

AMENDED AGENDA
REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM, 411 DUNSMUIR STREET
WEDNESDAY, 2013-APR-24, 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:**

- Replace Pages 25-26 of Item 8 (a) Staff Report – Travel Assistance Grant – Nanaimo Ebttides, Masters Swimming Provincial Championships.
- Replace Pages 31-32 of Item 8 (c) Staff Report – Travel Assistance Grant – Nanaimo U12 Diamonds, Provincial Championships.
- Replace Pages 35-36 of Item 8 (d) Staff Report – Travel Assistance Grant – Nanaimo U14 Diamonds, Provincial Championships.

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the amended agenda)

4. **ADOPTION OF MINUTES:**

Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2013-MAR-27, at 7:01 p.m., in the Board Room at the Service and Resource Centre.

Pg. 5-9

(Motion required to adopt minutes)

5. **PRESENTATIONS:**

- (a) Update on The Port Theatre presented by:
 - Bruce Halliday, General Manager, The Port Theatre
- (b) *VIU Bird Monitoring Project at Buttertubs Marsh West* presented by:
 - Eric Demers, Biology Department, Vancouver Island University
- (c) *Update on Invasive Species Management in Nanaimo* presented by:
 - D. Beck, Recreation Coordinator, Parks, Recreation & Culture
 - G. Pasaluko, Horticulture Supervisor, Parks, Recreation & Culture
 - R. Lawrance, Environmental Planner, Community Planning Section

6. **CHAIR'S REPORT:**

7. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee.** No meeting held.
- (b) **Recreation Committee.** No meeting held.
- (c) **Cultural Committee.** Commissioner Pattje to report on the meeting held 2013-APR-03. Pg. 10-11
- i. **Donation of "The Frame" by Jason Gress** Pg. 12-19

*Purpose: To accept the temporary public art piece **The Frame by Jason Gress** as a donation from the Nanaimo Art Gallery.*

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council accept the public art piece **The Frame by Jason Gress** from the Nanaimo Art Gallery in accordance with the Community Plan for Public Art (adopted in 2010).

(Motion required to adopt recommendation)

- (d) **Grants Advisory Committee.** Commissioner Avis (or Commissioner Thorpe) to report on the meetings held since 2013-MAR-27.
- (e) **Port Theatre.** Monthly report for March 2013. Pg. 20-21
- (f) **Nanaimo Art Gallery.** Monthly report for March 2013. Pg. 22-23
- (g) **Nanaimo Museum.** Monthly report for March 2013. Pg. 24

8. **STAFF REPORTS:**

- (a) **Travel Assistance Grant – Nanaimo Ebbtides Masters Swimming Provincial Championships Vancouver, British Columbia** Pg. 25-27

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Ebbtides in the amount of \$1,000 \$500 for 10 swimmers to attend the Masters Swimming Provincial Championships being held in Vancouver, British Columbia. The application meets all of the travel grant criteria.

(Motion required to adopt recommendation)

- (b) **Travel Assistance Grant – Nanaimo Ebbtides Masters Swimming National Championships Ottawa, Ontario** Pg. 28-30

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Ebbtides in the amount of \$100

for 1 swimmer to attend the Masters Swimming National Championships, being held in Ottawa, Ontario. The application meets all of the travel grant criteria.

(Motion required to adopt recommendation)

- (c) **Travel Assistance Grant – Nanaimo District Minor Fastball Association U12 Diamonds Softball BC U12 B Girls’ Provincial Championships Sicamous, British Columbia** *Pg. 31-34*
-

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the NDFMA U12 Diamonds in the amount of \$500 \$600 for 12 players to attend the Softball BC U12 B Girls’ Provincial Championships, being held in Sicamous, BC. The application meets all of the travel grant criteria.

(Motion required to adopt recommendation)

- (d) **Travel Assistance Grant – Nanaimo District Minor Fastball Association U14 Girls Provincial Softball Championships Abbotsford, British Columbia** *Pg. 35-38*
-

Staff Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant in the amount of \$500 \$600 for 12 players to attend the Provincial Softball Championships U14, being held in Abbotsford, BC. The application meets all of the travel grant criteria.

(Motion required to adopt recommendation)

- (e) **Dog Off Leash Parks – K. MacDonald, Parks and Open Space Planner** *Pg. 39-51*
-

Purpose: To receive the Parks, Recreation and Culture Commission's direction on Dog Off-Leash Parks and dogs in parks.

Staff's Recommendation: That the Parks, Recreation and Culture Commission approve the following recommendations to Nanaimo Dog Off Leash Parks for 2013:

1. Make these one-year pilot sites permanent:
 - i. Wardropper Park
 - ii. Gallows Point
 - iii. Forested area adjacent to May Richards Bennett Pioneer Park
 - iv. Northfield Kiosk
2. Proceed with the 2012 recommendation to permit off-leash dogs on the Diver Lake field throughout the year once the new Bowen West field opens.

3. Embark on a dog etiquette campaign to raise awareness about bylaws regarding dog rules and expectations.

(Motion required to adopt recommendation)

- | | | |
|-----|---|-----------|
| (f) | Monthly Report – Senior Manager, Parks & Civic Facilities – March 2013 | Pg. 52-57 |
| (g) | Monthly Report – Senior Manager, Recreation & Culture Services – March 2013 | Pg. 58-63 |

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

- | | | |
|----|---|-----------|
| a) | Letter dated 2013-MAR-14 from Brian Scorer, Event Chairman, thanking Commission for their support of the Combined Provincial Curling Championship event. | Pg. 64 |
| b) | Letter dated 2013-FEB-26 from James Duthie, Treasurer, A Cappella Plus Choral Society, thanking Commission for their generous operating grant of \$1,500 received for the 2013-2014 season. | Pg. 65 |
| c) | Letter dated 2013-MAR-21 from Chris Bassett, Director of Player Development for the Nanaimo Breakers Fast Pitch Association, thanking Commission for their generous grant of \$20,000 that assisted in the construction of a batting cage at May Richards Bennett Pioneer Park. | Pg. 66 |
| d) | Minutes of the Nanaimo Harbour City Seniors Board of Directors meeting, held 2013-APR-05. | Pg. 67-68 |
| e) | Minutes of the Extraordinary General Meeting of the Nanaimo Harbour City Seniors Board of Directors meeting, held 2013-APR-10. | Pg. 69-70 |

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

(Motion required to review other business)

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

13. **ADJOURNMENT:**

MINUTES
REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION
SERVICE AND RESOURCE CENTRE BOARD ROOM
WEDNESDAY, 2013-MAR-27, AT 7:00 P.M.

PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner T. Greves
Commissioner F. Pattje
Commissioner K. Alden
Commissioner L. Avis
Commissioner M. Beaudoin-Lobb
Commissioner H. Houle
Commissioner A. McPherson
Commissioner D. Rinald
Commissioner G. Savage
Commissioner I. Thorpe
Commissioner M. Young

Staff: R. Harding, Director, Parks, Recreation and Culture
S. Samborski, Senior Manager, Parks Recreation and Culture
J. Ritchie, Senior Manager, Parks, Recreation and Culture
J. Farrell, Recording Secretary
C. Kuziw, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:01pm

2. INTRODUCTION OF LATE ITEMS:

(a) It was moved and seconded that the delegations be moved forward on the agenda to appear after Item 5, Presentations. The motion carried unanimously.

(b) It was moved and seconded that the presentation by J. Ritchie, Senior Manager Parks and Civic Facilities, be moved to Item 8 (a). The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2013-FEB-27 at 7:03 p.m. in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Ms. Camela Tang, President of the Nanaimo Boathouse Society presented the concept on the Nanaimo Boathouse & Paddling Centre.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that the society proceed with a feasibility study on the concept of the Nanaimo Boathouse and Paddling Centre at the Brechin Boat Ramp. The motion carried unanimously.

6. DELEGATIONS:

- (a) Ms. Shawna Drinnan, and Ms. Yvonne Vander Kooi presented a request for a \$5,000 VIP Grant for community-based art at Forest Drive Gyro Park.

It was moved and seconded that a \$5,000 VIP Grant be awarded to Forest Drive Gyro Park for community-based art. The motion carried unanimously.

- (b) Mr. Enyat Moshrefzadeh, of the Departure Bay Activity Centre Table Tennis Group gave a verbal report on the current and past programming history of Table Tennis at Departure Bay Activity Centre. The group requested that Table Tennis Programming remain as a PRC program and that it continue to occur on Sundays.

It was moved and seconded to receive the delegation. The motion carried unanimously.

7. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. Commissioner Thorpe gave a verbal report on the Parks Committee meeting held 2013-MAR-14.

i. Nanaimo Community Gardens Greenhouse Proposal for Beban Park.

Delegations:

1. Ms. Pat Wells and Ms. Beckie Mann of Nanaimo Community Gardens Society gave a presentation and requested Commission's support for the Nanaimo Community Gardens Society Greenhouse Proposal for Beban Park and that it be funded from the VIP Grant up to \$25,000.

It was moved and seconded that the Parks, Recreation and Culture Commission support in principle the Nanaimo Community Gardens Society Greenhouse Proposal for Beban Park and that it be funded from the VIP Grant Program up to \$25,000 for this project. The motion was unanimously defeated.

It was moved and seconded that the Parks, Recreation and Culture Commission approve the project in principle and include the concept in the upcoming Beban Park Master Plan process as an improvement option and \$25,000 held in abeyance and not proceed until an updated Beban Park Master Plan has been approved by Council. The motion carried. **OPPOSED: Commissioner Greves**

ii. Segway Tours 2013.

It was moved and seconded that the Parks, Recreation and Culture Commission approve the pilot project of Segway tours be extended for another year at Bowen Park. The motion carried. **OPPOSED: Commissioners Greves and Avis.**

It was moved and seconded that the Parks, Recreation and Culture Commission approve the license agreement be revised to include the Parkway Trail from and within the limits of East Wellington Road to Mostar Road. The motion was defeated. **OPPOSED: Commissioners Greves, Pattje, Alden, Avis, Beaudoin-Lobb, Houle, McPherson and Young.**

- (b) Cultural Committee. Commissioner Pattje gave a verbal report on the Gord Hume Workshop, success of the Cultural Awards on 2013-MAR-14, and the choice of the Indoor Art selection for the Service and Resource Centre.

i. Cultural Grants Process And Criteria Review.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve a call for the review of the cultural grants process and criteria as part of the cultural planning process and that a recommendation regarding the review be included in the plan. The motion carried unanimously.

ii. Service And Resource Centre Indoor Art Selection.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve the selection "Social Mixer" by Mark Ashby for the Service and Resource Centre (SARC) Indoor Art Competition. The motion carried unanimously.

- (c) Grants Advisory Committee. Commissioner Ian Thorpe reported on the meeting held 2013-MAR-20.
- (d) Port Theatre. Monthly report for February 2013.
- (e) Nanaimo Art Gallery. Monthly report for February 2013.
- (f) Nanaimo District Museum. Monthly report for February/March 2013.

8. STAFF REPORTS:

J. Ritchie, Senior Manager, Parks and Civic Facilities, gave a verbal report and presentation on the status of the Diana Krall Plaza.

- (a) Status of the Diana Krall Plaza Improvement Plan – K. MacDonald, Parks and Open Space Planner.

It was moved and seconded that the Parks, Recreation and Culture Commission receive this information regarding the status of the Diana Krall Plaza Improvement Plan. The motion carried unanimously.

- (b) Junior B Hockey Club (Nanaimo Buccaneers) Construction and Long-term Lease of a Proposed Dressing Room at the Nanaimo Ice Centre –
R. Harding – Director, Parks, Recreation and Culture.

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

1. Approve the concept in principle of the Nanaimo Buccaneers Hockey Club building a dressing room at the Nanaimo Ice Centre as illustrated (see attached Schedule A) and with the understanding that City's contribution to the construction and maintenance costs would only be the land via a park lease agreement;
2. Direct Staff to draft a lease agreement for Council's review and consideration that would include the required public review process of leasing parkland; and,
3. Agree that final approval to proceed to construction of the dressing room would not occur until the public Alternative Approval Process (AAP) has been completed and that the Club had secured all capital funding and required permits.

The motion carried unanimously.

- (c) Parks, Recreation and Culture Sports Field Allocation Guidelines –
Jeff Ritchie, Senior Manager, Parks and Civic Facilities.

It was moved and seconded that the Parks, Recreation and Culture Commission adopt the Sports Field Allocation Guidelines. The motion carried unanimously.

- (d) Memorandum of Understanding with Nanaimo Minor Baseball Association (NMBA) –
Jeff Ritchie, Senior Manager, Parks and Civic Facilities.

It was moved and seconded that the Parks, Recreation and Culture Commission receive for information. The motion carried unanimously.

- (e) Senior Manager of Parks And Civic Facilities. Monthly report for February 2013.

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

- (f) Senior Manager of Recreation And Culture Services. Monthly report for February 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) Letter received 2013-MAR-05 from Gerod Haukenfrers, President of the Nanaimo Blues Festival thanking the Commission for the recent grant funding they received.

- (b) Letter dated 2013-MAR-04 from Kathryn Grant, President, Malaspina Choir extending thanks for the grant received for the 2012-2013 season.
- (c) Letter dated 2013-MAR-08 from Nanaimo Chamber Orchestra thanking the Commission for their generous grant of \$3,100 to the Nanaimo Chamber Orchestra.
- (d) Letter dated 2013-MAR-15 from the Nanaimo Child Development Centre thanking Commission for the grant funding for the Silly Boat Regatta event.
- (e) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2013-FEB-01.

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

10. OTHER BUSINESS:

- (a) Departure Bay Activity Centre Table Tennis Group

It was moved and seconded that the Parks, Recreation and Culture Commission support the Staff recommendation that the Table Tennis registered program be changed from Thursday/Sunday to Tuesday/Thursday and that assistance be offered to the group to facilitate the formation of a club and assist with the facility bookings to enable competitive tournament and league play on Sundays. The motion carried. **Opposed: Commissioner Greves.**

11. QUESTION PERIOD:

NONE.

12. ADJOURNMENT:

It was moved and seconded at 9:53pm 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

NOTES
REGULAR MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-APR-03, COMMENCING AT 4:00 P.M.

PRESENT: Commissioner Fred Pattje, Chair

Members: Commissioner Howard Houle
Commissioner Alec McPherson
Ms. Gerda Hofman
Ms. Wendy Smitka
Mr. Kim Smythe
Ms. Marianne Turley

Regrets: Commissioner Donald Rinald
Ms. Julie Bevan
Ms. Geraldine Manson

Staff: B. Kuhn, Manager, Parks, Recreation and Culture Services
J. Farrell, recording
C. Kuziw

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:04 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-MAR-06 at 4:00 p.m., at the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. REPORTS OF PROJECT COMMITTEES

(a) Cultural Award Committee.

A verbal report was given by the Chair, Gerda Hofman, on the Cultural Awards event held 2013-MAR-14.

5. COMMISSION REPORT:

Commissioner McPherson provided a verbal report on the following topics:

- A VIP Grant was awarded to Forest Drive Gyro Park
- Cultural Grants Process and Criteria Review
- Service and Resource Centre Indoor Art selection "Social Mixer."

6. REPORTS OF PROJECT COMMITTEES:

(a) Art in Public Places Project Committee.

This committee has had no meeting to date.

(b) Cultural Forum Project Committee.

Nothing to report at this time.

7. STAFF REPORTS:

(a) Donation of "The Frame" by Jason Gress

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council accept the public art piece "The Frame" by Jason Gress from the Nanaimo Art Gallery in accordance with the Community Plan for Public Art (adopted in 2010). The motion carried unanimously.

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

It was moved and seconded that the Cultural Committee send a letter of apology in response to Mr. Phillip D. Field regarding his credentials with the Vancouver Island Symphony.

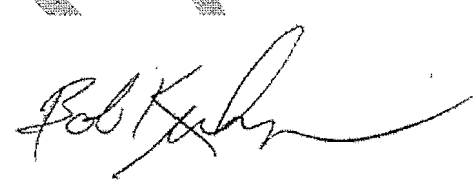
9. ADJOURNMENT:

It was moved and seconded at 4:22 p.m. that the meeting adjourn. The motion carried unanimously.



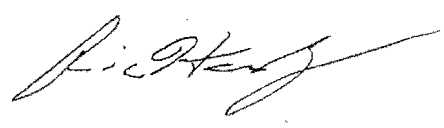
Fred Pattje
CHAIR
CULTURAL COMMITTEE

CERTIFIED CORRECT:



Bob Kuhn
MANAGER
RECREATION AND CULTURE SERVICES
2013-APR-08
File: A2-11
G:\Admin\PRCC\CulturalCommittee\2013Meeting Notes\CC130403M.docx

APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo

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

DATE OF MEETING: 2013-APR-24

AUTHORED BY: COMMISSIONER FRED PATTJE, CHAIR, CULTURAL COMMITTEE

RE: DONATION OF "THE FRAME" BY JASON GRESS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council accept the public art piece ***The Frame by Jason Gress*** from the Nanaimo Art Gallery in accordance with the Community Plan for Public Art (adopted in 2010).

PURPOSE:

To accept the temporary public art piece ***The Frame by Jason Gress*** as a donation from the Nanaimo Art Gallery.

DISCUSSION:

The City of Nanaimo and the Nanaimo Art Gallery are now in the fourth year of displaying temporary outdoor public art. The program has enjoyed tremendous success with many of the pieces capturing the imagination and hearts of residents and visitors.

The Frame was fabricated and installed by Nanaimo artist Jason Gress in May 2012 as a temporary public art piece displayed at Maffeo Sutton Park. It is a double sided wooden sculpture attached to concrete footings. The views "framed" in the piece are constantly changing.

The piece is currently owned by the Nanaimo Art Gallery and was slated to go to an auction process in spring 2013. However, as outlined in the attached letter (Schedule A), the Nanaimo Art Gallery has offered to donate the art piece to the City of Nanaimo.

This public art installation has 'framed' numerous conversations over the past year, with a common request being that the City retains the piece for the long-term. For this year's first BC Family Day, the Nanaimo Parks, Recreation and Culture Department ran a "Family Day Photo Contest" on Facebook. The public was encouraged to take and submit photos of their families with ***The Frame*** in Maffeo Sutton Park. Photos and comments were posted on the City's Facebook page in an album and proved very popular (Schedule B).

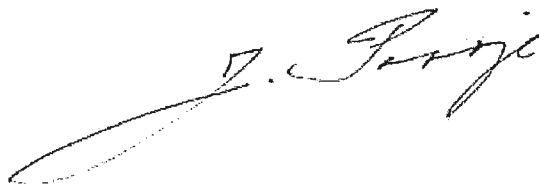
The Frame was constructed extremely well for a short term display. The I-beam construction and solid materials can withstand more years of outdoor display. Additional display time will require some exterior upgrades and sealants by the artist. In addition, the platform portion where people sit to pose in the piece is losing color and requires touch ups. Estimated costs for these upgrades are \$500 by artist.

If accepted as a donation to Nanaimo's public art collection, it is suggested that the artist and City staff should inspect the piece bi-annually for wear. It is also suggested that we mutually agree on de-accessioning when the piece has reached the end of its lifespan.

If desired, the piece could be moved to other parks and public spaces throughout the City (i.e. Neck Point Park or Westwood Lake). However, there would be costs associated with any moves (minimum \$2000 each move) and risk of damage to the art piece. As with any large structure, moving the piece could compromise its structural integrity. For these reasons it is recommended that the piece remain in the Maffeo Sutton Spirit Square. If accepted, the donation could be highlighted in May as part of the Public Art Week celebrations.

The Community Plan for Public Art outlines a Donations Process (Schedule C). This donation meets the criteria outlined. In this case, the City of Nanaimo would take on associated costs with sealing, maintaining, and inspecting this piece as part of the existing public art program. Accepting this donation will allow the piece to reach more residents and continue to add aesthetic enrichment and vitality to our parks and public spaces.

Respectfully Submitted,



COMMISSIONER FRED PATTJE,
CHAIR, CULTURAL COMMITTEE
CITY OF NANAIMO
PARKS, RECREATION AND CULTURE

SCHEDULE A



February 20, 2012

RE: Potential donation of *Frame*

To Bob Kuhn, Manager, Recreation and Culture Services, and Fred Pattje, Chair, Cultural Committee:

Since May 2012 when it was installed at Maffeo Sutton Park, the sculptural work by Jason Gress called *Frame*, has become a popular and well-loved attraction. Thousands of people have interacted with the piece. It has succeeded in stimulating conversation inside and outside of the park, and has become a destination, particularly for group photos.

With the support of the artist, I'm writing to request that the Committee consider accepting *Frame* as a donation from Nanaimo Art Gallery, and allow it to remain in place permanently.

Though it was designed for temporary installation, the work is solidly engineered and constructed, and is conducive to ongoing display. To ensure the piece's longevity outdoors and with high levels of use by the public, Gress has suggested a few items with regard to maintenance, including the application of a more durable varnish. I'm happy to provide more detail on this.

I would welcome the opportunity to speak to the potential donation at a meeting of the Cultural Committee. *Frame* has worked to raise the profile of public art in Nanaimo and has generated excitement—I hope we can continue to build on it!

Thanks for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'jbevan'.

Julie Bevan
Executive/Artistic Director
www.nanaimoartgallery.com

SCHEDULE B

Family Day Photo Contest

Updated about a month ago ↻


We know you've got 'em and we want to see them! Family pictures at 'The Frame' in Maffeo Sutton Park overlooking Swy-a-lana Lagoon. Share your favorite picture of your family at the Maffeo-Sutton Park picture frame. You could win a gift pack full of great things for the whole family including a \$50 Parks, Recreation & Culture Gift Card. Upload your pictures here: <http://cnan.ca/O5Ywft> Don't forget to join us at the First Annual Family Day Event happening February 11th (includes FREE skating and swimming for the whole family). 📸






Like · Comment · Share


👍 Gina's Mexican Cafe, Hazel Steenman, Ann Martin Chapman and 13 others like this.


 **Kathleen Reed** That photo frame is a great installation. I hope it's permanent. I always see people interacting with it.
February 4 at 9:17am · Like · 🔄 1

 **Travelodge Parksville** Love this! Exactly where is it?
February 4 at 9:19am · Like · 🔄 2

 **Adrianna Furlan** Thank-you for posting my pictures City of Nanaimo.
February 4 at 9:29am · Like

 **My Undies - Custom Bras & Lingerie** It's at Swy-Lana park near the downtown Nanaimo harbour, Travelodge Parksville
February 4 at 10:00am · Like · 🔄 1

 **City of Nanaimo Local Government** The last two entries have been posted. We will announce a winner this afternoon.
entered!
February 8 at 9:17am · Like · 🔄 1

 **Amanda Willems** Just submitted our picture! 😊
February 8 at 10:21am via mobile · Like · 🔄 1

 **Debbie Brandsma Graham** I know you have a few of these... 😊
February 8 at 10:29am · Like · 🔄 1

Schedule C

Community Plan for Public Art

45

Toolkit 3 -Review Guidelines for the Donation of Public Art

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

Acceptance Conditions

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

Creative and Artistic Evaluation of Proposed Donation of Public Art

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

Items considered in the evaluation will include:

- o Relationship of proposal to the history of the site.
- o Relationship to the geography or specific location of the site and its surroundings.
- o Relevance to Nanaimo, British Columbia and/or Canada.
- o Consistency with park or site design including heritage aspects.
- o Compatibility with other existing or proposed artworks, buildings, structures, etc. in the park.
- o The suitability of the scale of the proposed work to the site.
- o In the case of a memorial, whether the cause being memorialized is significant to a large enough community to warrant placing it in a public park.

- o Conformity to Human Rights Legislation.
- o Any issues related to the sponsor that should be addressed.
- o Feasibility of the funding plan.
- o Concerns relating to an educational or interpretive plaque or component in the proposal.
- o The public response to this proposal (staff will provide an analysis).
- o An assessment of whether the proposed work contributes to, enhances or benefits the park.

Technical Information

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

1) THE SITE

a) Impact

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

b) Trees and Utilities

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



Community Plan for Public Art

c) Soil Factors and Park Maintenance

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

d) Park Planning and Access

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

2) THE ARTWORK

a) Safety

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

b) Utilities and Weathering

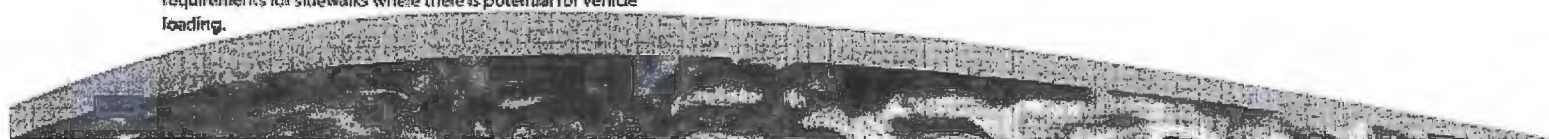
- i) If applicable, cables must be protected against corrosion. Ends should be inaccessible or capped and anchored by means such as eye splice/thimble fillings.
- ii) Hollow elements should be designed or treated to minimize the possibility of corrosion.
- iii) Water components in the proposed work must meet City standards and criteria. Water must be re-circulated and provision may need to be made for drainage from November to March and include maintenance funds for the system operation.
- iv) Extra maintenance levies will be applied for pump maintenance and to cover pipe bursts, etc.
- v) All work done on water must be by a trades certified plumber.
- vi) An electrical permit issued by the City is required. Any connections to City Street or parks' electrical circuits must be approved by City.
- vii) An estimate of power needs and the cost of that power needs must be provided and budgeted for by the sponsor.
- viii) All electrical and mechanical components must be CSA approved.
- ix) If lighting is a component the proposed project, light placement and levels must be reviewed

c) Structural

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

d) Plaque

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



e) Maintenance

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

f) Installation

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

g) Public Consultation

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



Monthly Event Report



March 2013

	# 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		10,137	12,803	11,333	7,436	
May	16	23	26	17		6,254	8,917	10,709	7,161	
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	55	84,819	101,277	91,291	88,194	22,585

Comparison of attendance for the same month last year

Comparison of events for the same month last year

-5%	increase
-33%	increase

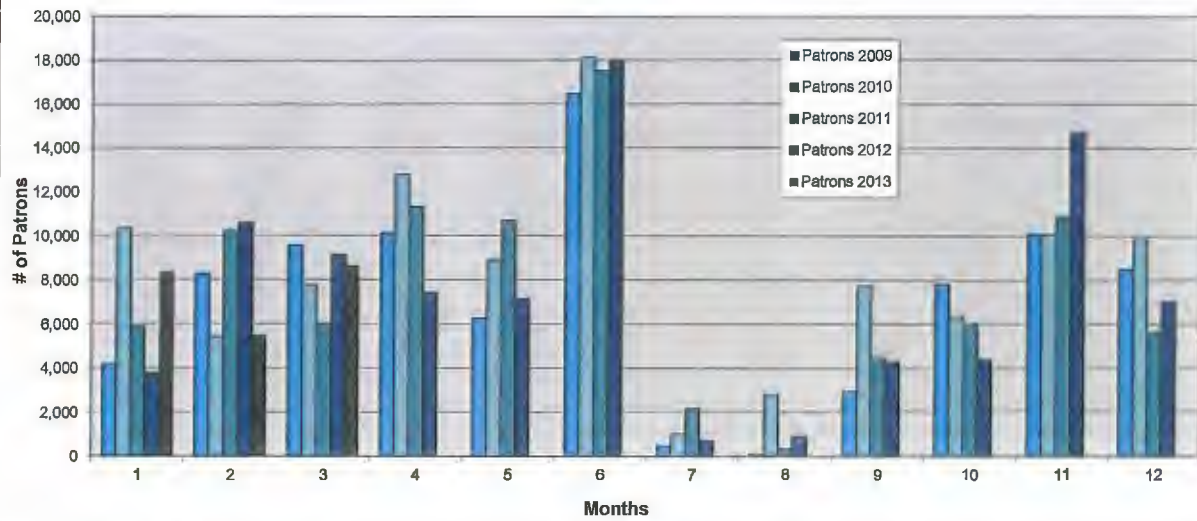
Five year average attendance for same month

Five year average number of events same month

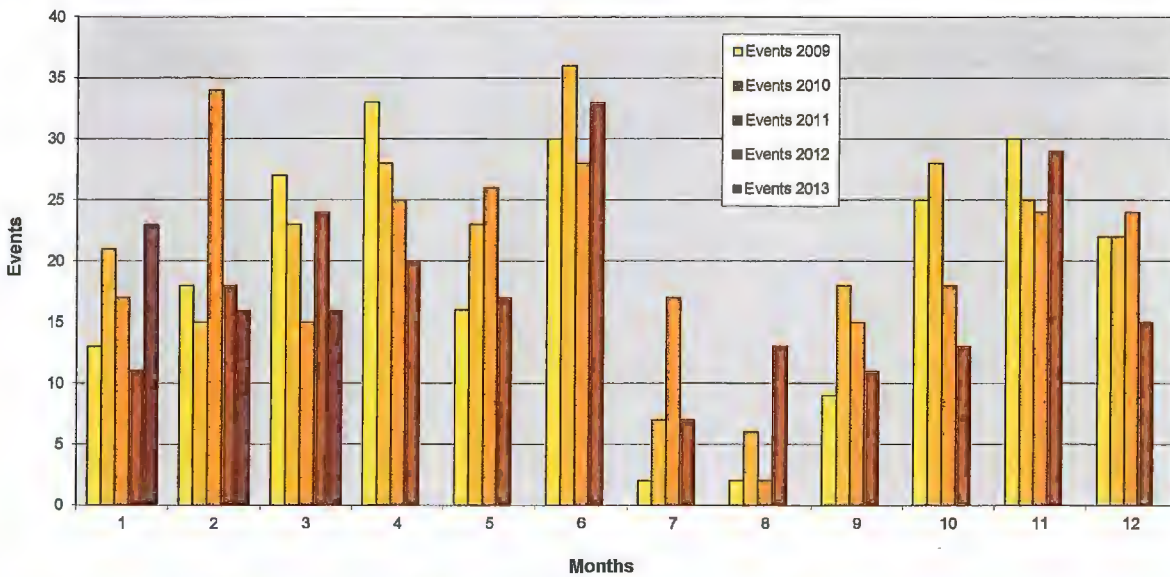
8,267
21

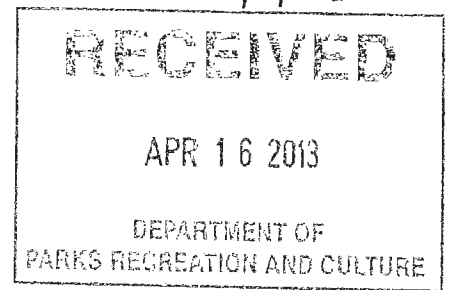


Patron Attendance Comparison



Event Comparison





ACTIVITY REPORT: March 2013

Campus Gallery (900 Fifth Street)

EXHIBITIONS – What's Ours is Yours

March 1 to April 11, 2013

What's Ours is Yours was an exhibition in two parts, presented at both our campus and downtown gallery locations. The exhibition explores the practice of collecting, at an institutional and an individual level, and considers the following questions: What drives us to build collections? How do collections inform our understanding of the world and our place in it?

Whether they consist of art objects, stamps, typewriters, or samples of DNA, our collections tell complex stories about who we are. Collections help us organize our thoughts, remember the past, and imagine the future.

On campus, *What's Ours is Yours* features work from Nanaimo Art Gallery's growing collection of art. Included are historical pieces by well known artists such as B.C. Binning, Alexander Calder, Jack Chambers, Akira Fujioka, E.J. Hughes, Bill Reid, and Charles H. Scott, as well as contemporary works by Joane Cardinal-Schubert, Chris Woods, George Littlechild and Lawrence Paul Yuxweluptun.

The most recent acquisition to the Gallery's collection is a work by Brendan Tang in ceramic and mixed media, called *Manga Ormolu Ver. 2.0-o*. The piece will be on display for the first time at Nanaimo Art Gallery. Tang, who is known for his work internationally, has lived and worked in Nanaimo.

EDUCATION

The Campus location held a docent lead tour discussing the gallery permanent collection. Also during the spring break the campus location held BMO Spring Art Camps with artist Julia Browning engaging children in various art projects.

EXHIBITIONS – What's Ours is Yours

Downtown, the Gallery featured profiles of unique community collections. Lace bobbins, typewriters, and stamps are a few of the collections that members of the community have brought forward in response to the Gallery's invitation to share. Documentary photos, representative pieces from collections, and words from the collectors will tell the story of individual passions.

Also featured downtown was work by Calgary based interdisciplinary artists Eric Moschopedis and Mia Rushton. In their new project, *Futures Trading*, visitors to the Gallery are invited to contribute by speculating on their own future—for example "coffee with Trevor" or "standing at the altar"—to modify and build a collection of imagined futures for display in the Gallery. Moschopedis' collection of DNA samples from Calgary artists will also be included in the exhibition.

EDUCATION

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

During the spring break in conjunction with the BMO Spring Art Camp artist Carole Brooke ran a drop in workshop engaging participants in the creation of artist trading cards.

Total Gallery Attendance: 1285

**RECEIVED**

M1-18

APR 12 2013

NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission

DEPARTMENT OF
PARKS RECREATION AND CULTURE

March/April 2013 Submitted April 12, 2013 by Debbie Trueman

Administration/Revenue

- Gaming Application – submitted-no word yet.
- Numbers – total numbers to the end of March are still up about 9% over last year thanks to a strong Jan. Feb. period this year as March was down.
- Revenue – Gift Shop March experienced biggest drop ever-down by half from 2012 (but only down 1% from March 2011). Difference tracked to days of 2 large conferences last year and quiet VICC this year.
- Summer Students – we have requested funding from 2 federal programs and hope to hire 4 students again this year.

Exhibit Programming

- Permanent Exhibit Development – is progressing well-still projecting a fall opening.
- Sports Hall of Fame Gallery-The new Wally Buono award exhibit was dedicated in March with Wally Buono and family in attendance. The 2012 winner presentation to Jordan Yantz was featured. All 3 previous VI Raider winners (including Andrew Harris) were in attendance-it was great!
- Ivan Sayers Art Deco Fashions – some gorgeous dresses in this exhibit-be sure to stop in for a peak-exhibit opens May 10-pick up a catalogue-our first attempt at an exhibit catalogue.
- 1913-18 Arctic Exploration exhibit-opens in August and features many artifacts never before on exhibit from the CMC collection. The story tells about one of the world's last great journeys of discovery before modern communication and airborne rescue.
- 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 exhibit from the Retired Teachers association drew many retired teachers and interest from visitors. The next exhibit will be some vintage photos from Matt James.

Programs and Events

- Venue Rental – very quiet this time of year but included and our regular monthly users.
- Lunar New Year – We have put the idea out to DNBIA to expand this event next year to full downtown event as with over 400 people attending, it has outgrown even our new space.
- Spring Break Programming – was very successful and welcomed over 560 participants, up almost 40% from last year. The 2 most successful programs will be offered again in the summer.
- The Bastion Season – opens again May 18th at noon in celebration of International Museums Day. Thanks again to the City of Nanaimo and the Nanaimo Port Authority for their loyal support of this popular program.
- Heritage Week Program repeat – these programs were so popular we will be repeating at various times through the summer.
- Volunteer Appreciation - we will be celebrating with a party on Friday, April 19th at the Museum to recognize and thank this very important part of our “staff”.

Community Partnerships

- DNBIA Events Committee- will now be meeting monthly.
- Everyone enjoyed the Johnny Cash/Saul Holiff (former manager) exhibit that was here for a month in conjunction with a film produced by Saul's son Jonathan with items found here in a locker.
- A couple downtown antique retailers may be adding some Art Deco pieces to the Ivan Sayers exhibit.
- Elder College classes start again soon.
- Pleased to be working with Lynne Bowen and Thora Howell on a local author project.

Recent Comments

2 new trip advisor reviews, complementary but only 4 out of 5 stars! We are ranked #6 of 20 attractions behind Whale watching, Englishman River Falls, Newcastle Island, Wild Play and Pipers Lagoon.

A large gift shop with interesting items. The local exhibits (Coal Mining in Nanaimo, and Camping) were both very interesting. My grandfather was a coal miner and once lived in Nanaimo as a young man, so that exhibit was particularly relevant. The camping exhibit was very nostalgic..."we had one of those! and those, and that..."

"Surprisingly great museum" Reviewed April 3, 2013 NEW Pleasantly surprised by the Nanaimo Museum. Much larger than I anticipated and very well detailed and laid out. A fun, interactive experience for young and old.

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2013-APR-24

AUTHORED BY: HANNAH KING, MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO EBBTIDES
MASTERS SWIMMING PROVINCIAL CHAMPIONSHIPS
VANCOUVER, BRITISH COLUMBIA

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Ebbtides in the amount of \$500 for 10 swimmers to attend the Masters Swimming Provincial Championships being held in Vancouver, British Columbia. The application meets all of the travel grant criteria.

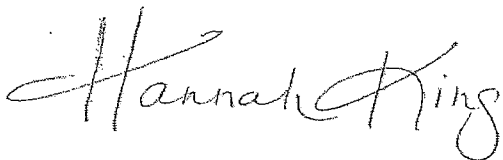
BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-APR-04, Staff reviewed a Travel Assistance Grant application submitted by the Nanaimo Ebbtides requesting financial assistance for 10 swimmers to represent Nanaimo at the Masters Swimming Provincial Championships being held in Vancouver, BC. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$500.

Respectfully submitted,

Concurrence by:



Hannah King
MANAGER, RECREATION AND CULTURE
PARKS, RECREATION AND CULTURE

Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

2013-APR-24

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

G:\Admin\PRCC\RptComm\2013\PRCCRPT130424TravelAssistanceGrantEbbtidesProvincials.docx

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: EBBTIDES - PROVINCIALS

DATE: April 4/2013

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

RECOMMENDED FOR FUNDING (✓): ✓ AMOUNT: \$ ~~1,000~~ \$500

OR

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

EVALUATOR: Hannah King JKW. POSITION: Manager, R&C



CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: MASTERS SWIMMING CLUB		DATE: APRIL 2 nd /2013	
ADDRESS: "EBBTIDES"		PRESIDENT: MARGIE SANDERSON (250) 390-3612	
NANAIMO AQUATIC CENTRE,		SENIOR STAFF MEMBER: NANCY RYAN	
741 THIRD ST. NANAIMO,		POSITION: SWIMMER (REPRESENTATIVE)	
B.C. CANADA		CONTACT: SAMIRA RUSMAN	
TELEPHONE: ALAN 99@TELUS.NET (250) 756-5200		TELEPHONE: (250) 618-1332 / srusman@up100.ca	
TOTAL NUMBER OF PERSONS TRAVELLING: 10	TOTAL NUMBER OF COMPETITORS TRAVELLING: 10	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 10	TOTAL AMOUNT REQUESTED: \$1,000.00
DESTINATION: VANCOUVER		DATE OF DEPARTURE: APRIL 26 th /2013 (3 DAYS EVENT)	
EVENT TO BE ATTENDED: PROVINCIAL CHAMPIONSHIP MASTERS SWIMMING			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: ALL THE CHAMPIONSHIPS			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: ✓ ACCOMMODATION IS COVERED BY THE SWIMMERS ✓ FOOD IS COVERED BY THE SWIMMERS ✗ TRAVELING EXPENSES (FERRY...) NOT COVERED BACK AND FORTH			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? AS A CLUB, WE HAVE BEEN WORKING HARD TO ACHIEVE GOOD TIMES AND HAVE A CHANCE TO REPRESENT THE NANAIMO @ PROVINCIAL COMPETITION, SOME OF US ARE RECORD HOLDING SWIMMERS AND MOST OF US HAVE BEEN WINNING ALL THE REGIONAL COMPETITIONS, WITH YOUR HELP WE CAN MAKE NANAIMO PROUD AND RECOGNIZE MORE AROUND THE PROVINCE.			
SIGNATURE: Jan R		TITLE/POSITION: SWIMMER	DATE: APRIL 2 nd /2013

* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *
NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2013-APR-24

AUTHORED BY: HANNAH KING, MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO EBBTIDES
MASTERS SWIMMING NATIONAL CHAMPIONSHIPS
OTTAWA, ONTARIO

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Ebbtides in the amount of \$100 for 1 swimmer to attend the Masters Swimming National Championships, being held in Ottawa, Ontario. The application meets all of the travel grant criteria.


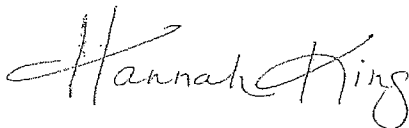
BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-APR-04, Staff reviewed a Travel Assistance Grant application submitted by the Ebbtides requesting financial assistance for 1 swimmer to represent British Columbia at the National Masters Swimming Championships being held in Ottawa, Ontario. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$100.

Respectfully submitted,

Concurrence by:



Hannah King
MANAGER, RECREATION AND CULTURE
PARKS, RECREATION AND CULTURE

Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

-NATIONALS-

APPLICANT: EBBTIDES RE. SAMIRA RYSMAN DATE: April 4/2013

CRITERIA	Meets Criteria (✓)	Does not meet Criteria (✓)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		
B. Attending a Provincial, Regional, National, or International Championship	✓		
C. Traveling out of Province Max. \$100 per person up to \$2,000 per group	✓		
D. Traveling within BC(excluded: Van. Is.) Max. \$50 per person up to \$1,000 per group			
E. Other sources of funding identified	✓		
F. Grant recipient(s) reside in Nanaimo	✓		
G. Application made by a local organization	✓		
H. Grant for participants only, not coaches or chaperones	✓		
I. Demonstrated financial need			
J. Applicant is a non-profit organization	✓		
K. Budget & financial statements attached			NO FORMAL BUDGET BUT NOTES & ACCOMMODATION RATES

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

OR

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

EVALUATOR: Hannah King POSITION: Manager, R&C



CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: MASTERS SWIMMING CLUB		DATE: APRIL 2 TH / 2013	
ADDRESS: 11 BOBTIDE		PRESIDENT: MARGIE SANDERSON (250) 390-3612	
NANAIMO AQUATIC CENTRE		SENIOR STAFF MEMBER: NANCY RYAN	
741 THIRD ST. NANAIMO		POSITION: SWIMMER / REPRESENTATIVE	
B.C. CANADA		CONTACT: SAMIRA RUSMAN	
TELEPHONE: ALAKIA 99@TELUS.NET (250) 756-5200		TELEPHONE: (250) 618-1332	
TOTAL NUMBER OF PERSONS TRAVELLING: 1	TOTAL NUMBER OF COMPETITORS TRAVELLING: 1	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 1	TOTAL AMOUNT REQUESTED: \$ 500.00
DESTINATION: OTTAWA, ONTARIO		DATE OF DEPARTURE: MAY 15 TH / 2013 (6 NIGHTS)	
EVENT TO BE ATTENDED: NATIONAL CHAMPIONSHIP MASTERS SWIMMING			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: REGIONAL WINNINGS RECEIVED (4 TIMES)			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: * AIRFAIR TICKET - COVERED (RETURNED) * FOOD - COVERED (WHOLE 6 NIGHTS) * ACCOMMODATION - NOT COVERED			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? I HAVE BEEN GIVEN THE OPPORTUNITY TO COMPETE IN THE NATIONALS MASTERS SWIMMING COMPETITION. FOR THIS ENDEAVOR, I HAVE BEEN WORKING HARD TO RAISE FUNDS THAT WILL ALLOW ME TO TRAVEL TO OTTAWA. I WILL KEEP YOU PRIDE AND KEEP YOUR REPUTATION IN THE SOCIETY WITH MY GOOD RESULTS. I WILL BE REPRESENTING NANAIMO AND B.C. PROVINCE.			
SIGNATURE: 		TITLE/POSITION: SWIMMER	DATE: APRIL 2 TH / 13
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA * NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

UPON THE REQUEST
SR

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2013-APR-24

AUTHORED BY: HANNAH KING, MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT – NANAIMO DISTRICT MINOR FASTBALL ASSOCIATION U12
DIAMONDS
SOFTBALL BC U12 B GIRLS' PROVINCIAL CHAMPIONSHIPS
SICAMOUS, BRITISH COLUMBIA

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the NDFMA U12 Diamonds in the amount of \$600 for 12 players to attend the Softball BC U12 B Girls' Provincial Championships, being held in Sicamous, BC. The application meets all of the travel grant criteria.

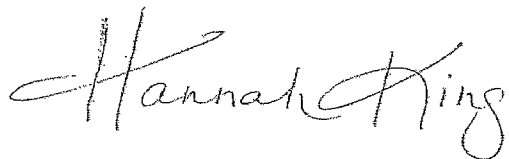
BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-APR-11, Staff reviewed a Travel Assistance Grant application submitted by the NDMFA U12 Diamonds requesting financial assistance for 12 players to represent Nanaimo at the Softball BC U12B Girls Provincial Championship being held in Sicamous, BC. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$600.

Respectfully submitted,

Concurrence by:



Hannah King
MANAGER, RECREATION AND CULTURE
PARKS, RECREATION AND CULTURE



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: NIDMFA-UB2-Diamonds

DATE: April 11/2013

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

RECOMMENDED FOR FUNDING (✓): ✓ AMOUNT: \$ ~~500~~ 600

OR

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

EVALUATOR: Hannah King / ELW POSITION: mgr. R&S



CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: Nanaimo District Minor		DATE: April 5, 2013	
ADDRESS: Fastball Association 510 North Terminal Ave. Nanaimo, BC V9S 4K2		PRESIDENT: Doug Cawthorne	
		SENIOR STAFF MEMBER: Bryce Johnson	
		POSITION: Director of Competitive Teams	
U12B Nanaimo Diamonds		CONTACT: Bryce Johnson	
TELEPHONE:		TELEPHONE: 250-245-4041	
TOTAL NUMBER OF PERSONS TRAVELLING: 40	TOTAL NUMBER OF COMPETITORS TRAVELLING: 12	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 12	TOTAL AMOUNT REQUESTED: \$600.00
DESTINATION: Sicamous, BC		DATE OF DEPARTURE: July 11, 2013	
EVENT TO BE ATTENDED: Softball BC U12B Girls' Provincial Championship			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: District 2 Representative			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: - community sponsors - team fundraising (bottle drives, raffles, etc) - direct family payment			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? - our U12B girls Fastball team is representing the City of Nanaimo at the Provincial Championship and there is substantial travel involved requiring at least three nights of overnight stay.			
SIGNATURE: Bryce Johnson		TITLE/POSITION: Coach/Director of Competitive Teams	
		DATE: April 5/13	
IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *			
NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

Softball BC U12 Provincial Championship

Association: Nanaimo & District Minor Fastball Association
Team: Nanaimo Diamonds U12 Fastball Team

Budget for Travel

of Players: 12

Destination: 2013 U12B Provincial Championship
Sicamous, BC

Dates: Departing July 11th, returning July 15th, 2013

Revenues:

Fundraising/Sponsorship \$ 1,700.00

Total Revenue: \$ 1,700.00

Expenses:

Ferry Costs :

9 players > 12 @ \$15.50 \$ 139.50

3 players < 12 @ \$7.75 \$ 23.25

4 vehicles @ \$51.25 / vehicle \$ 205.00

Hotel Costs

4 nights @ \$110/night * 4 rooms \$ 1,760.00

Vehicle Expense

4 cars @ \$200.00 / vehicle \$ 800.00

Total Expenses: \$ 2,927.75

Difference: \$ 1,227.75

City of Nanaimo

REPORT TO THE PARKS, RECREATION AND CULTURE COMMISSION

DATE OF MEETING: 2013-APR-24

AUTHORED BY: HANNAH KING, MANAGER
RECREATION & CULTURE SERVICES

RE: TRAVEL ASSISTANCE GRANT - NANAIMO DISTRICT MINOR FASTBALL ASSOCIATION
(NDMFA), U14 GIRLS
PROVINCIAL SOFTBALL CHAMPIONSHIPS
ABBOTSFORD, BC

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant in the amount of \$600 for 12 players to attend the Provincial Softball Championships U14, being held in Abbotsford, BC. The application meets all of the travel grant criteria.

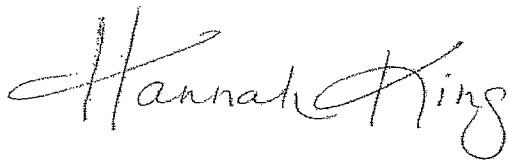
BACKGROUND:

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

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks, Recreation and Culture Commission for approval. On 2013-APR-11, Staff reviewed a Travel Assistance Grant application submitted by the NDMFA U14 requesting financial assistance for 12 players to represent Nanaimo at the Provincial Softball Championship being held in Abbotsford, BC. Staff determined that the application did meet all of the grant criteria and recommend that the Parks, Recreation and Culture Commission recommend that Council approve the application in the amount of \$600.

Respectfully submitted,

Concurrence by:



Hannah King
MANAGER, RECREATION AND CULTURE
PARKS, RECREATION AND CULTURE



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

City of Nanaimo
Department of Parks, Recreation & Culture

Travel Assistance Grant Evaluation

APPLICANT: Nanaimo Diamonds -U14-NDMFA DATE: April 11/2013

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

RECOMMENDED FOR FUNDING (✓): \$1 ✓ AMOUNT: \$ \$500.00 \$600.00

OR

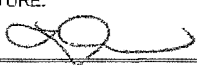
NO GRANT RECOMMENDED (✓): _____ DOES NOT MEET CRITERIA: _____

EVALUATOR: Hannah King / Eaw. POSITION: mgr. R&C



CITY OF NANAIMO
APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION: NANAIMO DISTRICT UNDER FASTBALL ASSOCIATION		DATE: APRIL 5, 2013	
ADDRESS: BOX 264 STATION A		PRESIDENT: DOUG CAWTHORNE	
NANAIMO, BC V9R 5K9		SENIOR STAFF MEMBER: BRUCE JOHNSON	
Team Name: NANAIMO DIAMONDS 2005		POSITION: COMPETITIVE DIRECTOR	
TELEPHONE: (250) 754-1677		CONTACT: LAURIE DEAN	
TOTAL NUMBER OF PERSONS TRAVELLING: 16		TOTAL NUMBER OF COMPETITORS TRAVELLING: 12	
TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO: 12		TOTAL AMOUNT REQUESTED: \$1,000	
DESTINATION: ABBOTSFORD, BC		DATE OF DEPARTURE: JULY 11, 2013	
EVENT TO BE ATTENDED: PROVINCIAL SOFTBALL CHAMPIONSHIPS			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED: REGIONAL CHAMPIONSHIP			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP: FUNDRAISERS (BOTTLE DRIVES, CAR WASH, HOT DOG SALE) AND PARENTS WILL PAY BALANCE			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING? AS A REP TEAM IN NANAIMO, WE MUST TRAVEL TO VANCOUVER IN ORDER TO COMPETE, AS MOST OF THE TOURNAMENTS ARE HOSTED ON THE MAINLAND. GRANTS SUCH AS THIS ALLOW THE TRAVEL TO BE MORE AFFORDABLE TO FAMILIES, ALLOWING THEIR CHILDREN TO CONTINUE TO PLAY THE SPORT. THANKYOU!			
SIGNATURE: 		TITLE/POSITION: HEAD COACH	
DATE: APRIL 5, 2013			
* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *			
NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.			

Provincial Championship Abbotsford July 11-14, 2013 Expenses

Ferry cost (4 coaches, 12 players, 3 vehicles)	\$803.50
Hotel - Abbotsford 3 nights	\$1,500.00 based on \$110/night plus taxes, 4 per room
Thursday Dinner BC Ferries	\$300.00
Friday Breakfast/lunch/dinner	\$800.00 (based on \$50/day per person meals)
Saturday B/L/D	\$800.00
Sunday B/L/D	\$800.00
<i>Subtotal Food expenses:</i>	<hr/> \$2,700.00
Food purchased at Costco for snacks at games	\$150.00
TOTAL COST FOR WEEKEND	<hr/> \$5,153.50
<i>Subsidized:</i>	
Bottle drive estimate / fundraising	<hr/> -\$2,000.00
UNFUNDED	<hr/> \$3,153.50

*The team will be doing a bottle drive on April 13, 2013 in order to help to pay for some of these costs. Estimated revenue is \$1,000

We will be having a carwash and hot dog sale in June to raise funds as well with an estimated revenue of \$1,000

* Note that our fundraisers are used to pay for all of our tournament travel and we are travelling to Vancouver for 5 tournaments this season. Any grant funding we receive is greatly appreciated!

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

DATE OF MEETING: 2013-APR-24

AUTHORED BY: KIRSTY MACDONALD, PARKS AND OPEN SPACE PLANNER

RE: DOG OFF-LEASH PARKS

STAFF RECOMMENDATION:

That the Parks, Recreation and Culture Commission approve the following recommendations to Nanaimo Dog Off Leash Parks for 2013:

1. Make these one-year pilot sites permanent:
 - i. Wardropper Park (Schedule A)
 - ii. Gallows Point (Schedule B)
 - iii. Forested area adjacent to May Richards Bennett Pioneer Park (Schedule C)
 - iv. Northfield Kiosk (Schedule D)
2. Proceed with the 2012 recommendation to permit off-leash dogs on the Diver Lake field throughout the year once the new Bowen West field opens.
3. Embark on a dog etiquette campaign to raise awareness about bylaws regarding dog rules and expectations

PURPOSE:

To receive the Parks, Recreation and Culture Commission's direction on Dog Off-Leash Parks and dogs in parks.

BACKGROUND:

Petitions were received by the Parks, Recreation and Culture Commission in 2009 requesting the City add more dog off-leash parks in the city. Staff gathered information from other municipalities, websites and other public comments which suggested Nanaimo, with only three permanent off-leash options, lagged behind other comparable cities in British Columbia in terms of dog off-leash parks.

As a result, the Parks, Recreation and Culture Commission began hosting public Open Houses and surveys about dogs in parks in 2009 (five Open Houses since 2009). This process has been very valuable in gathering public input about a desire for increased dog facilities as well as conflict management between dogs and people. As part of the Open Houses, staff identified

many sites that could be implemented in phases over several years, as well as improvements that are possible to existing sites. These sites are geographically spread throughout the city and have varying characteristics. Each new site has been opened as a pilot project and has increased the number of dog off-leash sites in Nanaimo from 3 to 12 (pending recommendation approval).

A fifth Open House was held on 2013-MAR-13. Over 150 people attended, with 323 people sending in survey responses and many others via Facebook, email and phoned-in feedback. For the most part, responses were supportive and people are very appreciative about having options to exercise their pets throughout the city, however there is a growing concern that dog etiquette, protection of environmentally-sensitive areas, and animal control must go hand-in-hand with dog off-leash parks.

Many respondents observed a lack of respect of dog owners (in both on leash and off leash parks) and complained about dog owners not picking up dog waste and obeying rules in all parks. Concerns about out of control dogs was also a common theme. There was also a perceived lack of enforcement in both off and on leash parks. This frustration also has led many park users to avoid areas where dogs are frequently walked and a desire for “dog free” areas where conflicts between dogs and people can be avoided and environmentally-sensitive features are preserved.

Based on this feedback, the following off-leash sites, improvements, and programs are being proposed.

DISCUSSION:

2012 Pilot Sites:

The following sites were opened as one-year pilot sites on May 1, 2012. Over the past year, the public has been invited to give feedback on these sites. These sites were opened to offer more off-leash options spread geographically throughout the city (Schedule E). The 2012 pilot sites were opened with relatively low cost.

Pilot site maps and feedback summaries are attached to this report.
Pilot sites were as follows:

- i. Wardropper Park (Schedule A)
- ii. Gallows Point, Protection Island (Schedule B)
- iii. Forested area adjacent to May Richards Bennett Pioneer Park (Schedule C)
- iv. Northfield Kiosk (Schedule D)

Other Sites worthy of discussion:

Beban Dog Off-Leash Park

The off-leash park at Beban Park is a very busy central site with growing use and popularity. At the recent Open House, respondents were asked how they like the improvements made to the Beban site in 2011. Improvements included: natural turf surfacing; perimeter trails; expansion of the small dog area; planting of shade trees; universal accessibility; more benches; and some agility equipment and berms. Many of these improvements were identified as desires in previous public input.

It was clear that people who use this site are very happy with the improvements but would like to see more as the park becomes more and more popular. Further improvement suggestions include lights for use after dusk and further enlargement of the site and additional shade trees and play elements. The site surfacing (especially in the large dog area) is extremely muddy in the winter months and was a widely expressed concern for future improvement. In addition, people expressed a desire for water access in the winter (right now water is on April-October) and for a pay-as-you-use dog wash station. Concerns have been expressed about overcrowding, restricted breeds, un-spayed/un-neutered dogs, unsupervised children, possessions and toys/treats in the park, as well as people not obeying rules such as picking up dog waste. Some frequent users have expressed a desire to start fundraising campaigns for the park and to sign the trail to the field house washroom facilities. Connections and expansion could be addressed through the Beban Park Master Plan.

Colliery Dam Park

The upper portion of Colliery Dam Park was opened as a timed off-leash pilot site in 2010; permanent timed off-leash site in 2011, and an all day off-leash site in 2012. This off-leash site has proven to be very popular and may be affected by future work at Colliery Dam Park.

Diver Lake Park

The new Bowen West sports field will be opening for play on 2013-APR-21. Nanaimo's Sports field Strategy identified sufficient fields being available for play throughout the city. Because of this inventory, the field at Diver Lake Park could be made an all-year round off-leash site once the field at Bowen West opens. Some field drainage work and improved access to water may be required in the future.

Future Sites

Throughout the public process, feedback has been welcomed about dogs in parks and potential new pilot sites. Many suggestions have come forward for potential pilot testing in the future including: Linley Valley; more beach-front sites (especially the east end of Departure Bay); Beach Estates Park; Groveland Park; East Wellington Park and a downtown location. These sites, as well as partnerships with parcels owned by other landowners, could be evaluated in the future.

Enforcement

Over 8000 residents in Nanaimo have licensed dogs¹, of which, the majority are exercised outside. The number of dogs in parks and general park use are both increasing. In order to avoid current and future conflicts, the City of Nanaimo Bylaw Department and Animal Control stepped up enforcement in 2011 and began ticketing violators.

In order to make dog owners more aware of the etiquette expectation when walking a dog in a park (both on and off leash), new signage with clear expectations was posted in parks, and a brochure with dog off-leash options was made available to the public in 2011.

In addition, Animal Control has been vigilant in ticketing 47 people in 2010, 49 people in 2011, 63 in 2012 and 31 in the first three months of 2013. (Schedule F).

¹ City of Nanaimo Bylaw Services and Licensing Department, March 2011.
Stats are based on 2010 license renewals.

Number of Dog Off-Leash Sites and Province-Wide Trends

In 2009, Nanaimo had three off-leash sites and a lack of animal bylaw enforcement. We now have 12 off-leash options (including the 2012 pilot sites) and regular violation ticketing. A recent comparison of Nanaimo to other municipalities in the province shows that we are keeping on track and moving ahead of comparable municipalities. Schedule G compares Nanaimo to other sites in the province.

Park Etiquette, Awareness and No-Dog Parks

Growing frustration with dog owners blatantly disobeying rules, dog feces in parks, and dog owners disrespecting other park users (in on and off leash parks) was a key theme in the public input. Many survey respondents took the time to complete the survey because of a “people-first” attitude as well as negative experiences in the park system with dogs and dog owners.

In order to combat this, enforcement and communication about the Animal Control and park bylaws will continue with zero tolerance of those disobeying the rules.

Instead of going to the extreme of developing a no-dog park, PRC staff would like to embark on a campaign to educate people about dog etiquette, expectations and behaviours (for dogs, owners and families). It is hoped that these efforts will help to balance the needs of everyone and allow dogs and people to both enjoy our park system. Efforts to raise awareness will include the following:

Signage Improvements

- Updating dog rule signage (and including fine amounts)
- Developing signage about dog rules near environmentally-sensitive areas (ESAs) and explaining why rules are in place including “Paws near Ponds” and “Paws near Sea” signage (Schedule H). Four signs have already been placed in Pipers Lagoon, Neck Point, Lost Lake and Linley Valley parks.

Information Material Improvement:

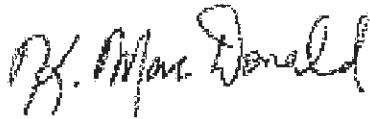
- Update information on the City of Nanaimo’s website (parks site and bylaws) and including fine amounts.
- Updating dog off-leash and dog rule brochure materials and distributing them widely. They will outline the off leash options, etiquette and fines.
- Promoting “Scoop the Poop” and disposing of bags into cans (not into the bush).
- Developing an ad/newsletter that will go into the City Page; Wasteline; Annual dog licence renewal newsletter focussed on dog etiquette.
- Dog etiquette promotions on radio and newspaper focussed on personalising the face of Animal Control and demonstrating the progress made in the last 5 years with regards to dog off-leash areas.
- Networking with dog groups about expected etiquette for dog owners in parks (i.e. Pooch Park, Best Paw Forward, Miss Behaviors, etc.).
- Using Social Media to market and ask questions about dogs in parks, dog off-leash parks and to promote education about park etiquette.
- Launch a media campaign about many of these efforts in spring 2013

Ongoing Promotions:

- Having an ambassador for dogs in parks in select parks over the busy summer months to positively reinforce good behaviours by dogs and dog owners and raise awareness when people are observed to not follow the rules.


Progress of these efforts can be continually evaluated through emails, social media and other comments throughout 2013.

Respectfully submitted,



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

Concurrence by:



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



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

SCHEDULE A

2012 Pilot Site – Wardropper Park

Central | All day, All year

- The Departure Bay and Hammond Bay areas do not yet have a local permanent dog off-leash option.
- Wardropper Park was an underutilised park in the Departure Bay area with good access to parking. The park is relatively flat, and is separated from adjacent neighbours by grade.
- The beach was tested as a pilot site in 2011 and was not received favourably by the community; however, a desire for an off-leash park in the area was expressed.

Feedback Themes to Date:

- Overall strong support for Wardropper and other locations opening up in the Hammond Bay and Departure Bay neighborhood.
- Concerns expressed about dog feces not being picked up
- Some concerns over lack of fencing---especially at entrance points (and others supported no fences)
- Desire to keep the trail safe, comfortable and accessible for children walking to school and families as well as dogs

Recommendations for Improve the Site:

- Add site furnishings (at least a bench) (\$1000 cost)
- Add entrance point access gates at all three entrances in 2013 and consider partial fencing in the future (\$1000)
- Explore a water fountain at this site
- Add dog amenities (trash can, dispenser) and etiquette signage at all entrance points (\$1500)
- Continue to work with marketing staff and Animal Control on dog etiquette and feces disposal expectations.
- Long-term: Consider parking/pedestrian improvements off Departure Bay Road



SCHEDULE B

2012 Pilot Site — Gallows Point *Protection Island | All day, All year*

A desire for an off-leash park on Protection Island was expressed by residents.

Feedback Themes to Date:

- Positive support from a number of island residents including the Ratepayers Association and Lions Club who maintain the park.
- Some negative feedback in regards to rules and remote location

Recommendations to Improve the Site:

- Recommend implementing this as a permanent site in 2013 and to continue working with the Protection Island Lions Club to maintain the site.
- Upgrade to etiquette signage (\$1000)
- Consider installation of a trash can and dog dispenser
- Continue to work with marketing staff and Animal Control on dog etiquette and feces disposal expectations.

Gallows Point Park



SCHEDULE C

2012 Pilot Site- Forested area adjacent to May Richards Bennet Pioneer Park *North | All Day, All Year*

The City of Nanaimo and School District #68 have developed both a Use Agreement and a Collaboration Agreement to outline current and future ownership and activities on the 8-acre forested property adjacent to the City's fields and May Richards Bennett Pioneer Park. Prior to opening as a pilot site for the public in 2012, PRC developed 1km of forested trails up to City trail standards and removed hazard trees. The site has great parking facilities in place and is located on main roads, away from residences, in north Nanaimo. A 300-foot section of fencing was also installed.

Feedback Themes to Date:

- Very supported as a north-end, forested option for people.
- Concern over it not being fully-fenced with wildlife in the park and the sports field nearby.
- Concern over dogs out of control in the park and impacting other park users.
- Concerns over traffic on Dickinson Road with people/dogs accessing the park.
- Also concerns over people not picking up after their dogs and disposing of bags in the forest (not in trash can).

Recommendations to Improve the Site:

- Include the cost for additional fencing in 2014 Budget (\$20,000)
- Add dog etiquette signage and amenities at all park entrances (\$1,500)
- Add site furnishing (benches) (\$2,000)
- Add an information sign about the park and its ownership and future ownership (\$250)
- Explore long-term traffic calming and crosswalk access points with the City Engineering Department
- Continue to work with residents in overall natural park management for this site and potentially as park ambassadors
- Continue to work with marketing staff and Animal Control on dog etiquette and feces disposal expectations.



SCHEDULE D

2012 Pilot Site – Northfield Info Kiosk

Central | All day, All year

The City of Nanaimo and partners developed a tourist info centre at this rest stop in 2012. A dog off-leash park was opened in conjunction with this project. A fenced off-leash area would keep dogs safely away from trail and other park users. This site is central with good connections to the Parkway Trail, parking and highway. It would serve local and travelling populations.

Feedback Themes to Date:

- Fenced areas and location is popular
- Area is too small for some owners/dogs
- Positive comments about safety of the site and accessibility
- Some concerns about surfacing

Recommendations to Improve the Site:

- Signage upgrades (\$500)
- Consider future expansion
- Consider future surfacing upgrades
- Consider improvements based on continual feedback from the public and Tourism Nanaimo staff
- Continue to work with marketing staff and Animal Control on dog etiquette and feces disposal expectations.



SCHEDULE E

12 Locations throughout the City



SCHEDULE F
Animal Control Enforcement Statistics
2010 - XXXXX | 2011 - XXXXX | 2012 - XXXXX

Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Bay St. Water Park	15				
Beach Estates Park	1	3			
Beaufort	25/22	13/13			
Beban	22/42/76	32/295/418	4/26/14	2/5	1/4/10
Beban Off-Leash	32	290	3		
Biggs	1/1				
Bowen Park	113/49/127	144/100/240	5/7/11	1/2/2	4/12/11
Brannen	2/34	8	1		
Brechin Boat Ramp	3	3		1	1
Brookwood	26/2	8			
Bustertubs	2	3			
Cable Bay Trail	4	8			
Caledonia	3/5	2			2
Cathedral Grove	17	7	1		
Centennial Park (Wingrove Avenue)	16				
Chase River Estuary	10				
Colliery Dam	113/110/32	299/485/130	11/122/3	7/3	4/8
Colliery Dam (off-leash area)	3	29			
Colliery Dam Lower	9	37		1	2
Cowaty Hills Park	1				
Departure Bay	125/16/79	270/161/80	61/4/10	3/4/5	7/4/9
Deverill	13				
Divers Lake	90/20/34	100/21/13	2/2/3	1/1	1/2
Elaine Hamilton	12	1		1	
Groveland Park	33/31/36	11/21/21	1/2/1	2	
Gyro # 1	53/2	3	1		
Gyro #2	1/2	1			1
Haliburton	1				
Haliburton Park	1				
Harewood Centennial	9/7/43	4/4		2	3/2
Harry Wipper	12/19/29	7/7/17	1	2	
Invermere Beach	3/16	11/65	7		
Jack Point	2				
James Park	1/1				
Keighley Park	1				
Kenwill Park	13	8			
Linley Valley	1/3/53	7/128	1/2	2	3
Long Lake	5/13/4	20/7	1/1	1	1
Lost Lake	1/11/1				
Louden	9/21/3	7/29/2	3		1
Louden Park	14	5			

Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Maffeo Sutton	123/12/54	598/72/308	4/3/5	2	2
Mansfield	1/3/61	2/9	2	2	
May Richards Bennett	79/59/95	42/35/72	3/5/5	6/1/5	2/1
McGirr Sports Field	4/22				
McGregor	8	11	1		
Millstone Park	1				
Morning Side Park	1/10	1			
Morningside	2				
Neck Point	116/61/72	668/247/433	15/8/1	12/1/3	5/2/1
Nob Hill Park	1				
Northfield Park	4/2	3			1
Northfield Pkwy Trail	4/5	6		1	
Parkway Trail	1				
Participation Park Beban	44	66			
Petroglyph	1/1/6	1/2			
Pipers Lagoon	120/60/92	363/235/277	19/14/12	3/4/6	5/7/7
Planta Park	6/1	1/3		1	
Robins	4/4/26	2/2		1/1	1
Saxer	2/2	1			
Serauxman	1/7	1			
Sid Clarke Gyro	10	2		1	
Spyro	1				
Tamara Park	5	7	2	1	
Third Street Ballfields	1				
Trofton	2/1				
Valley Oak Park	2/1				
Wardropper Park	7	3			
Westdale/Westhaven Parks	19/6	1/2			
Westwood Lake	128/63/74	1711/357/509	14/15/13	10/11/2	11/6/11
Wheatcroft	1/14	2			
Woodstream	4	3			



SCHEDULE G

How Does Nanaimo Compare?

Municipality	Population	# animal control officers	# licenced dogs	# dog parks	Contact name/ source	Other relevant info/trends etc. that comes up in conversation or web research
Nanaimo	87,464 based on BC Statistics (2011)	2 fulltime ACOS and one seasonal ACO from May-Sept. In addition, a third ACO that works primarily for the Regional District but attends to city calls as needed and is frequently in the parks. Nanaimo ACOs do not just attend dogs in parks. They do all dogs at large, dead deer and other animal issues.	About 8,000.	10 permanent 2 pilot	Kirsty and Sue Hughes	
Victoria	360,900 based on BC Statistics (2011)	Victoria, Esquimalt and Oak Bay have 3 full time officers and 2 part time officers. Esquimalt Jurisdiction has been taken over by Victoria animal control	6,321 Victoria 1,300 Esquimalt (est)	12 in Victoria	Ian Fraser 250-414-0233	In 2009 ACOs issued 368 verbal warnings, 1403 written warnings and issued only 135 Municipal Tickets (fines).
Saanich	109,661 based on District of Saanich site	2 full time pound inspectors	1,500	http://www.vacs.ca/leash-optional-parks/parks-saanich Provided link as some parks are seasonal and specific	250-475-4360 Only open Mon-Fri for calls	
Oak Bay	18,015 based on Statcan 2011 census	Oak Bay is managed by Victoria Animal Control	1,800	3 seasonal leash restrictions 12 unlimited off-leash parks	Ian Fraser 250-414-0233	
Vancouver	603,502 (2011 census)	13 animal control officers.		38 parks with off-leash areas	604-871-6888	Have requested report. Waiting to have stat emailed to me.
North Vancouver	51,083 (2011 census)	2 full time officers		2 parks	Jason Johnston 604-990-3711	Have emailed Jason. Waiting for a response.
West Vancouver	42,131 (2011 census)	0 dedicated to the position. 8 bylaw officers who handle animal control complaints	2,000	14 off leash areas	604-925-7152 wvan@spca.bc.ca	
Richmond	190,473 (2011 census)	1 full time, 1 part time	5,523	6 locations (not all are "parks")	Tamika Wong 604-276-4000	
Burnaby	223,218 (2011 census)	3 full time officers	5,400	8 parks	licence@burnaby.ca	
New Westminster	131,917 (2011 census)	3 full time, 1 permanent part time, 2 aux.	2,500 (approx)	7 off-leash areas	604-519-2008	
White Rock	19,339 (2011 census)	2 full time animal control officers	6,500	1 park	604-541-2146	
Kamloops	85,678 (2011 census)	0 dedicated animal control officers. 10 full time bylaw and 5 casual bylaw	8,000	15 off-leash parks 3 off-leash beaches 18 on-leash parks	250-828-3409	Send out 3 reminder notices to dog owners to renew their licenses.
Kelowna	117,312 (2011 census)	7 full time and 3 casual. These are regional officers who are dedicated to dogs only	12,000	9 off-leash parks	250-469-6284	This was for regional district. No info could be found for actual city of Kelowna
Langley	104,177 (2011 census)	Contracted animal control officer 3.	13,500	5 off-leash parks	604-857-5055 Sean Baker	Have emailed him. Waiting to hear back.
Prince George	70,981 (2011 census)	3 full time bylaw officers who handle animal control, 1 part (casual)	6,500	3 off-leash parks	250-561-7600	

SCHEDULE H

Examples of Park Etiquette & Awareness Efforts

Paws near Ponds

This park system is an important habitat for fish and wildlife. Please keep all dogs on a leash in this park.

It's the Law.

City of Nanaimo by-law requires all dogs to be kept on a leash unless they are in a designated off-leash area. City by-law also requires that all dogs be picked up and disposed of in proper receptacles. nanaimo.ca/animalcontrol

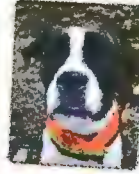
Wildlife has a place too.

- Unleashed dogs can harm birds, amphibians, fish, and other wildlife.
- Dogs can also disturb nesting areas or burrows, disturbing wildlife causing them to nest elsewhere or leave eggs.
- Dogs can also be injured by wildlife.



Unleashed dogs eliminate of will.

Dog poop is essentially raw sewage. It contains harmful bacteria like E. coli, Salmonella, and Cryptosporidium. These organisms can be transmitted by other dogs, wildlife, and even children. Because dogs that poop can wash into streams and people who use them.



Parks are for everyone.

Mountain parks and natural areas not only provide recreation and education for people, children and dogs, they also provide important habitat for fish and wildlife.



Responsible pet ownership means more than licensing and vaccinating your pet. It means controlling your dog's interactions with people, wildlife, and natural areas.

Thank you for leashing your dog to help keep our beautiful park clean, green, and safe.

Remember!

The fines for not obeying the rules start at \$150. To report dog issues please call Animal Control at 250-754-1397.

www.nanaimo.ca

CITY OF NANAIMO

250-756-5200

Paws near the Sea

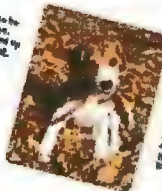
This park system is an important habitat for fish and the shoreline. Please keep all dogs on a leash in this park.

It's the Law.

City of Nanaimo by-law requires all dogs to be kept on a leash unless they are in a designated off-leash area. City by-law also requires that all dogs be picked up and disposed of in proper receptacles. nanaimo.ca/animalcontrol

Wildlife has a place too.

- Unleashed dogs can harm birds, fish, and other wildlife.
- Dogs can also disturb nesting areas or burrows, disturbing wildlife causing them to nest elsewhere or leave eggs.
- Dogs can also be injured by wildlife.



Unleashed dogs eliminate of will.

Dog poop is essentially raw sewage. It contains harmful bacteria like E. coli, Salmonella, and Cryptosporidium. These organisms can be transmitted by other dogs, wildlife, and even children. Because dogs that poop can wash into the ocean.

Parks are for everyone.

Mountain parks and natural areas not only provide recreation and education for people, children and dogs, they also provide important habitat for fish and wildlife.



Responsible pet ownership means more than licensing and vaccinating your pet. It means controlling your dog's interactions with people, wildlife, and natural areas.

Remember!

The fines for not obeying the rules start at \$150. To report dog issues please call Animal Control at 250-754-1397.

www.nanaimo.ca

CITY OF NANAIMO

250-756-5200

City of Nanaimo Local Government

This is completely impractical. Let's just pick up after our dogs! Remember to always carry bags with you and dispose of dog doo properly in the trash when visiting parks, flushing it (not the bag!) down the toilet, or look for companies that will pick up and dispose of pet waste for you. Click here for more information: <http://nan.ca/ZieMhF>



Like · Comment · Share · about an hour ago



City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION AND CULTURE

DATE OF MEETING: 2013-APR-24

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

RE: MONTHLY REPORT – MARCH, 2013 – PARKS OPERATIONS

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

PARK PLANNING & DEVELOPMENT

- Phase 1 of the Harewood Centennial Park Plan has begun with decommissioning of the Park Operations storage barn. The new playground tender drawings are complete and the drawings for the new multi-purpose sport court and access road are nearing completion. Both projects will go out to RFP in the summer for construction to begin late summer 2013.
- Background work has begun for the Beban Park Master Plan and stakeholder review is beginning in April.
- Implementation of the Mansfield Park Improvement Project is underway. New playground equipment has been ordered and will be installed along with 6 small spray features by 2013-JUN-01.
- 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 have begun.
- The Caledonia Park Improvement Plan has begun with stakeholder interviews. Public process dates are still to be determined.
- In partnership with Coastal Animal Control Services, staff has launched a dog etiquette marketing blitz to educate people about current bylaws, fines, rules, and expectations of dog owners in our parks. It is hoped that by raising awareness of expectations, park rules will be followed on a more widespread basis (especially rules like picking up dog waste and keeping dogs on leash). A series of five press releases and articles, new interpretive signage, and a summer ambassador for dogs in parks are part of these efforts. Lack of dog etiquette was a recurring theme in the public survey input from the March Open Houses.
- The selection process for three art calls is complete. Artists for the outdoor art competition are creating their works and looking forward to installation in May. The banners have been ordered and will be installed around the city in May and the SARC permanent indoor art winner is being reviewed. Video documentation of the artists creating their work, installation process, and the purpose of public art is being completed for the 2013 Art in Park Awards.

VOLUNTEERS IN PARKS

- Residents around Crystal Brook Park are gearing up for a neighbourhood meeting to start work on Phase 2 of their local park improvements. Commissioners will be invited to attend the meeting.
- The Ocean View Park neighbourhood is fundraising for their park development work.
- The Nanaimo Scouts which operate out of the Scout Hut in Comox Park are preparing a proposal to make improvements to the Scout Hut.
- Public Art opportunities under the VIP program are being promoted to create local neighbourhood and community based installations. Forest Drive Gyro Park VIP was the first neighbourhood to apply for this, but others may come forward this year.
- Planning for several spring Broom Busters work parties are underway to get ahead of invasive species. For instance, the Stephenson Point Neighbourhood Association has had three Daphne removal parties over the Easter weekend and groups are gearing up for invasive species removal blitzes in May.
- Staff are networking with residents around the Beaufort Community Gardens to re-ignite neighbourhood support for the existing garden amenities.
- Staff are working with the DIGS Community Garden to help plan for a park greenhouse.

MAINTENANCE AND CONSTRUCTION

- Storage barn at Harewood Centennial Park has been removed. The concrete foundation and slab has been ground and left on site for future road and site work.
- New waterproof storage units have been built and installed on the pool deck at NAC.
- Mansfield Park upgrades are well underway. The spray pad and asphalt surfacing has been installed. Upgrades to the change room are almost complete.
- New way-finding and information signs have been installed at various locations.

PARKS UTILITY

- Installation of the new water park features at Departure Bay Centennial Park is well underway. Asphalt work is expected to be completed in a few weeks. All will be ready for a 2013-JUN-01 opening.
- Staff has started up all the irrigations systems for the parks and boulevards.
- Annual backflow testing is underway on over 170 backflow devices.

FACILITY OPERATIONS

- A new dishwasher was installed in the concession at the NIC. This is for use by the new concession contractor.
- A new soda ash slurry bucket and agitator was installed at Beban Pool. This was to eliminate the need to carry mixed soda ash slurry up a set of stairs.
- Replacement boiler venting was installed at NAC. The original did not stand up and was corroded.
- Two new in-ground valves were installed at Kin Pool. This is to replace very old components that were likely original installations.
- A heating re-circulation motor was replaced at the Beban Social Centre.

- The soda ash pump at the NAC was replaced.

TURF AND PARKS

- Field changeovers from soccer to baseball.
- Skinning of infield at new Bowen West field.

HORTICULTURE

- Six calls for service resulted in 11 trees planted and 7 tree removals and 1 no action.
- Twenty-four yards of invasive plants and small woody debris removed from Pioneer Forest VIP's.
- Staff have been pruning roses and street trees.
- The work experience participant successfully graduated from her program with the Nanaimo Homegrown Program and has gained valuable work experience with the City of Nanaimo.
- Beaufort Community Gardens has a new executive and is doing some very positive changes to their community garden.

TRAILS

- Beach Estates trail repairs.
- Installation of stairs to beach at Stephenson Point beach access.

PARKS AND OUTDOOR SPACES

- Continuing to work with Community Planning and Parks Department along with Community Groups and MOT, RDN & School Groups, to put together an "Invasive Plant Awareness Month – May" and the marketing package to go with this project along with procedures and policies on working with the public (Working with Public Works on their curb side clean-up program to get ideas on how we can run our invasive pulls in the park program – hoping to attract other groups, organizations and schools to get involved)
- Completed an online survey through Survey Monkey for Participark Improvement Feedback, now working on getting signs put into the park and emails sent out to private fitness groups. Already received 48 responses.
- Started planning for Bike to Work Week and the lead-up events to promote cycling in Nanaimo and tying this into the Transportation Master Plan.
- Have begun planning Family Fishing Day, Saturday 2013-JUN-15 up at Westwood Lake. Working on finding partnerships with Island Fly Fishers and other community groups to help in this event.

ANIMAL SERVICES DIVISION – PARK REPORT

City of Nanaimo Animal Services – Park Report MARCH 2013					
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beaufort Park	3	7			
Beban Park	17	37	2		3
Beban Off-Leash	3	10			
Beban Participark	2	3			
Bowen Park	24	41	9		
Caledonia Park	2	1			1
Colliery Dam Park	5	20			2
Colliery Dam Off-Leash Park	3	9			
Departure Bay Beach Park	9	22	2		
Divers Lake	2	2			
Divers Off Leash					
Groveland Park	2	1			
Gyro Park	1				
Harry Wipper	4	3			1
Harewood Centennial Park	5	1			1
Invermere Beach	1				
Kenwill Park	3				
Knowles Park	1	1		1	
Linley Valley	4	10			
Loudon Park	4	2			
Maffeo Sutton/Swy-A-Lana Lagoon	11	13			
Mansfield Park	1				
May Bennett Off-Leash Area	2	5			
May Richards Bennett	6	7			
Neck Point Park	12	41			
Northfield Parkway Trail	1	8	1		
Pipers Lagoon	17	30		1	1
Sid Clark Gyro					
Westwood Lake	6	34	1		4
TOTALS:	157	322	15	2	13

TRAIL COUNTS FOR March 2013:

PARK SITES	JANUARY DAILY AVERAGE	FEBRUARY DAILY AVERAGE	MARCH DAILY AVERAGE1 00	PEAK TIME OF USE
BEBAN				
Off-Leash Dog Park Little Dogs	42	51	54	5 PM – 6 PM
Off-Leash Dog Park Big Dogs (side)	58	71	77	5 PM – 6 PM
Off-Leash Dog Park Big Dogs (Front)	86	97	100	5 PM – 6 PM
Beban Participark	N/A	94	99	5 PM – 6 PM40
BLUEBACK				
Beach Access	89	100	117	5 PM – 6 PM
INVERMERE				
Beach Access	47	53	60	5 PM – 6 PM
LINLEY VALLEY				
New Trail	26	32	30	12 PM – 1 PM
Rutherford Rd – Linley Point Development	47	54	55	3 PM – 4 PM
Linley Point Trail Altavista Access	N/A	44	47	3 PM – 4 PM
Linley Road Access to Linley Valley	34	40	44	1 PM – 2 PM
MAY BENNETT				
Off-leash dog park	28	32	29	11 AM – 12 PM
PARKWAY TRAIL				
Third Street VIU Entrance	134	158	193	9 AM – 10 AM
PAWSON PARK				
Entrance	49	47	45	3 PM – 4 PM
RICHARDS MARSH				
Entrance	45	50	53	2 PM – 3 PM
COLLIERY DAM				
Upper Dam	112	127	149	4 PM – 5 PM
Lower Dam	156	178	193	4 PM – 5 PM
SEABOLD PARK				
Entrance	N/A	36	39	3 PM – 4 PM

VANDALISM REPORT FOR MARCH, 2013

BUILDING AND ENGINEERING R&M

- | | |
|------------------------------------|------------|
| • Replace broken window at Kin Hut | \$ 555.19 |
| • Graffiti removal | \$1,294.26 |
| • Replace dedication plaque | \$ 50.87 |
| • Replace stolen propane tanks | \$2,233.15 |

COST **\$4,133.47**

MATERIALS AND SUPPLIES

- | | |
|-----------------|-----------|
| • Misc supplies | \$ 270.27 |
|-----------------|-----------|

COST **\$ 270.27**

LABOUR AND FLEET (City Vehicles)

COST **\$ 747.29**

TOTAL COST **\$5,151.03**

Broken windows at Kin Hut, stolen propane tanks from NIC, bench plaque stolen, graffiti removal from Pioneer Park, Harewood Centennial, May Bennett, Diana Krall Plaza, Giggleswick train crossing, Colliery Dam, Buttertubs Marsh, E & N trail and other locations.

City of Nanaimo

REPORT TO RICHARD HARDING, DIRECTOR PARKS, RECREATION & CULTURE

DATE OF MEETING: 2013-APR-24

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

RE: MONTHLY REPORT – MARCH 2013
RECREATION AND CULTURE SERVICES

PROGRAM HIGHLIGHTS:

Four Harbour City Seniors' (HCS) Thursday Special Events were held at Bowen Auditorium in March with an average attendance of 92. The fall/winter season for ongoing seniors' programs has 3,404 registrants.

Popular preschool/children's programs this month include monthly Preschool and Kinder Prep.

244 children registered in spring break camps at Oliver Woods Community Centre (OWCC). Steve Nash Basketball continues to be very popular with 7 to 13 year olds and has 92 registered in the program. 931 patrons participated in drop-in programs at OWCC in March. 20 youth attended Babysitter Training.

Popular outdoor programs this month included Fly Fishing, Learn to Run 5k for Women, and Take a Hike.

The fall/winter LIT/Quest program wrapped up at the end of March. The Spring/Summer program will start mid-June. Staff is working with City IT staff to include a new LIT/Quest page on the City website.

MARKETING:

Marketing (initiated/completed):

- Activity Guide (AG) promotion and distribution
- Parks & Trails Brochure: printed and distributed
- Spring Break Flyer delivery/distribution
- LEAP Survey: completed
- Dog Off-leash: brochure, signage, posters, blog/press releases

Communication

- Facebook: 4,822 Likes
- Twitter: 5,355 followers with 1594, tweets posted this year
- Social Media (SM) topics: Programs, Culture Awards, Dog Park Survey, Dog Off-Leash Parks Open House, Student Art Show & Sale, Public Art, Earth Hour, Drop in Hockey, Kinsmen Participark survey

Media:

- West Marsh coordination and speaking notes
- News Bulletin monthly feature article was 'A Place for You'
- Press Release: West Marsh press release, media kits, invites, OWCC Art Installation, Student Art Show & Sale, Scoop the Poop

Sport/Event Tourism

- BC Games Nominations Committee meetings
- Prepared flat sheet for Canadian Sport Tourism Conference
- Met with Snowbird Event Planning Team
- Sponsorship workshop series: follow up with sponsors, confirm dates, grant requests

TOUCH Meetings/Training/Professional Development:

- VIU presentation on Social Media to a marketing class
- Attended Canadian Sport Tourism "Sport For Life" presentation

COMMUNITY DEVELOPMENT:

Access Nanaimo: Staff is participating sitting on the Access Nanaimo committee and in 2013 they are focusing on intersections. They have included Public Works staff in these discussions. Plans are to work with Tourism Nanaimo to create an accessibility listing for use by disabled visitors coming to Nanaimo.

Aquatics: Laara Clarkson will return from her parental leave on 2013-APR-08 as Aquatics Manager.

Arenas: The Nanaimo Ice Centre (NIC) and the Beban Park Arenas hosted a number of events and tournaments in March, including The Nanaimo Casual Hockey League Year End Tournament, Atom Development Hockey Tournament, Bantam House Hockey Tournament, Nanaimo Junior A Clippers and Nanaimo Junior B Buccaneer Playoffs, and Glow in the Dark Public Skate. Ice came out of NIC 1 on 2013-MAR-25 and on NIC 2 2013-MAR-31.

Art Show: The 4th annual Student Art Show and Sale was held at Beban Park on 2013-MAR-24. This is an opportunity for all participants of our adult art classes to show off their good work. This year's event had a few less pieces on display than previous years but had very good public attendance.

Canada Day: Currently working on Canada Day 2013. Staff met to decide responsibilities for Canada Day. Monthly meetings will be held until May.

Community Events: Significant community events that took place in the Social Centre in the past month included: West Coast Women's Show, Upper Island Music Festival, Blood Donor Clinic, PRC Student Art Exhibition, Genesis Christian Centers Good Friday Church Service. Events at the Centennial Building/grounds included the Nanaimo Lions Flea Market

Healthamongus: April 15th to 19th at the Nanaimo Ice Centre. 20 schools will be attending the event with 2,029 children participating. Healthamongus is focused on Kindergarten to Grade 4 children.

Kin Pool: The White Rapids Swim Club will be continuing the Co-Management Agreement of the Kinsmen Outdoor Pool, which will open on 2013-APR-27. They will be responsible for the programming and daily operations of the facility.

Outdoor Special Events: Upcoming special events this spring celebrating outdoor environmental and wellness initiatives include Invasive Plant Species Awareness Month (May), Earth Day, Wild Foods Festival, Bike to Work Week and Family Fishing Day.

Table Tennis: Staff continues to work with the Table Tennis participants to encourage them to support a club being formed by the Vancouver Island Table Tennis Association. The Club would enable league and tournament play on Sundays, something that is no longer available or allowed through the registered City program.

Take Heart Program: This program is seeing slow but steady participation with 12 clients now participating (up from 10 last month).

March Statistics:

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	174.00	176.25	3,180	3,877
Lessons: Department programs and Schools:	146.25	180.00	3,089	3,748
League Rentals:	522.75	551.25	27,883	25,172
Special Events / Tournaments	31.75	N/A	2,828	N/A
Other/Casual:	199.25	277.25	6,496	9,935
TOTAL:	1074.00	1,184.75	43,476	42,732
<u>Hours:</u> FCA – 262.00 NIC 1 – 232.00 NIC 2 – 320.75 CMM – 259.25 TOTAL – 1,074.00	<u>Attendance:</u> FCA – 13,868 NIC 1 – 10,635 NIC 2 – 10,671 CMM – 8,302 TOTAL – 43,476			

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	
MAY	46	50	
JUNE	63	43	
JULY	40	43	
AUG	49	75	

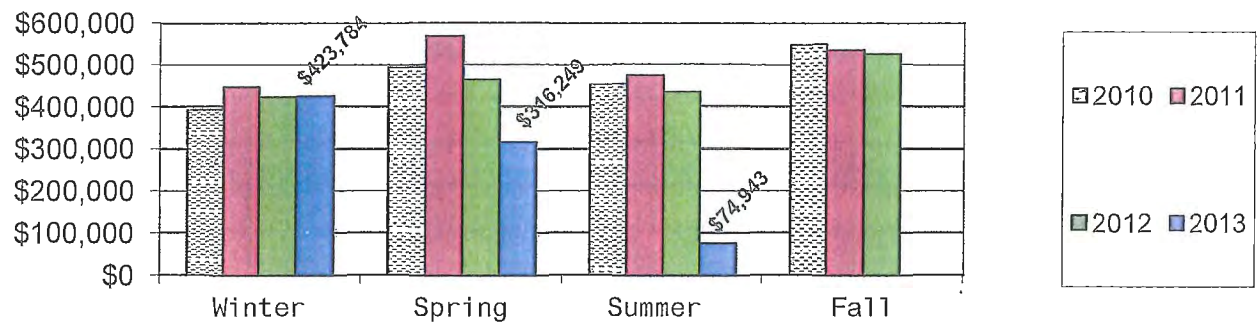
SEPT	157	172	
OCT	86	102	
NOV	107	91	
DEC	225	152	
TOTAL	1499	1401	627

Total NHCS Memberships 627 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

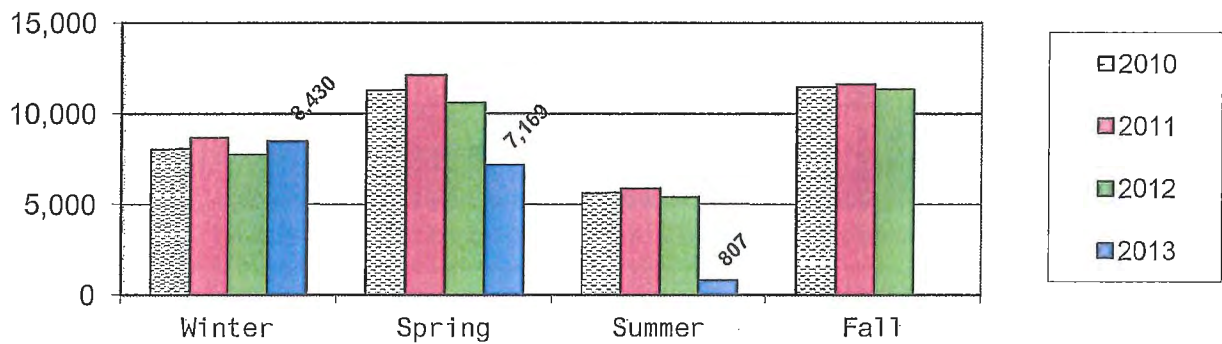
2013-APR-17
File: A2-4 / A10-1
G:\Admin\PRCC\RptComm\2013\PRCCRPT1304247RecreationAndCultureMonthlyReport-March 2013

2010 to 2013 Recreation and Culture Programs Registrations and Revenues

Program Registration Revenue

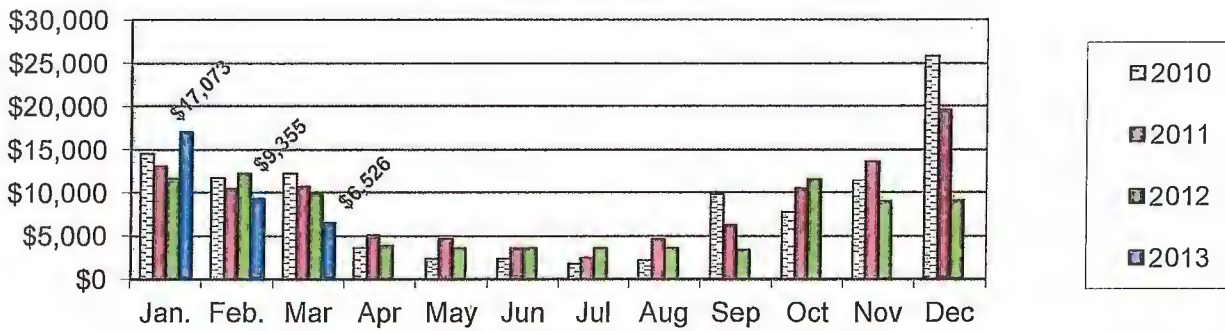


Program Registrations*

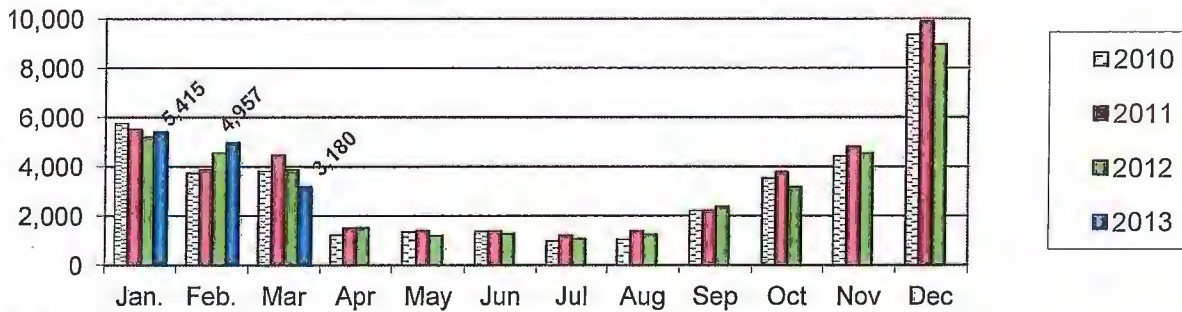


Summary of Recreation And Culture Services - MARCH 2013

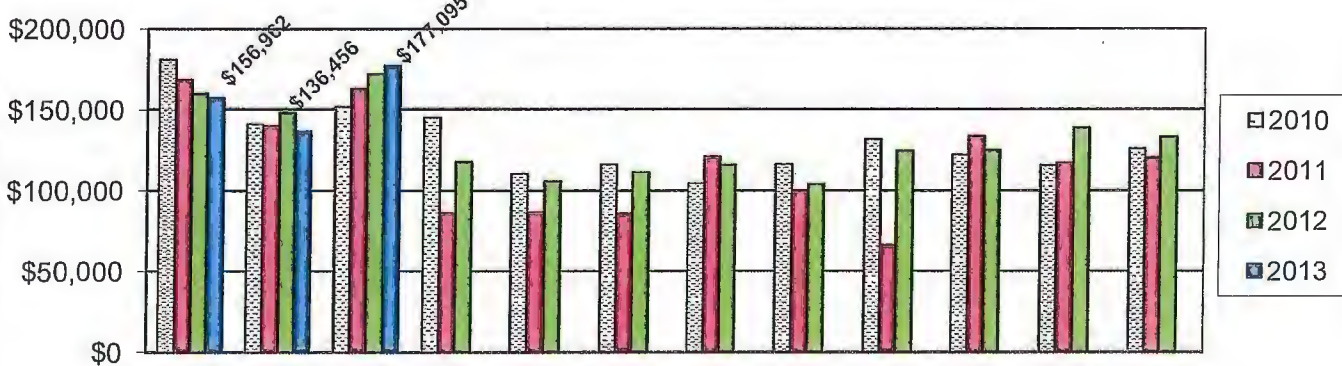
Arena Public Skate Revenue



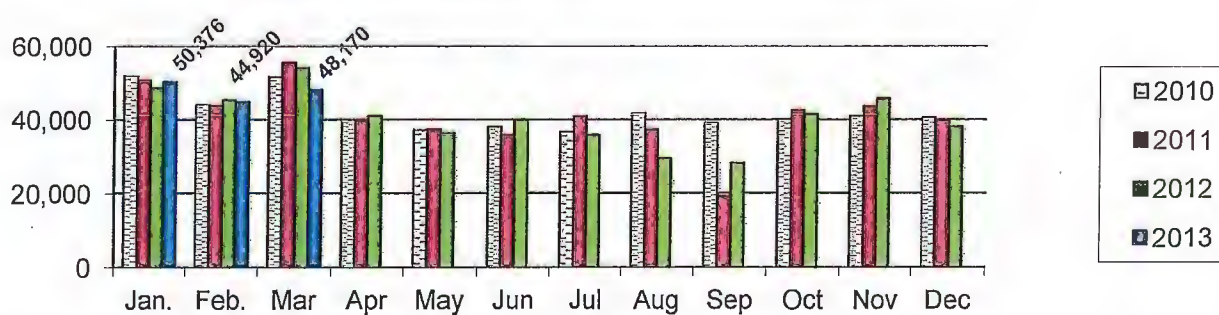
Arena Public Skate Admissions

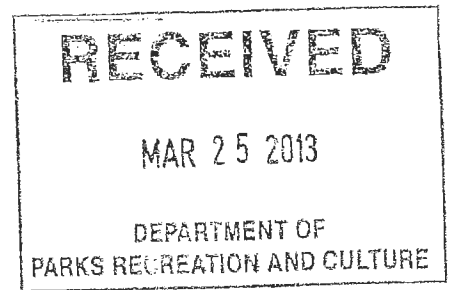


Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions





Chairman

Parks ,Recreation and Culture Commission

Nanaimo, B.C.

March 14, 2013

Report to Parks and Recreation Commission—RE Combined Provincial Curling Championships

On behalf of the organizational committee and myself, I would like to thank you for your support of this event. The event was an overwhelming success with participants and spectators alike. Four days of excellent shot- making by the sixteen teams on the ice and some great events off the ice, were witnessed and shared by all.

The over-all budget submitted at the start of this event was approx. \$9000 and changed to one of approx \$12000 by the time the event was ready to start. Some of this was raised by sponsorship, some by advertising and some by fundraising .(lottery) Included in this total amount was also a substantial amount of "gift-in-kind" from our very supportive local businesses. Nearly all of these funds were used to support the various "specials" we had during this event—one being a sea-food night which was met with an unbelievable amount of enthusiasm. The actual benefit to the Sr. Division of Nanaimo Curling Center would be approx. \$1000.00

The event generated revenue for the community in a variety of areas. Restaurants, pubs and shopping malls were all given a very positive review. The Howard Johnson Harbourside Hotel had 41 rooms booked for 5 days and I understand there were more booked at the Travelodge. Teams from out of town brought along wives and other family members and the event was well attended by these and local curling enthusiasts.

The curlers reported that they were very well treated by all the Nanaimo business establishments they visited and they especially praised the staff at the sponsor hotel for the hospitality shown to them.

Again, I would like to thank the City of Nanaimo Parks Recreation and Culture for the support given to us in hosting this event . It is an event that definitely had a positive impact on Nanaimo.

Sincerely

Brian Scorer

Event Chairman



RECEIVED

MAR 26 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

A Cappella Plus Choral Society
P.O. Box 333, Station A
Nanaimo, BC Canada
V9R 5L3

www.acappellaplus.ca

Diana Johnstone
Chair,
Parks, Recreation and Culture Commission
500 Bowen Rd.
Nanaimo BC
V9R 1Z7

26th February 2013

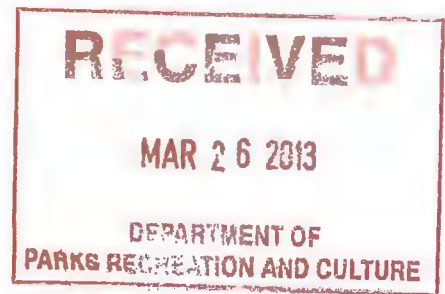
Dear Diana:

Re: Cultural Operating Grant, A Cappella Plus

On behalf of A Cappella Plus I'd like to thank you and the Parks, Recreation and Culture Commission for the most generous Cultural Operating Grant of \$1,500. This will go a long way to help us put on our 2013-2014 season of concerts, planning for which is already under way. We still have one pair of concerts remaining in this season – a program entitled “Belfast to Beijing” a fusion of Asian and Celtic music, on May 25th and 26th. It should be fun. I'll send you a pair of complimentary tickets when they are available.

Once again, many thanks.

James Duthie
Treasurer, A Cappella Plus



March 21, 2013

Parks, Recreation and Culture Department
City of Nanaimo
455 Wallace Street
Nanaimo, BC V9R 5J6

To Whom It May Concern:

The Nanaimo Breakers Fast Pitch Association (formerly the WPVL Softball Association) would like to thank the City of Nanaimo's Parks, Recreation and Culture department for their generous contribution of \$20,000 that went toward the construction of a batting cage at the May Richards Bennett Pioneer Park. This new batting cage will allow our youth a safe environment to train and develop their pitching and batting skills.

We are putting the final touches on and the players expect to be training shortly.



Thank you for your continued support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris Bassett".

Chris Bassett
Director of Player Development
Nanaimo Breakers
(250) 714-5190

RECEIVED

APR 11 2013

MINUTES OF BOARD OF DIRECTORS' MEETING – NANAIMO HARBOUR CITY SENIORSApril 5th, 2013DEPARTMENT OF
PARKS RECREATION AND CULTUREIn Attendance:

President Gary Brownhill in the Chair, Anne Smith, Jane Adkins, Miriam Peacock, Wally Lawrence, Ian Thorpe, Jim Pittendreigh, Pat Foley, and Michele Duerksen.

Regrets: Lynda Avis, Hale Yardley.

Call to Order

President Gary called the meeting to order at 9 a.m.

Changes/Additions to the Agenda

None.

Adoption of Agenda

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

Adoption of Minutes

In the March 15th, 2013 minutes, the following change was made under "Business Arising from the Minutes" –*Lynda recommended that the planned Crime Forum be cancelled.....*"

M/S/C That the minutes of March 15th, 2013 meeting be adopted as amended.

Business Arising from the Minutes

President Gary noted that, at the upcoming Extra Ordinary Meeting, he will advise the members what the proposal of the Board is, and that no further motions will be heard at said meeting.

Correspondence

None.

Financial

M/S/C That the Financial Report be accepted as presented.

Treasurer reported that our G.I.C. had been put into a high interest savings account.

There is still an amount of \$4,112.63 which has not as yet been returned to New Horizons.

In the event of the Board disbanding, it would have to be decided at the AGM how the remaining funds would be disbursed. It will be necessary to find out the legalities of the situation prior to the AGM.

COMMITTEE REPORTS:

Program

No report.

Publicity

The City of Nanaimo will be asked if our proposed brochures can be printed up and distributed as required (Welcome Wagon, Newcomers Club, etc.)

Membership

No report.

City Seniors' Coordinator

- Michele reported on an interesting presentation on Dementia she recently attended. An excellent video is available for showing to NHCS members.
- Centre of Aging at VIU, operating out of Parksville/Qualicum, received a \$10,000. grant to do research.

New Business:

None.

Adjournment

Meeting adjourned at 9:45 a.m.

Next Meeting

Friday, May 3rd, at 9 a.m. at Bowen Complex.

/pf 2013.04.06

RECEIVED

APR 16 2013

NANAIMO HARBOUR CITY SENIORS
EXTRA-ORDINARY GENERAL MEETING – Wed., April 10th, 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

President Gary Brownhill opened the meeting at 10:00 a.m. in Activity Room I in Bowen Complex. There were 59 members in attendance.

President Gary outlined the reasons the Board members felt there was a need to dissolve the Board. He also told the members that there would still be a Nanaimo Harbour City Seniors group; programs would continue as before; outings and activities would continue as before; the monthly newsletter would continue as before; the website would continue in some form; and that members would still have a chance to give feedback to the City Seniors' Coordinator.

IT WAS MOVED BY GARY BROWNHILL, SECONDED BY JANE ADKINS:

"That the elected body known as the Board of the Nanaimo Harbour City Seniors be dissolved".

DISCUSSION:

In the ensuing hour and a half, much discussion took place, with the following members expressing their opinions and views:

- Margaret Dyke
- Lorraine Fisher
- Dara Rupa
- Gino Sindaco
- Doug Vannatter
- Kenn Joubert
- David Burns
- Aileen Fabris
- Lucy Greene
- Chuck Pierce
- Maureen Evans
- Ian Thorpe
- Grace Tickson
- Kareen Holyer
- Stu Donaldson
- Pat Lewis
- Terry Lorenz

Some of the questions raised and comments made by the above-noted members were as follows:

1. Where would the funds go if we were no longer a Society?
2. Why is there such a low turn-out of members at Board meetings and/or Annual General Meetings?
3. Where would the liaison be between the City of Nanaimo and the Nanaimo Harbour City Seniors if the Board were dissolved?
4. Kudos were given to the Board for volunteering their time over the years to serve on the Board.
5. Brief history of the organization indicated that plaques formerly on the walls outlining the origin of our organization have disappeared.
6. Board members have been very helpful over the years in giving financial assistance to various NHCS groups, which was most appreciated.
7. What would be entailed in having an advisory board, and exactly how would they operate?
8. As the NHCS is not a “working Board”, with the City making all the decisions re programs, charges for memberships, charges for various programs, etc., what is the purpose of having a Board?
9. If there were not a Board, who would be our advocate and would free programs possibly NOT be free anymore?

The question was called by President Gary at 11:10 a.m. The majority of members voted against the motion to dissolve, therefore a new Board will need to be elected at our Annual General Meeting to be held on May 15th, 2013. Lynda Avis asked that any members willing to have their names put forward for service on the Board see her at the conclusion of the meeting. President Gary stated that he is willing to stay on the Board for one more year, in the capacity of Past President.

/pf

2013.04.10