

AMENDED

AGENDA FOR THE REGULAR COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC ON MONDAY, 2012-NOV-05, COMMENCING AT 4:30 P.M.

CHAIR: MAYOR RUTTAN

ACTING MAYOR: COUNCILLOR MCKAY (2012-OCT-22 TO 2012-DEC-02)

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

2. **INTRODUCTION OF LATE ITEMS:**

- Add section 90 (1) (k) to Item 15 – Procedural Motion

3. **ADOPTION OF AGENDA: (McKay/Bestwick)**

4. **ADOPTION OF MINUTES: (McKay/Bestwick)**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2012-OCT-22 at 4:30 p.m.

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5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

NONE

7. **COMMUNITY SAFETY AND DEVELOPMENT:**

- (a) **Permanent Change to a Liquor Primary License – Liquor Licensing for Movie and Live Event Theatres/Port Theatre – 125 Front Street**

Staff Recommendation:

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That Council:

1. direct Staff to provide a letter of 'No Objection' for the Port Theatre application to amend their liquor primary license in order to allow liquor service during films and live events; and
2. authorize Staff to comment on future applications to amend existing liquor primary licenses in order to allow liquor service to movie theatre and live event establishments.

(b) **Entertainment Endorsement for a Food Primary Liquor License - Alice's Restaurant - 728 Nicol Street**

Staff Recommendation: That Council receive the report regarding an Entertainment Endorsement for a Food Primary Liquor License – Alice's Restaurant – 728 Nicol Street.

Pg. 21-24

(c) **2011 Response Performance Correction**

Staff Recommendation: That Council receive the report regarding the 2011 Response Performance Correction.

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8. **CORPORATE SERVICES:**

(a) **Governance Review**

Staff Recommendation: That Council proceed with issuance of a request for proposals for the purpose of selecting a qualified consultant to undertake a governance review for the City of Nanaimo based on the attached summary terms of reference.

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9. **COMMUNITY SERVICES:**

(a) **Minutes of the Nanaimo Athletic Commission Meeting held 2012-JUN-13**

To be introduced by NAC Chair, Councillor Kipp.

Commission Recommendation: That Council receive the minutes of the Nanaimo Athletic Commission Meeting held 2012-JUN-13.

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(b) **Minutes of the Parks Recreation and Culture Commission Meeting held 2012-JUL-25**

To be introduced by PRCC Chair, Councillor Johnstone.

Commission Recommendation: That Council receive the minutes of the Parks Recreation and Culture Commission Meeting held 2012-JUL-25.

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(c) **Minutes of the Parks Recreation and Culture Commission Meeting held 2012-SEP-19**

To be introduced by PRCC Chair, Councillor Johnstone.

Commission Recommendation: That Council receive the minutes of the Parks Recreation and Culture Commission Meeting held 2012-SEP-19.

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(d) **Second Grant Application Under the Community Infrastructure Improvement Fund (CIIF)**

Staff Recommendation: That Council endorse the Harewood Centennial Park Improvement Plan for application under the Community Infrastructure Improvement Fund (“CIIF”).

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(e) **Maffeo Sutton Park Improvement Plan Update**

To be introduced by PRCC Chair, Councillor Johnstone.

Commission Recommendation: That Council receive the report regarding Maffeo Sutton Park Improvement Plan Update.

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

(a) Letter received 2012-OCT-23 from Ms. Toni Hall, British Columbia Project Manager, Canadian Fallen Heroes Foundation, requesting a link to www.canadianfallenheroes.com from the City of Nanaimo’s website and requesting donations to commission memorials for fallen soldiers from the Nanaimo area.

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(b) Letter dated 2012-OCT-29 from Ms. Denise Tacon, General Manager, Vancouver Island Conference Centre, enquiring if the City of Nanaimo would be interested in hosting the Association of Vancouver Island Coastal Communities Annual Conference from April 10-12, 2015 or April 8-10, 2016.

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11. **NOTICE OF MOTION:**

12. **OTHER BUSINESS:**

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

(a) Ms. Kim MacIntyre, Secretary, Nanaimo FASD Society regarding a letter dated 2012-OCT-01, proposing that Council adopt a bylaw to promote awareness of the dangers of consuming alcohol during pregnancy by posting warning signs in establishments that sell or serve alcohol.

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(b) Ms. Sharon Kofoed, regarding what the local pain clinic is doing for patients in Nanaimo and other citizens living on Vancouver Island.

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(c) Ms. Lynn Burrows, Ms. Shelley Serebrin and Mr. Paul Manly regarding the Canada - China Investment Agreement (FIPA) and requesting that Council ask the Prime Minister for thorough and open discussion of this proposed agreement and that Council inform all Nanaimo residents of the ramifications of this proposed agreement.

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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):

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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, 2012-OCT-22 COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

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

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. M. Hickey, General Manager of Community Services
I. Howat, Director of Strategic Relationships
T. L. Hartley, Director of Human Resources and Organizational Planning
L. Coates, Acting Director of Finance
T. P. Seward, Director of Development
Chief R. Lambert, Nanaimo Fire Rescue
A. J. Tucker, Director of Planning
S. Clift, Director of Engineering and Public Works
K. MacDonald, Parks Planner
P. Cooper, Communications Manager
H. Davidson, Records Management Clerk
S. Snelgrove, Acting Steno
K. King, Acting Manager of Legislative Services
L. Dennis, 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) Add Agenda Item 12 – Other Business - Councillor Brennan.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC on Monday, 2012-AUG-27 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. COMMUNITY SERVICES:

- (a) Award Request for Proposals #1380 Modular Furniture, New Service and Resource Centre

It was moved and seconded that Council award Request for Proposal #1380 for Modular Office Furniture to Heritage Office Furnishings in the amount of \$362,023.30. The motion carried unanimously.

6. OTHER BUSINESS:

Councillor Brennan made a statement regarding Mr. Jim Manly, a local United Church minister and former Member of Parliament, who has been detained in Israel. Councillor Brennan expressed her well wishes to his family and her hope that the government takes some action to make sure he is safely brought home to Nanaimo.

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

- (a) Ms. Signy Madden, Executive Director and Mr. Don Bonner, President, United Way Central & Northern Vancouver Island, spoke regarding the value of giving to the United Way and how it can be done via payroll deduction. Ms. Madden expressed interest in running an in-house fundraising campaign at City Hall in 2013.

8. PROCEDURAL MOTION:

It was moved and seconded that Council move "In Camera" in order to deal with the following matters under the *Community Charter* Section 90(1):

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; and,

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried unanimously.

Council moved into "In Camera" at 4:47 p.m.

Council moved out of "In Camera" at 6:47 p.m.

9. ADJOURNMENT:

It was moved and seconded at 6:47 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

AUTHORED BY: DAVE STEWART, PLANNER

RE: PERMANENT CHANGE TO A LIQUOR PRIMARY LICENSE - LIQUOR LICENSING
FOR MOVIE AND LIVE EVENT THEATRES/ PORT THEATRE – 125 FRONT STREET

STAFF RECOMMENDATION:

That Council receives the report and:

1. direct Staff to provide a letter of 'No Objection' for the Port Theatre application to amend their liquor primary license in order to allow liquor service during films and live events; and
2. authorize Staff to comment on future applications to amend existing liquor primary licenses in order to allow liquor service to movie theatres and live event establishments.

PURPOSE:

The purpose of this report is to request Council direction regarding the Port Theatre's application to amend their liquor primary license to allow liquor service during film screening; to inform Council of recent changes to the Liquor Control and Licensing Branch (LCLB) policy with respect to the licensing of film and live event theatres; and to request Council direction for processing applications with respect to these changes in future.

BACKGROUND:

The City has received correspondence from the LCLB (Attachment A) requesting that local government comment on the Port Theatre's application to allow liquor service in the existing licensed lobby in conjunction with films/broadcasts. If approved, the theatre would be permitted to serve liquor in the lobby, with minors present, in conjunction with films, broadcasts and live events. No liquor service will be permitted in the auditorium. Liquor service hours will be limited to one hour before, during, and one hour after the film or event. Patrons will be required to have an event ticket in order to be in the lobby.

The theatre currently has an existing liquor primary license for the lobby area with a capacity of 833 persons. Minors are currently permitted within the liquor primary area. While generally a live theatre venue, the theatre occasionally hosts movie events (such as the Banff Mountain Film Festival World Tour) and has expressed an interest in amending the existing license in order to serve liquor during movie events.

In April 2012, the LCLB amended the *Liquor Control and Licensing Regulation* which affects the licensing of movie theatres and the ability of live event theatre establishments with liquor primary licenses to screen movies and other broadcasts. A copy of this policy is included for Council's information (Attachment B).

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

Movie theatres are now eligible to hold a liquor primary license and to serve liquor in age controlled areas. The change in legislation allows licensed live event theatres (such as the Port Theatre) to serve liquor during films and broadcasts and to license the theatre auditorium. No liquor service will be permitted in the auditorium if minors are present, but if the movie or event is age restricted (no minors present) liquor service may be permitted in the auditorium.

The licensee has the discretion to determine if a given movie or event is age restricted without notifying or applying to the LCLB or the City. A one-time application is however required to permit liquor service during movies. Local governments are asked to complete a form indicating whether or not they object to a license change to allow liquor service during a movie but a Council endorsement is not required.

DISCUSSION:

Due to the recent changes in liquor control regulations, the Port Theatre, located at 125 Front Street, has applied to the LCLB to allow liquor service in the existing licensed lobby in conjunction with films and broadcasts. The theatre's existing liquor primary license currently permits liquor service during concerts, theatre events and other live performances, but not during a movie. If the application is approved liquor service will be permitted during a film or broadcast event in the same area and manner as it is currently permitted during a live performance event. Given the limited nature of the change requested, Staff supports the application and recommends Council direct Staff to provide the LCLB with a letter of no objection concerning the application.

As the ability to amend an existing liquor license to allow liquor service during a movie event is relatively new, the City does not yet have a policy for reviewing and commenting on these application types. For all other permanent changes to a liquor primary license, such as a change in hours or capacity, the City requires Council review and comment. Surrounding property owners are also notified and given an opportunity to comment.

The authority to approve temporary special occasion liquor licenses has been delegated to Staff, and as such no Council comment is required for these applications. If Council wishes, they can similarly authorize Staff to provide local government comment regarding applications to amend existing liquor primary licenses in order to serve liquor during a movie event. In Staff's opinion, the impact of allowing liquor service within an existing liquor primary licensed area during a movie or broadcast event is relatively minor. In order to allow for a quicker and more user friendly process, Staff recommends Council authorize Staff to comment on future amendment applications relating to allowing liquor service during a movie event within existing licensed establishments.

If Council chooses to authorize Staff to comment on these application types, the City's 'Permanent Change to a Liquor License Application Process and Checklist' will be amended to include the following statement:

"Where an application is received to permit liquor service during a film or broadcast, Council review and/or notification is not required. Staff may provide a letter of 'No Objection' to the Liquor Control and Licensing Branch. Where Staff is not supportive of the application, or willing to provide a letter of 'No Objection', the applicant may appeal to Council through the process described above."

A draft copy of the "Permanent Change to a Liquor License Application Process and Checklist" including the suggested change is included (Attachment C).

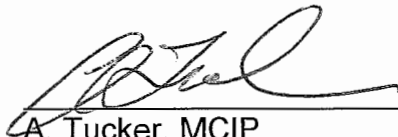
Where a theatre or cinema does not already have a liquor license, a new liquor primary application will be required and must be reviewed by Council.

Respectfully submitted,



B. Anderson, MCIP
MANAGER
PLANNING & DESIGN SECTION

Concurrence by:



A. Tucker, MCIP
DIRECTOR
PLANNING



T. Swabey
GENERAL MANAGER
COMMUNITY SAFETY & DEVELOPMENT

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-OCT-25
Prospero: LA000083 – Port Theatre – 125 Front Street
DS/pm/lb

ATTACHMENT A



September 19, 2012

Job #702746-20

Mr. Alastair Kenning
City of Manager
City of Nanaimo
455 Wallace Street
Nanaimo BC V9R 5J6

via e-mail: al.kenning@nanaimo.ca

Dear Alastair:

**Re: Application for a Permanent Change of Terms and Conditions
To allow liquor service during films and broadcasts
Liquor Primary (LP) Licence #183885
Establishment Type: Theatre
Establishment Name: Port Theatre
Location: 125 Front Street, Nanaimo
Application status: Pending local government comment**

The Liquor Control and Licensing Branch (the Branch) is requesting comment from City of Nanaimo on the following application from Port Theatre.

The theatre is requesting consideration to allow liquor service in the existing licensed lobby in conjunction with films/broadcasts. I have attached the applicant's written request.

The theatre currently has two lobbies. One is referred to as the 'lobby level' (patron 01) and the second is referred to as the 'balcony level lobby' (patron 02). Both lobbies are licensed for the service of liquor. The auditorium is not licensed and the licensee is not pursuing to apply to licence the auditorium at this time.

If the requested permanent change is approved, the following terms and conditions would apply:

- Liquor service is permitted in the lobby (Patron 01 & Patron 02), with minors present, in conjunction with films, broadcasts and live events. No liquor is permitted in the auditorium.
- Liquor service is limited to one hour prior to, during and one hour after a live event, film or broadcast.

Liquor Control and
Licensing Branch

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8
Telephone: 250 952-5787
Facsimile: 250 952-7066

Location:
4th Floor, 3350 Douglas Street
Victoria, BC

<http://www.pssg.gov.bc.ca/clb>

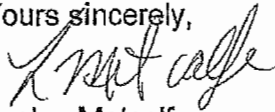
September 19, 2012

- Patrons must have a ticket to the film, broadcast or live event in order to be in the lobby.
- The establishment may alternate between licensed and unlicensed live events or film/broadcasts with no need for LCLB permission.

This type of change to a liquor licence requires input by way of written comment from the City of Nanaimo. **Please complete the attached form and return it to my attention prior to October 19, 2012.**

For more information about LCLB policy relating to liquor service at films/broadcasts, see Policy Directive 12-02 at <http://www.pssg.gov.bc.ca/lclb/resources/index.htm>. If you have any questions regarding this application, please contact me at lesley.metcalf@gov.bc.ca or 250-952-5769.

Yours sincerely,



Lesley Metcalfe
Senior Licensing Analyst

attachment: applicant's letter & application

copy: Bruce Halliday, Port Theatre (via e-mail bhalliday@porttheatre.com)
Liquor Inspector Terrance Trytten (via e-mail)

TO BE COMPLETED BY City of Nanaimo

Job #702746-20

LP Establishment Name: Port Theatre

LP # 183885

Located at: 125 Front Street, Nanaimo

☐ OBJECTION

☐ NO OBJECTION

Comments:

Name of the Municipality/Regional District/First Nation:

City of Nanaimo

Signature: _____

Print Name: _____

Your title/position: _____

Phone # (_____) _____

Date signed: (mm/dd/yy) _____

Please fax the completed form to the attention of Lesley Metcalfe at 250-952-7066.



Liquor Control and Licensing Branch
4th Floor, 3350 Douglas Street
P.O. Box 9292, Stn. Prov. Govt.
Victoria, BC V8W 9J8

August 1st, 2012

Dear Sir or Madam,

Please find enclosed required documents for changes to our liquor license #183885.

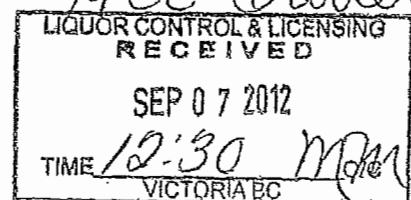
* We are requesting that the "Green Room" be removed from the licensing area (red zone). There are no sales of liquor in this area, and because it is so physically removed from the public spaces, it is difficult to monitor properly. We intend to continue with Liquor sales in the remaining areas, as per current license agreement with the exception that we are applying for a license with the ability to sell at film events.

Job # 702746-20

Sincerely,

Bruce Halliday
General Manager
The Port Theatre
250.754.4555 ext.305
bhalliday@porttheatre.com

* Green Room = Patron 04 (to be eliminated from licence + processed under separate application)



ATTACHMENT B



Liquor Control and Licensing Branch **POLICY DIRECTIVE** **No: 12 - 02**

Date: April 11, 2012

To: All LCLB staff
All Industry Associations
All Local Government, First Nations, and Police Agencies
All live event theatre liquor primary licensees

Re: Amendment to the regulation respecting the liquor primary (LP) licensing of movie theatres and changes to policy for live event theatres

The purpose of this policy directive is to announce amendments to the *Liquor Control and Licensing Regulation* affecting the licensing of movie theatres and the ability of live event theatre establishments with LP licences to screen movies and other broadcasts. These changes take effect immediately, and repeal and replace policy directive 12-01.

BACKGROUND

The *Liquor Control and Licensing Regulation* amendment removes the prohibition on the liquor primary licensing of movie theatres. Movie theatres are now eligible to hold a liquor primary licence.

Licensed live event theatres may now show movies with no liquor service, or may apply for approval to serve liquor in the lobby at films and broadcasts, and to licence the theatre auditorium, if not already licensed. This will provide more options and greater flexibility for current licensees operating predominantly live event theatre venues.

POLICY

Effective Immediately:

Licensed live event theatres may show films or broadcasts and may have live all-ages events without liquor service without having to seek approval or provide notice to the Liquor Control and Licensing Branch.

Expanded Licensing Eligibility for Movie and Live Event Theatres:

- Movie theatres are now eligible to apply for a liquor primary licence to serve liquor at films and broadcasts in age controlled areas.
- Live event theatres are now eligible to apply to serve liquor at films and broadcasts, and to licence the theatre auditorium.

POLICIES APPLICABLE BY VENUE TYPE

Multiplex Theatre Licensing Policy:

- Patrons must have purchased ticket to enter theatre.
- Liquor service is permitted in a separate, age restricted (no minors permitted) LP lounge and any connected age controlled theatre auditoriums (i.e. not the entire lobby area).
- LP lounge, theatre auditorium and connecting hallways/areas may all be part of the licensed area.
- Hours of liquor service to be event-driven (i.e. from 1 hour prior to 1 hour after movie screening) within the approved liquor service hours.
- Liquor service is also permitted in a separate, all ages food primary (FP).

Single Screen Movie/Live Event Theatre Policy:

- Patrons must have purchased ticket to enter theatre.
- Liquor service permitted in the lobby and theatre auditorium, all of which may be licensed as an LP.
- Liquor service is permitted in the theatre lobby with minors present.
- No liquor service is permitted in the theatre auditorium if minors are present (an exception is made for live events at live event venues that have already obtained prior approval of the general manager).
- Hours of liquor service to be event-driven (i.e. from 1 hour prior to 1 hour after movie screening) within the approved liquor service hours.
- Licensees have discretion to determine if a given movie/event is age restricted (no minors permitted) without applying for LCLB permission or notifying LCLB:
 - Liquor service for age restricted (no minors permitted) movies/events is permitted in the auditorium and the theatre lobby (appropriate signage that no minors are permitted must be posted); and
 - Liquor service for-all ages movies/live events is permitted only in the theatre lobby area.
- Live event venues will be able to show pay-per-view or other broadcasts
- Liquor service also permitted in a separate, all ages food primary (FP).

Live and Screened Events Special Occasion Licence (SOL) Policy:

- Organizations eligible for an SOL may apply to hold screening events in a licensed or unlicensed theatre or other type of venue (note that under current policy SOL licensing is generally limited to 2 days per month, unless exempted by the general manager).
- If an SOL for screening events is held in a licensed establishment, the establishment would have to apply to temporarily suspend the licence for the event.
- Rules respecting minors and liquor service are the same as single screen movie/live event theatre policy.

FURTHER INFORMATION

Further information regarding liquor control and licensing in British Columbia is available on the Liquor Control and Licensing Branch website at www.pssg.gov.bc.ca/lclb. If you have any questions regarding these changes, please contact the Liquor Control and Licensing Branch toll free in Canada at 1-866-209-2111 or 250-952-5787 if calling from the Victoria area.

Further information on movie theatre licensing under the *Motion Picture Act* is available on the Consumer Protection BC website at <http://www.consumerprotectionbc.ca/motion-pictures-portal>, or by calling 1-888-564-9963.



Karen Ayers
General Manager

ATTACHMENT C



PLANNING & DEVELOPMENT DEPARTMENT

PERMANENT CHANGE TO A LIQUOR LICENCE APPLICATION PROCESS AND CHECKLIST

Local Governments are asked to comment on an amendment to an existing Liquor-Primary Licence where the application includes:

- *An extension in hours of liquor service (either earlier or later);*
- *An increase in person capacity; or*
- *The addition of a patio.*

THE PROCESS:

1. LCLB Notifies City of Application

- (a) City Staff receives a copy of the application and date stamps the original application form to indicate the date it was received. The City has 90 days from the date of receiving the application to respond to LCLB.
- (b) The applicant provides staff with a non-refundable \$250.00 processing fee.
- (c) The applicant shall provide the City with a letter of rationale for the proposed change to the liquor licence. The letter must include:
 - The nature of the business;
 - The proposed change requested;
 - The applicants rational for the proposed amendment;
 - A community impact statement that outlines the proposed establishments positive and negative impacts on the community; and
 - Measures to be taken to prevent and/or address the negative impacts described including noise abatement measures.
- (d) Staff reviews the application to ensure that the use conforms to the City's Zoning Bylaw.
- (e) Staff sends a letter to the applicant acknowledging that the application has been received.

2. Staff Distributes Application Materials

Staff sends a request for comment to various internal and external departments. The following checklist identifies the agencies and the specific issues on which each agency is expected to comment:

☐ **RCMP, Nanaimo Detachment**

The RCMP is expected to comment on the potential impact of the proposed amended licence on:

- Police Resources
- Levels of criminal activity in the City
- Levels of public disorder, including noise and
- Any previous RCMP related incidents involving the applicants establishment

☐ **Building Inspection**

Building Inspection is expected to provide comments on:

- The establishments conformity to the City's building bylaw
- The establishments conformity to the BC Building Code (including the Code's regulations on occupant load)

☐ **Fire Department**

The Fire Department is expected to comment on:

- A history of fire related concerns by the establishment
- Code and fire safety inspections
- Where the amendment includes an increase in capacity the Fire Department should also comment on occupant load issues

☐ **Bylaw Services/ Business Licensing**

The Manager of Bylaw Services is expected to comment on:

- Any complaints or concerns related to the business licence of the premises
- Any history of disturbances or nuisances in the immediate vicinity

☐ **Downtown Nanaimo Partnership**

The Partnership is expected to review only those applications that relate to the proposed establishments in Downtown Nanaimo. For each of these applications a representative is expected to comment on:

- The existing downtown business community
- The amendments potential impact on the Partnerships vision of downtown Nanaimo

☐ **Neighbourhood Associations**

Where a Neighbourhood Association which includes the location of the establishment exists, a representative of that association is asked to comment on:

- The character of the existing neighbourhood
- The neighbourhoods existing relationship with the applicants establishment
- The proposed amendments potential impact on the neighbourhood

3. Public Notification

The public notification stage may be done concurrently with Step 2. Upon receipt of the application, Staff will mail and deliver a Public Notice and Comment Sheet to the owners and occupants of all buildings within a 100 metre radius of applicant's establishment. The Public Notice shall include the name and location of the applicant's establishment, the proposed amendment, the City Staff contact, a map showing the establishment and the notification area and an area in which the public can comment on the application. A copy of these responses will be presented to Council.

4. Staff Report

(a) Shortly after the application has been received Staff will provide Council with an Information Only Report at a regular Council meeting. The report is intended to give Council members a heads up that an application has been received. After receiving this report Council may choose to exercise their option to not comment on the application. 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 or Council regarding the application.

- (b) Upon completion of the Public Notification phase, a second Staff report will be forwarded to Council. The second report should contain Staff's recommendation for or against the application, a summary of comments from the referrals, and a summary of the responses received from the Public Comment sheets. The report should also include staff's comments on the applications potential for noise and the impact on the community.
- (c) Owners and occupants of all buildings within a 100-metre radius of applicant's establishment shall be notified of the date the second Staff report will be presented to Council.

5. Council Provides Resolution

The final step in the process is for Council to make its recommendation on the application to the LCLB. Staff will provide notice of Council's resolution to the LCLB and provide a reason for Council's recommendation. The resolution must comment on the local government's regulatory criteria and indicate the method used to gather the views of residents and a summary of their views.

Where an application is received to permit liquor service during a film or broadcast, Council review and/or notification is not required. Staff may provide a letter of 'No Objection' to the Liquor Control and Licensing Branch. Where Staff is not supportive of the application, or willing to provide a letter of 'No Objection', the applicant may appeal to Council through the process described above.

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

AUTHORED BY: DAVE STEWART, PLANNER, CURRENT PLANNING

RE: ENTERTAINMENT ENDORSEMENT FOR A FOOD PRIMARY LIQUOR LICENSE -
ALICE'S RESTAURANT - 728 NICOL STREET

STAFF RECOMMENDATION:

That Council receive the report for information only.

PURPOSE:

The purpose of this report is to advise Council of an application from Alice's Restaurant (728 Nicol Street) to permit patron participation entertainment within the existing licensed restaurant in advance of Staff requesting comments from adjacent property owners and occupants. As Council is aware, a municipal resolution is required before the Province will consider the application further.

BACKGROUND:

The City received correspondence from Ms. Barbara Lentz regarding her intent to allow patron participation (dancing) within Alice's Restaurant located at 728 Nicol Street (Attachment A). Ms. Lentz is requesting a local government resolution in support of her application to the Liquor Control and Licensing Branch (LCLB) to include entertainment as part of a "food primary liquor license" application. A local government resolution is required by the LCLB before it will consider the application to permit patron participation entertainment within a food primary licensed establishment.

The subject property is included within the Community Corridor (COR3) zone, where a restaurant is a permitted use. The COR3 zone also permits a neighbourhood pub where live entertainment and dancing are allowed.

In June 2002, the City of Nanaimo retained Neilson-Welch Consulting Inc., to prepare a Liquor Control Strategy, which Council subsequently adopted. In terms of food primary establishments, the Liquor Control Strategy recommends that Council support restaurants that wish to include patron participation, but only in cases where the restaurant provides, in writing, an outline of the types of entertainment proposed, and the assurance that food service will remain as the primary function. The applicant wishes to allow patron participation entertainment in order to allow restaurant guests to dance. The applicant hopes to attract an older crowd who might not feel comfortable dancing in a nightclub environment. The applicant has provided a letter of assurance which is attached (Attachment B).

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee... <i>CLW</i>	Delegation	<input type="checkbox"/>
<input type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2012 - NOV - 05</u>		

DISCUSSION:

A public notice and comment form will be mailed and delivered to all of the owners and occupants of buildings and properties surrounding the subject location at 728 Nicol Street. All referral responses including comments from the RCMP, will be summarized and attached to a future report. As per Council policy, this report has been placed on this evening's agenda for information only.

Following public notification, the application will be returned to Council for comment.

Respectfully submitted,

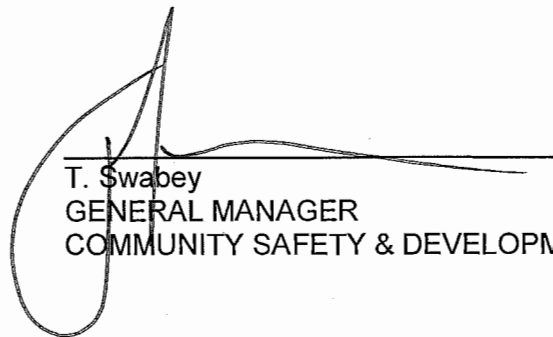


B. Anderson, MCIP
MANAGER
PLANNING & DESIGN SECTION

Concurrence by:



A. Tucker, MCIP
DIRECTOR
PLANNING



T. Swabey
GENERAL MANAGER
COMMUNITY SAFETY & DEVELOPMENT

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-OCT-24
Prospero: LA000082 – 728 Nicol Street
DS/pm/lb

This map shows a residential neighborhood with the following streets and house numbers:

- Robins St:** 81, 85, 103, 107, 111, 113, 115, 121, 125, 135, 137, 145, 149, 151, 155, 160, 186.
- Strickland St:** 112, 116, 118, 120, 122, 124, 128, 132, 134, 138, 140, 142, 144, 160, 186.
- Garden St:** 68, 64, 60, 50, 830, 836, 852.
- Nicol St:** 703, 707, 709, 711, 715, 719, 723, 727, 731, 733, 735, 737, 739, 741, 745, 110, 702, 706, 710, 714, 718, 722, 724, 726, 730, 734, 740, 742, 746, 750.
- Woodhouse St:** 728, 736, 744, 746, 752, 754, 756.

Curved arrows are drawn across the map, likely indicating specific locations or directions. A small rectangular area is highlighted on Nicol St near house number 728.

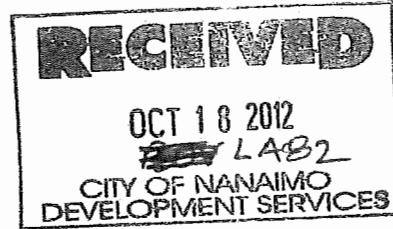
LOCATION PLAN

**Subject
Property**

 Notification Area



ATTACHMENT B



October 03, 2012

To whom it may concern:

Alice's Restaurant (1993) Ltd. of 728 Nicol Street Nanaimo BC V9R 4V1, would like to apply for an Entertainment Endorsement License. Our main goal is to have a Food Primary Entertainment License for our customers. Our competitor restaurant on the same street has one and some of our customers will go there to enjoy the music and dancing. Our banquet facilities are located on our premises and we cater in-house for birthdays, anniversaries, small weddings and bowling clubs. We have had several requests for dancing after dinner and have lost some functions due to no dancing.

We think it is only fair for equal opportunity in business and it will also help us stay in business and keep people employed in our community. We would only be having entertainment on the weekends from 9pm until close. Our restaurant faces towards the Old Island Highway on Nicol St with double entrance doors to the banquet room. The first home to the right of our building is owned by Alice's Restaurant. There are no neighbours close to the building. We have four lanes of highway in front of us and the building is made of concrete.

Thank you for your review of our application.

Barbara Lentz (owner)
Alice's Restaurant
250 755 6475

City of Nanaimo
REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

AUTHORED BY: RON LAMBERT, FIRE CHIEF

RE: 2011 RESPONSE PERFORMANCE CORRECTION

STAFF RECOMMENDATION:

That Council receive this report for information.

PURPOSE:

This report provides an overview of data processing errors for information around response performance in the 2011 City of Nanaimo Annual Report, specific to the Fire Rescue Department.

BACKGROUND:

The Fire Rescue Department uses 'best practices' to measure service to the community and has adopted performance measures as desired targets to achieve. Response performance targets assist in defining where Department resources should be located to meet this desired level of service. The City's established performance objective is:

Provide for first unit arrival within 6 minutes of receipt of an emergency, 90 percent of the time.

Within this standard are three important components:

Dispatch Time

- *The time from receipt of the alarm to the dispatch of resources should be 60 seconds or less, 90 percent of the time.*

Turnout Time

- *The time from dispatch of response units to their initiation of response should be 60 seconds or less for medical incidents 90 percent of the time and 80 seconds or less, 90 percent of the time for other incidents.*

Travel Time

- *The time to travel to an incident should be 4 minutes or less, 90 percent of the time.*

In February 2011, the Fire Rescue Department generated response data for the Annual Report for City services. As a result of public inquiries respecting the performance measure data for 2012, Council directed that staff provide a report on the desired targets expected with the 24/7 staffing of the new Fire Station 4. In preparing to respond, staff identified errors in the data used to report the response times. Two recommendations were adopted by Council; first to provide the correct response information to the public, and second, to update incident response data and update the Fire Plan for future resourcing as necessary.

DISCUSSION:

Given complications around report generation and complexity of the data system, Staff performed a comprehensive audit on the 6,494 incidents that occurred in 2011. The audit provided an insight into data contained in each report and Staff learned of reporting errors in two areas.

The first error was related to the 6-minute response performance where incidents of the entire Central Island 9-1-1 service area were captured. Areas outside the City of Nanaimo limits were included. This skewed actual performance for the City of Nanaimo. The incorrect reporting formula has been eliminated so such an error cannot reoccur.

Initially Reported	54.26%	Actual 2011	73.27%
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The second error was associated with dispatch time and the formula to generate dispatch performance. This formula was used over the last 5 years thus providing incorrect information. The report generation formula has been corrected and the correct data has been provided in the table below.

Initially Reported	76.46%	Actual 2011	89.13%
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A summary of the actual 5-year response performance is provided in the table below:

Measure	2011	2010	2009	2008	2007
Dispatch within 60 seconds	89.13%	89.15%	89.25%	89.57%	90.26%
Turnout within 60 seconds / 80 seconds	53.52% 53.13%	41.31%	32.62%	32.30%	17.55%
Travel time within 4 minutes	67.37%	67.75%	65.99%	67.18%	68.71%
Arrival of first-due Engine within 6 minutes (aggregate)	73.27%	64.32%	65.39%	63.34%	60.32%

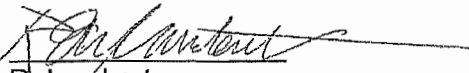
Significant improvements have been made to the "Turnout Time" component of the response performance. The turnout improvements can be seen in the table above and September

data indicates further improvements (medical 66% and other incidents 73%), all positively impacting the primary target to have the first engine on scene of an incident within 6 minutes.

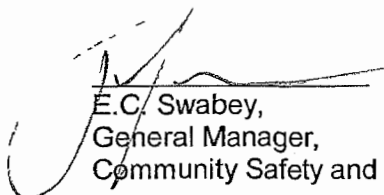
To clarify, the 90th percentile was based on full implementation at the time of the Study in 2005. Council of the day chose a 10-Year Fire Plan to make implementation affordable and use the 90th percentile as a desired target. That plan was extended to a 12-Year Plan in 2009 and population growth and related demand for service continues to increase.

This notwithstanding, many of the response times greater than 6 minutes are associated in parts of the City thought to be well served by existing fire hall locations. Fire staff has been briefed in the response time findings and there is an awareness of this issue that is already resulting in better turn out and ultimately better response within the goals established. Staff is currently generating incident data to determine trends which will assist to indicate the future direction of the Department. As directed by Council, the 2005 Standard of Response Study will be updated with the strategic approach of the Department to provide "excellent service" to the citizens of Nanaimo, as defined by the City's established performance objective.

Respectfully submitted,


R. Lambert
Fire Chief

Concurrence by:


E.C. Swabey,
General Manager,
Community Safety and Development

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-OCT-25

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

AUTHORED BY: DOUGLAS W. HOLMES, ASSISTANT CITY MANAGER/
GENERAL MANAGER, CORPORATE SERVICES

RE: GOVERNANCE REVIEW

STAFF RECOMMENDATION:

It is recommended that Council proceed with issuance of a request for proposals for the purpose of selecting a qualified consultant to undertake a governance review for the City of Nanaimo based on the attached summary terms of reference.

BACKGROUND:

Council's strategic plan which was adopted on 2012-JULY-09 identifies "Taking Responsibility" as a Strategic Priority. Within this Strategic Priority, Council identified an external "Governance Policy, Structure and Processes Review and Audit" as a potential strategy and/or initiative. The plan further identifies the City's "Operating Philosophy" that is intended to define how we want to perform and be seen by stakeholders. The intention of the RFP will be to have a consultant measure the City's governance against its Operating Philosophy and to provide recommendations to close or eliminate the gap between the City's stated governance objectives and its performance.

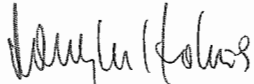
DISCUSSION:

Hiring a consultant through an RFP process is part of the implementation of Council's strategic plan. The strategic plan implementation schedule states that this step of the implementation will commence in 2012 with the actual study completed in 2013. There are sufficient funds in the 2012 Financial Plan (Council Contingency) to fund this study.

☐ Council
☒ Committee...COW...
☐ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-NOV-05

Staff have prepared draft terms of reference, a summary of which is appended to this report as "Attachment A". If Council approves the issuance of an RFP, staff will return with a recommended course of action based on the responses. The deadline for responses is expected to be 2012-NOV-23.

Respectfully submitted,



D.W. Holmes,
Assistant City Manager/
General Manager, Corporate Services

Drafted: 2012-SEP-21

DWH/jdk

CITY MANAGER COMMENT:

I concur with the staff recommendation.

ATTACHMENT "A"
GOVERNANCE REVIEW
TERMS OF REFERENCE

The consultant will be responsible for providing expert advice in the form of the following deliverables (note that proponents are not limited by the deliverables and may wish to expand on them):

- Audit of current policy-setting environment – by measuring against the Operating Philosophy articulated in the Strategic Plan, assess the City's governance to date including, but not limited to:
 - Use of committees;
 - Role and authority of committees;
 - Timing and format of meetings;
 - Policies related to in-camera meetings;
 - Practices for preparing Council for decision-making, including Council Briefings;
 - Delegated authority to staff (including delegation bylaw)
 - Council Meetings (including procedure bylaw).
- Recommendations – provide recommendations for the City of Nanaimo's policy setting environment intended to meet the objectives of the strategic plan,
- Policy Documentation - draft any policy documentation required to implement the recommendations; and
- Best Practices Alternatives – provide any appropriate "Best Practices" other than those recommended that may be effective in the City's circumstances with a comment on their strengths and weaknesses in the City's application.

**MINUTES OF THE REGULAR NANAIMO ATHLETIC COMMISSION MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2012-JUN-13, COMMENCING AT 11:30 A.M.**

PRESENT: Commissioner J. Kipp, Chair

Members: Commissioner B. Avis
Commissioner E. Garner
Commissioner T. Greves
Commissioner B. Meunier

REGRETS: Commissioner B. McKay
RCMP Liaison, W. Taylor

Staff: S. Samborski S. Raddysh
R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Nanaimo Athletic Commission was called to order at 11:35 a.m.

2. INTRODUCTION OF LATE ITEMS:

- Amend numbering of Item 11.(a) – E-mail from Ed Garner to Item 11.(b)
- Add new Item 11.(a) – E-mail correspondence and attachments from Eric Hunter regarding the Canadian Combat Sport federation AGM to be held 2012-SEP-22.
- Add under Item 11.(b) - Ed Garner – verbal report in relation to the Provincial Commission legislation.

It was moved and seconded that the late items be accepted. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

☐ Council
☒ Committee... COW
☐ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-NOV-05

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Nanaimo Athletic Commission Meeting held Wednesday, 2012-MAY-16, at 11:31 a.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: (None.)

6. DELEGATIONS: (None.)

7. CHAIR'S REPORT: (None.)

8. REPORTS OF ADVISORY BODIES: (None.)

9. STAFF REPORTS:

- (a) Review Proposed Amended Nanaimo Athletic Commission Bylaw (verbal with handouts).

Staff's Recommendation: That the Nanaimo Athletic Commission review and finalize the proposed amended Bylaw and recommend for Council approval.

Amendments to Proposed:

- All references to "Nanaimo Athletic Commission" to be amended to "Nanaimo Combative Sports Commission" (to be submitted to City solicitor for review)
- Section 2 – Definitions – "Major Championship" - amend to read "Means a National event recognized by a National or International governing organization."
- Section 8 – Membership – sub-section (2) as it addresses the "at large" members amend to read,
 - "three (3) "at large" members, with preference given to residents of the City of Nanaimo"
- Section 12 – Security Deposit – sub-section (1) delete, "Before any permit is issued to hold a "Combat Sport", and "(excluding costs paid to the City)" and amend to read:
 - The Promoter shall deposit a security of 100% of the overall event expenses ten working days prior to the event for the faithful performance of their obligations as specified by the Commission. For this purpose "expenses" includes all Commission fees, costs of officials and athletes' purses.

- Section 12 – Security Deposit – sub-section (2) amend “shall” to “may” and add “to cover incurred costs” to read:
 - “In the event such “Combat Sport” is not carried out or in case any Promoter or contestant is guilty of misconduct or of disobeying any of the rules and regulations established by the Commission, the security so deposited by the Promoter or contestant who is guilty of such misconduct or is in breach of contract, may be forfeited to the Commission to cover incurred costs.”
- SCHEDULE “B” – Nanaimo Athletic Commission – Scale of Payments
 - 2. MEDICAL (Minimum) *Doctor – amend from \$500 to “Actual Costs”
 - 3. Amend, “Videotaping” to “Recording”
 - 4. Delete entire section
 - Add note to line after “*Meet approval of Commission” to read, “Travel Fees will be reimbursed at cost, subject to provision of receipts.”
- SCHEDULE “B” – NANAIMO ATHLETIC COMMISSION – FINES
 - Amend “SCHEDULE “B” to “SCHEDULE “C””
 - Amend title “NANAIMO ATHLETIC COMMISSION – FINES” to “NANAIMO ATHLETIC COMMISSION – FINES & SUSPENSIONS”
 - Amend table column header from “FINE” to “MINIMUM FINE”
 - Amend table column header from “SUSPENSIONS” to “MINIMUM SUSPENSIONS”
 - Add all fine amounts at “\$100”
 - Add all suspension times to “30 days”
 - Add sentence before “Contraventions of Schedule “B”, to read, “Note: Fines or Suspensions or a combination of both may be imposed.”
 - Amend sentence, “Contraventions of Schedule “B”” to “Contraventions of Schedule “C””

It was moved and seconded that the amendments as noted be adopted. The motion carried unanimously.

- (b) Nanaimo Athletic Commission – Budget – Higher Service Level Request.
(verbal)

Staff's Recommendation: That the Nanaimo Athletic Commission approve and recommend that Council approve a Higher Service Level request in order to facilitate attendance at training seminars and to allow for a trainer to be brought in for the Commission.

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

10. INFORMATION ONLY ITEMS (staff reports): (None.)

11. CORRESPONDENCE: (Action)

- (a) E-mail correspondence and attachments from Eric Hunter regarding the Canadian Combat Sport Federation AGM to be held 2012-SEP-22.

It was moved and seconded that Commissioners and the Staff Liaison attend the CCSF AGM on 2012-SEP-22. The motion carried unanimously. (Note: RSVP to CCSF)

CORRESPONDENCE: (Information)

- (b) E-mail dated 2012-MAY-31 from Ed Garner to the members of the Nanaimo Athletic Commission advising that the legislation with regard to the Provincial Athletic Commission had been brought into law.

Commissioner Garner advised that his e-mail is incorrect in that, while the bill has been passed, it has not yet come into law. Once it does, the charter "strikes" the Nanaimo Athletic Commission as well as other Commissions. Regulations will be province wide and they will be relying on the Commissions to assist them, possibly by way of a "designee". There are six provincial sport zones. (Ed Garner to provide a link to viewing of the Bill.)

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

12. NOTICE OF MOTION: (None.)

13. CONSIDERATION OF OTHER BUSINESS: (None.)

14. UNFINISHED BUSINESS:

- (a) NAC Bylaw Revisions:
 - (i) Staff to provide updated document.
 - (ii) Joan Harrison, Manager, Legislative Services, will attend a NAC meeting, if requested, to go over the new Bylaw
- (b) NAC Policy Revisions:
 - (i) Staff to provide revisions
- (c) Provincial Commission:
 - (i) Letter to Minister of Community, Sport and Cultural Development.
- (d) Meeting Dates:
 - (i) To be scheduled every two months, with the exception of August and December and sent to membership.

- (e) Appointment of Doctor for Combative Sports Events
 - (i) Commissioner Avis work with Staff to research potential doctors willing to act as a "Commission Doctor", costs, and expectations, and identifying other Commissions that may be interested in sharing as a resource.
- (f) Event Weigh-Ins:
 - (i) Motion, "that it be mandatory for the Commission Doctor to attend all weigh-ins events as well as the pre-fight medicals" tabled pending receipt of the research for local doctors and obtaining their input on the criteria.
 - (ii) It was determined that the Commission will determine all event weigh-ins at City Facilities.
- (g) NAC Event Contract:
 - (i) To be reviewed by Staff and Commissioner Garner and brought forward at next NAC meeting.
 - 1. Provided by Staff for review
 - 2. Tabled - to be brought back to next meeting.
- (h) Paramedics Attending NAC Sanctioned Events:
 - (i) Commissioner Kipp to prepare letter to be sent to Mr. Jay Golshani reviewing the Battlefield Fight event and requesting reimbursement for the \$250.00 amount that was paid by the City for the paramedics.
- (j) Review of Battlefield Fight League MMA Event 2012-APR-27:
 - (i) The operating policy with regard to seating arrangements at ringside to be reviewed at the next meeting of Commission.
 - 1. Table – need to set out a site plan.
- (k) Association of Boxing Commission Annual Convention - Florida – July 2012:
 - (i) Discussion was held as to whether members should attend or invite a trainer to attend Vancouver Island to provide training. Commissioner Avis to research costs.
 - 1. Commission (July 22/23, 24/25/26) determined that Sandy Raddysh, Staff Liaison, should attend if his schedule allows.
 - 2. Commissioner Garner is able to attend as well with cost-sharing accommodation arrangement.

It was moved and seconded that Commission Garner and Sandy Raddysh, Staff Liaison, attend the 2012 Association of Boxing Commission Annual Convention being held in Clearwater, Florida, and that out-of-pocket expenses be reimbursed. The motion carried unanimously.

- (ii) Commission Garner to send a letter to the Provincial Commission with regard to their plans for local training on the new process.

It was moved and seconded that Commissioner Garner draft a letter to be sent to the Provincial Commission encouraging them to attend the ABC convention in Florida. The motion carried unanimously.

- (iii) The Canadian Boxing Federation (CBF) is meeting in Richmond in September. Commissioner Meunier to review for Commissioner/Staff attendance, and provide information.

It was moved and seconded that Commissioner Meunier draft a letter to be sent to the Provincial Commission encouraging them to attend the Canadian Boxing Federation event in Richmond in September. The motion carried unanimously.

It was moved and seconded that Items 14.(a), (c), and (d) be removed from "Unfinished Business". The motion carried unanimously.

15. QUESTION PERIOD: (No questions.)

16. ADJOURNMENT:

It was moved and seconded at 1:18 p.m. that the meeting adjourn, with the next regularly scheduled meeting of the Nanaimo Athletic Commission to be held on Wednesday, 2012-SEP-12, at 11:30 a.m., in the Bowen Complex Conference Room. The motion carried unanimously.

CERTIFIED CORRECT:



J. Kipp, Chair
Nanaimo Athletic Commission

APPROVED FOR DISTRIBUTION:



S. Raddysh, Manager
Parks, Recreation and Culture



R. Harding, Director
Parks, Recreation and Culture

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2012-JUL-25, 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 A. McPherson
Commissioner D. Rinald
Commissioner G. Savage
Commissioner I. Thorpe

Regrets: Commissioner H. Houle
Commissioner M. Young

Staff:	R. Harding	M. Noakes
	B. Kuhn	S. Brown
	J. Ritchie	R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

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-JUN-27, 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. Julie Bevan - Nanaimo Art Gallery - Overview, Visioning & 2010-2012 Strategic Planning Process, and next steps for 150 Commercial Street.

☐ Council
☒ Committee
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUL-25

Ms. Bevan introduced members of the Nanaimo Art Gallery Board who were also in attendance, Mr. Paul Fudge and Mr. Gordon Ray, as well as her predecessor, Mr. Ed Poli. President of the Nanaimo Art Gallery Board, Mr. Ian Niamath, also attended.

Ms. Bevan provided a handout detailing a proposal for a building feasibility analysis as well as a PowerPoint presentation.

It was moved and seconded that the Parks, Recreation and Culture Commission supports the Nanaimo Art Gallery in proceeding with a Facility Review and Space Analysis of 150 Commercial Street (Centre of the Arts Nanaimo building) to explore opportunities of expanding and consolidating Nanaimo Art Gallery operations as well as possibilities of upgrading to a "Category A" facility. The motion carried unanimously.

(b) Ms. Megan Noakes and Ms. Stacey Brown – LIT/Quest 30th Anniversary.

Ms. Noakes, Recreation Coordinator, and Ms. Brown, Program Leader I, provided a PowerPoint presentation on the history of LIT/Quest and some personal insights into how being involved in the program themselves in earlier years helped to shape their educational and career choices. There will be a 30th Anniversary Celebration held at Bowen Park Auditorium on Wednesday, 2012-AUG-22, from 6:30 p.m. to 8:30 p.m. and an invitation is extended to the Parks, Recreation and Culture Commission to attend.

Commissioner Thorpe praised the program and felt it was most valuable for teaching leadership skills and responsibility.

6. DELEGATIONS:

It was moved and seconded that the Delegations be permitted to address the Commission. The motion carried unanimously.

(a) Mr. Roger Bird, Mr. Brian McFadden, Mr. Merv Unger, Vancouver Island Military Museum, Centennial Building, 100 Museum Way, Nanaimo, BC, V9R 2X1, requesting that the Parks, Recreation and Culture Commission support the concept of a "Veterans' Wall of Honour" on the Centennial Building.

The delegation advised that the Military Museum is proceeding well on interior work and hope to open with a three-day event, 2012-SEP-14 to 2012-SEP-16. The official opening will be held with a ribbon cutting on 2012-SEP-14. There is a cruise ship coming into Nanaimo on 2012-SEP-15 and VIMM will be promoting the event to the cruise company. Sunday, 2012-SEP-16, is the Centennial of the Canadian Scottish regiment. The VIMM would like to recognize the Director and all PRC staff in their assistance with the building upgrades and grounds maintenance. So far, approximately \$100,000 has been spent on the new museum. This expenditure was from the VIMM's own investments funds, which have been set aside for a number of years for a more permanent location. The City has not directly invested funding into the venture – the contribution has been the building. No public funds have been utilized to date. The VIMM will be looking at fund raising options to continue projects as they progress. The purpose of the Wall of Honour is to recognize veterans. The plaques will be of marble and will be placed by donation

from veterans or families of veterans. There is room for approximately 150 plaques. The plaques on that particular wall will be in honour of veterans; however, other lower walls can be utilized for memory plaques in honour of non-serving individuals from the community at large.

- (b) Mr. Derrick Mooney, Interactive Special Events (ISE), 4549 Sheridan Ridge, Nanaimo, BC, V9T 6S7, providing the Parks, Recreation and Culture Commission with a presentation on the details of proposed free evenings or afternoons of recorded music performances and flash mob appearances planned for Maffeo Sutton Park starting the first week of August and continuing through the year.

Mr. Mooney provided a PowerPoint presentation on his concept of having a "DJ in the Park" and flash mobs at Maffeo Sutton Park. He would plan to have the "DJ in the Park" music play twice a month or more (weather-dependant) from 7:30 p.m. to 9:00 p.m. (weekdays) and from 10:00 a.m. to 2:00 p.m. (weekends) and to hold 100 flash mob events per year. Mr. Mooney advised that there would be no cost to the City with funding being provided by ISE and corporate sponsors. Mr. Mooney requested that the Commission provide an annual events permit, electricity, and parking passes for two vehicles. They would provide flash mob events for free to promote fun and tourism and would also provide for private events. Flash mob crews would meet weekly for training and development of new routines and rehearsals would be held in City facilities such as Rotary Field House, Harry Wipper Park, Maffeo Sutton Park, etc. ISE carries \$5M in liability insurance. ISE has entered Nanaimo in the "Thrill the World" event on 2012-OCT-27 which will happen at 19:00 GMT and 11:00 PST.

- (c) Mr. Bruce Clark, President, Nanaimo Timbermen Lacrosse Association, 869 Wentworth Street, Nanaimo, BC, V9R 3E9, speaking to the Parks, Recreation and Culture Commission in support of the Harewood Recreation Improvements – specifically the covered sport facility.

Speaking in favor of the Harewood Centennial Improvement Plan. For nine years have hoped for a covered facility that will be lacrosse purposed, but also multipurpose for other groups. The lacrosse boxes in Nanaimo are aging, and while suitable for practice, are no longer suitable for games. It is a challenge to reserve floor space in the arenas as they are trying to keep ice in for longer. The Nanaimo teams are falling behind in skills compared to other jurisdictions as the other areas are able to practice in covered facilities. There many individuals involved in lacrosse in the community – for example there are currently 420 players in minor lacrosse. There are 5 senior teams (Intermediate to Senior A); however, it is difficult to develop players as there is no appropriate facility. They would love to start lacrosse in February and run throughout the year with clinics and camps. There is scholarship money for field lacrosse, but there aren't any suitable facilities in Nanaimo to practice. Roller derby is using arena time that lacrosse isn't using. Having a covered facility would allow also roller derby use, as it could be a year round facility. The walking track that would allow for exercise for the elderly in the community in the winter and evenings as it would be covered and lit.

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

7. CHAIR'S REPORT:

- (a) Ipsos Reid 2012 Citizen Satisfaction Syndicated Survey – was very pleased to see the high ranking of parks, trails, and recreation.

8. REPORTS OF ADVISORY BODIES:

- (a) **Parks Committee.** No meeting held.
- (b) **Recreation Committee.** No meeting held.
- (c) **Cultural Committee.** No meeting held.
- (d) **Grants Advisory Committee.** Commissioner Avis reported that no meeting was held.
- (e) **Port Theatre.** Monthly report for June, 2012.
- (f) **Nanaimo Art Gallery.** Monthly report for June, 2012.
- (g) **Nanaimo Museum.** Monthly report for June / July, 2012.

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

9. STAFF REPORTS (Action):

- (a) **Opportunities for 1150/1151 Nanaimo Lakes Road Properties (Reservoir No. 1 and Adjacent Land) for Park and Recreation Purposes.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the process to explore opportunities for park and recreational use of the City properties located at 1150 and 1151 Nanaimo Lakes Road.

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

- (b) **Public Process for Proposed Science Centre at Bowen Park.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission endorse the amended public process and approval in principle as outlined in the Report.

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

(c) **Travel Assistance Grant – Nanaimo Ebbtides Masters Swim Club.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Nanaimo Ebbtides Masters Swim Club in the amount of \$350.00 for eight swimmers who attended the Canadian Masters Swimming Championships, held in Kelowna, BC.

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

(d) **Harewood Centennial Park Improvement Plan.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council adopt the draft Harewood Centennial Park Improvement Plan as a guide for future park enhancements.

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

(e) **New Draft Field Allocations Guidelines & Booking Process.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission receive the report.

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

(f) **Caledonia Stadium and Field Improvement Plan.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission receive the report.

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

(g) **Third Party Liquor Operator Contract – Nanaimo Ice Centre.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission receive the report.

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

(h) **Monthly Report – Senior Manager of Parks & Civic Facilities – June 2012.**

- Maffeo Sutton process ongoing – survey being undertaken by students with park users.
- Northfield Information Kiosk project continues. The dog off leash area has been fenced; however, will not be available for public use until such time as the building has been completed.
- Hanging baskets are up and planter boxes have been filled.

- City of Nanaimo Facebook – social media for urban forestry – dispute has been resolved and Facebook back in operation.
- Forest Drive Park community held a BBQ on Monday night – artwork is really worth seeing if Commissioners have the opportunity. Commissioner Thorpe attended the BBQ. He described the artwork for Commission members and passed along the comments from the group. The community is thrilled at the support they have received from the Commission and the Department.

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

(i) **Monthly Report – Senior Manager of Recreation and Culture Services - June 2012. (Provided by Bob Kuhn, Acting Senior Manager)**

- Summer programs are in full swing with invaluable assistance of the volunteer staff.
- Great special events – Canada Day was hugely successful this day with fantastic weather – over 10,000 people attended.
- Have purchased new fitness equipment for NAC gym and existing equipment will be sent to other PRC facilities.
- Cultural Planning process is underway – first stage is an assessment of what we have – resources and assets inventory, collected and will be put onto a cultural map and will be able to see where resources are and where gaps are. Next fall will start a community and stake holder engagement process. Late fall and early spring will be drafting the new cultural plan. Hopefully at this time next year will have a new cultural plan.
- Aquatics – a question was asked about a Commonwealth pool group temporarily utilizing some lanes at NAC due to the refurbishing of their facility and that the use is making pool too crowded.

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

10. **CORRESPONDENCE:** (Action Required.)

- (a) Letter dated 2012-JUL-09 from Mr. William Yoachim, Executive Director, Kw'umut Lelum Child and Family Services Society, 544 Centre Street, Nanaimo, BC, V9R 4Z3, requesting sponsorship for the "KL Cares & Kicks Extreme Soccer Summer Event" to be held from 2012-AUG-07 to 2012-AUG-09, in Nanaimo, BC.

It was determined that there is no funding for this type of event as structured.

It was moved and seconded that Staff meet with the group and ascertain what the City of Nanaimo and the Parks, Recreation and Culture Commission can do by way of offering expertise to the group for this event. The motion carried unanimously.

- (b) Letter dated 2012-JUN-25 from Mr. Ian Cumpstone, President, Nanaimo Hornets R.F.C., 6704 Dover Road, Nanaimo, BC, V9V 1M6, regarding preserving School District 68 lands along Shook and Dickenson Roads, Nanaimo, BC, as parkland and requesting that they be advised if the City of Nanaimo plans to hold a public forum/discussion with respect to the future use of these School District lands.

It was requested by Commissioner Pattje that the item be moved "In Camera" for discussion.

CORRESPONDENCE: (Information Only.)

- (c) Letter dated 2012-JUL-03 from Ms. Sadie Beaudoin-Lobb & Mr. George Ewing, Co-Chairs, Gallery Row Outdoor Art Project Committee, 308 Fitzwilliam Street, Nanaimo, BC, expressing their thanks for support and providing their report and financial summary for their event on 2012-MAY-11 at Gallery Row.
- (d) Letter dated 2012-JUL-18 from Ms. Carolyn Iles, Director, Harewood Neighbourhood Association, 550 Seventh Street, Nanaimo, BC, V9R 3Z2, in support of the Harewood Centennial Park redevelopment.

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

11. NOTICE OF MOTION:

12. CONSIDERATION OF OTHER BUSINESS:

13. BUSINESS ARISING FROM DELEGATIONS:

- (a) Vancouver Island Military Museum – Veteran's Wall of Honour.

It was moved and seconded that Staff prepare a report that includes a draft memorandum of agreement for Commission review and consideration. The motion carried unanimously.

- (b) Derrick Mooney – Interactive Special Events in Maffeo Sutton Park.

It was moved and seconded that the Parks, Recreation and Culture Commission would not entertain the "DJ in the Park" component at this time, but would like Staff to further explore the option of staging a flash mob and return to Commission with a report in September. The motion carried unanimously.

- (c) Bruce Clark – Harewood Centennial Redevelopment.

It was moved and seconded that a letter of thanks be sent to Mr. Clark for his appearance and support. The motion carried unanimously.

14. UNFINISHED BUSINESS:

- (a) Renaming of Forest Drive Park. (*Referred to Staff on 2012-JUN-27 for report back to PRCC ~ will be brought forward for "In Camera" discussion.*)
- (b) Overnight Camping in the Parks. (*Referred to the Recreation Committee on 2012-JUN-27 for review and report back to PRCC with recommendations.*)

15. QUESTION PERIOD: (No questions)

16. ADJOURNMENT:

It was moved and seconded at 9:25 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2012-SEP-19; 7:00 p.m. (<i>Note – this meeting is scheduled one week earlier than usual due to the UBCM Annual Convention 2012-SEP-23 to 2012-SEP-28.</i>) Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-SEP-05; 4:00 p.m. – if required (<i>Please note new time.</i>) Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2012-SEP-12; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2012-SEP-13; 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

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2012-SEP-19, 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 D. Rinald
Commissioner I. Thorpe
Commissioner M. Young

Regrets: Commissioner A. McPherson
Commissioner G. Savage

Staff: R. Harding M. Demecha
S. Samborski R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:00 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-JUL-25, at 7:01 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: NONE.

6. CHAIR'S REPORT:

No report; however, the Chair wished to remind everyone that the official naming of Sherry Fields, in recognition of the Sherry family's contributions to Nanaimo, will be held on Thursday, 2012-SEP-20, at 5:00 p.m. at Harewood Centennial Park.

7. REPORTS OF ADVISORY BODIES:

(a) Parks Committee. No meeting held.

(b) Recreation Committee. Commissioner Greves reported on the Recreation Committee meeting held 2012-SEP-12.

(i) 2012 Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 Review Process.

Delegations: (None.)

Correspondence: (None.)

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the proposed 2012 Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 Parks Bylaw #7073 review process as outlined in the report.

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

(c) Cultural Committee. Commissioner Pattje reported on the Cultural Committee meeting held 2012-SEP-05, and also advised that nominations had now closed for the Excellence in Culture Award and the Honour in Culture Award. The Committee received 6 nominations in the "Excellence" category, and 15 nominations in the "Honour" category.

(a) New Nanaimo Cultural Plan and Proposed Gord Hume Workshop.

Delegations: (None.)

Correspondence: (None.)

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the City Council, Commissions and staff workshop with Gord Hume on 2013-FEB-12 on "Integrating Cultural Planning Into All Aspects of Municipal Planning and Decision Making".

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

For benefit of new Commissioners, Commissioner Pattje provided some background and recent information on the Poet Laureate.

- (d) **Grants Advisory Committee.** Commissioner Beaudoin-Lobb reported on the meetings held since 2012-JUL-25. The Committee met at 3:00 p.m., 2012-SEP-19, and approved the John Howard Society and the Island Corridor Foundation for addition to the 2013 Permissive Tax Exemption bylaw list. The Nanaimo Community Hospice Society was placed on the 2013 Permissive Tax Exemption bylaw list, but denied a 2012 cash grant. The Nanaimo Arts Alive Summer School of the Fine Arts Society was approved for reimbursement of their security checks. The Nanaimo 7-10 Club Society's request for a 50% rent reduction was recommended; however, it is to come from Council contingency funds and must go through Council. All recommendations must still be approved by Council. At a previous meeting, the Nanaimo Racquet Club permissive tax exemption had been recommended by the Committee; however, it was subsequently denied by Council as it was felt that as a private club, it was not open to the community and therefore should not be funded by the community.
- (e) **Port Theatre.** Monthly report for July / August, 2012.
- (f) **Nanaimo Art Gallery.** Monthly report for July / August, 2012.
- (g) **Nanaimo District Museum.** Monthly report for July / August, 2012. In relation to the Museum report, Commissioner Thorpe advised that the Sports Hall of Fame induction ceremony will take place this Saturday, 2012-SEP-22, at the Nanaimo Museum. Refreshments will be served from 12:00 noon to 1:00 p.m., and the Ceremony will start at 1:00 p.m. There will be four inductees this year, one is B.C.'s first woman to win an Olympic medal, Mary Thomasson (nee Frizzell), one is in the builder category – Jim Gold, and there are two athletes Don Ashbee – 1956 Timberman Lacrosse, and Alison Forsyth - Olympic skier.

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

8. **STAFF REPORTS:**

- (a) **Interactive Special Events at Maffeo Sutton Park – Update.**

Delegations: (None.)

Correspondence: (None.)

Staff's Recommendation: *That the Parks, Recreation and Culture Commission receive the Report.*

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

- (b) Senior Manager of Parks & Civic Facilities. Monthly report for July / August, 2012. *(Provided by Mark Demecha, Manager, Civic Facilities in Jeff Ritchie's absence.)*

- The new Vancouver Island Military Museum will be opening on Friday, 2012-SEP-28, at 5:00 p.m.
- Staff advised that there have been many upgrades at the new Vancouver Island Military Museum and that they have been a pleasure to work with. They are a very dedicated group.
- Commissioner Houle asked, what happens to the bottles that are collected in the parks, and the money from them? Staff advised that they are bagged and put outside and they are removed. Commissioner Houle suggested that the Department consider finding an organization that will pick them up and put the money towards community needs.
- Commissioner Pattje asked what the City would be doing in recognition of National Tree Day on 2012-SEP-26. Staff advised that there will be some enhancement planting at Departure Bay Creek. (Additionally, there will be workshops, bike tours, and children's activities throughout the day from 10:00 a.m. to 4:00 p.m., at Kin Hut/Woodstream Park.)
- Commissioner Avis wanted to send her congratulations to the maintenance staff for all the painting that has been taking place – everything looks great!
- Commissioner Johnstone wished to give her congratulations to staff on the Bowen West Field project, and on the very successful Provincial Swim Championships – it was an amazing event, and the participants look forward to returning to Nanaimo.

It was moved and seconded that a letter be sent to the Nanaimo White Rapids congratulating them on the Provincial Swimming Championships. The motion carried unanimously.

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

- (c) Senior Manager of Recreation & Culture Services. Monthly report for July / August, 2012.

- The Nanaimo Science and Sustainability Society (Ns³) held a successful open house on the Science Centre Project on Saturday, 2012-SEP-08. The Survey closed on 2012-SEP-15. The results will be tabulated and Staff will return them to Commission in October.
- Working with VIHA on a joint project around a healthy weight program for 6-18 year olds. This will include a photo shoot. There is a possibility of full funding through VIHA. The program will be rolling out in January with target groups. Individuals in the program will work with a counsellor. The family physician prescribes the program, and we provide leisure counselling.
- Looking at a physical literacy / movement program in conjunction with BC Sport and Pacific Sport and forming a community and sport alliance. Staff will be meeting with sport and community councils and looking forward to an education opportunity around sport for life. One of the goals will be getting

children and youth active again. Staff will be coming to Commission with questions around balancing needs and economics - how will it be delivered and funded.

- Commissioner Pattje asked, with the recent hiring of a Communications Manager for the City, will PRC handle communications differently? Staff advised that the realization of the City needing a Communications Manager was based on how well the PRC Department communicates and it was used as a model. The Department has a market and promotes our services. In the last year or so the Department has been assisting in corporate communications, with a new City Communications Manager, the Department can return to the promotion of PRC programs and facilities. Staff met with Philip Cooper, the new Communications Manager. He will be responsible for all City communications.

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

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

- (a) Letter dated 2012-JUL-04 from Mr. Dirk Heydemann, Executive Member, Nanaimo Ultimate Association, 3531 Monterey Drive, Nanaimo, BC, V9T 6T2, expressing thanks for the Sport Tournament Grant monies received for the "Udderbowl XVI" event and providing their evaluation form.
- (b) Letter dated 2012-JUL-05 from Ms. Sharyn Andruski-Collins, President, Friends of Nanaimo Jazz Society, c/o Band Room, Wellington Secondary School, 3135 Mexicana Road, Nanaimo, BC, V9T 2W8, thanking the City for the Arts, Cultural and Festival Events grant funds and providing their final report on "Jazz Affair Nanaimo".
- (c) Letter dated 2012-JUN-11 from Ms. Deidre Bjornson and Ms. Paige Fisher, Co Coordinators, Vancouver Island Children's Book Festival, expressing thanks for the Arts, Cultural and Festival Events grant monies received and providing their final report on "BookFest 2012".
- (d) Letter dated 2012-JUL-12 from Ms. Carmella Luvisotto, Band Teacher, Wellington Secondary School, on behalf of the Wellington Secondary Band, expressing thanks for the Travel Assistance Grant funding received which helped to support the Band's expenses for travel to the 2012 MusicFest Canada Competition in Ottawa.
- (e) E-mail dated 2012-AUG-13 from Ms. Judy Robertson on behalf of the Nanaimo Kennel Club expressing thanks for the generous support through the Sport Tournament Grant funds for the 2012 Nanaimo Kennel Club Show and providing their evaluation form.
- (f) Letter dated 2012-AUG-07 from Commodore W.M. (Bill) McGuire, Loyal Nanaimo Bathtub Society, 373 Franklyn Street, Nanaimo, BC, V9R 2X5, thanking Parks, Recreation and Culture Staff for their involvement and

cooperation for the staging of the 2012 "Great" International World Championship Bathtub Race and the Nanaimo Marine Festival.

- (g) Letter dated 2012-AUG-15 from Ms. Jeanette Pongratz-Doyle, and Mr. Brian Doyle, thanking the City of Nanaimo for developing the Leaders in Training program for children and providing some personal insights into how the program has assisted in the development of skills and abilities in their daughter.
- (h) E-mail dated 2012-AUG-19 from Ms. Lindsey Conover, PRC Staff, passing on thanks to all PRC staff from Mr. Don Boyd, Main Stage Director for the VIEX for making this year's musical performances at the exhibition a great hit.
- (i) Letter dated 2012-AUG-20 from Ms. Christy Clark, Premier, Province of British Columbia, and Board Member, British Columbia Achievement Foundation, announcing the tenth annual British Columbia Achievement Awards and inviting the Commission to nominate individuals who inspire them for the award.
- (j) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2012-SEP-07.
- (k) Copy of a letter dated 2012-SEP-09 to Mayor and Council from Ms. Janice McAllan, CGA (and member of the Nanaimo Kennel Club), 2315 Rosstown Road, Nanaimo, BC, V9T 3R4, referencing the Nanaimo Daily News Article of 2012-AUG-02 regarding camping at Beban Park during events and providing her support for event camping at City facilities. (Note: this letter will go to the Recreation Committee for review with the Fees & Charges.)
- (l) Letter dated 2012-SEP-10 from Mr. Michael Wright, Arts Alive, P.O. Box 2085, Station A, Nanaimo, BC, V9R 6X5, reporting on their Summer School, which ran from 2012-JUL-09 to 2012-JUL-27, made possible in part by the City of Nanaimo, Cultural Operating Grant.

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

10. NOTICE OF MOTION: NONE.

11. OTHER BUSINESS:

- (a) Staff advised Commission of the action on the part of the Provincial government that will bring into effect a new Provincial Athletic Commissioner (PAC). The Province has proposed criminal code changes and new legislation for establishment of the PAC. The Nanaimo Athletic Commission will be in place until the Criminal Code amendments are approved and the Provincial legislation is passed.
- (b) A date for the PRCC Fall Tour has not yet been set.

- (c) The PRCC Budget Seminar is scheduled for Thursday, 2012-OCT-18, 5:00 p.m. A light dinner will be provided. Please check your calendars and confirm your availability.

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

- (a) Ms. Judy Rozsas, 2229 Northfield Road, Nanaimo, BC, V9S 3C3, appeared with Ms. Bonnie Hussell and Mrs. Julie MacTire - Dog N Suds, Ms. Kathy Reilly and Ms. Marilyn Fisher – Miss Behaviour, and Ms. Keeran Sims, asking that the Commission address the safety issues that come with the use of any choke or half choke collar in enclosed off-leash parks and consider implementing a bylaw to have training collars banned in the enclosed part of off-leash dog parks in the City of Nanaimo.

Ms. Rozsas advised that she was appearing before Commission to address the dangers of training collars at enclosed dog parks, ask for a bylaw that would ban training collars in enclosed, off-leash dog parks. and described the event with her dog, at the dog park, that brought her before the Commission.

Ms. Reilly advised that all are agreed on training collars, and that they have their place in training - with key being that they are strictly for training. This issue was overlooked when the dog parks were established. Ms. Reilly felt that many people do not have the education to understand the dangers involved. She would like to see a ban on training collars in all dog off-leash parks, not just enclosed parks.

Commissioner Pattje asked if her expertise is strictly with small dogs. Ms. Reilly responded that no, she has expertise with all dogs. The prong collars are used mostly on large dogs. In the information submitted – The City of Calgary has several bylaws – not necessarily related to the training collars – they do not address the training collars directly. They would like to see the bylaws changed to be more in the direction of the Calgary bylaws. Our bylaws are more geared towards the protection of people and society. The Somenos Creek Dog Park “etiquette” includes, “Choke, prong, pinch and spike collars must be removed inside the park area”.

Ms. Hussell and Ms. MacTire advised that there have been a number of incidents where dogs have been playing and gotten caught together – in all instances they have been able to remove the collars. There was however, an instance where a dog has broken its leg getting entangled its collar.

Commissioner Avis asked how the group proposed to have this enforced. Ms. Rozsas advised that they have laminated a poster advising of the dangers of training collars and have posted this at the entrances to dog parks. They are trying to raise awareness. If they asked someone who refused to remove the collar they would call animal control. They are prepared to take a photograph of the person, the dog, and license plate of their vehicle and provide to animal control.

Ms. Sims of www.nanaimodogparks.ca advised that the site is a basic site of what people can expect when they go to dog parks. They are to be friendly and non-aggressive. If they don't comply, witnesses are to encouraged to take pictures,

witness names, license plate numbers. They empower ordinary citizens to safely follow the bylaws and protect themselves and band together to tell people when they are endangering others.

Ms. Rozsas was asked if she was just promoting a ban of training collars in enclosed dog parks. She responded, absolutely, in the Beban dog off-leash park and at the Northfield dog off-leash park. Ms. Sims takes her beagle to an enclosed park as the breed is inclined to follow its nose and must be on leash or contained. Dogs that are taken to enclosed parks are there to play and socialize. Ms. Rozsas advised that the Cowichan Valley Bylaw Enforcement Officer has advised that repeat offenders are asked by the City to not return to the dog park, and that the City of Nanaimo Animal Control have advised that it is a great idea, but they cannot enforce it until it is a bylaw.

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

It was moved and seconded that the issue be referred to the Parks Committee for further review and report back to Commission. The motion carried unanimously.

Ms. Rozsas wished to thank everyone that came out to speak to this issue, Ms. Joan Havers for the petition signature collection, and Ms. Sims, for showing up and assisting with the incident. Her end goal is to have a safe place for canines to meet and to return home uninjured. She felt that, particularly with the Northfield Visitors Centre dog off-leash park, it would be tragic for visitors to Nanaimo to have an incident with their dogs that could ruin their holiday.

Staff advised that dog off leash parks are a learning process – and continue to evolve. There has been a good process over the past 5-7 years, and dog owners' participation is appreciated.

13. UNFINISHED BUSINESS:

- (a) Renaming of Forest Drive Park. *(Referred to Staff on 2012-JUN-27 for report back to PRCC ~ will be brought forward for "In Camera" discussion.)*
- (b) Overnight Camping in the Parks. *(Referred to the Recreation Committee on 2012-JUN-27 for review and report back to PRCC with recommendations.)*
- (c) 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.)*

It was moved and seconded that Item 13.(a) be removed from Unfinished Business. The motion carried unanimously.

14. QUESTION PERIOD: *(Agenda Items Only)* NO QUESTIONS.

15. ADJOURNMENT:

It was moved and seconded at 8:04 p.m. that the meeting adjourn, with the next regular meetings as follows:

Motion to adjourn with next regular meetings as follows:

COMMISSION	Wednesday, 2012-OCT-24; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-OCT-03; 4:00 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2012-OCT-10; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2012-OCT-11; 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-SEP-24
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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

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

JAMIE SLATER, GRANTS COORDINATOR, FINANCIAL PLANNING & PAYROLL

RE: SECOND GRANT APPLICATION UNDER THE COMMUNITY INFRASTRUCTURE IMPROVEMENT FUND (CIIF)

STAFF RECOMMENDATION:

That Council endorse the Harewood Centennial Park Improvement Plan for application under the Community Infrastructure Improvement Fund ("CIIF").

PURPOSE:

To obtain Council approval for staff to apply for the second intake of grant funding under the CIIF. The application deadline is 2012-NOV-19.

BACKGROUND:

On 2012-JUL-05, the federal government announced the launch of the new Community Infrastructure Improvement Fund. The purpose of the fund is to rehabilitate and improve existing community infrastructure across Canada, and will help to modernize infrastructure and provide broad-based economic benefits to communities. The fund is not intended for new projects, and only minor expansion to existing infrastructure will be funded.

Western Economic Diversification Canada will be administering the program and will have over \$46 million to allocate over two application intakes. It has been outlined that applicants seeking less than \$250,000 in CIIF funding will receive priority. The project work must be completed by March 31, 2014.

Local governments are eligible to apply, and the fund supports the rehabilitation or improvement of existing community infrastructure that is non-commercial and accessible to the public. The scope of the funding is large, and includes community centers, cultural centers, recreational facilities (local arenas, swimming pools, sports fields), tourism facilities having a local impact, and other existing assets that have a local community impact such as connectivity and broadband and local airports.

The construction of new infrastructure and the significant expansion of existing infrastructure are not eligible.

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

The program will fund 50% of the eligible costs of the project, and the other 50% of the costs are to be funded from other sources than the federal government. For example, a \$500,000 project would be funded by \$250,000 of CIIF funds and \$250,000 of City funds and/or other non-federal contributions.

DISCUSSION:

On 2012-JUL-27, the City of Nanaimo applied for \$250,000 of CIIF Funding for the Departure Bay Waterfront Improvement Project under the initial funding intake. It is anticipated that Western Economic Diversification Canada will release the results of the initial intake during the second week of November 2012.

City Staff have identified the Harewood Centennial Park Improvement Plan for the second funding intake, based on adherence to the following key factors:

1) Alignment with Strategic Plan objectives

Strategic Priority: Community Building Partnerships

The Harewood Centennial Park is utilized by numerous individuals and community groups including John Barsby High School students, the Boys and Girls Club of Nanaimo, and the Harewood Community Schools Program. The park is also utilized by various sports groups including the Nanaimo District Lacrosse Association, the Nanaimo Raiders' Field Lacrosse Association, and Nanaimo Youth Soccer. A partnership between the City of Nanaimo and the various user groups to improve the existing infrastructure at Harewood Centennial Park would directly align with the City's strategic priority of Community Building Partnerships, and would allow the City to leverage funding capacity and facilitate the development of an inclusive social and health network.

The upgrade would support a healthy community by addressing barriers such as older, under-utilized recreational facilities and improving them to encourage healthy living and active lifestyles.

2) Adherence to grant funding requirements

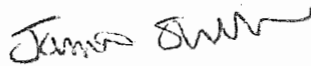
The Harewood Centennial Park upgrades would directly adhere to the grant funding requirements. The project would rehabilitate and improve existing community infrastructure that is non-commercial and accessible to the public. Further to this, parks and recreational facilities are specifically included on the list of sample projects provided by Western Economic Diversification Canada.

3) Matching funding available

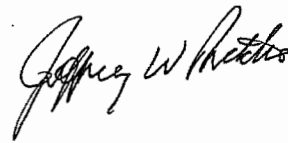
A grant application of \$250,000 would require matching funding of \$250,000 from non-federal government sources. There is \$525,000 of available matching funding that has been allocated for Harewood Centennial Park in the 2013 capital budget. Of this, \$325,000 is from general revenue and \$200,000 is from development cost charges.

The project has been split into five separate phases, with Phase 1 being scheduled for completion before June 2013 in order to allow for summer day camp programming. Phase 1 upgrades would include washroom and change room upgrades, playground enhancement, and playground plantings and site furnishings.

Respectfully submitted,



Jamie Slater
GRANTS COORDINATOR
FINANCIAL PLANNING & PAYROLL



Jeff Ritchie
SENIOR MANAGER
PARKS & CIVIC FACILITIES

Concurrence by:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE



Tom Hickey
GENERAL MANAGER
COMMUNITY SERVICES

CITY MANAGER COMMENT:

I concur with the staff recommendation.

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-05

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

RE: MAFFEO SUTTON PARK IMPROVEMENT PLAN UPDATE.

RECOMMENDATION:

That Council receive the report.

PURPOSE:

Provide an update on the planning process to date and the next steps developing an updated Maffeo Sutton Park Improvement Plan.

BACKGROUND:

At their meeting of 2011-OCT-25, Council endorsed a planning process to update the Maffeo Sutton Park Improvement Plan. In conjunction with this updated planning process, the amenity building capital project currently being planned for the park on hold until an updated plan is developed and adopted.

The original Maffeo Sutton Park Improvement Plan was developed in 2008 with significant public input. However, with changes since 2008, the addition of 2.3 acres of property at 150 Comox Road, and the City's new Strategic Plan, it was recommended an updated park improvement plan be developed to reassess public desires and take into account the larger park site. This public process began in summer 2012 and is now in Stage 3.

At their meeting held on 2012-OCT-24, the Parks, Recreation and Culture Commission received a Staff Report on the Maffeo Sutton Park Improvement Plan Update as information.

DISCUSSION:

Maffeo Sutton Park has developed over the years from an industrial site into a destination urban waterfront park. The site was awarded a \$500,000 Spirit Square Grant from the Provincial Government in 2008. Planning for the Spirit Square, and overall park redevelopment, provided an opportunity to enhance this premier waterfront park. The following goals guided the Improvement Plan process in 2008 and are recommended to guide the proposed updated park improvement plan process for 2012:

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☒ Committee... COW
☐ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-NOV-05

- Enhance the park for special events and public use.
- Increase public open space along the waterfront.
- Enhance key park features such as performance spaces, play spaces and waterfront access.
- Improve pedestrian and multi-use circulation routes.
- Improve public amenities in the park.
- Add historical and industrial interpretation within the park.
- Include a phasing plan to maintain access through development.
- Maintain existing amount of parking stalls and enhance access to the park.

Improvements to the park that were identified in the 2008 “Spirit Square” phase of the plan have been successful. Many of the distinctive features of the park are unique to Nanaimo and are not found in other urban parks in North America such as tent tie downs and potable water at the street trees. The power options, potable water, and hard surface provide a space that meets the requirements of the many event permitting bodies (such as VIHA, LQB, and safety authorities).

Since opening, the Spirit Square has been a venue for over 60 annual special events (big and small) such as Marine Festival, Dragon Boat, Blues Festival, Silly Boat Regatta, fund raisers, and the Olympic Torch Relay. Feedback from the users has overall been positive and many people have asked what improvements are coming next.

Improvement Planning Process:

The following planning process began in 2012:

Stage 1: Review Existing Conditions of sites and public feedback on existing plan and improvements (Completed Summer 2012)

Stage 2: Assess Priorities for Park Use and Improvements (Completed Summer 2012)

- Staff met with several park stakeholders to assess successes of the improvements to date and future needs and vision for the park. Stakeholders include the Lions Club, NEDC, Howard Johnson hotel, Port Authority, City of Nanaimo staff, Department of Fisheries and Oceans, and special event groups. A summary of the key stakeholder and public input follows later in this report.
- A public survey was conducted in the park during summer events and on busy weekends. The survey was also available online and was completed by over 1000 people. The survey inquired about park strengths, weaknesses, and future directions. 78% of respondents felt positive about the 2009 improvements with 17% feeling negative towards them. The remaining 5% were neutral or moved to Nanaimo within the last 3 years. When asked what the 5 top improvements they would like to see in the park, answers were very tightly rated. However, the highest rated responses were enhanced connections up to the Millstone River to Bowen Park, Increased concessions/vendors, and increased washrooms, more locations to touch the water, and protect and enhance the foreshore where possible. A summary of the input themes follows later in the report. A complete summary of the survey findings is attached as Appendix A.

- The City website has been updated with information about the process as a communications tool to distribute planning documents and surveys. In addition, radio, face book, twitter, TV, newspapers, and site signs have been used for communication about the process.
- Open houses were held on 2012-AUG-22 and 2012-SEP-11 in Maffeo Sutton Park. Open houses were attended by a few hundred people and were well advertised with park signage, face book, twitter, newspaper and radio. Comments will provide further input for vision and options for the park.
- The Snuneymuxw First Nations (SFN) has been informed throughout the planning process to ensure that options work with SFN's short and long-term plans for their property. However, there has been limited feedback.

Input Summary:

The following summarizes key themes from stakeholder and survey input.

Park entrance

- Make the park visible and inviting from the highway and Comox Street.
- Make connections and circulation clear with way finding signage at parking lot.

Swy-a-Lana Lagoon

- Concerns about the aesthetics and cleanliness of the water walls and lagoon beach. Opportunities to open up the beach and connect it better to the park than the existing access point and retaining wall.
- Opportunities to utilize the lagoon and beach more for recreation (swimming, sitting, sunning, events).

Parking

- Improve way finding to alternate offsite parking including downtown parkades and the Howard Johnson hotel.
- Work with transit to maintain and increase park connections.
- Suggestions to modify accessible parking and bots dots.

Trail connections and expansion

- Strong desire to have trail connections established up Millstone River to Bowen Park and overflow parking options. This came up as the highest priority action in the survey.
- Opportunity to better connect to Harbourfront Walkway from Maffeo Sutton Park in front of Georgia Park.

Park green space and beautification

- Appreciation of grass and soft, attractive plantings in the downtown as density increases.
- Some areas of grass require drainage improvements.

Washrooms and Amenity building

- Interest from NEDC to have a tourism presence in the park.
- Concern that the current washrooms don't fit with park layout (feel in the way since they were to be removed).
- Interest to increase facilities and modernize with family-style facilities.

Performance and event spaces—

- Concerns that the bandstand is unused most of the time and does not suit the needs of performers with poor sound quality.
- Desire for conch-like performance space (permanent or temporary) for main stage events.

Docks and access to water—

- Desire to add options for people to touch the water.
- Crab dock is a very popular feature and could be improved.
- Desire to add kayak dock and options for fishing.

Programming

- Desire for more buskers and higher quality, artisans etc. throughout Maffeo Sutton Park and the along the Harbourfront Walkway.
- Desire for additional programming during all seasons—including summer and winter months.

Bulletin Board and Event Board

- Desire to have information sharing and event listings for the park right in the thick of the action.

Playground

- Desire to maintain a destination playground for families in the park (no attachment to any location in the park).
- Strong desire for upgrades to the surfacing and equipment.
- Desire for some spray elements to be incorporated into updated playground.

Youth

- Appreciation of the basketball court and desire to have other options for youth activities.

Dogs

- Mixed sentiment about dogs. Some desire additional dog fountains and dog stations with others requesting no dogs allowed along the walkway system.
- Concerns about dog waste smells and lack of picking up in summer months.

Water fountains and outside shower

- Desire to increase the number of water fountains available along the walkway. They should have nozzles to facilitate the refilling of reusable water bottles.
- Desire for outdoor shower in Maffeo Sutton Park.

Vendors

- Mixed input about vendors. Respondents were interested in purchasing food in the park and downtown area, but while some want many small vendors, others want a nice restaurant and patio seating. Concern expressed about the current state and current eatery options.

Public art

- Desire to continue and expand public art displays in Maffeo Sutton Park and along the walkway.

Newcastle

- Desire to better connect physically, visually, and experientially to Newcastle.
- Desire to better sign ferry terminal and options for pickup.

Signage and regulations

- Concerns that park directional and regulation signs are unclear.
- Desire to have more interpretive signage for tourists and heritage interpretation.

Bicycles

- Conflicts identified between mobility challenged people and cyclists.
- Desire to making downtown cycle routes more clear through signage, education and enforcement.
- Desire to encourage cycling to Maffeo Sutton Park in a safe manner.

Next Steps:

We are now in **Stage 3 of the planning process-- the Plan Preparation Stage**. Given the input, staff will develop updated improvement options and an implementation timeline. These will be presented to the Parks Recreation and Culture Commission and Council in early 2013 and then reviewed by the park stakeholders and public.

Maffeo Sutton Park and the Harbourfront walkway sites are the busiest parks in Nanaimo and truly make our waterfront a special place today and in the future.

Respectfully submitted,



Diana Johnstone
CHAIR
PARKS, RECREATION AND CULTURE COMMISSION

Attachment – Appendix A

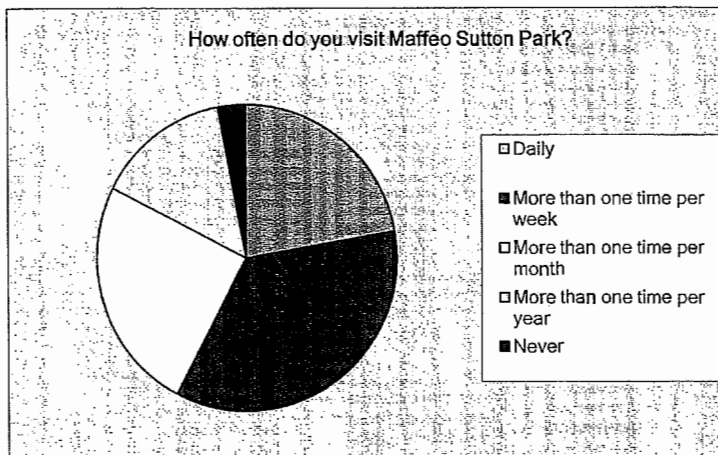
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Appendix A---Maffeo Sutton Park Survey Results 2012

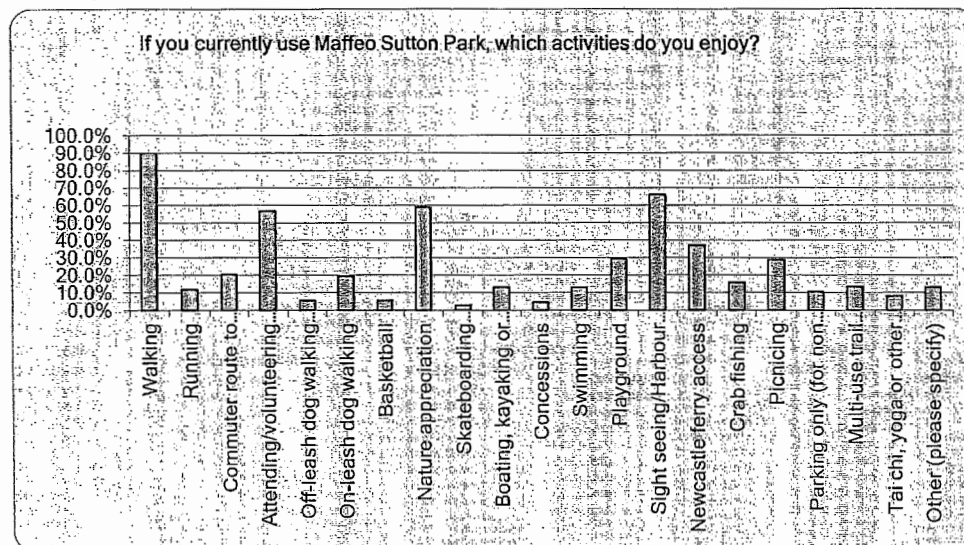
1. How often do you visit Maffeo Sutton Park?

Answer Options	Response Percent	Response Count
Daily	22.2%	221
More than one time per week	35.5%	353
More than one time per month	24.8%	247
More than one time per year	14.5%	144
Never	3.0%	30
Total Responses		995



2. If you currently use Maffeo Sutton Park, which activities do you enjoy?
(mark all that apply and note frequency)

Answer Options	Response Percent	Response Count
Walking	90.0%	898
Running	11.7%	117
Commuter route to work, stores, bus, plane or ferry	20.5%	205
Attending/volunteering at special events/concerts	56.6%	565
Off-leash dog walking (technically not permitted)	5.6%	56
On-leash dog walking	19.3%	193
Basketball	5.6%	56
Nature appreciation	59.0%	589
Skateboarding (technically not permitted in Maffeo Sutton)	2.9%	29
Boating, kayaking or paddle sports	13.2%	132
Concessions	4.6%	46
Swimming	13.1%	131
Playground	29.3%	292
Sight seeing/Harbour view	66.2%	661
Newcastle ferry access	37.1%	370
Crab fishing	15.9%	159
Picnicing	28.8%	287
Parking only (for non park use)	10.6%	106
Multi-use trail (skateboarding, cycling, rollerblading, technically)	13.5%	135
Tai chi, yoga or other exercise- organized or not	8.1%	81
Other (please specify)	13.1%	131



3. How do you feel about the changes that were made to the park in 2009 (Spirit Square, additional picnic tables, basketball courts/hoops, views, benches, etc.) as the first phase of park improvements. Has it enhanced the park and how? If not, why not?

Positive	Negative	Neutral	Moved here after changes
575	128	16	22

Item Breakdown	
Park beautification & softening	49
Events	48
Against the concrete	45
Parking	41
Art	31
Park Amenities	29
Vendors	25
Sense of Community/Family	22
Basketball/Skateboarding	18
Miss the trees and/or grass	17
Washrooms	12
Do Nothing	8
Lions Pavilion	7
Playground/water park	5
Trail Connections	4
Lighting	2
Access to Newcastle	2
Lagoon/harbour	2

4. What do you like most about Maffeo Sutton Park?

Landscape/View/Nature	252
Sea wall/walkway	158
Location on the water	91
Location within City/access	90
Waterfront	82
Ocean/Water	80
Multiuse space/Versatility	75
Event Space	71
Playground/Kid-friendly	71
Trees/Flowers/Grass	66
Atmosphere	62
Cleanliness/Well kept	57
People Watching/place to meet	52
General public space/openness	48
Everything	39
Layout/Design	37
Walking/Running/dog walking	36
Harbour	36
Park Amenities	31
Lagoon/Bridge	28
Art	28
Access to shoreline	27
Lions Pavilion	20
Beach	20
Free Parking/Good parking	19
Crab dock/pier	18
Trail connections	13
Newcastle Is access	11
Picnicking	10
Vendors	9
Buskers/Music	5
Negative Response	2

5. What do you like least about Maffeo Sutton Park?

Top Rated Concerns		
Parking - See below		
Issues around hardscaping - See below		
Concerns around events or activities - See below		
Cleaning and Maintenance issues - See below		
Washrooms OR increase amount of washrooms	64	5
Lack of food vendors OR Too many food vendors	54	1
Unsavoury characters/panhandlers	36	
Buskers OR artists	11	3
Drugs/Alcohol in the parks	17	
Nothing	83	
Restrictions on cycling, skateboarding, roller blades	14	
Safety Concerns	13	
Artwork	11	

Parking Issues	
Parking	21
Lack of parking	36
Lack of parking during events	17
Lack of handicap parking	6
Parking navigation/design	2
Parking entrance	1
Paying for parking	3
Total:	86
Additional comments: Educate people to get out of cars and walk, walk, walk.	

Issues around the Hardscaping	
The 2009 changes (Spirit Square)	16
Concrete/Bricks	31
Harshness/lack of softening/landscaping	26
Total:	73

Concerns around Events or Activities	
Lack of Events or Activities	13
Lack of access during events	10
Lack of free events	3
Loud music (during events)	3
Lack of winter activity	1
Total:	30
Additional comments: should be fireworks on Canada Day!	

Issues around Cleanliness or Maintenance	
Cleanliness of Lagoon	23
Cleanliness of beach/improvement	14
Garbage OR lack of bins	10
Cleaning/regular maintenance	6
Lack of garbage cans	3
Vandalism	5

Concerns about Dogs	
Dogs in general	17
Dog waste	18
Dogs off leash	7
Lack of dog off leash area	6
Additional Comments about dogs: Some people give me a bad time about my dog on a leash need more poo bag locations. During busy events people should leave their dogs at home.	

Playground Issues	
Lack of enclosure or too many exits	6
Would like to see the gravel removed/replaced	4
Want to see improvement	3
Lack of shade	4
No waterpark	3

Structures:	
Lions Pavilion	3
Plus additional comments about Lions Pavilion/Spirit Tent Then bandstand has a post centre stage. I don't think there are any big problems aside form no lights in band stand/gazebo. Lions Pavillion - acoustics bad Not silly Tent (big one)	

Concerns about walkways/trails/navigation	
Seawall too narrow/too short	6
Improve sidewalks	5
Congestion of people/on pathways	5
Entrance at north end by Pearson Bridge	3
Noise/Visual of highway	2
Do not like Bicycles	8
Additional Comments: Not enough multi-use trail, ie, bikes. the way traffic impedes pedestrian access signage at Terminal/Comox corner. Too many cars bicycle trails.	

Additional concerns		
Lack of enforcement/patrols	7	
Lack of amenities - benches/tables	6	
Don't like new picnic tables	2	
Basketball court - Improve OR Remove	4	4
Removal of skate park	3	
Smoking OR No Smoking	5	5
Signage/enforcement for smoking	3	
Smell of aviation fuel/noise	5	
Harmac smell	2	
Lack of access to shoreline	4	
Don't like condos	4	
Park size too small	3	
Lack of shade	3	
Lighting	2	
Lack of multi-use space	2	
Undecided	2	
recycling	2	
Weather	3	
No arena	3	
Too many rules	2	
Bird waste	2	
Too far from house	2	
Facility requests		
Paddling facility		
Covered play area for kids		
I wish there was a better venue for artists to work.		
Not enough covered areas for seating/eating zone.		
BBQ sites.		
Bathrooms are not open all year round when I run at 5 AM. If bathrooms can't be open portables should be available.		
no tourism information booth.		

Question 5: Additional Comments

I think the shops/coffee shops could be much more interesting and inviting.
the condos. it's pretty weird walking beside someone's house. please don't build any more stuff beside the trail,
All seniors should be property tax free as they are not in the work force.

Grass

naysayers who complain about it

the loss of historic value

The grass needs more water

The threat of residential development.

Come to relax.

Would like to see more water coming out of the waterfalls.

Should be a statue of Pete Maffeo

more buskers please too strict rules for entertainers

The dirty water by boats

Concerned chemicals may be used on grass (pesticides, fertilizers)

Fishing docks not stable

Decrepit building backdrop

\$9 Newcastle ferry price.

Not enough art/history.

lawn mower noise.

Natural beauty and family park setting

Tent caterpillars.

The grass I'm allergic should get turf.

the ants

Open green spaces

tourists

the park and kids

Do not put in a City of Nanaimo permanent concession.

No emergency phone!!! No Payphone.

Periphery of park is aging and needs renewal

rocks

constant money spent on it ! how many times do we have to re do the park at HUGE expense

Continue with redevelopment as proposed.

needs some updating

In some areas of the park there isn't a safe barricade between the pathway and falling into the water. If a child gets away from their parent this presents a safety concern.

Lack of Accessible Electrical power throughout the park for Special Events. The park plays host to most community events in Nanaimo and there are always issues with providing electrical where needed.

I think if the shops along the waterfront stayed open a little later it would draw even more people to the area in the evenings. I am in favor of extending the boardwalk to departure bay - I know this has been talked about for years and it would be great if it was done.

The hardscape and architecture are disorganized, and unattractive. The relationships between activity centres are weak and irrational, the organization of park structures borders on the chaotic.

of the time. It is not parent friendly and in the morning when the sun hits, it is too hot. Please consider providing a specified area for parents to sit and watch their children within the fence of the playground that includes bathroom facilities and water fountain eg. expand the fence onto the shaded area of grass. The seating around the park and along the sea wall is sparse and unattractive The Bandstand is empty and unused for the majority of the time and again, unattractive. There is no colour on the standing structures The Basketball court is unlevel and is uninviting to 'serious' players There is a fixture of a roof on stilts that to this day I don't know what it was and is for. It looks so out of place and irrelevant. (Near the bathrooms) Remove or utilise it. The food vendors on wheels sell expensive food and also clutter up the ambience of the park. Get rid.

Lack of regular activities...farmers market, food stalls, street entertainment, art events, music etc. Lots of big events but I would prefer less big events and more regular activities.

Access on either side could be improved - usually and in terms of width of path at the Lions Bridge We need info on what is going on like a notice board.

There is not enough to do along the seawall for tourists. The seawall should be extended further and a pub/restuarant, shopping, etc should be added.

poor transition of use adjacent to Comox Road (due to contaminated lands?), abrupt transition from 2009 Spirit Square towards the parking. (To clarify, the transition towards the pavilion and beach is nice and would prefer to see the "original" trees and lawns preserved.)

Market area like Granville Island nearby connect with Diana Krall Plaza somehow & filter up to Commercial. More greenery trees - shielded from city & highway as "refuge" from city. Garden area like Queen Elizabeth in Vancouver & Central Park. Eating areas that focus on outdoor like "go fish" Vancouver or even fancy restaurant.

The fact that the city is using electric power to pump millions of gallons of water into what could be a tidal lagoon. Another fishing or boat tie up wharf could be useful.

6. Please pick the top 5 improvements you'd like to see happen in Maffeo Sutton Park or along the Harbourfront Walkway?

Enhanced trail connections up the Millstone River to Bowen Park	40.80%	364
Increased concessions/vendors at Maffeo Sutton Park	39.00%	348
More washroom facilities at Maffeo Sutton Park	38.90%	347
Add more locations for people to touch the ocean (i.e. steps down to the ocean, docks and piers)	31.70%	283
Protect and enhance foreshore habitat where possible	31.60%	282
Utilize a "green shore" approach to new sections of the walkway rather than traditional riprap and seawall construction. Where possible, walkways could be woven into areas with increased riparian vegetation and natural retention.	28.60%	255
Park programming all year round (not just summer months)	28.10%	251
Extensions of the Harbourfront Walkway (specify locations)	26.80%	239
Improve Swy-A-Lana Lagoon beach (improve sandy area)	26.60%	237
More street entertainers and buskers	25.90%	231
Enhanced parking in and near Maffeo Sutton Park	25.60%	228
More public art in Maffeo Sutton Park and along Harbourfront Walkway	24.40%	218
Widening and regrading of the walkway in front of Georgia Park (canoe on Front Street) and the slope of Georgia Park to create terraces for seating and harbour viewing	21.90%	195
Enhanced connections to Newcastle Island	21.90%	195
More benches and rest areas in Maffeo Sutton Park	20.00%	178
Improved cycling routes along the Harbourfront Walkway and through Maffeo Sutton Park	19.80%	177
Improvements to Lions Pavillion (or new covered spaces) to enhance concerts and performances	17.40%	155
Add interest to the Swy-A-Lana Lagoon water surface (i.e. fountain in lagoon)	16.80%	150
Terracing of the Queen Elizabeth Promenade for event viewing	14.60%	132
Improve Swy-A-Lana Lagoon access (more ramps or steps down to lagoon)	14.30%	128
Improve Maffeo Sutton Park playground	13.30%	119
Better signage to guide walkers and link portions of the Harbourfront Walkway along Stewart Avenue to portions of the on-street walkway	11.90%	106
Other (please specify)	10.50%	94
Increased storage spaces in Maffeo Sutton Park (for events)	4.40%	39
Waterpark requests		13
Seawall Extension		
To Ferries		9
To Departure Bay		13
Extended southward		8
Extended northward		5
To Cruise Ship Terminal		5
Non-specific - yes to extension		4

Question 6 Comments

Vendors

Food carts

food trucks highlight the variety of available food in Nanaimo

Food trucks and ice cream please

Patio or bar.

The city should NOT build a concession building, but rather allow additional vendor trailers/food trucks/carts in the park. Taxpayer dollars should NOT go toward this.

Washrooms

Not more washroom facilities, just improvements to the existing ones. Leave the park as natural as possible, so don't use any more space to add parking, playgrounds, fountains, etc., and don't add new covered spaces in the Lions Pavillion area

Comments about Lagoon/Water Areas

Clean the water beds near the lagoon on either side of the walkway

A fence to prevent wood detritus floating into the lagoon

Improve water falls in lagoon.

Lagoon should be cleaned regularly but some new sand - gravel on beach

Clean up the beaches

Make Swy-A-Lana 100% tidal. This will save the city on power & maintenance. Put a floating dock in the lagoon and locate the Newcastle ferry there. Add another fishing wharf where the ferry dock is currently located.

Docks

Kayak launch

New fishing docks.

More fishing areas.

Comments about Buskers

No more entertainers

Less street entertainers and buskers.

no charge for entertainers and buskers

Better quality buskers. As a waterfront resident who can hear the buskersthe same songs every weekend by the same low quality performers can be annoying!

I would like to see better quality entertainers and buskers. Victoria has some amazing talent on their waterfront and although ours is improving, there is still along way to go to make it more enjoyable.

No more buskers. Some are often looking very grubby and one time the busker appeared intoxicated.

Buskers in front of Georgia Park smoking cigarettes, yuk

- 'More street entertainers and buskers' - "None"

Artwork

Aboriginal motif structures

Also very supportive of the public art. This program should be expanded.

Continually bringing in artwork for display

Parking

More parking

Free downtown parking on event days.

Free parking

Please do not build a highrise parking lot.

Increase car parking

Do not waste any more valuable land on parking. If it is desirable, people will come, and they will parking.
more parking

Newcastle comments

yes to cheaper boat ride to Newcastle

Think Newcastle Island could be to Nanaimo what Stanley Park is to Vancouver. It has to be done carefully but would love to see walking access; at least one great coffee shop and perhaps a fine dining place with views.

Definitely must protect the natural areas too.

'Enhanced connections to Newcastle Island' "Free Rides"

Connections to Newcastle but not by bridge. Small ferry running all year and more often

Foot bridge to Newcastle Island

Cheaper than the little ferry to Newcastle - too expensive for locals

Free or cheaper ferries

Develop pedestrian bridge to Newcastle

No bridge

This is one of the few provincial parks were this an access fee.

'Enhanced connections to Newcastle Island' - "Bridge"

Park Amenities

Electrical accessibility.

Electrical Accessibility for events, ie sound systems, vendors and such

More garbage cans all along the seawall.

Need a telephone

Water fountains

More Picnic Benches

More picnic tables

More bleachers - picnic tables

more bike racks.

More water fountains

Outside shower by ocean

Some kind of seating would be useful in front of the pavilion.

More benches and rest areas in Maffeo Sutton Park

Security/Safety

Possibly security supervision

Security/enforcement

More security/vigilance/enforcement to keep out drug users
would like to feel safer at night time.

Railing along path edge to prevent kids from going over

Cycling/Skateboarding

Skate park. If we are going to ticket kids who skate on the sidewalk, why not give them some place where they are allowed to?

Skate park

Skate park

No to improved cycling routes

Better policing of the Park and harbourfront walkway to stop the many cyclists and skateboards who use it, against the posted regulations. It can be quite dangerous to walk along there at times.

We need better delineation between bikes and pedestrians. In spite of a few hard to find signs which people seem to totally ignore, it can be quite difficult dodging speeding cyclists especially when walking with a slower or disabled person. The paths are used a lot by older folk recovering from surgery. I know it isn't for P&R to provide a rehab. walk but the cyclist/pedestrian mix is definitely a challenge. Another suggestion is have the First Nations folk develop an interpretive centre/maybe native craft store/occasional events in their part of the park. Definitely a summer attraction for visitors.

Multi-use space

Addition of tennis court.

Farmers Market - local vendors more frequently

Adult sized playground

More/better sports, basketball, volleyball

A Multi-plex or small building for events and sports use

kayak Rentals (I know there further down)

Put covered area beside park

Move conference centre to park. Also move library, art gallery, museum, science centre and aquarium to the park. Make this park the cultural centre of the city.

Softening/Landscaping

More emphasis on natural planted green park land.

Rip up the bricks - more green space

Colour, Colour, Colour

Always focus on keeping nature and less giving people stuff.

Tear up the patio

Removing hard surfaces & add grass & trees

More vegetation in form of community gardens to replace grass

More grass

More shade

Leave the large trees for shade & shelter from wind. Leave grassy areas.

Add more greenery to all the paving stones. And re washrooms... more AND better.

I do not know exactly what the following mean..protect and enhance foreshore habitat where possible or the idea of the 'green shore'. They sound as though they have potential as long as they do not require the pouring of more concrete, or the removal of nature that is already there and perhaps if they mean to add more nature (trees, grass) without removal to do it.

Dog comments

3 votes for a dog off leash area

Keep Dogs OUT!

An official Off leash area , perhaps where the condo, was to go would be much appreciated by all downtown dog owners (all current off leash facilities in Nanaimo require driving which seems counterproductive) , kinda cool for Nanaimo, and help to alleviate perceived off leash problems. Dogs dont litter, very few owners dont pick up their droppings (thanks for all the doggy bag boxes!), and the instance of aggressive dogs is very rare.

Do Nothing

We like it the way it is.

If too much is improved we will lose the natural beauty.

I think if something needs fixing, fix it, not leave it alone.

leave it alone !

Excellent Park

I see no reason for "improvements" at this time. Maffeo Sutton is a lovely part that needs time to wear into the community before we undertake more actions there. We haven't yet seen what the community can do with the park as it stands.

More events with music

More music!!

Music 3 days/week min

More music - entertainment

More events, concerts, live entertainment.

More music entertainment

More events

A permanent venue for the annual Summertime Blues Festival.

Entertainment not just on walkway

Ladysmith has great events in their main park. It seems like there is always a 'concert in the park' and it would be great to have more things like this happening in Nanaimo not just on weekends. Weekend evenings would be great too.

General Comments

create an amphitheatre along front street by using the natural slope

Notice board to inform people on Pavilion Events and park.

"No Real Estate"

no fricking condos

Visual smoking signs/No smoking signs Designated areas

Cut the grass more often please & clean up

Cleanliness

Fix the potholes!! Makes it difficult for walkers and runners.

Walking would be good.

don't use words like riparian for lay persons

I love the old pavillion, Keep it the same, it gives the park its heritage.

Where the Spirit parking lot is (where they tore down the arena) Build a marketplace. Possibly 2 levels. It would be an ideal place for a year round market of local food and arts & crafts, etc. Like all the tourist attractions near water in Vancouver e.g. Granville Island, Seattle, New Westminster. An aquarium similar to the one in Vancouver.

Create a second beach pool atmosphere just like Stanley park

There are many people using the park who are using assistive devices, including wheelchairs. Please include those users in your plans.

I would like to see the north end (motel parking lot) cleaned up. I live in the area, and see tourists and cruise ship patrons walking there (as well as myself). I dislike the big, stinking pile of tarp-covered, creosote saturated garbage. I would really love to see a bridge to Newcastle Island. I think it is a real jewel and an asset, especially if it had this access.

7. If you had one wish, what would you most like to change or see enhanced in the park or along the Harbourfront Walkway?

Extend the walkway	90
Vendors	74
Parking	41
More events/activities	39
Softening/beautification	34
Park Amenities	7
Benches/Picnic Tables	12
Water fountains	7
Garbage cans	5
Total Park Amenities:	31
Do Nothing	29
Washrooms	26
Waterpark	23
Clean up Lagoon/Beach	14
Cycle trails	14
Enhance connection to Newcastle	14
Music	12
Widen walkway	12
Access to shoreline	11
More public art	11
Buskers	10
Dog off leash	9
Playground improvement	9
Keep it natural	9
Drinking fountains	8
Habitat Enhancement	8
Skate Park	8
Cleaning/Maintenance	7
Connection to Millstream/Bowen	7
Not too many changes	7

Dock – more access	6
Improve walkway/sidewalks	6
Safety/Security	6
Fountain	6
Boat launch	5
Farmers' Market	5
More Shade	5
No drugs, alcohol, panhandlers	5
Enhance Foreshore/green approach	4
Make park bigger	4
Year round activity	4
Outdoor shower	4
Programming	4
Accessibility	3
Connection to E&N trail	3
Increase patrols	3
Notice Board/Bulletin Board	3
Handicap parking	3
Railings along lagoon to protect	3
Recycling	3
Georgia Park Improvements	2
More access points	2
Hate the art	2
Permanent concession stand	2
Youth	2
Anything	2
Keep mature trees	2
Lighting	2

Dog Comments

No dogs or bylaw officers enforcing leashes and heavy fines for not picking up after your dog.
Enforce leash by laws & poop scooper by laws
no dogs allowed.
Be aware of dog areas, more patrol enforcement.
Walk your dog without a leash early in the morning
No animals in the park!
No dogs No dog do
Having dog restricted areas would be good.
dog restrictions, some no dog access areas. (min. signage saying keep dog on short leash)

Busker Comments

more quality buskers which would/should draw more people, more often. I think people also attract people, and enhance the sense of security all year round.
Better control over who can busk there, or stop it altogether. Some of the "singers" are painful to listen to and quite spoil the atmosphere
I think that the atmosphere is a huge part of the location. I would like to see a greater number of street performers/buskers allowed in the park.
Artisans, not just native carvers (similar to the situation on Victoria's waterfront)

Signage

Directional signage to make it easy for people to know where to go ... yellow markings, etc.
Signage explaining what species of creatures can be seen in the big tide tiers at the lagoon. I always see kids looking in them...do they know what they are seeing?
footsies rule.
Better signage for no biking, skateboarding and no smoking
More information on local ecology - educational signage park interpreter/ kids activities
Improved biking/pedestrians only signage and areas

Comments about Events

More opportunities to develop culture in the form of arts/music/permaculture
More things in evenings, busy all time
More smaller events
I'd like to see something that can be more close to people. Like more festivals
Gay Pride Event!!
All music concerts should be free! Eg - Blues Festival
More all day events, don't stop at 4
Reduced volume for secondary events while main stage events.
More events around the walkway
More accessible washrooms on festival days
More people
more people connecting areas and events both viewing and participating with music, art, dance
Beer Garden at bathtub time
Keep the beer gardens open longer
Eliminate beer gardens at special events weekends - this should be a park not an extension of the pubs

First Nations Culture

Please consider creating a small First Nations Village for First nations culture, events and artisans... perhaps on the burial/old foundry site.

More First Nations Culture!!! So important. Ceremony, Dancing
Improved playground with aboriginal motif in designs, structures, apparatus
Aboriginal event, crafts, sales, dancing

Comments about Parking

Free parking 3 hrs - ticket?
Leave parking for public. Things like Dragon Boat Festival elsewhere.
Multi-level parking to save space

Lions Pavilion

Sound baffles at Lions Pavilion to help protect sounds inward to park area. Clean up plaques on walkway
Please keep the Lions Pavilion where it is but if you do anything to it do it where it is located now
Acoustic ceiling in pavillion
(despite the above...) I believe a significantly improved Lions Pavillion would be of great value to all Nanaimo.
We need an all-season, all-weather performance pavillion.
Build a concert stand - the pavillion is not suitable for concerts, it sucks up the sound. It needs a conch for do the changes to the bandshell with the walkway around the back of it.
Great space for outdoor concerts!!
A better viewing area for concerts and events. Raised stage or amphitheatre
Performance centre
Amphitheatre
Acoustics
Terraced seating for concerts

Requests for Covered Spaces

covered eating area
shelters
Cover over walkway for carving vendors on rainy days.
More undercover areas
Another covered area for when raining.
covered playground for children in winter
Add an undercover area adjacent to playground for birthdays, etc.
Covered benches and tables to suit all weather conditions.
additional rain shelter-great for the community. sometimes not used - not large/moderate size

Park Amenities Requests

Mini soccer ball nets.
Put back chess set
Bocci pits
spring loaded nba quality rims

Multi use space

Multi-plex or similar

Build a stage in the center of the lagoon from which to perform musical acts, concerts, public art displays, and possibly integrate the previously suggested fountain - this would allow the surrounding land to be fully utilized for viewing as opposed to being used for performance infrastructure (the Lions pavilion or other planned structures). This would be a more efficient use of the available land and allow greater numbers of people too event venue that is up to the standards of people who aren't locals!

Perhaps an early decision by First Nations for development of their park section including amarine interprative centre in addition to or as part of an aquarium

Paddling facility in the Park area.

Paddling centre somewhere

Comments about development and surrounding area

Get rid of the high rise buildings that cast shadows on the park.

To provide long term planning to keep this park public and not re-developed.

Giant apartments, condos, more patrol

Keep developers out of the area. It should be maintained for the people to get around to enjoy

What ever you do, don't build condos or sell off any parts of this park.

Get rid of the dumpy buildings on front (c ar repair, fencing, etc)

Remain public, not private development

More businesses, for ex. diving tours, boat tours, restaurants

marine tours from the park.

Easier access to Kayak rentals. Other shops like Flying Fish on the walkway.

Comments about Pearson Bridge and surrounding area

Improve the area underneath the Pearson Bridge to reduce graffitti and drinking.

Some how make the tunnel under Pearson bridge cleaner, brighter and safer.

More security patrol -people being mugged under bridge (police presence @ night) Keep people from smoking

Better up keep of bridge

General Comments

The park should be community based and designed for everyone to enjoy. Not just for big events.

water walls, kiosk - events listed, castle/building with stairs to the top & you can walk around.

i think i'd like to see a non-gendered bathroom. even a single non-gendered bathroom would be wonderful.

because my gender is nonbinary (i'm not a man or a woman), i don't use gendered bathrooms. this means that i can't actually use any of the bathrooms currently at the park. i would love to see a non-gendered bathroom that was wheelchair accessible but also meant for currently-abled people of different genders. (feel free to google nonbinary gender if you have no clue what i'm talking about.)

rest of Canada.

Swing bridge (see Cape town V&A waterfront on Youtube) to New Castle Island - bridge which allows controlled access during certain times.

You have a wonderful opportunity to attract people to the Nanaimo Harbourfront but the shops & cafe's are really of a low standard. They are not clean and they don't offer a great service. Addressing this issue wold greatly enhance the marketability of Nanaimo in general.

That a peaceful, tranquil atmosphere would be maintained

Less concessions, less selling of machine-made stuff.

Keep it open.
Rock balancing
More local artists, painters, etc.
Composting toilets
More connectivity to Departure Bay via trails. Cafes & community 'hot spots'
Add another arena downtown
No salt water
No smoking
A fountain like Parksville.
More walking trails, piers,
Allow setting crab traps overnight.
remove blackberry canes along shore for fishers.
Turn the new parking area into a community garden.
More marina space.
pedal for water @ sink.
No ticketers
I would love to see some sort of tribute to the Civic Arena, even if it's something like an outline in the paving stones. I would also like to see historical signage about the park and the city throughout.
Make a nice beach with a few windmill palms
fishing pier along side of river for pink salmon season
More low landscaping, keeping sightlines
night lighting
a video game
Make the sharp rock "sittable"
Bench in Dad's name. - in name of someone (purchase)
See below - get rid of Tally Ho - include it as part of the city park.
Dredge the estuary of it's 120 years of industrial waste that has accumulated in the sediments. Remove the garbage dump from the Basby estuary.
ban politicians and city bureaucrats
Better weather.

8. Please share any other ideas, comments or concerns you have about Maffeo Sutton Park or the Harbourfront Walkway.

Love the park	66
Vendors	20
Extend the walkway	17
Softening/beautification	15
Clean up Lagoon/Beach	12
Do Nothing	12
Not too many changes	4
Park Amenities	10
More events/activities	9
Washrooms	9
Safety/Security	8
Accessibility	7
More music	7
Keep it natural, enhance natural habitat	7
Improve parking	6
Increase patrols - Bylaws & RCMP	6
Programming	6
Cleaning/Maintenance	5
Terracing	5
Artwork	4
Clean up around Pearson Bridge/Howard Johnson Area	4
Dock – more access	4
Info centre	4
Native plants	4
More seating (including during events)	4
Playground improvement	4
Love the artwork	4
Access to shoreline	3
Clean up Millstone	3
Covered area - picnic shelters	3
Cycle trails	3
Dog area	3
Shade Trees	3
Waterpark	3
Don't like the 2009 changes	2
Drinking fountains	2
Enhanced connection to Newcastle	2
Keep mature trees	2
Seawall/Walkway improvement	2
Telephone for emergencies	2
Farmers Market	2
Outside shower	2
Block road noise/view (Terminal Ave)	2
Create smaller areas through design	2

Question 8 Comments

Comments about Bicycles, multi-use, etc.

Keep bicycles onto their own roads
Should be allowed to rollerblade
Lines for walking & biking, roller blades
Separate bicycles from pathways in m/s park area
Better signage for bikers.

Comments about Recycling/Garbage

There should be recycling and composting facilities in the park all year round.
More recycling bins - even if just allow binners an easy grab at empties.
The garbage cans are not recycle friendly and their current capacity is a problem as they overflow especially on the wharfs.
Recycling baskets on side of garbage cans for cans & bottles
Concern would be adding more acces to the ocean. You already see a lot of garbage in the tidal pools I would hate to see more.

Comments about Buskers and Vendors

Allow street performers to use voice amplification
Artist area to demonstrate, wher toursie can witness artist at work
No selling and carving along harbour walk
Buskers enhance the walkway and we really enjoy them but they really need to be "culled." One regular, for example, literally SCREAMS the same three songs year after year and is known around here as "Old Yeller."
Less buskers.
We don't want to see it become too commerical with overuse of vendors, buskers. Please keep it a natural, welcoming place - we love the park and walkway.
possibly art for sale and artists working on site.
No tacky vendors as is the case in Victoria harbour front.
Wold be better to have a pavillion w/vendors rather than food trucks

Comments about Signage

More signage to direct people here.
Newcastle Ferry sign!
Signs for Newcastle Ferry
Better signs that say NO Cycling.
Signs up not allowing skateboards in parks
There needs to be much better signage to let people know that there is no bicycling and especially no smoking allowed.

Comments about adding First Nations Culture

First Nations history of the land in the form of a statue or plaque.
There is no venue for local first nations to show their crafts. Park lacks a totem pole.
try to include First Nations culture in the Park.

Comments about Condos and Development

Disappointed about sale of waterfront property to American developer - conference centre

No condo development anywhere on Park property.

Please do not build any high rises or hotels in our beautiful park & ocean front.

Do not "give" our public areas to big hotels, etc.

The area in front of the future Insight development desperately needs improvement. Please work with the Harbour Commission on this.

Comments about Dogs

Keep dogs on the Spirit Square. It can be hosed down regularly. Dog litter is becoming a real problem as people don't use disposal bags and even if they do they smell from disposal bins is noticeable in the park.

Dogs should not be allowed during large events such as Bathtub weekend

people w/ dogs - unsanitary. enforcement of laws should be improved. parking signage is unclear - pricing & directions.

More doggy bags

Comments about Artwork

Would like to see a coal miner theme

Canoe-Go! Badly painted - almost offensive

The guy stacking rocks is taking over a section of the waterfront - this is where he would take his kids to play.

That rock balancer needs a grant

I have only one negative comment, the art that is displayed looks bad especially the metal sails behind the new condo and the pyramids close to where one takes the ferry to Newcastle island. They just don't stand out, too plain and no colour. I am not impressed with other metal displays either. Surely you can find someone who can choose better decors. They should be removed, honestly. Also why not put colours and designs related to the ocean (Birds, starfish, etc.) around the frame where people can take photos close to the swimming area.

Thanks.

Comments about Parking

Love free parking!

No parking garage

Parking is always the issue in downtown.

Comments about Events

Have music stop at 10 pm instead of 11pm.

You should have kept the arena and turned it into a food market. But you seem to be obsessed with big events that do nothing for the people of the city who pay for this park!!

Move special events to A. cruise ship area B. Rod and Gun Club for music C. A new S.E. Park (waterfront) near port place

When there are some annual events, it is always the same things happening year after year. It would be nice to have more variety of events in Nanaimo.

Have temporary seating for events

Most underutilized band shell & park in the world?

Keep it activity - Great!

Our family loves all the events!!!

Make more family friendly events because this is a family place for many.

Focus on kids more! Activities, skate parks. Main driving area - straight to water.

Comments about Cleaning and Maintenance

fish winding up in upper walkway lagoons
Concerned about tent caterpillars.
Cleanup driftwood at Swy-a-lana
Appreciate it is kept clean
good job keeping it clean.
replace grass with turf

Comments about park amenities/multi-use space

Requests for amenities included garbage cans, picnic tables and benches

Outdoor skating rink/roller skating.
Skating rink in the winter
Beautiful umbrella on tables, frisbee golf.
add picnic tables/benches at the beach.
there were more sports facilities/courts
Redo the basketball hoops
Slide into Swyalana Lagoon.
Ashtrays on every post, all benches should have back rests
Emergency phone in all parks.

Comments about Washrooms

Multisex washrooms for man who helps wife who has MS.
No enhanced bathroom on the waterfront. If more are needed, and I doubt that they are, put them INLAND, not on the Millstone as originally planned.
Add baby changing facilities
More washrooms

General Comments

Sight pollution is a concern. Barges with wrecked cars do not a pretty picture make
From the parking lot, provide luggage buggies (like shopping carts charge \$1) so people can transport camping gear to the ferry. If they return empty cart to start point, they are refunded the dollar.
Absolutely NO alcohol or drug abuse used at this park, there are people who drink and do drugs, especially in front of kids!!
The water planes need to be moved to the industrial area. They are too noisy - they stink when starting the engines and taking off
Do not increase float plane & boat traffic
Please enforce the SMOKE FREE ZONE
Demolish decrepit building @ s. end
campfires on the beach, character art and music, make campgrounds at beaches
Tally Ho is eyesore. Integrate it with park and make multipurpose use - ie. farmers market, park, walkway, cafe's
multi family dwellings or condo's, shops et.
so much better than when it was an arena. great work so far, it's really improved the quality of life in the city.
apart from the hoodlum factor (and let's be real here - there are lots of other gathering places in town where the scum seems gather) i think the waterfront is the best part of town.
Persecute the people who vandalize the park: re: washrooms
Who is Maffeo Sutton?
Like the old name better

A "park appreciation" day?? would be nice
better use of existing space
Do not tax the poor home owners for anything on the park.
Do it justice for present and future park users...
Genuine community input.
less restrictions on individuals practicing their rights and freedoms of expression/speech
Right now mainly designed to present use
Raised cost of coming to the park. Natural BC doesn't exist here anymore.

I think there has been incredible vision involved in making this park what it is. Hamilton, Ontario did a similar thing with a degraded waterfront, making it a truly wonderful place to be. I would highly encourage your team to have a look at what Hamilton did to their waterfront, as I can tell that you have the same vision. They may have insight into what worked and what didn't, and suggestions for what they would do differently!
There should be waterfront/lakefront walkways in the north end of Nanaimo. The little bit at Departure Bay and downtown Nanaimo are hardly worth driving too. People like Westwood because it is a substantial loop AND scenic. Find other places to make walks and loops long enough to be worthwhile. (this includes extend the harbourfront walkway...)

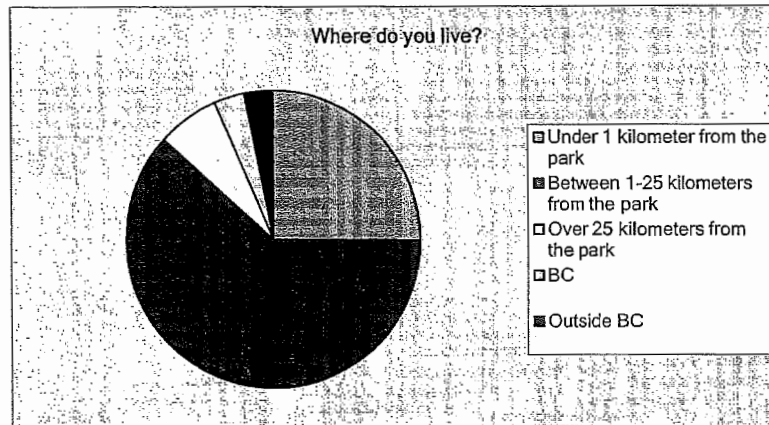
Would love to see some sort of shopping market areas or booths (tastefully done) and some sort of coffee area other than the pub for relaxing outside. (Thinking small european coffee stand with a nice seating area.

Wider walkway between The Pacifica frontage to the Georgia Park ramp. Wheel chair/stroller access ramp from Newcastle Ave parking behind Sands down to sea walk. Also, if the Milstone River Estuary section is amended, perhaps cleaning out the concrete and man made debris in the tidal channel would be included as it is a blight to the otherwise positive environment created. Would like to see the flags maintained at Terminal and Comox, but would like to see something meaningful created along Comox Road for Green space, recreational and fitness opportunities. Perhaps the parkade against the Comox Road embankment idea could be revisited as a possible solution for parking capacity to maximise usable parkland for green space, recreation and fitness, which is the whole point of this important down town feature.

There should be a permanent solid fixture of a cafe/food vendor which sells only hot and cold beverages, muffins and cakes etc, small snacks and ices. Tables and chairs could be permanent fixtures and the venue could be open all year round for the public (ice cream in summer, hot chocolate in the winter) (See concession at Westwood Lake) Use the Bandstand regularly and charge a nominal fee for its use. Set up a small kiosk with an event organiser on site for the public to register. Open Mike (provisions set in place for obvious reasons) Encourage youth groups, entertainers, bands, choirs, actors etc to use the bandstand. Make up permanent long standing lists of events from Spring to Fall. Cordon off the area and provide stackable seating or encourage blankets on the ground for the viewing public â€¢ Charge \$2 - \$5 round trip for the Newcastle Island Ferry and provide regular crossings. I am sure that there would be a lot more interest from the public of all ages if this fare was reduced to a minimal â€¢ Encourage Artists/crafters to set up easels and paint scenery or portraits, make the area attractive, permanent and artisan to give an ambience of creativity for local talent â€¢ Colour, Colour,

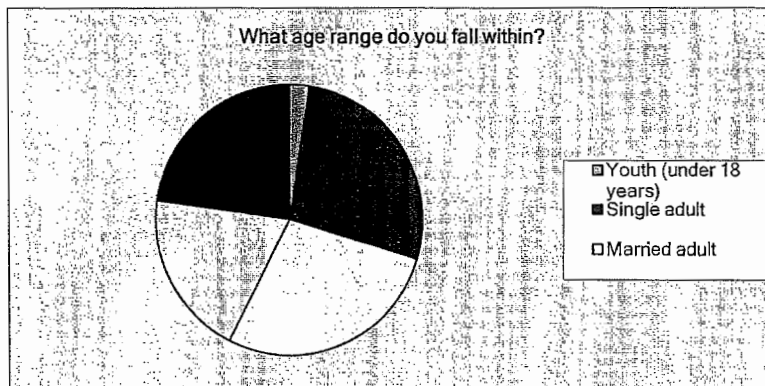
9. Where do you live?

Answer Options	Response Percent	Response Count
Under 1 kilometer from the park	25.1%	237
Between 1-25 kilometers from the park	61.7%	584
Over 25 kilometers from the park	6.8%	64
BC	3.3%	31
Outside BC	3.2%	30



10. What age range do you fall within?

Answer Options	Response Percent	Response Count
Youth (under 18 years)	2.4%	22
Single adult	27.3%	250
Married adult	27.8%	255
Parent with kids	19.7%	180
Senior (over 65)	22.8%	209





RECEIVED
OCT 23 2012
LEGISLATIVE SERVICES

Dear George and Council:

British Columbia has a rich history of military service and sacrifice. Young men and women from all corners of the province enlisted when called upon, and every community suffered losses. Among the many thousands who have served, close to 10,000 soldiers never came home, many buried overseas, at or near the place of their final battle. Lost was the opportunity to have children, grandchildren, to live a full life. The Canadian Fallen Heroes Foundation is a charitable organization committed to honouring each of our fallen soldiers through our Memorial campaign.

The Memorials testify to the sacrifice made by citizens of various communities and Municipalities throughout the province. The memorials feature a photograph, brief biography including military service details, age and date of death, and relevant historical information.

Once complete these Memorials are grouped by home community and will provide an opportunity to see the faces and read the stories behind those who died in service. Our list of soldiers to be memorialized this year from Nanaimo are Arthur Cooper, Donald Nicholson, George Bate, Henry Jepson and John Thomson. There are many more from Nanaimo that are still being researched, we are hoping to make sure these 5 soldiers are put on the memorial this year. Enlistment records often make reference to more than one community and make placement difficult. If there are soldiers from the local honour roll or cenotaph that are not included in this list please let us know so that our records can be updated and we can begin the required research.

We are posting all soldiers from the province on www.canadianfallenheroes.com where they can be found under virtual Memorial and can be searched by name, home town or province. We hope that once we have soldiers from your district on the memorial that the town will link or site to the town site so people in your community can view the memorials. If the Council would like to commission Memorials for soldiers from the area a Memorial is placed with each \$50.00 donation and all donors will receive an official tax receipt.

Thank you very much for your time and consideration, should you have any questions please feel free to call me @ 403-800-1844 .

Regards,

Toni Hall

British Columbia Project Manager

Canadian Fallen Heroes Foundation

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee.....	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>2012 - NOV - 05</u>		

CHARITY TAX # 86563 9447 RR0001

Also, if you would like to take a look at what your donation is going towards, please follow the instructions below:

- 1) Go to www.canadianfallenheroes.com
- 2) Click on the heading "Virtual Memorials"
- 3) From there you are able to search by Soldier, Town, or Sponsor



VANCOUVER ISLAND
CONFERENCE CENTRE

Denise Tacon
Vancouver Island Conference Centre
101 Gordon Street
Nanaimo, BC. V9R 5J8
October 29, 2012

Mayor and Council
City of Nanaimo
455 Wallace Street
Nanaimo, BC

Dear: Mayor and Council

This letter is written to enquire if The City of Nanaimo would be interested in hosting the Association of Vancouver Island Coastal Communities Annual Conference. There are two separate years in discussion to which one would be assigned. The first is for April 10th - 12th 2015 and the alternate is April 8th - 10th 2016. The City of Nanaimo hosted the 2009 Annual conference and the costs were as shown here-in. Costs would be similar for either year of choosing should you wish to go forward. This conference brings many community representatives from all over Vancouver Island with a delegate count of 250 guests representing over \$315,000 Economic Impact to the region.

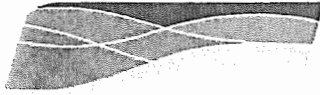
I look forward to hearing from you.

Sincerely,

Denise Tacon
General Manager

Enclosure

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee... <u>COW</u>	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>2012- NOV - 05</u>		



VANCOUVER ISLAND
CONFERENCE CENTRE

Bold Ideas. Naturally.

Memorandum

To: Denise Tacon, General Manager
From: Elverna Mailloux, Senior Sales Manager
Date: October 29, 2012
Re: ASSOCIATION OF VANCOUVER ISLAND COASTAL COMMUNITIES ANNUAL CONFERENCE
April 10-12, 2015 or April 8,9,10th, 2016

1. The CITY OF NANAIMO hosted the AVICC conference in 2009 at the Vancouver Island Conference Centre
2. The Host City is responsible only for the conference room rental of \$8,075.00. (Fees and taxes not included and based on the room rental requirements needed at this time..subject to change)
3. Traditionally the Host City will do something special on the night of the Welcome Reception by providing music during the reception by a local musician.
4. The Vancouver Island Conference Centre has placed a courtesy hold on April 10-12, 2015 and April 8, 9,10th 2016.
5. Parksville has been awarded the 2013 Conference
6. The AVICC have extended the deadline for submissions to host the 2015 or 2016 conference. They had a wonderful experience in Nanaimo in 2009.
7. There will be approx. 250 delegates attending this annual conference.



SEP-14-2008 16:41



CITY OF NANAIMO
455 Wallace Street
Nanaimo, BC Canada V9R 5J6
Phone (250) 756-5319 Fax (250) 756-5327
purchasing@nanaimo.ca

Invoices must be sent directly to the Finance Department at
the above address

P.01/01

P.O. NO. : 515384
P.O. Date : August 15, 2008
Buyer : Gord Durkop

Vancouver Island Conference Centre
101 Gordon Street
Nanaimo BC V9R 5J8
Fax 755-7711

SHIP TO:
Legislative Services
455 Wallace Street
Nanaimo BC V9R 5J6
Attention: M. Smith

Vendor number : 106484

Terms of payment: Payment Due Immediately

Currency CAD

Line	Quantity	Units	Description	Unit Prices	Amount
1			AVICC Convention 2009 Room Rentals		11905.00
2			2% Administration Fee		238.10
			As per Booking Order #0408		
Total net item value CAD					12,143.10
GST					595.25
PST					0.00
Total amount (CAD)					12,738.35

This Purchase order constitutes a contract and acceptance of the Terms and Conditions negotiated by the City of Nanaimo and includes any other supplemental conditions contained in the City's Quotation documents

Authorized Signature: _____

TOTAL P.01



MEMORANDUM

TO: Mayor & Council / Chair and Board
AVICC Members

FROM: AVICC Executive

DATE: June 22, 2012

RE: **DEADLINE EXTENDED TO SEPTEMBER 30, 2012**
FUTURE YEARS AVICC AGM & CONVENTION DATES AND
REQUEST FOR EXPRESSIONS OF INTEREST TO HOST

Dates have now been identified for the 2014-2016 AVICC AGM & Conventions:

2014 - April 11, 12 and 13
2015 - April 10, 11 and 12
2016 - April 8, 9 and 10

The AVICC Executive is seeking expressions of interest from local governments in hosting these Conventions. Attached is a list of Host Community Responsibilities. Contact Iris Hesketh-Boles, AVICC's Executive Coordinator at (250) 356-5122 or iheskethboles@ubcm.ca if you have any questions.

If your local government is interested in hosting the Convention for one of these years, please submit your expression of interest with Council/Board resolution in support of the expression by September 30th to:

Iris Hesketh-Boles, Executive Coordinator
Association of Vancouver Island and Coastal Communities
525 Government Street
Victoria, BC V8V 0A8
Fax: 250-356-5119
EM: iheskethboles@ubcm.ca

Thank you.

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

Representing Local Government on Vancouver Island, Sunshine Coast, Powell River and Central Coast



MEMORANDUM

TO: Mayor & Council / Chair and Board
AVICC Members

FROM: AVICC Executive

DATE: March 8, 2012

RE: **FUTURE YEARS AVICC AGM & CONVENTION DATES AND
REQUEST FOR EXPRESSIONS OF INTEREST TO HOST**

Dates have now been identified for the 2014-2016 AVICC AGM & Conventions:

2014 - April 11, 12 and 13
2015 - April 10, 11 and 12
2016 - April 8, 9 and 10

The AVICC Executive is seeking expressions of interest from local governments in hosting these Conventions. Attached is a list of Host Community Responsibilities. Contact Iris Hesketh-Boles, AVICC's Executive Coordinator at (250) 356-5122 or iheskethboles@ubcm.ca if you have any questions.

If your local government is interested in hosting the Convention for one of these years, please submit your expression of interest with Council/Board resolution in support of the expression by **May 25th** to:

Iris Hesketh-Boles, Executive Coordinator
Association of Vancouver Island and Coastal Communities
525 Government Street
Victoria, BC V8V 0A8
Fax: 250-356-5119
EM: iheskethboles@ubcm.ca

Thank you.



HOST COMMUNITY RESPONSIBILITIES

The following identifies the required meeting facilities and other supports that the AVICC AGM & Convention Host Community is expected to provide:

Meeting Facilities - provide without charge to AVICC, meeting venues, set up and janitorial services for the Convention, including the following:

- Executive meeting room – pre-Convention (Thursday afternoon)
- Pre-Conference Session – to accommodate up to 100 (Friday morning)
- Business Sessions - to accommodate up to 250 (Friday noon to Sunday noon)
- 2 – 3 Break Out Rooms - to accommodate up to 75-100 people each (Saturday afternoon)
- Display space for at least 15 Exhibitors (Friday am to noon Sunday)
- 1 room to be used for AVICC Office (Thursday noon to Sunday 1 pm)
- Space to hold Breakfast and Coffee Service (Times to be set - Friday to Sunday)
- Welcome Reception (Friday evening) - to accommodate 275
- Delegates Luncheon (Saturday noon) - to accommodate 250
- Annual Banquet and Dance (Saturday evening) - to accommodate 250

Hotel Rooms

The host community must also have capacity for and block book 200 hotel rooms.

Miscellaneous

- Decorations for Welcome Reception and Annual Banquet
- 6 – 8 Gifts for speakers representative of the Host Community
- Some staff assistance during the Convention, i.e. kit stuffing, registration, ticket taking if required
- Assist with obtaining through local donations a sufficient number of pens and pads for Convention kits and draw prizes
- Provide use of local government, BC and Canada flags

Planning Assistance to Assist AVICC Executive and Staff

- Assist in identifying local suppliers for food and beverage service, audio visual equipment and support, banquet entertainment, piper, O'Canada singer, bus transportation, etc. and work with locally contracted suppliers as necessary for purposes of logistical coordination
- Assist with identifying and providing a local liaison with the First Nations and local speakers that may positively contribute to the program
- Plan and administer any Partner Programs that the local host may want to offer and have been approved by the AVICC Executive

DELEGATION REQUEST

Please find attached a letter drafted to City Council requesting the creation of a bylaw promoting awareness of Fetal Alcohol Spectrum Disorder. In addition, please find five additional attachments: a list of BC Communities with Existing FASD Awareness Bylaws, Prince George Bylaw 5705, Kelowna Bylaw 7538, Kamloops Bylaw 24-43 and Richmond Bylaw 6989.

Questions: Could you please review the letter and attachments and provide feedback on how to proceed? Is this information sufficient to be reviewed by council? Could someone from the Nanaimo FASD Society present to council at a meeting? Do we need to provide any further information for consideration of creating a bylaw?

Any information you can provide regarding the process is most appreciated. You can contact me through email at kim.macintyre@clarocentres.com or by phone at 250-714-4097. Thank you for your time and consideration.

Kind regards,

Kim MacIntyre

Secretary, Board of Directors

Nanaimo FASD Society

Program Director

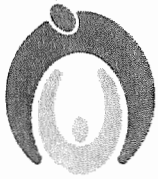
Claro Centres Nanaimo

250-585-0045

kim.macintyre@clarocentres.com

www.clarocentres.com

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee <i>LOW</i>	Delegation	<input checked="" type="checkbox"/>
<input type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>10 NOV - 05</u>		



~Preventing Fetal Alcohol Spectrum Disorder through Education and Community Awareness~

Oct. 1, 2012

Dear Mayor and City Council,

The Nanaimo FASD Society is pleased to submit this letter for your consideration.

What is Fetal Alcohol Spectrum Disorder (FASD)?

FASD is an umbrella term to describe the spectrum of disabilities associated with pre-natal exposure to alcohol. According to Health Canada, FASD is the leading cause of developmental disability in Canada. It is estimated that 9 in every 1000 infants in Canada are born with FASD. FASD may occur in any family or community, regardless of social, economic or ethnic status.

FASD affects each individual differently. Some effects can include brain damage, vision and hearing problems, slow growth, and birth defects such as heart problems or bones that are not properly formed. Most individuals affected show no signs of physical disability. FASD is often termed an “invisible disability.” Brain damage associated with FASD can involve lifelong problems with attention, memory, reasoning and judgment. People with FASD are also at high risk of secondary disabilities such as mental health concerns, disrupted schooling, and addictions.

Nanaimo FASD Society

The Nanaimo FASD Society was incorporated in 2006 and holds charitable status. The Board of Directors is comprised of professionals who work with children and adults who have FASD, and their families, and birth and foster parents of children who are impacted by FASD. Since 2006, the Nanaimo FASD Society has held several workshops and events on International FASD Awareness Day to promote public awareness.

Mission: Our mission is to prevent FASD through education and community awareness and to build community capacity for better support of parents, family members and persons with FASD.

Proposed Bylaw

In support of this mission, we propose that City Council adopts a bylaw to promote awareness of the dangers of consuming alcohol during pregnancy by posting warning signs in establishments

1

☐ Council Agenda Item ☐
☒ Committee.....*com*..... Delegation ☐
☒ Open Meeting Proclamation ☐
☐ In-Camera Meeting Correspondence ☒
Meeting Date: 2012 - NOV - 05

**NANAIMO
F.A.S.D
SOCIETY**

702 – 530 Fifth Street
PO Box 39051
Nanaimo, BC
V9R 1P0

~Preventing Fetal Alcohol Spectrum Disorder through Education and Community Awareness~

that sell or serve alcohol.

Similar bylaws already exist in BC communities, in other provinces and in the U.S. Please find attached a chart outlining some of the BC cities where a bylaw already exists, the year in which the bylaw was originally passed and the statement that is posted on the awareness signs in these communities. Please note that in some BC communities, the bylaw has been in effect for over 15 years.

Based on our research of the bylaws in other communities and canvassing locally, we propose the following statement or a similar statement be required on each sign: *Any alcohol use during pregnancy can cause birth defects such as Fetal Alcohol Spectrum Disorder. Alcohol can harm your baby's brain, heart, kidneys and other organs.*

The Nanaimo FASD Society appreciates City Council's ongoing support of the FASD Society's mission. We wish to extend special thanks to Mayor John Ruttan who has issued a proclamation in 2010 and 2011, declaring Sept. 9th International FASD Awareness Day. We believe City Council cares deeply about the health and well-being of members of our community. Adoption of this bylaw would send a strong message that Nanaimo is working to prevent FASD and promote a healthy community.

If you have any questions, please contact Kim MacIntyre, Secretary, Nanaimo FASD Society.

Sincerely,

Kim MacIntyre

Secretary, Nanaimo FASD Society

Enclosed:

List of BC Communities with Existing FASD Awareness Bylaws
Prince George Bylaw 5705
Kelowna Bylaw 7538
Kamloops Bylaw 24-43
Richmond Bylaw 6989

BC Communities with Existing FASD Awareness Bylaws

Community	Statement	Year in effect
Vancouver Cranbrook Golden Regional District of the East Kootenays	Pregnancy and alcohol do not mix. Protect your baby. Do not drink wine, beer or other alcoholic beverages during pregnancy.	Cranbrook: 2002
Invermere	Warning: pregnancy and alcohol do not mix. Drinking alcoholic beverages, including wine, coolers and beer during pregnancy can cause birth defects.	2004
Richmond Fernie	Warning: drinking distilled spirits, beer, coolers, wine and other alcoholic beverages during pregnancy can cause birth defects.	Richmond: 2000
Prince George Burns Lake	Healthy Communities support women and their partners to avoid alcohol during pregnancy.	Prince George: 1991 Burns Lake: 1996
Kelowna	Warning- Drinking distilled spirits, beer, coolers, wine and other alcoholic beverages during pregnancy can cause birth defects.	1994
Kamloops	Not specified	2008

CITY OF KAMLOOPS

BY-LAW NO. 24-43

A BY-LAW TO MAKE PROVISIONS FOR THE WARNING OF THE
DANGERS OF FETAL ALCOHOL SPECTRUM DISORDER

WHEREAS, under Section 8(3) of the Community Charter, a local government may, by by-law, regulate and impose requirements in relation to public health and business.

AND WHEREAS Council recognizes the dangers of Fetal Alcohol Spectrum Disorder and acknowledges that education and information has proven to be an effective and efficient way to reduce the incidence of Fetal Alcohol Spectrum Disorder;

AND WHEREAS Council deems it appropriate to require that warning signs be posted in premises where alcohol is consumed or sold.

NOW THEREFORE, the Municipal Council of the City of Kamloops, in open meeting assembled, enacts as follows:

1. This by-law may be cited for all purposes as the "City of Kamloops Fetal Alcohol Spectrum Disorder Warning Sign By-law No. 24-43, 2008".
2. The City of Kamloops Fetal Alcohol Syndrome Warning Sign By-law No. 24-30 is hereby repealed.
3. This by-law is divided into the following divisions:

Division One	Definitions and Interpretation
Division Two	Administrative
Division Three	Signage Display Requirements
Division Four	Offences and Penalties
Division Five	Schedules
"A"	Fine Schedule for Municipal Ticket Prosecutions

DIVISION ONE - DEFINITIONS AND INTERPRETATION

101 In this by-law:

"Council" means the Council of the City of Kamloops.

"Licensed Establishment" means any establishment licensed to serve alcohol under the provisions of the *Liquor Control and Licensing Act*, including restaurants.

"Liquor Outlet" means any commercial business licensed to sell liquor for off-site consumption under the provisions of the *Liquor Control and Licensing Act*, including establishments operated by the Liquor Control Board of British Columbia.

"Post" includes the act of keeping continuously displayed.

"Proprietor" means the person who controls, governs or directs the activities carried on within the building, place or premises referred to in this by-law and includes the person actually in charge thereof.

DIVISION TWO - ADMINISTRATIVE

- 201 All signs required to be posted pursuant to this by-law shall be provided by the City of Kamloops.

DIVISION THREE - SIGNAGE DISPLAY REQUIREMENTS

- 301 The proprietor of every licensed establishment shall post signs that warn of Fetal Alcohol Spectrum Disorder as follows:
- a) In licensed premises which are permitted to sell alcoholic beverages for off premises consumption there shall be at least one sign displayed in a conspicuous place which is clearly visible from all locations where the sale or dispensing of the alcoholic beverage takes place.
 - b) In licensed premises which permit the consumption of alcoholic beverages on the premises, there shall be one sign conspicuously displayed in each public washroom located within the premises and at least one sign displayed in a conspicuous place which is clearly visible from all locations where the sale or dispensing of the alcoholic beverage takes place.
 - c) In all liquor outlets which sell alcoholic beverages for off-premises consumption, there shall be at least one sign displayed in a conspicuous place which is clearly visible from all locations where the sale of the alcoholic beverage takes place.

DIVISION FOUR - OFFENCES AND PENALTIES

- 401 No person shall remove, alter, conceal, deface, or destroy any sign posted pursuant to this by-law.
- 402 No person shall fail to display signage as provided.
- 403 Every person who violates any provision of this by-law, or who permits any act or thing to be done in contravention of this by-law, or who fails to do any act or thing required by this by-law, shall be deemed to have committed an offence against this by-law and:
- a) shall be liable to a fine set out in the City of Kamloops Municipal Ticket Utilization By-law, including those fines and penalties as set out in Schedule "A", Fine Schedule for Municipal Ticket Information Prosecutions; or

- b) shall be liable, upon summary conviction to a fine and penalty provided under the *Offence Act* or the *Community Charter* of not more than \$10,000 and not less than \$200, plus the costs of prosecution, and any other order imposed pursuant to the *Community Charter*, or
 - c) any combination of the above.
- 404 Each day that an offence against this by-law continues shall be deemed a separate and distinct offence.

DIVISION FIVE - SCHEDULES

The following schedules are attached to and form part of this by-law and are enforceable in the same manner as the by-law:

Schedule "A" Fine Schedule for Municipal Ticket Information Prosecutions

READ A FIRST TIME the 9th day of September , 2008.
READ A SECOND TIME the 9th day of September , 2008.
READ A THIRD TIME the 9th day of September , 2008.
ADOPTED this 16th day of, September 2008.



MAYOR
T. LAKE



CORPORATE OFFICER
L. W. HRYCAN

Schedule "A"

FINE SCHEDULE FOR MUNICIPAL TICKET INFORMATION PROSECUTIONS

Offence	Section No.	Fine
Removing, altering, concealing, defacing, or destroying signage	401	\$100
Fail to display signage	402	\$100

SUMMARY:

The Fetal Alcohol Spectrum Disorder Warning Sign bylaw provides for the posting of Fetal Alcohol Spectrum Disorder warning signs in all premises licensed for the sale or consumption of alcoholic beverages within the City of Kelowna. Provisions are made for the location and wording of the signs.

This bylaw is a 'consolidated' version and includes amendments up to the date listed in the bylaw heading. It is placed on the Internet for convenience only, is not the official or legal version, and should not be used in place of certified copies which can be obtained through the Office of the City Clerk at City Hall. Plans, pictures, other graphics or text in the legal version may be missing or altered in this electronic version.

CITY OF KELOWNA
BYLAW NO. 7538
REVISED: October 19, 2009

CONSOLIDATED FOR CONVENIENCE TO INCLUDE BYLAW NO. 7707

**A BYLAW TO MAKE PROVISIONS FOR THE WARNING OF
THE DANGERS OF FETAL ALCOHOL SPECTRUM DISORDER**

BL10231 amended the enactment:

WHEREAS pursuant to Section 8(3)(i) of the *Community Charter*, subject to the Health Act, Council may, by bylaw, regulate persons, their premises and their activities to further the care, protection, promotion and preservation of the health of the inhabitants of the City;

AND WHEREAS Council recognizes the dangers of Fetal Alcohol Spectrum Disorder and acknowledges that education and information has proven to be an effective and efficient way to reduce the incidence of fetal alcohol spectrum disorder;

AND WHEREAS Council deems it appropriate to require that warning signs be posted in premises where alcohol is consumed or sold;

NOW THEREFORE the Municipal Council of the City of Kelowna in open meeting assembled enacts as follows:

1. DEFINITIONS

In this bylaw:

"licensed establishment" means any establishment licensed under the provisions of the Liquor Control and Licensing Act;

"post" includes the act of keeping continuously displayed; and

"proprietor" means the person who controls, governs or directs the activities carried on within the building, place or premises referred to in this bylaw and includes the person actually in charge thereof.

2. SIGN LOCATIONS

The proprietor of every licensed establishment shall post signs that warn of fetal alcohol syndrome as follows:

- (a) In licensed premises which are permitted to sell alcoholic beverages for off-premises consumption, there shall be at least one sign displayed in a conspicuous place which is clearly visible to customers as they enter the premises where the sale or dispensing of the alcoholic beverage takes place.

BL7707 and BL10231 amended Section 2(b):

- (b) In licensed premises which permit the consumption of alcoholic beverages on the premises, one sign shall be conspicuously displayed in each public washroom located within the premises and at least one sign shall be displayed in a conspicuous place which is clearly visible to customers as they enter the premises where the sale or dispensing of the consumption of the alcoholic beverage takes place.

- (c) In all Provincial Government liquor outlets which sell alcoholic beverages for off-premises consumption, there shall be at least one sign displayed in a conspicuous place which is clearly visible to customers as they enter the premises where the sale of the alcoholic beverage takes place.

BL7707 amended Section 3:

3. SIGN SPECIFICATIONS

All sign required to be posted pursuant to this bylaw shall conform to the following specifications:

- (a) All signs shall include the text “City of Kelowna Bylaw No. 7538” in letters not less than one-half of the height of all other letters on the sign.
- (b) Each sign shall have a minimum dimension of 21.5 cm (8 1/2 inches) by 21.5 cm (8 1/2 inches).
- (c) Except for the text specified in Sub-section (a), the size of lettering shall not be less than 1 cm (3/8 inch) in height.
- (d) Lettering may be either upper or lower case or a combination thereof, but “letter height” when used in this section means the actual height of a letter whether or not it is in upper or lower case.
- (e) The wording on the sign shall be as follows:

“WARNING - DRINKING DISTILLED SPIRITS, BEER, COOLERS, WINE AND OTHER ALCOHOLIC BEVERAGES DURING PREGNANCY CAN CAUSE BIRTH DEFECTS”

and shall be substantially in the form and style as shown on Schedule “A” attached to and forming part of this bylaw.
- (f) Signs shall consist of at least two contrasting colours, or if the lettering is to be applied to a clear panel, then the lettering shall contrast to the colour of the background.

4. VIOLATIONS

No person shall remove, alter, conceal, deface or destroy any sign posted pursuant to this bylaw.

5. PENALTY

Any person who contravenes the provisions of this bylaw is guilty of an offence and on summary conviction is liable to a fine of not less than Fifty Dollars (\$50.00) and no more than Five Hundred Dollars (\$500.00).

Consolidated Bylaw No. 7538 – Page 3.

6. This bylaw may be cited as "City of Kelowna Fetal Alcohol Spectrum Disorder Sign Bylaw No. 7538".
7. This bylaw shall come into full force and effect on the first day of January, 1995.

Read a first, second and third time by the Municipal Council this 19th day of July, 1994.

Approved by the Minister of Health this 6th day of October, 1994.

Reconsidered, finally passed and adopted by the Municipal Council of the City of Kelowna this 31st day of October, 1994.

"James H. Stuart"

Mayor

"D.L. Shipclark"

City Clerk

BYLAW NO. 7538

SCHEDULE "A"

WARNING:

Drinking Distilled
Spirits, Beer, Coolers,
Wine and Other
Alcoholic Beverages
During Pregnancy
Can Cause
Birth Defects.

CITY OF KELOWNA BYLAW NO. 7538

CITY OF RICHMOND
**PUBLIC HEALTH PROTECTION
BYLAW NO. 6989**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

**SUBDIVISION ONE: FETAL ALCOHOL SYNDROME WARNING
SIGN REGULATION**

PART 1.1: GENERAL PROVISIONS

1.1.1 Operator Obligations

- 1.1.1.1 The **operator** of every **licenced establishment** must ensure that a fetal alcohol syndrome warning sign or signs are installed and maintained in accordance with the requirements of Part 1.2.

PART 1.2: WARNING SIGNS

1.2.1 Warning Sign Locations

- 1.2.1.1 In any **licenced establishment** where the sale of alcoholic beverages for off-premises consumption is permitted, the fetal alcohol syndrome warning signs required under the provisions of Part 1.1 must be **prominently** located where the sale or dispensing of such alcoholic beverages takes place.
- 1.2.1.2 In any **licenced establishment** where the consumption of alcoholic beverages on the premises is permitted, the fetal alcohol syndrome warning signs required under the provisions of Part 1.1, must be **prominently** located in each public washroom within such **licenced establishment**.

1.2.2 Warning Sign Dimensions and Wording

- 1.2.2.1 The fetal alcohol syndrome warning signs required under the provisions of Part 1.1 must:
- (a) have minimum dimensions of 21.5 centimetres (8 ½ in.) by 21.5 centimetres (8 ½ in.);
 - (b) have white lettering on a red background, with a minimum **letter height** of 1 centimetre (3/8 in.);
 - (c) bear the following words:

"WARNING
DRINKING DISTILLED SPIRITS, BEER, COOLERS, WINE AND
OTHER ALCOHOLIC BEVERAGES DURING PREGNANCY
CAN CAUSE BIRTH DEFECTS"

and

- (d) be substantially in the form and style shown on Schedule A which is attached and forms a part of this bylaw.

SUBDIVISION ONE-A: ANIMAL AND BIRD REGULATION

PART 1A.1 GENERAL PROVISIONS

1A.1.1 Restrictions in All Areas of the City

- 1A.1.1.1 Every person must ensure that dead animals, and any animal wastes are stored and disposed of in a sanitary manner.

1A.1.2 Restrictions in Residential Areas

- 1A.1.2.1 A person must not slaughter any animal in any residential area or multi-family residential area.

1A.1.3 Infectious or Communicable Diseases

- 1A.1.3.1 A person must not bring any animal or bird infected with an infectious or communicable disease into the **City**.

- 1A.1.3.2 If any animal or bird kept within the **City** becomes infected with any disease communicable to humans, the owner must immediately have the animal or bird isolated and professionally treated.

- 1A.1.3.3 When any animal or bird is known to have died of an infectious or communicable disease, the owner must:

- (a) immediately notify the **Medical Health Officer**;
- (b) dispose of the carcass; and
- (c) clean and disinfect any area possibly infected by such carcass,
as directed by the **Medical Health Officer**.



Consolidated for Convenience

**CITY OF PRINCE GEORGE FETAL
ALCOHOL SYNDROME WARNING
SIGN BYLAW NO. 7505, 1991**

**DEVELOPMENT PROCEDURES
BYLAW NO 5705, 1991**

AMENDMENT BYLAWS NO LONGER IN FORCE:

AMENDMENT BYLAW IN FORCE:

7526, 2003

City of Prince George

Bylaw No. 5705

A bylaw of the City of Prince George to make provisions for the warning of the Dangers of Fetal Alcohol Syndrome.

WHEREAS pursuant to Section 692 of the Municipal Act, subject to the Health Act, Council may, by bylaw regulate persons, their premises, and their activities to further the care, protection, promotion and preservation of the health of the inhabitants of the city; and,

AND WHEREAS the Council of the City of Prince George recognizes the danger of Fetal Alcohol Syndrome and Fetal Alcohol Effects; and,

AND WHEREAS Education and Information has proven to be an efficient way to reduce the incidence of Fetal Alcohol Syndrome; and

AND WHEREAS the Council of the City of Prince George wishes to place suitable warning signs where Alcohol is consumed or sold.

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. In this Bylaw, unless the context otherwise requires:
 - (a) "Licensed Establishment" means a liquor sales location and any place or premises licensed under the provisions of the Liquor Control and Licensing Act and includes restaurants.
 - (b) "Proprietor" means the person who ultimately controls, governs, or directs the activities carried on within the licensed establishment referred to in this Bylaw and includes the person actually in charge thereof.
2. The proprietor of every Licensed Establishment shall ensure that sign or signs warning of Fetal Alcohol Syndrome shall be installed and maintained as prescribed in Section 3 hereof.
3. Signs warning of Fetal Alcohol syndrome shall meet the following minimum requirements:

BL7526

- (a) For any licensed establishment which is permitted to sell alcohol beverages for off premises consumption, there shall be at least one sign, located so it is clearly visible from all locations where the sale or dispensing of the alcoholic beverage takes place.
- (b) For any licensed establishment which permits the consumption of alcoholic beverages on the premises, there shall be one sign conspicuously displayed in each public washroom located within the premises. **BL7526**
- (c) Each sign required hereunder shall have a minimum dimension of 21.5 cm (8 ½ in.) by 21.5 cm (8 ½ in.).
- (d) Lettering on the sign shall be in bold print, white on a green background and shall be a minimum of 1 cm (3/8 in.) in height. **BL7526**
- (e) The wording on the sign shall be as follows:

**Healthy Communities
Support Women and Their Partners
To Avoid Alcohol
During Pregnancy**

BL7526

- (f) Signs shall be substantially in the form and style as that set out in Appendix "A", attached to and forming part of this bylaw.
- (g) Every person who violates any provision of this Bylaw shall be liable on summary conviction to the penalties provided for in the Offence Act.
- (h) This Bylaw shall come into full force and effect upon adoption hereof.
- (i) This Bylaw may be cited for all purposes as "City of Prince George Fetal Alcohol Syndrome Warning Sign Bylaw No. 5705, 1991".

READ A FIRST TIME THIS THE 18TH DAY OF NOVEMBER, 1991.

READ A SECOND TIME THIS THE 18TH DAY OF NOVEMBER, 1991.

READ A THIRD TIME THIS 18TH DAY OF NOVEMBER, 1991.

Third reading passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS THE 25TH
DAY OF **NOVEMBER, 1991**, BY A **UNANIMOUS** DECISION
OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO
VOTE.

JOHN BACKHOUSE
MAYOR

JENNIFER FORREST
ACTING CLERK

APPENDIX "A"

Attached to and forming Part of Bylaw No. 5705, 1991.

Healthy Communities

Support Women

And

Their Partners

To Avoid Alcohol

During Pregnancy

DELEGATION REQUEST

Sharon Kofoed has requested an appearance before council.

The requested date is NOV 05, 2012.

The requested meeting is:
COW

Presenter's information

Address: 2322 Panorama View Drive
City: Nanaimo
Province: British Columbia
Postal Code: V9R 6T1

Details of Presentation:

Pain Awareness Week is from November 4 to 10th, 2012. I would like to address council on what the local pain clinic is now doing for citizens of not only Nanaimo but other individuals living on Vancouver Island. In addition, I would like to make council of events regarding this issue. Thank you.

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee.....COW	Delegation	<input checked="" type="checkbox"/>
<input type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2012-NOV-05</u>		

DELEGATION REQUEST

Lynn Burrows has requested an appearance before council.

The requested date is Nov 05, 2012.

The requested meeting is:
FPCOW

Presenter's information

Address: #15 - 9 Buttertubs Drive
City: Nanaimo
Province: BC
Postal Code: V9R 3X8
Business Phone: 250-714-9311
Fax: 250-753-3992

Details of Presentation:

This delegation is in regards to the Canada - China Investment Agreement (FIPA) and the manner in which the Harper Government is making this legally binding (Federally, Provincially and Municipally) without due diligence & input from Canadians - all who will be greatly impacted with long-ranging social, environmental and financial consequences.

We ask that Nanaimo City council express their deep concern to Prime Minister Harper, the Harper government and to Premier Christy Clark. We request that you also ask Prime Minister Harper and his Government for thorough and open discussion on this proposed agreement - even if the Agreement is officially ratified before Monday's Committee of the Whole meeting. We also believe that Nanaimo City Council should inform all Nanaimo residents of the ramifications of this Canada - China Investment Agreement.
(delegation may consist of Lynn Burrows and one or 2 others (i.e. Shelley Serebrin and Paul Manly)

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee... <u>COW</u> ...	Delegation	<input checked="" type="checkbox"/>
<input type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2012-NOV-05</u>		