labour: 350 hours

Existing trail upgrade: As shown on the location map the board walk is located on an existing trail that connects XXX road to the main Westwood Lake trail (un-officially). Several sections of this trail are wet and will deteriorate with increased bike and pedestrian traffic. The NMC recommends upgrading these portions of the trail with trail grade rock crush. The NMC would like to propose the city could assist with portion of the project including materials and machine application.

3. Location of the proposed work:

Bridge over Un-named Creek: The bridge design figure provides an overview of the proposed crossing and new trail location. Generally the proposed bridge and access trail would be located on the un-named creek on the west end of Westwood Lake within the City of Nanaimo park area. The proposed access trail starts near the McNeill Creek Bridge and links into the existing Binx mountain bike trail.

Boardwalk over wetlands: The boardwalk design figure shows the proposed boardwalk-walk location. Generally the board walk would cross wetlands between the College Drive and the Westwood Lake Trail. Note this corridor is used as an unofficial trail.

4. Expected dates on which the proposed work will begin and finish (month or season, and year):

The proposed work is expected to begin July1, 2013 and completed by October 31, 2013.

5. Expected use: The proposed crossings and new approach trails are expected to be well used by mountain bike riders of a wide range of abilities (novice to expert), and riding styles (cross country, downhill, free ride). The Westwood Lake area is already a popular mountain biking area and the proposed creek crossing will facilitate the continued use of the area by a wide range of mountain biking disciplines (styles). The Westwood trails are expected to be used year around, and may be used by thousands of riders annually. The new trails and crossings will also provide mountain bikers with two alternate routes to the west side of Westwood Lake instead of using the existing walking paths and bridges thus improving the margin of safety between mountain bikers and those using the Westwood Lake trails.

5. Construction Standards or other provisions to ensure that the trail or recreation facility doesn't conflict with other resource values or uses is safe, environmentally sound, and durable, given the purpose and expected use:

Environmental Safety

The proposed crossings and access trails will be constructed in a safe, environmentally sound and durable manner using the standards and techniques, documented in the International Mountain Bicycling Association guidelines and creek crossing construction standards approved by the city of Nanaimo and the Ministry of Forests, Lands, and Resource Operations.

The proposed creek crossing is the vicinity of a fish bearing stream and has been designed to be constructed above the high water level, no in stream work is anticipated.

The proposed trail will be located and designed by expert trail designers who have built numerous authorized pump track style trails on private land, as well as in other regions of the province. The majority of the trail tread will be excavated using hand tools.

Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

Rider Safety

To ensure the safety of riders and other users, the proposed bridge and boardwalk will meet appropriate design standards including appropriate width, guard rail heights, trail approaches, and trail signage.

7. Demonstration of capability and commitment to provide maintenance over the long term:

The NMBC was formed in 2000 under the name Pacific Rim Riders, although the name was subsequently changed in 2002 to better reflect the nature of the Club. The NMBC is a registered non-profit society under the *Societies Act of British Columbia*. The goals of the Club are to: organize group rides and events for club members, perform trail maintenance and enhancement, promote bicycle safety on and off road, exchange cycling techniques, and raise general awareness of the sport of mountain biking. The Club is a member of Cycling BC, the governing body for the sport of cycling in BC. Membership in Cycling BC includes sport injury and liability coverage for members involved in sanctioned activities. The Club has approximately 60 registered members.

The Club organizes, as well as assists other local organizations in hosting events such as mountain bike races, fundraising events, trail maintenance activities and clean-up days. Since its formation the NMBC has worked to foster, respectful and neighborly relationships with local land managers, owners and trail-users. The Nanaimo area has numerous mountain bike trails, many of which are unauthorized. Often these unauthorized trails contain dangerous structures, are poorly designed, and/or are too challenging for many riders. Unauthorized trails are often abandoned or are poorly maintained and the Club regularly adopts existing trails, maintaining, or improving them where required to ensure safety or minimize environmental hazards. The Club has an official policy to not build trails unless authorized by the land owner.

8. Other NMC Projects:

- City of Nanaimo – Westwood Lake Park – working with Nanaimo to develop a XXX meter long trail from Westwood Lake Parking lot and eventually ending at the hydro line on the west side of Westwood Lake. Approximately 400 hours of volunteer labour.
- Vancouver Island University Woodlot (#00020) – development of a trail building and maintenance agreement.
- Regional District of Nanaimo – working with NRD to establish an authorized trail across the lower portion of Mt. Benson, linking the various networks of trails throughout the region.
- Woodlot Licence 00012 (Dumont Road area) and the Ministry of Forests, Lands, and Resource Operations – working to construct a "Pump – skills trail" approved and designated under the Forest and Range Practices Act.
- Trail building Training Workshop – the NMC recently sponsored a mountain bike trail with the assistance of the International Mountain Bike Association. Many of local trail builders attended along with representatives from the city, the NRD, and the province. Further workshops are anticipated.
- Trail maintenance - The Club also schedules regular trail maintenance activities, usually 1 per month, although many members dedicate much more time than this toward maintaining local trails. The NMBC has been maintaining numerous trails throughout the Nanaimo area, including

Name of Group: Nanaimo Mountain Bike Club

Address: 6035 Carlton Road, Nanaimo

Contact Person: Andrew Hall

the Dumont area, since its creation in 2000.

- Clean-up Days – the Club collaborates with other organizations to schedule annual clean up days for locations such as Dumont Road.

Attachments:

Un-named Creek Bridge design

Boardwalk design

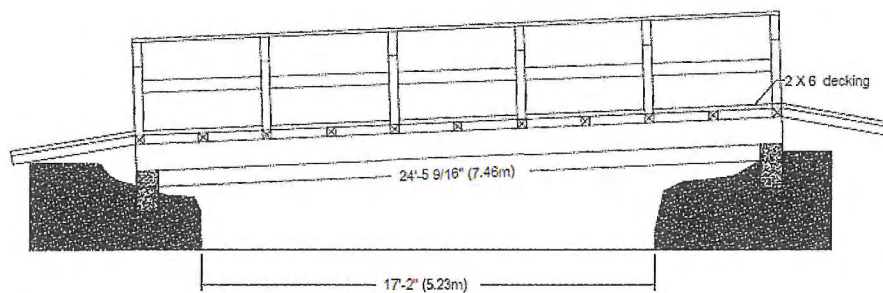
List and cost of materials and hardware

Unnamed Creek Bridge Location map

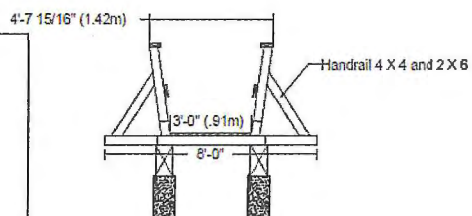
Boardwalk location map

Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

Mountain Bike & Hiking Bridge for
 Creek Crossing At Westwood Lake



Material List	
All cedar to be full dimension. 6 X 14 beams to be approved by city.	
2 X 6	300 lin. Feet 12 feet or longer
4 X 4	31 - 8 feet long
6 X 14	2 - 26 feet long
Expanded stucco mesh (Galv.)	2 feet by 26 feet
1/2 inch by 8 inch galv.	
Lag bolts C/W washers	12
8 inch post saddles	4
Hot dipped galv. Nails	8 lbs. 6 inch
	10 lbs. 4 inch
Concrete mix	12 bags
Sona Tube	8 feet



Scale - 1/4" = 1'

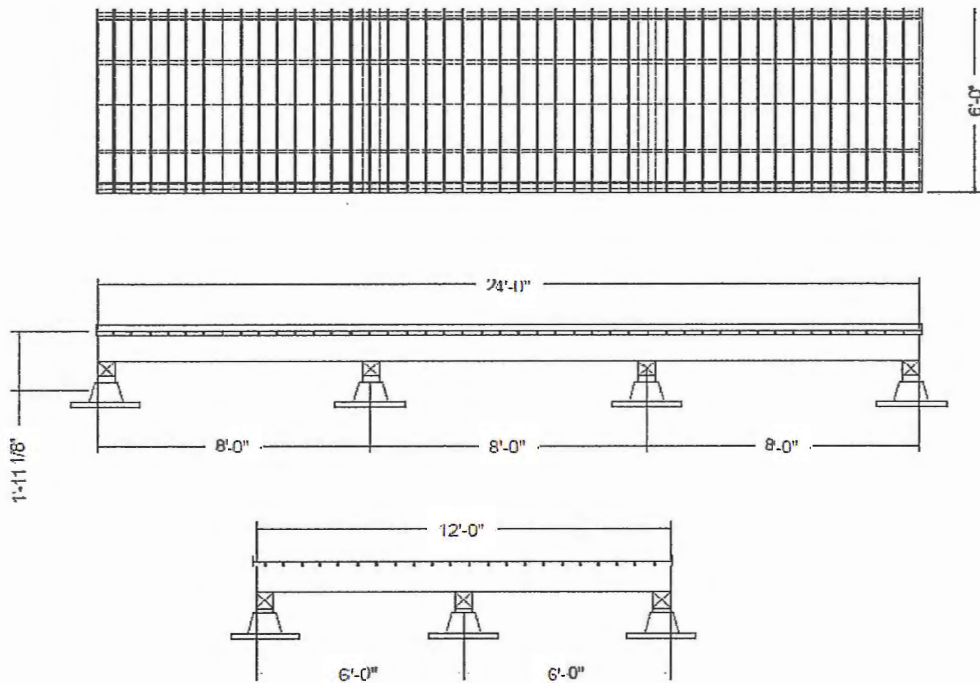
Name of Group: Nanaimo Mountain Bike Club

Address: 6035 Carlton Road, Nanaimo

Contact Person: Andrew Hall

Nanaimo Mountain Bike Club

Boardwalk Design



Material List

2 X 6 Rough Cedar	34 @ 12' Long
2 X 4 Rough Cedar	6 @ 12' Long
2 X 10 Rough Cedar	8 @ 10' 0" @ 0' 0" @ 12'
6 X 6 Rough Cedar	4 @ 12'
Pier Blocks	14
2 X 2 Slabs	14
Panel Adhesive	2 Tubes
4" Hot dipped common nails	30 lb.
6" Post saddles	14
Quick Plug grout	2 1/2 pound box

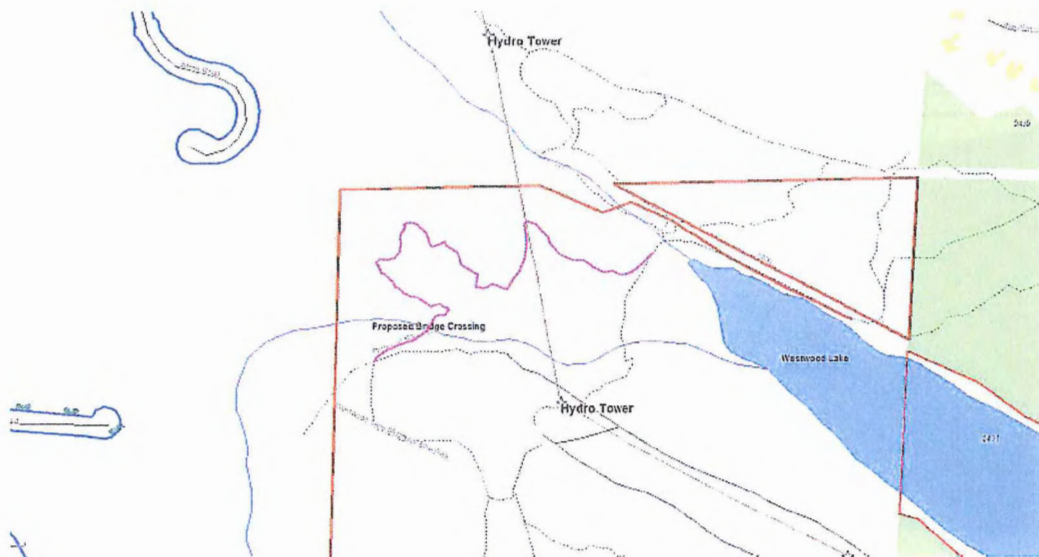
Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

Nanaimo Mountain Club Material and Hardware

[illegible]

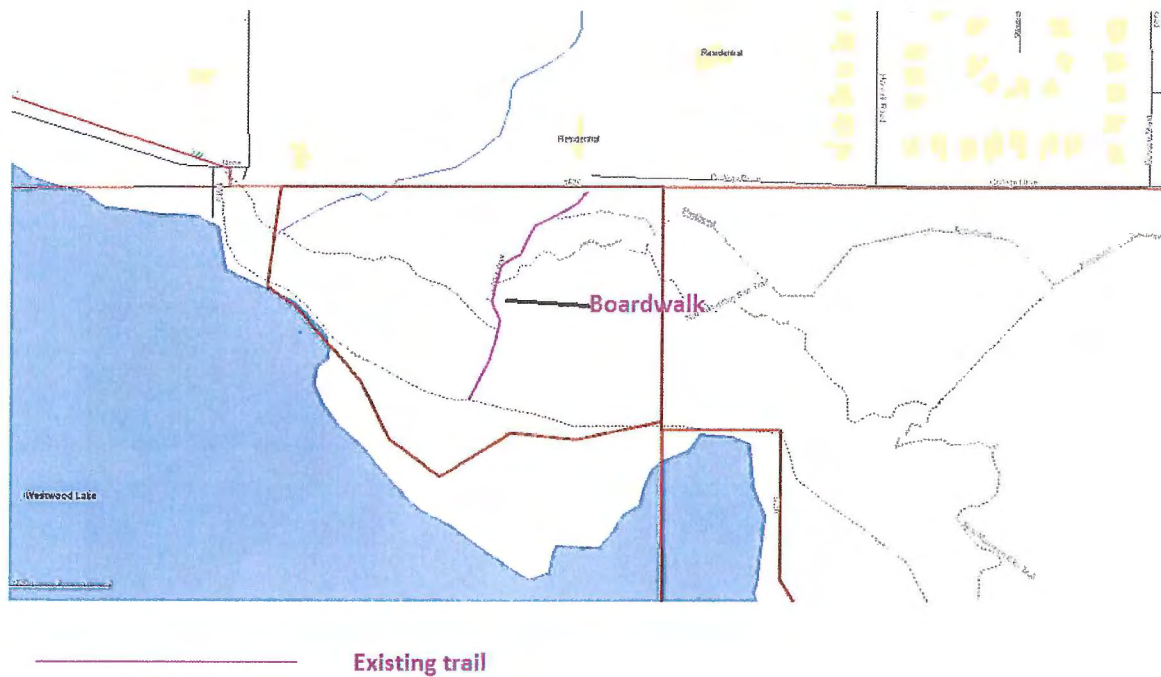
Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

Nanaimo Mountain Bike Club
Unnamed Creek Bridge Crossing



Name of Group: Nanaimo Mountain Bike Club
Address: 6035 Carlton Road, Nanaimo
Contact Person: Andrew Hall

Nanaimo Mountain Bike Club Boardwalk Location





RECEIVED

JUN 19 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 2013 - JUN - 26
year month day

NAME OF PERSON MAKING PRESENTATION: Dean Doney

Print

ADDRESS: _____
street address City Province Postal Code

PHONE: _____ EMAIL: _____
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: Cheri Doney

DETAILS OF PRESENTATION:

Apply for a grant under the Volunteers in Parks Program for Crystal Brook Park

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

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

June 10, 2013

Dear Commission Members

Please accept this letter as application, by the residents of Crystal Brook Way and surrounding area, to the Nanaimo Volunteers In Parks program.

The development of Crystal Brook Park was originally begun in 2008. Our community came together to prepare the area and erect the playground equipment. This was viewed as phase one of the park creation. Many residents have utilized and enjoyed the existing facilities which include park benches. But there remains a large area of unusable parkland. The area is mainly overgrowth of weeds and contains no facilities to promote activities. The residents of the area feel it is time to complete the second phase and enhance the park to create a space that promotes more active play areas for the children in the community. Crystal Brook Way is a short cul de sac and many of the homes on the street contain rental suites. This creates no area of safe play for the children as the street is congested with parked cars.

Recently members of the community held a meeting with Kirsty MacDonald at the park site. The items discussed were; creating a hard surface court with basketball hoops and hockey nets. This would be a feature of the park that would appeal to a broader age group of children. A path that would provide handicap accessibility to both levels of the park. And a picnic area with shade trees. Our vision for this park is to provide a multi purpose, safe area for the neighborhood children to play and for families to gather for recreation.

Our community is requesting a grant from the Volunteers in Parks Program in the amount of \$25 000. This money would be used to achieve the following:

- Excavate and prepare site for hard surface court and pathway
- Remove brush and noxious plants
- Provide sub drainage as required to preserve and maintain a solid foundation for the hard surface court.
- Relocate existing stairway to allow handicap path access
- Purchasing and planting shade trees
- Install sports equipment for the court

Proposed Budget

Concrete Path - 90 x 5 ft	\$5685.00
Hard surface court - 35 x 40 ft includes excavation of site for court and pathway as well base crush gravel, placement and compaction	\$11685.00
Fencing at ends of court	\$1500.00
Basketball hoops (2)	\$1600.00
Site Furnishings 2 benches, 1 picnic table	\$3000.00
Shade Trees and shrubs	\$ 800.00
Drainage perforated pipe - 180 ft includes rockpit material	\$1600.00
Top soil and grass	\$3200.00
Bobcat Rental	\$2000.00
<u>Relocation of Stairs</u>	<u>\$2000.00</u>
Total	\$33,070.00

Community Contributions

Our committee is currently working on soliciting community donations from several local businesses and residents. Businesses solicited include a donation from the concrete contractors, local garden and building centers to assist with the costs of the landscaping including trees, shrubs and materials required to plant the grass. As well many of the neighbors will be volunteering an estimated total of 220 hours working directly on the park project, our estimate of cost savings on labour is approximately \$3000. It is our hope to accumulate approximately \$12000.00 through fundraising and community donations.

Thank you for the opportunity to further participate in the VIP Program and complete phase 2 of our neighborhood park. The completion of Crystal Brook Park will enhance our neighborhood by providing a safe, constructive play area for children from tots to teens and promote a healthy, co-operative community spirit.

Janice/Roger Paquette
rj-paquette@shaw.ca

Dean/Cheri Doney
cheridoney@shaw.ca





RECEIVED

JUN 10 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

REQUEST TO APPEAR AS A DELEGATION

ON 2013 - June - 26
year month day

NAME OF PERSON MAKING PRESENTATION: Don Boyd, VIEX President
Print
ADDRESS: #4-2300 Bowen Road Nanaimo BC V9T 3K7
street address City Province Postal Code
PHONE: 250-758-3247 EMAIL: info@viex.ca
home business
NAME OF APPLICANT IF OTHER THAN ABOVE: Stephen Kass and Karen Streeter

DETAILS OF PRESENTATION:

The VIEX delegation will be making a presentation/request concerning the camping policy and how it affects the 2013 VIEX.

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