

AMENDED

AGENDA FOR THE REGULAR COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC ON MONDAY, 2013-FEB-04, COMMENCING AT 4:30 P.M.

CHAIR: MAYOR RUTTAN

ACTING MAYOR: COUNCILLOR KIPP (2013-JAN-21 TO 2013-MAR-10)

1. **CALL THE REGULAR COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

- Move Item 11 (a) Councillor Bestwick – re: Process for Release of In Camera Information to Item 12 (a) Other Business.
- Move Item 11 (b) Councillor Bestwick – re: Release of In Camera Information to Item 12 (b) Other Business.

3. **ADOPTION OF AGENDA: (Kipp/Johnstone)**

4. **ADOPTION OF MINUTES: (Kipp/Johnstone)**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2013-JAN-21 at 4:30 p.m.

Pg. 7-10

5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

NONE

7. **COMMUNITY SAFETY AND DEVELOPMENT:**

- (a) **LA85 – Application for a Structural Change to an Existing Liquor Primary Licence – Vancouver Island University, 900 Fifth Street, Building #300**
-

Purpose: To request a municipal resolution prior to the Liquor Control and Licensing Branch considering the application.

Staff Recommendation: That Council recommend the Liquor Control and Licensing Branch (LCLB) approve the Vancouver Island University (VIU) application to expand the liquor primary service area to include additional areas.

Pg. 11-21

8. **CORPORATE SERVICES:**

- (a) Delegations pertaining to the 2013-2017 Financial Plan.

9. **COMMUNITY SERVICES:**

- (a) **Minutes of the Parks, Recreation and Culture Commission meeting held 2012-NOV-28**

To be introduced by PRCC Chair, Councillor Johnstone.

Commission Recommendation: That Council receive the minutes of the Parks, Recreation and Culture Commission Meeting held 2013-NOV-28.

Pg. 22-28

- (b) **2013 Arts, Culture and Festival Events Grants**

To be introduced by PRCC Chair, Councillor Johnstone.

Purpose: To provide funds to local cultural groups for the purpose of initiating new, or expanding existing, art and cultural events in the City.

Commission Recommendation: That Council approve the following 2013 Arts, Culture and Festival Events Grants:

Pg. 29-31

2013 Arts Cultural And Festival Events Grants	Requested	Recommended
African Heritage Society	2,500	800
Art Gallery Festival of Banners	5,000	2,000
Arts Council	1,500	1,378
Ballroom Dance Society	6,000	1,505
Blues Festival	1,500	1,270
BC Drama Association/Theatre BC	750	580
Child Development Centre	1,000	879
Canada Day	2,200	1,470
Crimson Coast Dance Festival	4,500	2,097
Empire Days Society	10,500	885
Friends of Nanaimo Jazz Society	3,800	1,840
Global Film Festival	1,500	645
Harbour City Jazz	5,000	855
In Other Words (combined applications)	6,000	1000

Francophone Maple Sugar Festival	7,500	2,662
Conservatory-Chamber Music Festival	10,000	1,280
Nanaimo Sings Choral Festival	2,000	1,370
Pacific Coast Stage Co. "Fringtastic"	10,000	1,882
VIEx Community Festival	5,050	1,070
Vancouver Island Symphony	4,000	2,105
TOTALS	93,800	27,573

(c) **2013 Cultural Operating Grants**

To be introduced by PRCC Chair, Councillor Johnstone.

Purpose: To assist non-profit cultural organizations with a portion of their operating cost for the provision of providing cultural services to the community.

Commission Recommendation: That Council approve the following 2013 Cultural Operating Fund Grants:

Pg. 32-34

2013 Cultural Operating Grants	Requested	Recommended
A Capella Plus Choir Society	2,000	1,500
African Heritage Society	5,000	1,000
Arts Alive	2,900	2,506
Arts Council	14,000	10,300
Ballroom Dance Society	5,000	1,000
Blues Society	12,500	6,300
BC Boys Choir	2,500	2,000
Chamber Orchestra	4,000	3,100
Concert Band	14,000	5,500
Conservatory of Music	10,000	9,250
Crimson Coast Dance Society	15,000	15,000
Centre for the Arts	14,500	6,600
Empire Days	10,500	3,547
Island Consort Chamber Choir	500	350
Francophone Association	7,500	6,200
Malaspina Choir	2,600	2,500
Pacific Coast Stage Co.	10,000	4,750
Pacific Institute of Bagpiping	4,000	2,300
Tidesmen Barbershop Chorus	3,000	1,800
Western Edge Theatre	14,500	6,800
TheatreOne	28,000	28,000

Vancouver Island Symphony	85,000	85,000
TOTALS	256,500	205,303

(d) **Cultural Plan Update and Emerging Cultural Issues**

To be introduced by PRCC Chair, Councillor Johnstone.

Purpose: To provide Council with a summary of emerging cultural issues and an update on the Culture Planning process.

Commission Recommendation: That Council include emerging cultural issues as part of Council's Integrated Cultural Planning Workshop discussion on 2013-FEB-12.

Pg. 35-41

(e) **Beban Park Artificial Turf Field Amenities**

Purpose: To outline the amenities recommended for the artificial turf fields at Beban Park and utilize community contribution funds secured from rezoning Zoning Bylaw Amendment Bylaw 2009 No. 4000.467.

Staff Recommendation: That Council approve the expenditure of \$150,400 that was secured as a community contribution from rezoning 2009 No. 4000.467 towards amenities at the Beban Park Artificial Turf Fields.

Pg. 42-43

(f) **Beach Drive Area Water and Sanitary Sewer**

Purpose: To advise Council of a public tender call of \$250,000 and above.

Staff Recommendation: That Council receive the report regarding Beach Drive area water and sanitary sewer replacement.

Pg. 44-45

10. **CORRESPONDENCE (not related to a Report to Council):**

(a) Memorandum dated 2013-JAN-15, from Ms. Iris Hesketh-Boles, Executive Coordinator, AVICC (Association of Vancouver Island Coastal Communities), regarding the deadline of 2013-FEB-25, to receive AVICC resolutions and nominations.

Pg. 46-47

(b) Letter dated 2013-JAN-18, from Mr. Fred Jacklin, President, Board of Directors, The Port Theatre Society, regarding a proposed addition to the Port Theatre.

Pg. 48-54

(c) Letter dated 2013-JAN-23, from Mr. Bill Bennett, Minister of Community, Sport and Cultural Development, in response to the Mayor's letter of 2012-DEC-31, regarding the Assessment Appeal – BC Ferries Inc. Horseshoe Bay Ferry Terminal Properties.

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11. NOTICE OF MOTION:

12. OTHER BUSINESS:

(a) **Councillor Bestwick – re: Process for Release of In Camera Information**

At the Regular Meeting of the Committee of the Whole held 2013-JAN-21, Councillor Bestwick advised that he would be bringing forward the following motion for consideration at the Regular Meeting of the Committee of the Whole to be held 2013-FEB-04.

That Council direct Staff to prepare a report with options that enables Council to release in camera minutes that are no longer sensitive or confidential.

(b) **Councillor Bestwick – re: Release of In Camera Information**

At the Regular Meeting of the Committee of the Whole held 2013-JAN-21, Councillor Bestwick advised that he would be bringing forward the following motion for consideration at the Regular Meeting of the Committee of the Whole to be held 2013-FEB-04.

That Council direct Staff to prepare a report on the release of in camera minutes for 2010, 2011 and 2012 for consideration by Council.

13. **DELEGATIONS (not related to a Report to Council): (10 MINUTES)**

- (a) Ms. Susan Allen, Chief Executive Officer, Greater Nanaimo Chamber of Commerce, regarding mobile business licences.
- (b) Mr. Frank Moher, regarding the Nanaimo Centre Stage and the 2013-2017 Financial Plan. *Pg. 58*
- (c) Ms. Bonnie Catterson, Kismet Theatre Academy, regarding the Nanaimo Centre Stage. *Pg. 59*
- (d) Mr. Dean Chadwick regarding the Nanaimo Centre Stage. *Pg. 60*

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

15. **PROCEDURAL MOTION:**

That the following meeting be closed in order to deal with the following matters under the *Community Charter* Section 90(1):

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

16. **ADJOURNMENT:**

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
ON MONDAY, 2013-JAN-21 COMMENCING AT 4:30 P.M.

PRESENT: Members: Councillor G. Anderson
 Councillor W. L. Bestwick
 Councillor M. D. Brennan
 Councillor G. E. Greves
 Councillor D. K. Johnstone
 Councillor J. A. Kipp
 Councillor W. B. McKay
 Councillor J. F. K. Pattje

 Absent: Mayor J. R. Ruttan

 Staff: A. C. Kenning, City Manager
 D. W. Holmes, Assistant City Manager and General Manager of
 Corporate Services
 E. C. Swabey, General Manager of Community Safety and Development
 T. L. Hartley, Director of Human Resources and Organizational Planning
 B. E. Clemens, Director of Finance
 T. P. Seward, Director of Development
 A. J. Tucker, Director of Planning
 R. J. Harding, Director of Parks, Recreation and Culture
 S. Clift, Director of Engineering and Public Works
 S. Graham, Manager of Financial Planning and Payroll
 J. Ritchie, Senior Manager, Parks and Civic Facilities
 P. Cooper, Communications Manager
 D. Stevens, Applications Analyst (vacated 5:10 p.m.)
 T. Samra, Manager of Legislative Services
 S. Snelgrove, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

 The Regular Committee of the Whole Meeting was called to order at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor Anderson advised that he would be bringing forward an item under Other Business regarding Federation of Canadian Municipalities.
- (b) Councillor Bestwick advised that he would be bringing forward two items under Notice of Motion.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2012-DEC-10 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Ms. Jean Crowder, MP Nanaimo-Cowichan, provided a presentation regarding local and federal government issues.

6. CORPORATE SERVICES:

- (a) Delegations pertaining to the 2013-2017 Financial Plan.

- No one spoke to the 2013-2017 Financial Plan.

- (b) Balanced Scorecard Presentation

Mr. B. E. Clemens, Director of Finance, provided a demonstration of the Balanced Scorecard on the City's Website.

It was moved and seconded that Council receive the report regarding the balanced scorecard presentation. The motion carried unanimously.

- (c) 2013-2017 Financial Plan Process

It was moved and seconded that Council endorse the process for completing the review of the 2013-2017 Financial Plan.

It was moved and seconded that the main motion be amended to read "Staff be directed to explore 2013-MAR-11 as an alternate date for holding the Town Hall meeting regarding the Financial Plan." The motion carried.

Opposed: Councillor McKay

The vote was taken on the main motion, as amended, as follows:

It was moved and seconded that Council endorse the process for completing the review of the 2013-2017 Financial Plan and Staff be directed to explore 2013-MAR-11 as an alternate date for holding the Town Hall meeting regarding the Financial Plan.

The motion carried unanimously.

(d) Governance Steering Committee

It was moved and seconded that Council approve the Mandate and Objectives for the Governance Policy, Structure and Process Review Steering Committee (Governance Steering Committee) as attached to the report. The motion carried unanimously.

Councillor Greves vacated the Shaw Auditorium at 5:18 p.m.

7. NOTICE OF MOTION

- (a) Councillor Bestwick advised that he will be bringing forward the following motions for consideration at the Committee of the Whole meeting 2013-FEB-04.

That Council direct Staff to appoint a staff designate to review all In Camera items in a timely fashion and release to the public, including the recorded vote for all decisions advanced by Council.

That Council direct Staff to immediately release all In Camera decisions which have been advanced or defeated and are no longer a concern for remaining protected from the public.

Councillor Greves returned to the Shaw Auditorium at 5:20 p.m.

8. OTHER BUSINESS:

- (a) FCM Resolution re: Federal Funding for the Prevention of Human Trafficking

It was moved and seconded that Council direct Staff to forward the following resolution regarding federal funding for the prevention of human trafficking to the Federation of Canadian Municipalities for consideration at the 2013 Annual Conference:

WHEREAS the Federation of Canadian Municipalities adopted a resolution titled *Federal Funding for Independent Municipal Police Departments* at a Board of Directors Meeting in September 2012 requesting that the federal government allocate resources to local municipal police departments so that they have the necessary means to manage the policing demands arising from new federal crime legislation including Bill C-10 (Streets and Communities Act); and,

WHEREAS the Government of Canada has adopted a National Action Plan to Combat Human Trafficking which involves the recruitment, transportation, harbouring and / or exercising control, direction or influence over the movements of a person in order to exploit that person, typically through sexual exploitation or forced labour and is often described as a modern form of slavery; therefore be it

RESOLVED, That the Federation of Canadian Municipalities request the federal government to:

- (a) prioritize funding for initiatives aimed at the prevention of human trafficking to those local governments most acutely affected by human trafficking such as port cities; and,
- (b) establish a working committee to follow up on the allocation of federal funding to address the impacts of federal policing initiatives.

The motion carried unanimously.

9. DELEGATIONS (not related to a Report to Council):

- (a) Mr. Mark Collins regarding Development Permit DP000755, for an 11 unit strata townhouse development at 3217 Hammond Bay Road.
- (b) Ms. Camela Tang, President, and Ms. Aaramë Robillard, Manager, CVI Centre for the Arts, regarding the exterior repairs needed at Nanaimo Centre Stage.
- (c) Mr. Craig Evans regarding the Colliery Dams.
- (d) Mr. Jeff Solomon regarding the Colliery Dams.

10. QUESTION PERIOD:

- Mr. Fred Taylor, re: Colliery Dam, 2013-2017 Financial Plan.
- Mr. Ron Bolin, re: 2013-2017 Financial Plan, Balanced Scorecard Presentation.
- Mr. Gord Fuller, re: Colliery Dam.
- Ms. Roblyn Hunter, re: Colliery Dam.

11. ADJOURNMENT:

It was moved and seconded at 7:11 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

City of Nanaimo
REPORT TO COUNCIL COMMITTEE OF THE WHOLE

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: DAVE STEWART, PLANNER, PLANNING & DESIGN SECTION

RE: LA85 – APPLICATION FOR A STRUCTURAL CHANGE TO AN EXISTING LIQUOR
PRIMARY LICENSE - VANCOUVER ISLAND UNIVERSITY, 900 FIFTH STREET,
BUILDING #300

STAFF RECOMMENDATION:

That Council recommend the Liquor Control and Licensing Branch (LCLB) approve the Vancouver Island University (VIU) application to expand the liquor primary service area to include additional areas.

PURPOSE:

The City has received a copy of an application, as received by the LCLB, from Ms. Melissa Townsend, Food Services Manager of VIU, who is requesting a permanent change to the existing liquor primary license for the VIU cafeteria, located at 900 Fifth Street, Building #300 (Attachment A). VIU is applying to include areas 320 and 316 (Attachment B) within the existing cafeteria licensed area (Attachment C) to allow liquor service for special events.

The purpose of this report is to request a municipal resolution prior to the LCLB considering the application.

BACKGROUND:

The City has received correspondence from Ms. Melissa Townsend, Food Services Manager of VIU (Attachment D) regarding the proposal to expand the liquor service area within VIU's cafeteria to include areas 320 and 316. Capacity for the current license area is 100 persons. The proposed capacity for the expanded area is 300 persons.

While the primary purpose of the cafeteria building is to serve meals to students Monday to Friday from 7:30 a.m. to 6:00 p.m., VIU also uses Building 300 to host special events and many require liquor service, which is the sole reason for the liquor license amendment application. Events to be held within the facility include staff functions, fundraising dinners and gala events. VIU's liquor license permits liquor service from 10:00 a.m. to 12 a.m. (Monday to Sunday). Currently, event organizers are required to obtain special occasion liquor licenses to host events within areas 320 and 316. VIU wishes to include these rooms within their liquor primary license area in order to maintain control over liquor service within their facility.

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee... <i>cow</i>	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2013-Feb-04</u>		

DISCUSSION:

Liquor Control and Licensing Branch Criteria

Prior to making a recommendation to support or deny an application, the LCLB asks the local government to consider the following:

1. ***The potential for noise if the application is approved:*** The proposed license amendment application is in regard to the cafeteria building (Building #300) on the VIU campus. The subject building is located mid-campus and is approximately 400m uphill from the residential homes on Wakesiah Avenue to the east. To the west, the university property is separated from the adjacent residential development by the Nanaimo Parkway and a large green space buffer. The Department of National Defense lands are to the south, and Nanaimo District Secondary School, the school board office and the Larry McNabb Sports Zone are located to the north. Due to the distance of the building to the nearest surrounding residences, Staff does not expect the application will result in an increased level of noise and disturbance within the neighbourhood.
2. ***The impact on the community if the application is approved:*** The applicant is requesting the license expansion in order to host special events, such as fundraising dinners, staff functions and gala events. VIU occasionally rents the space out as a community meeting room for outside events. If the application is approved it will allow the university to facilitate university and community events within their license. The university has strict guidelines and policies to limit the type of events that can be hosted on campus.

The RCMP support the application as it allows the university to be responsible for liquor-related events within the building, as opposed to individual license holders. Having all functions operate under the university license is preferable from an enforcement and prevention perspective, as it allows the RCMP, the City and the LCLB to more effectively communicate with the license holder. A copy of the RCMP's referral response is included (Attachment E).

The university borders a number of community service uses including Nanaimo District Secondary School and the Larry McNabb Sports Zone. Due to the central location of the subject building on the VIU campus it is not anticipated that the proposed expansion will have any negative effect on these surrounding community uses.

3. ***The views of the residents:*** A public notice and comment sheet was mailed to all owners and occupants of the buildings and properties within 100m of the subject property. While no residential property actually exists within the 100m buffer, the residents and property owners along Wakesiah Avenue between Fourth and Fifth Streets were also notified as a courtesy. A total of 78 comment sheets were mailed and delivered, additional comment sheets were also provided to Western Student Housing who manages the student residence buildings on campus.

Only one response was received by Staff, which is in support of the application. No responses opposing the application were received. This unusually low response rate is most likely due to the transient student population in the area and the isolation of the subject building (located mid-campus) from the residential community. A copy of the response received is attached (Attachment F).

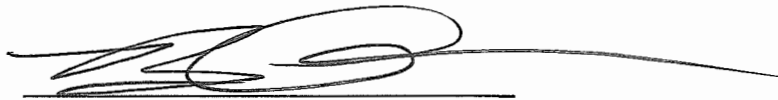
Opt Out of Application Process

With respect to all food and liquor primary license applications, it is worth noting that Council has the option to provide no comment. If Council chooses to opt out of the application process, Staff will inform the LCLB of Council's decision and no further action will be taken by Staff regarding the application. If a local government chooses to opt out, the LCLB will start their own review process, which could considerably delay the application process. As such, Staff does not recommend Council opt out of the decision making process regarding this application.

Next Steps


Once Council has made a recommendation regarding the application to expand the liquor primary service area to include additional areas, Staff will forward the recommendations to the LCLB. The ultimate decision regarding this food primary license amendment application will be made by the LCLB

Respectfully submitted,




B. Anderson, MCIP
MANAGER
PLANNING & DESIGN SECTION

Concurrence by:



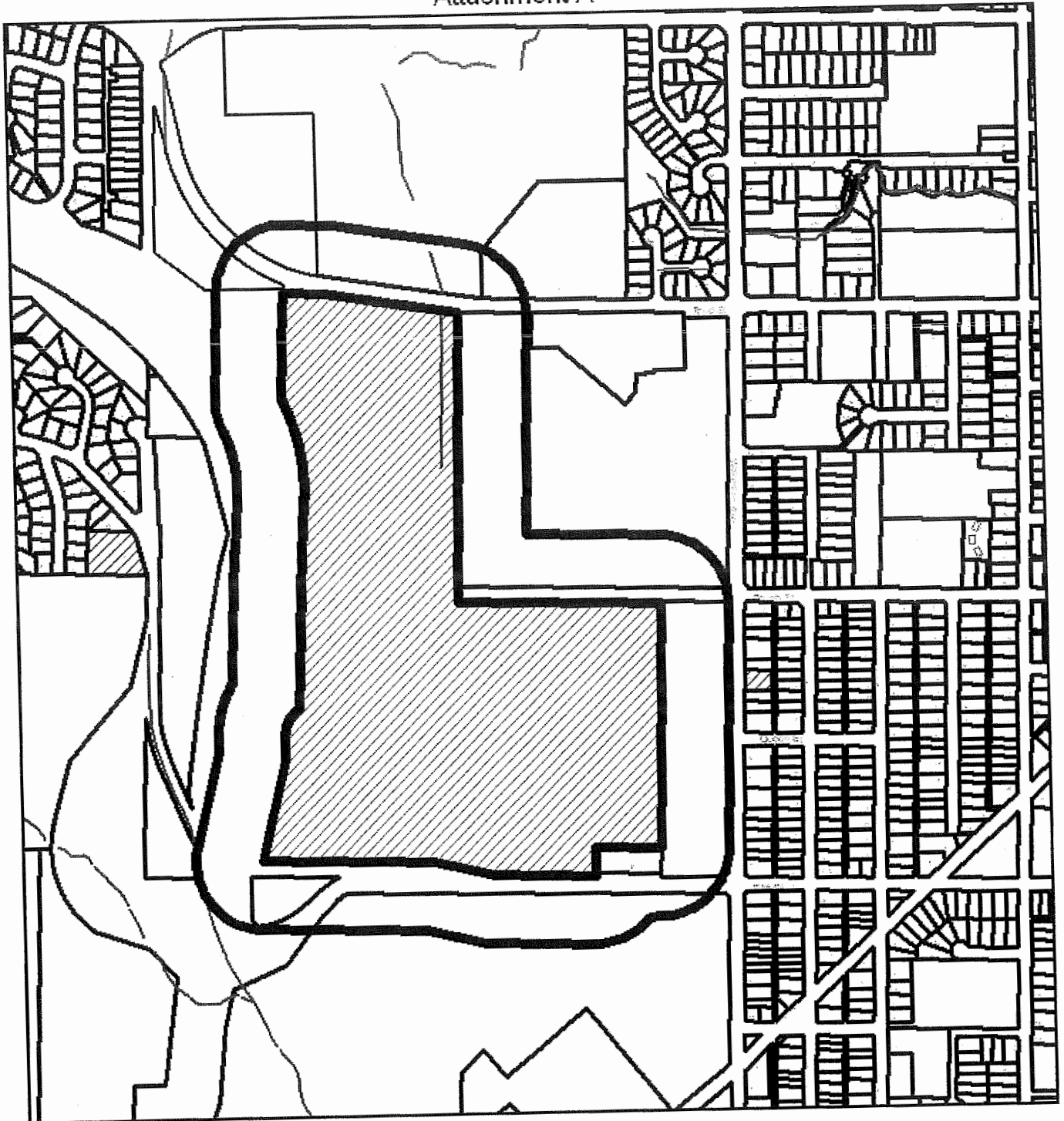
A. Tucker, MCIP
DIRECTOR
PLANNING

For 

E. C. Swabey
GENERAL MANAGER
COMMUNITY SAFETY & DEVELOPMENT

CITY MANAGER COMMENT:

I concur with the staff recommendation.





LIQUOR LICENSE APPLICATION NO. LA85

LOCATION PLAN

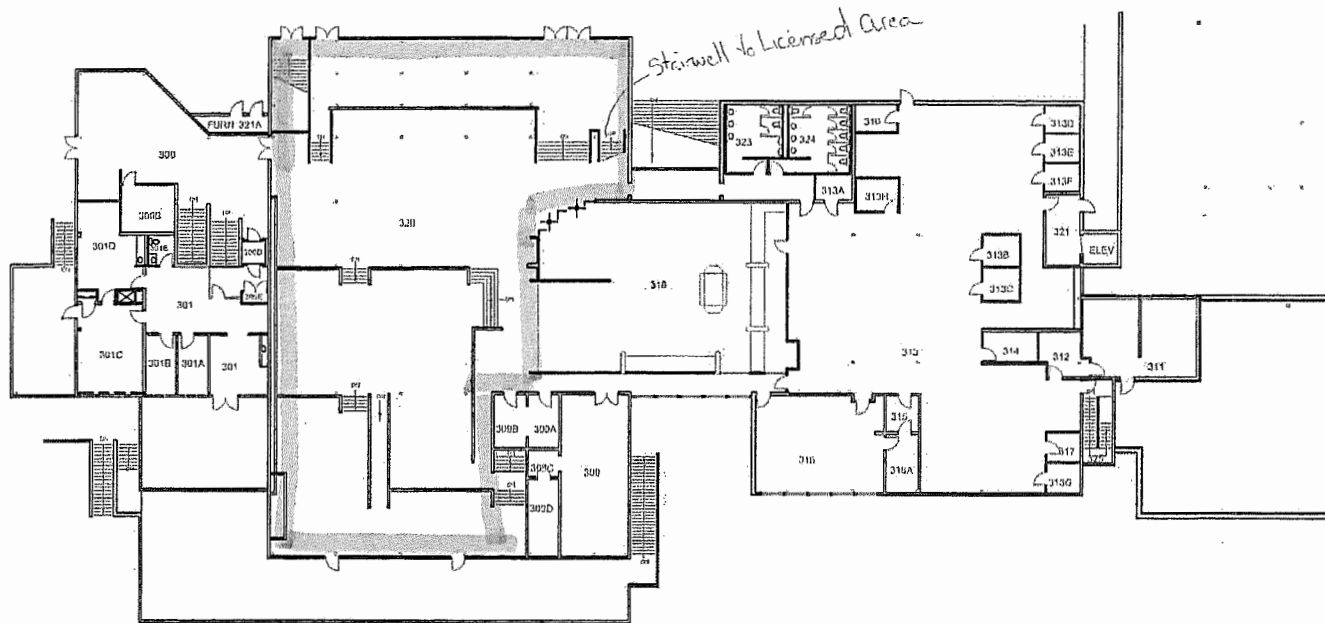
Civic: 900 FIFTH STREET
VANCOUVER ISLAND UNIVERSITY



-  Subject Property
-  Notification Area

Application For Liquor License

Attachment B
VIU - 3rd Floor Proposed Licensed Area



NOTES



VANCOUVER ISLAND
UNIVERSITY

BUILDING TRAVEL AND REFERENCE

ADMINISTRATION
CAFETERIA
BLDG 300

FLOOR
THIRD FLOOR

DATE OF DRAWING

ARCHITECTURAL

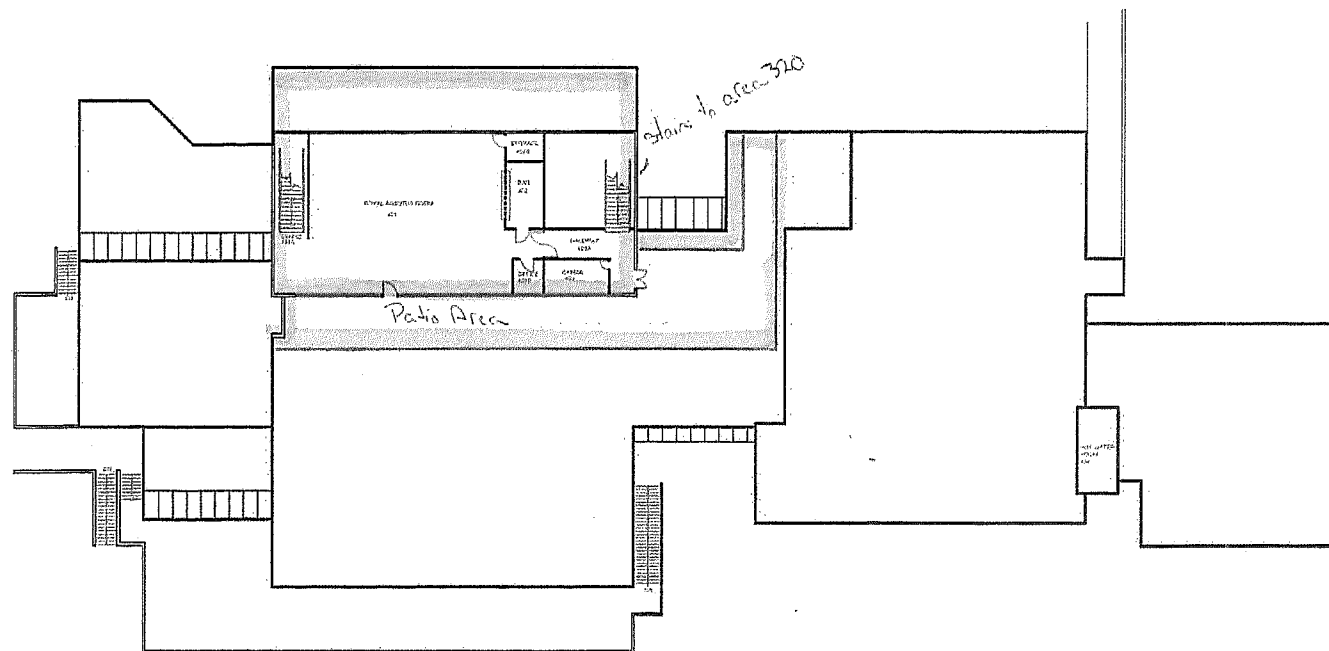
REVISIONS

JAN 2006

SCALE
1:300

PAGE NUMBER
300.3

Attachment C
VIU - 4th Floor Existing Licensed Area

VANCOUVER ISLAND
UNIVERSITY

PHILIPPO NERI, 1563-1629

ADMINISTRATION
CAFETERIA
BLDG 300

KING

FOURTH FLOOR

1274497 03 1942

ARCHITECTURAL

any other U.S. or

JAN 2006

2000

1:300

300.4



VANCOUVER ISLAND
UNIVERSITY

Vancouver Island University
900 Fifth Street Nanaimo

May 8th, 2012

City of Nanaimo
455 Wallace Street
Nanaimo, BC V9R 5J1

To Whom It May Concern,

This letter is in reference to the Liquor License #034527 at Vancouver Island University (VIU).

We wish to inform you that VIU has applied for an increase to person capacity and to include areas 320 and 316 to our existing Liquor Primary License in Building 300. Attached is a copy of the application and floor plans for your review.

Vancouver Island University is an educational facility and building 300 is the main cafeteria. The primary use of this space is to serve meals to students and staff, Monday- Friday from 7:30am- 6pm. In addition, we host events such as staff functions, fundraising dinners and gala events that require alcohol service. The majority of these events are booked through the Vancouver Island University Foundation Office as fundraisers for VIU. A handful of outside events are hosted at VIU, pending approval. These type of events are the sole purpose for our application of extension. We currently host these types of events using special event license for each separate event. A special event license must be applied for by the individual hosting the event and the alcohol must be purchased and controlled by them. As a service provider, VIU would like to offer this service to maintain firmer controls over the space and alcohol consumption. This would also eliminate the numerous amount of special event licenses applied for each year further eliminating the cost of providing this service to VIU.

The use of special event licenses also limits our ability to provide training for our students on proper alcohol controls and handling during larger events. Taking part in a large function, witnessing and learning from our staff are important parts of student's education. As an educational facility, we pride ourselves on providing the best education for our students. Hospitality Management and Culinary Arts students work in our community and the experience of being part of a large function, such as a Gala Dinner, is invaluable.

If we were able to provide full service and not require groups to apply for their own special event license, it would provide the opportunity to attract larger meeting and events and more dollars spent by these patrons within the City of Nanaimo. VIU would also have the ability to employ additional staff from the community for these larger events.

The Cafeteria is located in the heart of the VIU Campus surrounding by campus buildings on all sides. Noise from special events has never had a negative impact on the surrounding areas and we do not anticipate this to change. If an issue did arise from noise or related incident, staff is properly trained on our policies and procedures and security is on site 24hours a day. VIU has strict guidelines and policies to limit the type of events that can be hosted on campus. We provide contracts to all clients outlining the requirements and ensure that the measures outlined are enforced.

Thank you for your consideration. If you have any questions or concerns, please do not hesitate to contact me directly.

Sincerely,



Melissa Townsend
Manager, Food Services
melissa.townsend@viu.ca
(250) 740 6156

Attachment E



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Nanaimo Detachment
303 Prideaux Street
Nanaimo, BC V9R 2N3

Your File - Votre référence

LA 85

Our File - Notre référence

City of Nanaimo
Community Safety and Development Division
Attention: Dave Stewart - Current Planning Section

Date

Dear Sir

January 19, 2013

Application for a structural change to a liquor primary license Vancouver Island University, Building 300

This letter is in response to Vancouver Island University's application for a structural change to the liquor primary licence in their cafeteria building (300) on the Fifth Street campus in Nanaimo.

The current licence has a 100 person capacity for a fourth floor social room and adjacent outdoor patio. The request is to extend the licenced area to include the third floor cafeteria increasing capacity by 300 persons.

The cafeteria building is situated in the middle of the VIU campus. Any potential for noise, disturbances, disorder or nuisance activities from a licenced event at this venue affecting the adjacent neighborhood is highly unlikely.

In the past, VIU has hosted many events where liquor service was available by obtaining Special Occasion Licences. Protocols were in place ensuring that VIU administration were aware of, and supported events before police would approve licence applications. Security plans were required to ensure that large capacity events were effectively managed, including oversight to ensure that minors were not permitted where alcohol was served. Most events where liquor was served were found to be well managed.

Canada

RCMP GRC 2823 (2002-11) WPT

Page 1 of/de 2

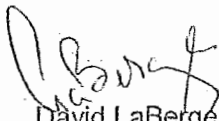
The proposed application to increased the licenced area and capacity where liquor can be served has some potential benefits.

- The expanded capacity would provide a permanent venue where staff functions, gala events, and fundraising dinners, which occur on a frequent basis at the university.
- The university would be responsible for all liquor-related events as the licensee, rather than individuals applying for temporary licences on behalf of a multitude of staff and student groups. The university would be solely accountable for any compliance or enforcement matters.
- The provincial liquor branch and police can more effectively liaise and communicate with the holder of a permanent liquor-primary licence.

It is our understanding that the primary purpose of the cafeteria building is to serve student meals between 7:30 am to 6:00 pm Monday to Friday, and that the proposed capacity for the expanded area is to host special events during evening and weekend hours.

In this context, we support the proposed application to expand the area and capacity of the liquor primary licence of the cafeteria building 300 at Vancouver Island University. Thank you for the opportunity to provide input into this application.

Yours truly,



David LaBerge, Corporal
Nanaimo Detachment Municipal Bike Patrol - for -

S.N. McPhail, Superintendent
Officer in Charge, Nanaimo Detachment

Attachment F



COMMUNITY SAFETY & DEVELOPMENT DIVISION

Application for a Permanent Change to a Liquor Primary License Vancouver Island University, Building 300 - Public Notice and Comment Sheet

Vancouver Island University (VIU) has applied to the provincial Liquor Control and Licensing Branch (LCLB) to amend their liquor primary license for Building 300 on the university campus, located at 900 Fifth Street. VIU is applying to expand the existing license area to include areas 320 and 316 (as shown on the attached floor plan) in order to allow liquor service for special events.

As part of the review process, the City of Nanaimo is responsible to gather the views of the residents and business operators in the subject area and forward this information, along with recommendations, to the LCLB. The application is tentatively scheduled to appear before Council at its Committee of the Whole meeting scheduled on 2013-FEB-04 to consider a recommendation to the LCLB. If you wish to become a delegation and speak to this issue at the meeting, please contact the Legislative Services Section at 250-755-4405.

Please indicate your name and address and whether you support or do not support the application. Feel free to add any comments. When finished, please mail, fax or drop off this comment sheet **no later than Wednesday, 2013-JAN-23 to:**

Community Safety and Development Division

Drop off: Service and Resource Centre (411 Dunsmuir Street)

Mail: 455 Wallace Street

Nanaimo, BC V9R 5J6

Fax: 250-755-4439

If you have any questions, please contact Dave Stewart at 250-755-4460, x4332.

☒ I SUPPORT THE APPLICATION.

☐ I DO NOT SUPPORT THE APPLICATION.

Comments: _____

Name: _____ Resident Street Address: _____

Name of Business: GREAT WEST DEVELOPMENTS Business Address: 438 WAKESIAH AVE NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2012-NOV-28, COMMENCING 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 G. Savage
Commissioner I. Thorpe
Commissioner M. Young

Regrets: Commissioner D. Rinald

Staff:	R. Harding	J. Ritchie
	S. Samborski	C. Kuziw, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:03 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2012-OCT-24 at 7:00 p.m. in the Bowen Park Complex Conference Room.

It was moved and seconded that the Minutes be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Ms. Corinne Jensen, on behalf of the 2012 BC Provincial Wheelchair Curling Champions, expressing thanks and presenting the Commission with a team photograph in recognition of the support provided by the PRCC to the team.

Ms. Jensen attended. Both provincial and national level events. Nanaimo is to host the Provincial Wheelchair curling Championships here in Nanaimo January 25-27, in 2013. There will be 3 Paralympians in attendance at this event.

6. CHAIR'S REPORT:

(a) 2013 PRCC & Committee Key Date Calendar.

It was moved and seconded that the 2013 PRCC & Committee Key Date Calendar be adopted as circulated. The motion carried unanimously.

7. REPORTS OF ADVISORY BODIES:

(a) Parks Committee. None.

(b) Recreation Committee. Commissioner Greves reported on the Recreation Committee meeting held 2012-NOV-14.

Revised Camping in the Parks Policy Proposal.

- The Camping in the Parks Policy has been revised.
- R. Harding reported that there are no longer any grandfathered groups. It will be possible for those groups to apply for an exemption should they meet the criteria of the revised policy.

Delegations: (None.)

Correspondence: (None.)

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

1. *approve the revised Parks, Recreation and Culture Overnight Camping in the Parks Policy, Schedule B, as attached; and,*
2. *approve a 25% per night camping fee increase in 2013 and a further 5% increase in each subsequent year until 2016 as follows:*

YEAR	FEE PER NIGHT
2013	\$25.00
2014	\$26.25
2015	\$27.50
2016	\$28.75

It was moved and seconded that the recommendation to approve the revised Parks, Recreation and Culture Overnight Camping in the Parks Policy scheduled B as attached be adopted. The motion carried unanimously.

It was moved and seconded that the recommendation to approve a 25% per night camping fee increase in 2013 and a further 5% increase in each subsequent year until 2016 as noted be adopted. The motion carried unanimously.

Community Programs Development Grant – Cedar 4 –H Sr. Advisory Council for Beban Park 4-H Barnyard.

Delegations: (None.)

Correspondence: (None.)

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the expenditure of \$4,000.00 to the Cedar 4-H Sr. Advisory Council for the Beban Park 4-H Barnyard for the 2013 season.

It was moved and seconded that the recommendation to approve the expenditure of \$4,000.00 to the Cedar 4-H Sr. Advisory Council for the Beban Park 4-H Barnyard for the 2013 season be adopted. The motion carried unanimously.

Sport Tournament Grant Applications.

Ted Greves provided an overview of the selection process for the grants and clarification on the Clipper one-time request in hosting the 2013 Western Canada Tournament which is also the Clippers 40th Anniversary.

R. Harding advised that increasing the grants would be a higher service request and may not be approved prior to this event occurring. R. Harding advised a separate motion and report to Council regarding support for the 2013 request by the Clippers for this tournament.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve a one-time increase to the Sport Tournament Grant application in the amount of \$5,000 to support the 2013 Nanaimo Clippers Western Canada Cup tournament.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve a one-time increase to the Sport Tournament Grant application in the amount of \$5,000 to support the 2013 Nanaimo Clippers Western Canada Cup tournament. The motion carried unanimously.

Delegations: (None.)

Correspondence: (None.)

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommended that Council approve the modified expenditure of \$10,275 for the first intake of the 2013 Sport Tournament Grant applications as follows:

2013 Budget Total	\$26,498.00
Less: Approved Grants-first intake	-10,275.00
Remaining 2013 Budget	\$16,223.00

Sport Tournament Grant Applications 2013			
GROUP		2013	2013
		REQUESTED	RECOMMENDED
1	Nanaimo Minor Hockey Association	1,500.00	750.00
2	Nanaimo Riptide Swim Team	1,000.00	500.00
3	Nanaimo Kennel Club	2,500.00	1,250.00
4	Nanaimo District Lacrosse Association	1,500.00	725.00
5	Nanaimo Canoe and Kayak Club	1,000.00	375.00
6	Nanaimo Squash Club - Junior Championships	1,500.00	400.00
7	Nanaimo Squash Club- Nanaimo Open	1,000.00	425.00
8	Nanaimo White Rapids Swim Club	1,500.00	850.00
9	Nanaimo Ultimate Association	1,000.00	325.00
10	Nanaimo Curling Centre - Pacific Coast & BC Interior Provincial Masters Curling	1,000.00	575.00
11	WPVL Nanaimo Breakers Fastball	1,000.00	550.00
12	Nanaimo District Minor Fastball Association Midget Island Cup	1,000.00	525.00
13	Nanaimo District Minor Fastball Association - U U14/U16 Open Challenger	1,000.00	450.00
14	Nanaimo Diamonds Synchronized Swim Club	3,725.87	1,125.00
15	Nanaimo Curling Club - BC Wheelchair Curling Championships	500.00	450.00
16	Nanaimo & District Track & Field- 2013-Elwood Wylie Memorial Meet	2,300.00	1000.00
TOTALS			\$10,275.00

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve the modified expenditure of \$10,275 for the first intake of the 2013 Sport Tournament Grant applications. The motion carried unanimously.

- (c) **Cultural Committee.** Commissioner McPherson reported on the Cultural Committee meeting held 2012-NOV-07.
- (d) **Grants Advisory Committee.** No meetings held.
- (e) **Port Theatre.** Monthly report for October, 2012.
- (f) **Nanaimo Art Gallery.** Monthly report for October, 2012.
- (g) **Nanaimo District Museum.** Monthly report for October/November, 2012.

It was moved and seconded that the Advisory Body reports be received. The motion carried unanimously.

8. **STAFF REPORTS:**

- (a) **Liquor Licensing in Arenas.**

D. Johnstone thanked staff on behalf of the Commission for putting together a good process and being very timely in addressing this issue.

Delegations: (None.)

Correspondence: (None.)

Staff's Recommendation: *That the Parks, Recreation and Culture Commission maintain a Primary Liquor License at Frank Crane Arena and discontinue Primary Liquor License at the Nanaimo Ice Centre.*

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

(b) **Parks, Recreation and Culture Facility Access Programs.**

Delegations: (None.)

Correspondence: (None.)

Staff's Recommendation: *That the Parks, Recreation and Culture Commission recommends a review of all facility access programs and that the Recreation Committee lead this review as outlined in the report and bring recommendations back to Parks, Recreation and Culture Commission for consideration.*

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

(c) **Senior Manager of Parks & Civic Facilities.** Monthly report for October, 2012.

- Oliver Woods park design report was requested from J. Ritchie.

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

(d) **Senior Manager of Recreation & Culture Services.** Monthly report for October, 2012.

- PRC Cultural Commission Awards ceremony was held on 2012-OCT-17.
- Blue Community was explained to the Commission and that PRC gave the vendors time to run through their stocks of bottled water.
- This year's theme for Winter Wonderland will be skating on the Rideau Canal.

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

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

- (a) E-mail dated 2012-NOV-15 from Mr. Rob Stevenson, Jr., on behalf of South-Side Minor Football Association, expressing thanks for all the support that has been provided for high school football in the community.
- (b) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2012-NOV-02.

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

10. NOTICE OF MOTION:

11. OTHER BUSINESS: (None.)

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

- (a) Mrs. Evelyn McNabb and Mr. Larry McNabb, 7227 Hase Place, Nanaimo, BC, V0R 2H0, regarding a request to modify the current PRC Family RecPass to accommodate their large family situation.

It was moved and seconded to refer this to the Recreation Committee for consideration. Motion carried unanimously.

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

13. UNFINISHED BUSINESS:

- (a) Overnight Camping in the Parks. *(Referred to the Recreation Committee on 2012-JUN-27 for review and report back to PRCC with recommendations.)*
- (b) Vancouver Island Military Museum – Veteran's Wall of Honour. *(Referred to Staff on 2012-JUL-25 for a Report to Commission and a Draft Memorandum of Agreement for review and consideration.)*
- (c) Alcohol in Arenas – Information Session. *(Motion on 2012-OCT-24 that an information session be held and that Staff report back to Commission on 2012-NOV-24.)*

It was moved and seconded that Items (a) and (c) be removed from Unfinished Business. The motion carried unanimously.

14. QUESTION PERIOD: *(Agenda Items Only)* (None.)

15. ADJOURNMENT:

It was moved and seconded at 8:15 p.m. that the meeting adjourn with the next regular meeting as follows:

COMMISSION	Wednesday, 2012-JAN-23; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-JAN-02; 4:00 p.m. – if required Bowen Park Complex Conference Room

Recreation Committee Wednesday, 2012-JAN-09; 3:00 p.m. – if required
Bowen Park Complex Conference Room

Parks Committee Thursday, 2012-JAN-10; 5:00 p.m. – if required
Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:



D. Johnstone, Chair
Parks, Recreation and Culture Commission

R. Harding, Director
Parks, Recreation and Culture

2012-DEC-07

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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: DIANA JOHNSTONE, CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

RE: 2013 ARTS, CULTURE AND FESTIVAL EVENTS GRANTS

RECOMMENDATION:

That Council approve the following 2013 Arts, Culture and Festival Events Grants:

2013 ARTS CULTURAL AND FESTIVAL EVENTS GRANTS	\$\$\$ REQUESTED	\$\$\$ RECOMMENDED
African Heritage Society	2,500	800
Art Gallery Festival of Banners	5,000	2,000
Arts Council	1,500	1,378
Ballroom Dance Society	6,000	1,505
Blues Festival	1,500	1,270
BC Drama Association/Theatre BC	750	580
Child Development Centre	1,000	879
Canada Day	2,200	1,470
Crimson Coast Dance Festival	4,500	2,097
Empire Days Society	10,500	885
Friends of Nanaimo Jazz Society	3,800	1,840
Global Film Festival	1,500	645
Harbour City Jazz	5,000	855
In Other Words (combined applications)	6,000	1000
Francophone Maple Sugar Festival	7,500	2,662
Conservatory-Chamber Music Festival	10,000	1,280
Nanaimo Sings Choral Festival	2,000	1,370
Pacific Coast Stage Co. "Fringtastic"	10,000	1,882
VIEx Community Festival	5,050	1,070
Vancouver Island Symphony	4,000	2,105
TOTALS	93,800	27,573

PURPOSE:

The 2013 Parks, Recreation and Culture budget provides funds to local cultural groups for the purpose of initiating new, or expanding existing, art and cultural events in the City. The Parks, Recreation and Culture Commission advertise for applications requesting support for community cultural events, review the applications and recommend funding distribution. The 2013 Parks, Recreation and Culture budget includes funding for this purpose in the amount of \$27,573.

BACKGROUND:

Applications were received and reviewed by the Cultural Committee for funding according to how well each proposed event met the approved arts, cultural and festival event funding criteria listed below:

Eligibility Criteria for Arts, Cultural and Festival Events Grants:

1. The event must have a good potential for attracting both residents and visitors to participate in Nanaimo events that will promote Nanaimo as an arts and cultural centre. A cultural sport, heritage and / or celebration focus or component is also acceptable.
2. The event should give consideration to showcasing local arts and cultural talent.
3. The event should demonstrate a good potential for an economic impact on Nanaimo.
4. Preference will be given to activities or events that will be ongoing and have potential as a good long-term investment for the City (i.e. - a yearly cultural event or festival that has good potential for growth). Events and festivals that run more than one day and / or have realistic plans to attract greater numbers will also be given priority.
5. This grant is designed specifically to assist events and festivals that utilize services and facilities within the City of Nanaimo.
6. The applicant must adhere to sound standards of corporate governance.

Who Is Eligible to Apply:

1. Generally, organizations requesting funding will be established non-profit organizations with experience in organizing events and managing funds. Groups or individuals that do not fit these criteria have an opportunity to receive funding at the discretion of the Cultural Committee.
2. Applicants must be able to demonstrate a broad community and visitor participation or significant potential audience.
3. Applications will be considered on the following criteria:
 - a) Evidence of benefit to the community.
 - b) Demonstration of community support for arts, cultural and festival events as measured by volunteer participation, membership, and/or audience participation.
 - c) Evidence of competent management and fiscal responsibility (i.e. proven track record, business and marketing plan, sound financial controls and performance).
 - d) Secured commitment from other funding sources.
 - e) Potential financial impact (i.e. jobs created, spending, number of visitor days created and how this information might be tracked).
 - f) Public recognition of the municipal contribution.
 - g) Level of event profile and media exposure.
 - h) Funding for capital expenditures will not be considered.

At their meeting on 2013-JAN-23 the Parks, Recreation and Culture Commission unanimously recommended that Council approve the above 2013 Arts, Cultural and Festival Event Grants.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diana Johnstone".

Diana Johnstone
CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

Drafted: 2013-JAN-23
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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: DIANA JOHNSTONE, CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

RE: 2013 CULTURAL OPERATING GRANTS

RECOMMENDATION:

That Council approve the following 2013 Cultural Operating Fund Grants:

2013 CULTURAL OPERATING GRANTS	\$\$\$ REQUESTED	\$\$\$ RECOMMENDED
A Capella Plus Choir Society	2,000	1,500
African Heritage Society	5,000	1,000
Arts Alive	2,900	2,506
Arts Council	14,000	10,300
Ballroom Dance Society	5,000	1,000
Blues Society	12,500	6,300
BC Boys Choir	2,500	2,000
Chamber Orchestra	4,000	3,100
Concert Band	14,000	5,500
Conservatory of Music	10,000	9,250
Crimson Coast Dance Society	15,000	15,000
Centre for the Arts	14,500	6,600
Empire Days	10,500	3,547
Island Consort Chamber Choir	500	350
Francophone Association	7,500	6,200
Malaspina Choir	2,600	2,500
Pacific Coast Stage Co.	10,000	4,750
Pacific Institute of Bagpiping	4,000	2,300
Tidesmen Barbershop Chorus	3,000	1,800
Western Edge Theatre	14,500	6,800
TheatreOne	28,000	28,000
Vancouver Island Symphony	85,000	85,000
TOTALS	256,500	205,303

PURPOSE:

The Cultural Operating Fund was initiated to assist non-profit cultural organizations with a portion of their operating cost for the provision of providing cultural services to the community. The 2013 Parks, Recreation and Culture budget includes funding for this purpose in the amount of \$205,303.

Committee...
Open Meeting
In-Camera Meeting
Meeting Date: 2013 - Feb - 04

BACKGROUND:

All applications for the 2013 Cultural Operating Grants were reviewed by the Cultural Committee based on guidelines approved by the Parks, Recreation and Culture Commission as listed below. After detailed review, recommendations were made within the budgeted amount for this function.

Cultural Operating Grants Eligibility Guidelines

1. These grants are only open to arts and cultural organizations registered as non-profit societies in British Columbia in good standing with the registrar and based in Nanaimo.
2. Grants are intended for arts and cultural organizations, not for religious, sports, or social service groups; nor for groups whose primary purpose is to educate through course work, and/or training, as distinct from those that educate through community outreach and programming.
3. Only activities related to arts and culture are eligible – these activities must have a high standard of artistic quality, be open to the public and publicized city-wide. The following activities are not eligible: club or community centre programs, conferences, tours, or any form of staff training. Grant funds may not be applied to scholarships or bursaries, capital expenses, nor to reduce or eliminate existing accumulated deficits.
4. Grants are given to defray a portion of the expenses of organizations that also receive revenue from other sources (ticket or membership sales, donations from private sector, and support from foundations and other levels of government.) The applicant must have completed at least one full year of operation, provide an audited or independently prepared financial statement for the organization's most recently completed fiscal year and firm program proposals and budget forecast for the following year.
 - o *New and Emerging Organizations who have applied but are not yet registered as a non-profit organization or who have not completed one full year of operation must produce letters of support or demonstrated community interest.*
 - o *Organizations applying for funding of \$15,000 or greater and/or three-year operating funding, must include a three-year program plan and three-year proposed budget, including detail of anticipated funding from Canada Council, BC Arts Council and other funding sources.*
5. Grants are to be applied to annual operating expenses and will not be given to assist with a specific event or festival. (Event and festival funding is available through the Arts and Cultural Events Fund)
6. To be considered for a grant, an organization must complete the application form and provide all documents requested.
7. The applicant must adhere to sound standards of corporate governance.
8. The organization must acknowledge the contribution from the City of Nanaimo in any brochures or pamphlets.

At their meeting on 2013-JAN-23 the Parks, Recreation and Culture Commission unanimously recommended that Council approve the above 2013 Cultural Operating Grants.

Respectfully submitted,



Diana Johnstone
CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

Drafted: 2013-JAN-23
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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: DIANA JOHNSTONE, CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

RE: CULTURAL PLAN UPDATE AND EMERGING CULTURAL ISSUES

RECOMMENDATION:

That Council include emerging cultural issues as part of Council's Integrated Cultural Planning Workshop discussion on 2013-FEB-12.

PURPOSE:

To provide Council with a summary of emerging cultural issues and an update on the Culture Planning process.

BACKGROUND:

At their meeting of 2013-JAN-23, the Parks, Recreation and Culture Commission passed a motion supporting the recommendation that Council include emerging cultural issues as part of Council's Integrated Cultural Planning Workshop discussion on 2013-FEB-12.

The City of Nanaimo entered into a culture planning process to produce a new Culture Plan for the community in the spring of 2012.

Over the past year a number of culture issues have emerged that need to be included in the 2013 Culture Plan. In some cases there are budget issues, service level impact, and priorities to be set. In order for Council to be able to have a thorough discussion about these issues and inform the culture planning process, the Parks, Recreation and Culture Commission recommend that Council request staff include emerging cultural issues as part of Council's Integrated Cultural Planning Workshop discussion on 2013-FEB-12, and that the discussion is used to inform the 2013 City of Nanaimo Culture Plan.

DISCUSSION:

2013 City of Nanaimo Culture Plan:

The Culture Plan development process is underway, led by a technical team of professional culture managers, City staff and the community. The purpose of the Culture Plan is to help set future

cultural development priorities for program, services based on community input, feedback and support.

The planning process for the new Nanaimo Cultural Plan started in early 2012 and is set to wrap up in summer 2013. To date, it has involved extensive community engagement / consultation in the form of community forums, visioning workshops, and online surveys.

To date the process has identified current cultural assets and resources through a cultural resources inventory. These resources are being put onto a cultural map which will soon be accessible online and provide information about all Nanaimo's cultural assets and resources. Through the planning process, cultural plans from cities across Canada have been reviewed for best practices.

The planning process is now in the community engagement phase. Starting in January 2013 there are stakeholder meetings, Council and Commission sessions, two additional community interactive sessions (one led by the Nanaimo Design Nerds on 2013-JAN-17 using a collaborative feedback process, and one facilitated by Gord Hume) and one or more open houses to receive feedback on the draft plan.

In reviewing initial feedback to date, there have been some key cultural planning areas and themes that have surfaced. These include: Quality of Life; Integration and Sustainability; Cultural Spaces and Places; Partnerships and Collaboration; Investment; Events and Festivals; Cultural Resources; and the Creative Economy / Cultural Industries. (see attached document for more information).

In many ways the 2013 City of Nanaimo Culture Plan will be a lens that looks at all the arts and culture priorities, issues, gaps and opportunities and helps provide clarity and a list of priorities. For this reason, staff recommends that the Parks, Recreation and Culture Commission recommend that Council include the following emerging cultural issues as part of Council's Integrated Cultural Planning Workshop discussion on 2013-FEB-12.

The major emerging cultural issues for discussion include:

1. Expansion / consolidation of the Nanaimo Art Gallery into a Class A Gallery and potential impact on the Centre for the Arts Nanaimo, Nanaimo Centre Stage - 25 Victoria Road.
2. Port Theatre Studio Theatre addition.
3. Continued requests for increases to the Cultural Operating Grants and Events Grants.
4. Integration of the 2013 Nanaimo Culture Plan into City of Nanaimo strategic and financial plans.

Nanaimo Art Gallery:

The Nanaimo Art Gallery (NAG) has been investigating locations for a Class A Gallery that would allow them to consolidate operations into one location.

Prior to the Nanaimo Military Museum taking over the location at Pipers Park, the NAG was looking at renovating that space as a Class A Gallery. Subsequently they have looked to other options.

Over the past six months the NAG has been completing a feasibility study on the Centre of the Arts Nanaimo building. They are looking at whether or not the space could be renovated and/or expanded, and transitioned to a Class A Gallery to house their entire operation.

Nanaimo Centre Stage - 25 Victoria Road:

On 2012-DEC-03 staff presented City Council with a detailed report regarding the physical condition the Nanaimo Centre Stage. At minimum the City would be investing \$160,000 per year (for exterior renovations only) for the next five years, if Council supports maintaining and improving the facility. City Council supported staff's recommendation to include this decision as part of the 2013-2017 budget process.

There are currently almost 30 groups using the Nanaimo Centre Stage and several small theatre and performance groups who make Nanaimo Centre Stage their home. Both the cost to rent and the size of the facility makes it conducive for the smaller and emerging organizations and shows. There is clearly a need for a small theatre performance space in Nanaimo.

The City has a number of options to consider as far as operation of the facility if it is decided to improve and retain the property or decide to sell the building and look at other alternatives for a small performance space including investing in the proposed Port Theatre Studio Theatre. Including this issue in the planning and priority development is timely.

Port Theatre:

The Port Theatre Society continues to work towards creating a Studio Theatre / Rehearsal Space complex. The design includes a flexible performance theatre and rehearsal spaces that would allow for many seating configurations such as theatre seating, cabaret style, act as meeting space and many more options. It is designed for smaller productions that require a more intimate setting and to produce artistic work that does not require the 800 seat theatre. There will also be three rentable rehearsal spaces (two of moderate size, one smaller) that could also be used as small performance spaces. The plan also includes additional office space that would be well suited and used by arts / cultural organizations to create an incubator atmosphere. The purpose of the additional space is to complete the original concept of a Downtown Arts centre for the community and the region. Estimated cost to build the addition is \$10 million. The Society is in ongoing discussion with the Province and the Federal Governments to secure funding.

The Port Theatre Society's business planning has also considered how it could offer affordable rates to smaller and alternate cultural groups to access this newly created space as a viable rehearsal / performance space.

Respectfully submitted,

A handwritten signature in cursive script, reading "Diana Johnstone".

Diana Johnstone
CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

Drafted: 2013-JAN-23
File: A4-1-2 / A2-4 / A2-11 / A2-11-1
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January, 2013



Nanaimo Cultural Plan Community Engagement Findings / Key Themes

Key themes and preliminary findings from our research and community engagement to date:

1. Quality of Life

Culture must be a key priority in community planning in order to ensure that quality of life and quality of place are key factors when planning for a vibrant, attractive, livable and sustainable community.

Culture enriches our lives by providing enjoyment and appreciation of all creative endeavors.

Focusing on quality of life / quality of place initiatives will create a city where people want to live. There is growing recognition of the value of culture in place-making and sustainable development.

2. Integration and Sustainability / Cultural Asset Management

The City must embrace "Cultural Vitality" as an essential 4th pillar of sustainability and integrate cultural planning into municipal planning and decision making (City planning and development through a cultural lens).

Sustainability planning and cultural planning should be viewed as equally important and complimentary. Incorporating cultural components into City planning and development will recognize culture as an important part of overall community building. Integrated cultural planning requires that culture be considered in all planning and decision making about land use, investments and development etc.

Recognize first nation's contribution to arts and culture and include them in all community activities. Celebrate, preserve and present first nations history and heritage in a meaningful and engaging way for the benefit of residents and visitors.

3. Cultural Spaces and Places / Public Art

Value our culturally rich spaces and places as essential assets that we can leverage for economic growth and for making Nanaimo a desirable place to live. The City must ensure that we have adequate, affordable and sustainable cultural spaces and places.

Cultural spaces and places play a key role in the pride of place in our community that attracts and retains residents. Quality of life is largely based on cultural amenities and our cultural spaces and places (and the people that make them come alive) make

Nanaimo culturally vibrant. Residents want places where they can create, perform, exhibit, learn, engage and be entertained.

4. Partnerships and Collaboration

Build stronger relationships with and between cultural organizations and business and increase opportunities for working together.

Harnessing opportunities for coordination of efforts can greatly magnify the impact of all cultural programs, events and festivals in Nanaimo. It is easy for cultural organizations that make our city so alive with culture, to focus solely on their own endeavors and miss the opportunity for working together and with the city and business.

5. Investment

The City should invest in cultural planning and development as a core part of community building.

Taxpayers are less likely to question expenditures on cultural development if they know it is a good sound investment with proven benefits and returns. It is important to educate residents about how important it is for cities to invest in culture for generating wealth. The city is best positioned to evaluate which projects, organizations and events would provide the best return on investment. Investments in culture can generate significant returns in the form of jobs, attracting and retaining talent and business investment, and in building a culturally vibrant and prosperous city.

6. Events and Festivals

Nanaimo's events and festivals are an important part of how we celebrate who we are as a city and a people. Festivals should celebrate our diversity and showcase our local cultural resources and artistic talent.

The City should develop a festivals and events strategy that would look at the strengths / weaknesses of existing festivals (how they can be improved) and where gaps could be filled.

7. Cultural Resources

The City has a wealth of cultural assets and resources and should leverage them in order to offer residents a quality lifestyle that makes our city a desirable place to live or visit.

Our cultural resources are what defines our local culture and demonstrates the breadth and variety of cultural activity in our community. Cultural mapping and the new online Cultural Portal will help us identify strengths and weakness and where future investments should be made.

8. Creative Economy / Cultural Industries

The City should use cultural planning to stimulate the local economy towards greater economic growth.

Economic growth today depends increasingly on ideas, knowledge, innovation and creativity as opposed to resources and manufacturing. Communities will not attract new business or investment, or see job growth, if creativity is not a component of their economic and strategic plans. Creativity is the engine of the new economy.

Cities that offer a high quality of life and excellent quality of place will be successful in attracting and retaining young creative professionals that bring innovative, highly technical and creative industries with them. This will drive future economic growth in Nanaimo.

Draft Vision for Culture in Nanaimo

“Nanaimo will be a city that recognizes the importance of creativity and cultural vitality for quality of life and place, towards a healthy vibrant community.”

This vision will:

1. Ensure that Culture, as the City's 4th pillar of sustainability, will be widely recognized as a significant contributor to the life and soul of our community, closely linked with Economic Health, Social Equity and Environmental Responsibility.
2. Allow Nanaimo citizens and visitors to encounter art in public places (permanent and temporal) as part of their daily experiences in our city.
3. Enable residents to explore their creativity through a wide variety of programs, activities, events, festivals, attractions, entertainment, arts and craft products and displays that will enrich their lives.
4. Encourage conferences, conventions, trade shows and other major events to come to Nanaimo because of its uniqueness, cultural wealth and its natural beauty.
5. Ensure that Nanaimo has a quality of life and place that will attract and retain families, artists, and skilled creative professionals to live and work in Nanaimo.
6. Ensure that Nanaimo will have excellent cultural places and spaces that are welcoming, accessible, interesting and memorable.
7. Ensure that cultural organizations will have meaningful funding based on identified community needs and long range plans.
8. Ensure that our heritage will be preserved and presented in an engaging and informative manner for residents and visitors to experience and enjoy.
9. Ensure that Arts and Culture will be a valuable marketing tool for Nanaimo's Tourism and Economic Development Strategy.

Take our Vision for Culture Survey: http://svy.mk/Zv2BBN
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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: J.W. RITCHIE, SENIOR MANAGER OF PARKS & CIVIC FACILITIES

RE: BEBAN PARK ARTIFICIAL TURF FIELD AMENITIES

RECOMMENDATION:

That Council approve the expenditure of \$150,400 that was secured as a community contribution from rezoning 2009 No. 4000.467 towards amenities at the Beban Park Artificial Turf Fields.

PURPOSE:

The purpose of this report is to outline the amenities recommended for the artificial turf fields at Beban Park and utilize community contribution funds secured from rezoning 2009 No. 4000.67. Council approval is required because this item was not in the 2013-2017 Financial Plan.

BACKGROUND:

A \$150,400 private contribution was received on 2012-JUL-31 in exchange for value conferred through a rezoning. The City received an application to rezone the property at 5220 Metral Drive from Single Family Residential Zone (RS-1) to Comprehensive Development District Zone 6 (CD-6) in order to permit a residential/commercial office development (Zoning Bylaw Amendment Bylaw 2009 No. 4000.467). The monies are to be put towards the artificial turf fields at Beban Park. The following provides the details of the approved community contribution:

Community Contribution

As outlined in Section 7.3 of the OCP, in exchange for value conferred on land through a Rezoning, the applicant should provide a community contribution. In response to Council's Policy, the applicant is proposing a \$150,400 monetary contribution, which is consistent with Community contributions offered through comparable previous residential and commercial Rezoning. The applicant proposes that the monies be put towards the second artificial turf at Merle Logan Sports Field. However, as the contribution is to be secured via covenant, should the contribution be received after the completion of the field and the monies no longer be required for the turf field, then the contribution would go into a general parks improvement fund.

These funds were to go towards a number of amenities onsite but were not available at the time of construction and therefore were not included at the time.

☐ Council
☒ Committee... COW
☒ On Meeting
☐ Camera Meeting
Date: 2013 Feb-04

DISCUSSION:

The two artificial turf fields are the busiest fields in the City and a number of amenities have been identified by user groups over the years that would be beneficial to yearlong operations of this facility. Staff have reviewed various improvements to the site over the years and when building the second artificial turf field with users, have identified the following priority amenities that the community contribution funds could go towards. We have also met with the developer and advised him of the proposed amenities these funds would be used for:

1. Permanent covered player's benches. Two benches at each of the artificial turf fields (4 in total). (\$40,000) – as a facility open all year and used in inclement weather conditions, this has been the number one request from user groups over the years.
2. Irrigated natural grass warm-up area. (\$15,000) – These fields are booked back to back for games and practices. Having a warm up area allows groups to be ready for their field time and best use of field allocations.
3. Secure storage building for implements/materials used in maintaining the artificial fields and equipment storage for user groups (Nanaimo Youth Soccer, Southside Football Club, Field Lacrosse, Field Hockey etc.) at this location. (\$50,000).
4. Permanent bleachers at Beban Artificial Turf Fields. (\$30,000). Both fields are home to many playoff, tournament and out of town games. There is a need for more spectators seating to host these games.

Respectfully submitted,



JEFF RITCHIE,
SENIOR MANAGER
PARKS & CIVIC FACILITIES
PARKS, RECREATION AND CULTURE

Concurrence by:



RICHARD HARDING
DIRECTOR
PARKS, RECREATION AND CULTURE



TOM HICKEY
GENERAL MANAGER
COMMUNITY SERVICES

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2013-FEB-04

AUTHORED BY: S. RICKETTS, MANAGER, CONSTRUCTION

RE: BEACH DRIVE AREA WATER AND SANITARY SEWER

STAFF RECOMMENDATION:

That Council receive this report for information.

PURPOSE:

In accordance with the City's Purchasing Policy, this report is to advise Council of a public tender call of \$250,000 and above.

DISCUSSION:

This tender will replace 1950's vintage cast iron water and asbestos cement sanitary sewers along Beach Drive, Galiano Place, Ocean Terrace, Thetis Place and Cortez Place. These water and sewer mains are at the end of their service lives.

This construction only impacts the area neighbourhood. Construction is scheduled to start in late March and be complete in early June. The residents will receive project notices prior to construction starting.

The water main replacement will increase fire flows to the neighbourhood. A CCTV video survey was completed for the sanitary sewer mains to assess their condition. Only those mains showing structural defects will be replaced.

Additional work is scheduled for this neighbourhood under separate contracts this summer/fall. This work includes the relining of the sanitary sewer mains in backyard easements and reconstruction of the storm outfall from Beach Drive to Northfield Creek.

The Beach Drive Water project is identified in the 2012-2016 Financial Plan; the other streets were part of the Unspecified Water and Sanitary Project budgets. All the projects included in this tender are listed in the 2013-2017 Financial Plan currently under Council's review for a total budget of \$797,000.

☐ Council
☒ Committee COW
☒ Open Meeting
☐ In-Camera Meeting

Meeting Date: 2013-Feb-04

Strategic Plan Considerations

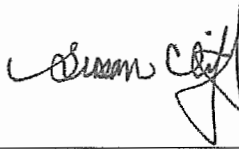
This action supports Council's commitment to Asset Management.

Respectfully submitted,

Concurrence by:



Steve Ricketts, Manager
Construction



Susan Clift, Director
Engineering & Public Works



Tom Hickey, General Manager
Community Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2013-JAN-28

File: G:\Administration\Council Reports\2013\Beach Water and Sewer Tender.docx

SR/cl



MEMORANDUM

TO: AVICC MEMBERS

FROM: Iris Hesketh-Boles, Executive Coordinator

DATE: January 15, 2013

RE: REMINDER - 2013 AVICC RESOLUTIONS AND NOMINATIONS DEADLINE

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 25, 2013**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

- One copy of the resolution by regular mail and one copy by email to avicc@ubcm.ca (Word version of the resolution itself preferred);
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is April 10, 2013.
- Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention Council

<input checked="" type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Committee...cow	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input checked="" type="checkbox"/>

Meeting Date: 2013-Feb-04

525 Government St, Victoria, BC V8V 0A8
Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on ubcm.ca.

DEADLINE FOR NOMINATIONS TO BE INCLUDED IN THE REPORT ON NOMINATIONS

All nominations that are to be included on the *Report on Nominations* must be received in the AVICC office by **FEBRUARY 25, 2013**. Nomination and consent forms are available on avicc.ca. Nominations not received by the February 25, 2013 will be received from the floor of the AGM and Convention.



Jan 18th 2013

Dear Mayor, Council & senior staff

The Port Theatre Society is fully aware that Council is currently facing a number of cultural issues and that the City of Nanaimo is developing a new Cultural Plan. We sincerely hope that this letter can assist Council in their decision-making around the importance of investing in the Arts.

The Port Theatre is committed to providing our community with appropriately sized and affordable, performance and rehearsal spaces. There has been a growing need for smaller, more flexible performance spaces over the past 15 years. There has also been a very real change in the marketplace. Audiences are often looking for a more intimate, personal experience when attending events.

- The need for alternative / flexible space has never been greater.
- The need to invest in and encourage grassroots arts and culture has never been greater.
- The need to invest in professional Arts and Culture has never been greater.
- The understanding by all levels of government and the community as a whole, has increased around the importance of a healthy, creative society has never been greater
- Appreciation for the integral role that the Arts play in building a healthy, vibrant and tolerant society has never been greater.

Now is the time to build the long overdue Studio Theatre expansion to The Port Theatre. Arts and Culture is thriving in our Region and is recognized as an important economic driver. The Studio Theatre/rehearsal hall was identified as a community need in the original 1986-88 feasibility study by the Cornerstone Group that determined the size, location and operating model of The Port Theatre. In 1995, when cost estimates were received for the construction of the theatre, the Studio Theatre/rehearsal hall was postponed so as not to compromise the design integrity of the larger performance hall. Since opening in 1998, rental clients of The Port Theatre have experienced and expressed the need for this space in ever increasing numbers. The creative community has also grown with more groups now presenting a wider variety of artistic expressions that require a smaller performance venue. It is the right time to create an environment to maximize our ability to share resources in a meaningful, creative and efficient manner. The Port Theatre with the studio addition can be that shared environment under one roof.

The Port Theatre Society has a shovel-ready project that can offer a long term solution to much of the community demand.

This proposed, 15,000 sq ft addition to the existing Port Theatre can and will :

- Provide space for 200+ performances in the downtown core
- Animate the Diana Krall plaza for 200 + nights as the lobby entrance is from the plaza
- Attract millions of dollars of outside funds into our community
- Re-invest funds from every ticket sale back into the facility from our " capital development charge"
- Generate many jobs in construction and operations
- Provide a centralized Arts facility that can share resources among the users (technical and administrative staff, lighting, audio and staging equipment.) under one management team
- Provide opportunity to expand our existing educational programs with VIU Theatre Dept. and SD 68 work experience programs

2013- Feb-04

<input type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Committee <i>LOW</i>	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input checked="" type="checkbox"/>

A Short History

A small theatre/rehearsal hall was in the original plans (1995) for the Port Theatre complex. It did not get built at that time due to fiscal constraints that ensured that the Port Theatre itself could be completed with no mortgage or debt. The Society raised over \$3 million through private and individual donation in the community. The remaining \$8.4 million was secured from our two senior levels of government (The Province of BC and the Federal government). The City of Nanaimo contributed \$600,000.00 in the months following completion of the project to pay down the remaining construction loan.

Since 1998, we have been planning and designing an extensive addition to the existing Port Theatre. \$120,000 was raised for Architectural design, geo technical survey, and engineering and quantity survey.

The design of the Studio Theatre phase was completed in 2008 and applications were submitted to :

- Build Canada – Communities Component (Shared Federal/Provincial program)
- Cultural Spaces Canada – Department of Canadian Heritage

During this period we approached City Council to be the guarantor for a \$2 million dollar line of credit that would allow us to leverage provincial and federal funds. This received unanimous Council support. Our project was very well received by all levels of government though we narrowly missed being selected by the Build Canada Fund.

Our intention with this project is to take advantage of our successes to date, adding a substantial economic stimulus to the region and we will provide a 80-220 seat flexible theatre, three smaller rehearsal/performance spaces for community use and potential office space for other local performing arts organizations. These spaces must be affordable to community rental clients. The Studio Theatre will be built on property owned by the City of Nanaimo directly adjacent to the Port Theatre loading dock. The contemporary design by Terrance Williams, who designed the original Port Theatre, integrates the new structure into the backstage and public areas with ease. Preparation for the project involved a community consultation process in 2004. It has also included rigorous discussions with the professional team at The Port Theatre to ensure the building solves existing operational issues including lack of storage space, inadequate dressing room space, lack of technical support areas, rehearsal spaces, technical offices, lack of audience services storage and work space along with meeting new sustainability and energy efficiency standards.

This multi-faceted, multi-use, purpose-built facility is intended to be a permanent home for professional and non-professional Arts groups. It will meet, not only seismic, O,H&S, and green building standards, but will meet the most stringent standards of professional dance and theatre. In meeting these professional standards and requirements all users (community, local professional and touring productions) will have safe, respectful and excellent spaces for many years to come. The existing cultural plan states that “excellent” facilities be developed by the City of Nanaimo.

In the 2008 “Community Investment Plan” provided to Council by the DNP and CVI, it is clearly stated that the long term solution to small performance and rehearsal spaces will be served by The Port Theatres studio / rehearsal hall addition. Below is a quote from that business plan.

“the Port’s studio theatre is built in three-five years and makes 25 Victoria Road redundant—In the meantime, the City has helped the arts community flourish”

This Studio Theatre / rehearsal space project represents a long term vision for the Arts in the downtown core

BENEFITS OF THE STUDIO THEATRE

Why investing now, in this cultural facility is a good idea and the right thing to do

1. Generates a significant economic impact:
 - Creates construction jobs now when they are needed most
 - Centralizes density of activity in the downtown core and at the Diana Krall plaza.
 - Economic Impact (direct, indirect and induced) during construction phase estimated at \$11 million
 - Economic Impact of operations includes an estimated \$1.1 million per year in addition to the existing impact of the Port Theatre main stage.
2. Increased and expanded regional outreach:
 - 150 -250 new activities each year
 - New programming initiatives will include skills development workshops, master classes, rehearsals, new performance works and educational programming for all ages and interests. This facility has many educational possibilities.
3. Flexible seating capacity:
 - The flexible seating system will accommodate audiences from 50-240 in a variety of interesting and dynamic configurations. In the mid-island region there are a number of small performance venues but all of them are operating at capacity and none of them were designed to meet the level of professionalism and performance excellence that this Studio Theatre will provide to artists, designers and audiences. The Studio Theatre will be able to host local, regional and national touring events that are best seen in an intimate, flexible and comfortable venue.
4. Increased capacity to reach new audiences:
 - Presenting local, regional and national artists from all disciplines in this delightful Studio Theatre will attract new audiences of all ages and interests including tourists and other visitors to the region
5. Enhanced services in the promotion of culture:
 - The addition of affordable rehearsal/ performance spaces and office space for the professional Arts organizations for the local arts scene is also a major development. It is timely and imperative that resources be shared to maximize efficiencies and creativity through the creation of an Arts "incubator".
 - There would be efficiencies in having one management team with the ability to share equipment and staff.
 - Workshops, master classes and rehearsals will be held in the well ventilated rehearsal room with a sprung floor .
 - The arrival of this venue on the national scene will allow for the presentation of a season of professionally produced plays and touring theatre events offering extended runs for an intimate audience theatrical experience.
4. Increased community opportunity and use of The Port Theatre

Potential renters of the Port Theatre Studio facility:

- A Cappella Plus
- Arts Alive summer youth programs
- Brigadoon Dance Academy
- Crimson Coast Dance Society
- Dancestreams Performance Ensemble
- DNBIA
- Vancouver Island Symphony (rehearsals)
- Friends of the Library – reading series
- Fringetastic
- Harbour Dancentre
- Harbour City Music
- Many local independent artists
- Kirkwood Academy of Performing Arts
- Loyal Nanaimo Bathtub Society summer festival
- Malaspina Choir
- Mid-Island Multicultural Society
- Nanaimo African Heritage Society
- Nanaimo Blues Festival Society
- Nanaimo Ballet School
- Nanaimo Chamber Orchestra
- Nanaimo Conservatory of Music
- Nanaimo Concert Band
- Nanaimo Folk Music Guild
- Nanaimo Francophone Association
- Nanaimo Storytellers Circle
- Other Words Theatre
- Parksville Ballet School
- Schmooze Productions
- SD 68
- Tempo Dance Academy
- TheatreOne – professional theatre series
- Vibe Dance Studio
- Western Edge Theatre Company – theatre productions
- Vancouver Island Festival for Young Audiences
- Vancouver Island University Music programs
- Vancouver Island University Theatre dept.
- YPN
- And many more

5. Enhanced ability of our community to express, preserve, develop and promote our Cultural Heritage within Canada.
 - Regional Multicultural organizations and cultural heritage groups can showcase the artistic expressions of their communities featuring local, regional and national artists and performance ensembles
6. Generates economies of scale, spinoff activities and supports the larger economic priorities of the community and of governments
 - Provides an appropriately sized venue for events that don't require 800 seats and freeing booking dates up for more commercial productions in the main stage, as currently we turn some away
 - Relocates rehearsals from the large stage to more economical Studio
 - Reduces heating, cooling, power consumption, staffing costs
 - Minimal increased staffing requirements of 2 full time positions, 4 full time equivalent positions and 15+ casual positions are possible by utilization of existing Port Theatre operational systems
 - Costs savings will be realized by sharing the existing infrastructure including theatrical equipment (lamps, audio gear, staging, rigging, A/V) office systems, service and maintenance contracts and marketing expertise.
 - The Studio Theatre will further enhance the City of Nanaimo's "Arts District" and contribute to the economic diversification and continued revitalization of the downtown
 - Provides Federal and Provincial governments with a quality economic stimulus infrastructure project
7. Provides a Showcase for BC Wood Products:
 - The Studio Theatre will feature BC wood products on both the exterior and interior of the structure.
8. Demonstrates best practices, new approaches, innovative technologies and environmental sustainability:
 - Utilizing an existing site, incorporating and enclosing the existing loading dock and connecting to the existing Community Plaza.
 - Using existing stone piles previously driven.
 - The Concrete structure will use 50% fly ash in lieu of Portland cement.
 - The heating and cooling design will accommodate the Thermal Mass of the Building.
 - The mass of the building will be subjected to "Night Flushing" to reduce the ambient temperature of the structure.
 - A High Volume, Low Velocity ventilation heating/ cooling system will be used assuring a quiet, clean, energy efficient interior environment.
 - A water to water geothermal heat pump system is envisaged. (The cooling loads will be reduced due to the LED lighting)
 - High performance windows and an improved building envelope, including a green roof, will further reduce thermal gain, heat loss and improve the acoustical isolation factor.
 - Day lighting strategies will be used to improve the indoor environment, (not usually experienced in theatres), and reduce electrical energy consumption.
 - Energy efficient LED lighting will be used for all lighting, theatre/stage house, dressing rooms and offices. Perhaps making this the first all LED theatre in Canada.
 - Renewable Energy options will be incorporated into the roof structure allowing for Hot water Solar Collectors and Photo Voltaic panels.

- Low volume dual flush toilets and waterless urinals will be used in public washrooms and dressing areas.
- Low VOC materials will be used throughout the theatre.
- Local materials will be used wherever possible, particularly certified wood products.
- An aggressive Recycling programme is proposed to accommodate stage and audience waste.

The Port Theatre Society, Staff and Board of Directors would like Council to know that we would be pleased to provide additional information or meet to discuss this project or other emerging cultural issues. We are dedicated to Arts and Culture in this community.

On behalf of the Port Theatre Society, Staff, Volunteers and the Board of Directors
Thank you.

Sincerely,

Fred Jacklin
President
Board of Directors
The Port Theatre Society

The Port Theatre Arts Centre



Studio 8.... could be its name...the '8' turned on its side is the sign of infinity...

Studio 8.... offers infinite possibilities and opportunities for creativity....



RECEIVED

JAN 28 2013

LEGISLATIVE SERVICES

Ref: 152335

JAN 23 2013

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

Dear Mayor Ruttan:

Thank you for your letter of December 31, 2012, requesting a meeting to discuss measures to address the concerns related to the potential tax impact on your community of the recent Property Assessment Appeal Board (PAAB) decision on the BC Ferry Services (BCFS) Horseshoe Bay Terminal property. That decision was, to say the least, unexpected.

I want to assure you that government believes that BCFS, as a private entity, should continue to pay a fair level of property taxes. Government is aware that the current PAAB decision regarding the Horseshoe Bay Terminal and future related Supreme Court decisions could have an impact on the valuation of all BCFS properties.

Government is aware of how important it is that stability and certainty be returned, at the earliest opportunity, to the assessments of BCFS terminals located in your community and other local government jurisdictions. To meet this end, I am pleased to advise you that following my direct discussions with the two agencies, BCA and BCFS have resumed discussions with the goal of achieving a consensus agreement on assessed values for all BCFS terminals.

Any potential future intervention by government on the valuation of BCFS terminals will be considered within the context of any Court decision and the potential ability of BCFS and BCA to negotiate a fair and equitable agreement within the requirements of the *Assessment Act*. Government will be monitoring both of these processes very closely. While I understand your immediate concerns and a request for a meeting, I believe it would be prudent to delay any meeting until these processes have been completed. The affected communities will be informed of any further development should government decide to intervene.

.../2

☐ Council
☒ Committee

☒ Open Meeting

Camera Meeting

2013-Feb-04

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2


Phone: 250 387-2283
Fax: 250 387-4312

Location:
Room 301
Parliament Buildings
Victoria BC V8V 1X4

www.gov.bc.ca/cscd

His Worship Mayor John Ruttan
Page 2

Thank you for your letter. I appreciate your leadership on this important issue.
Sincerely,

A handwritten signature in black ink, appearing to read "Bill Bennett", with a long horizontal flourish extending to the right.

Bill Bennett
Minister

pc: Her Worship Mayor Lois E. Jackson
District of Delta

Her Worship Mayor Alice Finall
District of North Saanich

His Worship Mayor Michael Smith
District of West Vancouver



2012-DEC-31

The Honourable Bill Bennett,
Minister of Community Sport and Cultural Development
PO Box 9490 STN PROV GOVT
Victoria, BC V8W 9N7

Dear Minister Bennett:

Re: Assessment Appeal – BC Ferries Inc. Horseshoe Bay Ferry Terminal Properties

At the Regular Meeting of Council held 2012-Dec-17, Nanaimo City Council directed the Mayor to send a letter to the Minister of Community, Sport and Cultural Development requesting a meeting with the Minister and all municipalities that host BC Ferries terminals.

The 2012-Oct-29 Property Assessment Appeal Board ruling with respect to BC Ferries' Horseshoe Bay terminal has created the situation where Nanaimo's fifth largest taxpayer could become effectively exempt from paying property taxes while still receiving City services. As Nanaimo has three terminals within our boundaries, this has an impact of more than \$1.1 million to local taxpayers. This would not be acceptable to City Council and would need to be corrected by the provincial government.

The City of Nanaimo respectfully requests a meeting of the Minister and the Mayors of West Vancouver, Nanaimo, North Saanich, Delta and all other affected municipalities to discuss legislative measures to protect the municipalities from any loss of revenue resulting from the decision of the Property Assessment Appeal Board.

Sincerely,



Mayor John Ruttan

JR/bc

I:CORR121231MinisterBennettbcferries.docx

pc: Mayor&Council

Directors

Mayor Lois Jackson (mayor@delta.ca)

Mayor Finall -District of North Saanich,1620 Mills Road,North Saanich, B.C. V8L 5S9

Mayor Michael Smith – msmith@westvancouver.ca

<input type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Committee <i>Low</i>	Delegation	<input type="checkbox"/>
<input type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input checked="" type="checkbox"/>
Meeting Date: <u>2013 FEB 04</u>		

Delegation Request

Frank Moher has requested an appearance before council.

The requested date is Feb 04, 2013.

The requested meeting is:
FPCOW

Presenter's information

City: Gabriola
Province: BC

Details of Presentation:

Regarding Nanaimo Centre Stage and the City's budget plan.

Delegation Request

Bonnie Catterson-Kismet Theatre Academy has requested an appearance before council.

The requested date is Feb 04, 2013.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: B.C.

Details of Presentation:

I would like to speak to the issue of Nanaimo Centre Stage both as a business owner of Kismet Theatre Academy and as a frequent renter of the venue.

Delegation Request

Dean Chadwick has requested an appearance before council.

The requested date is Feb 04, 2013.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: BC

Details of Presentation:

I would like to speak about the proposed renovations and associated costs to Nanaimo Centre Stage.