

**AGENDA FOR THE REGULAR MEETING OF THE
RECREATION COMMITTEE
TO BE HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2012-SEP-12, COMMENCING AT 3:00 P.M.**

CHAIR: COMMISSIONER TED GREVES

1. CALL THE REGULAR RECREATION COMMITTEE MEETING TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

(Motion required to adopt the agenda.)

4. ADOPTION OF MEETING NOTES:

- (a) Notes of the Regular Recreation Committee Meeting held Wednesday, 2012-MAY-16, at 4:00 p.m., in the Bowen Park Complex Conference Room. *Pgs.*
3-6

(Motion to adopt minutes of 2012-MAY-16 as circulated.)

5. PRESENTATIONS:

NONE.

6. CHAIR'S REPORT:

- (a) **Overnight Camping in the Parks.** *Pgs.*
7-8

At the Parks, Recreation and Culture Commission meeting held on 2012-JUN-27, Staff recommended that the Parks, Recreation and Culture Commission refer the issue of Overnight Camping in the Parks to the Recreation Committee for review and report back with recommendations for updating.

Subsequently, it was moved and seconded that the matter be referred to the Recreation Committee.

The 2012-JUN-27 Report to the Parks, Recreation and Culture Commission is attached for information.

(Motion required to receive the Report.)

7. REPORTS OF ADVISORY BODIES:

NONE.

8. **STAFF REPORTS:**

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

Pgs.
9-11

Delegations: (None.)

Correspondence: (None.)

Staff's Recommendation: That the Recreation Committee recommend 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.

(Motion required to adopt recommendation.)

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

- (a) Letter dated 2012-APR-17 received from Ms. Judie Roberts and Ms. Leslie Smith, Co-Chairs, Host Committee, Nanaimo Curling Club, thanking the Parks, Recreation and Culture Commission for their support through the grant program and providing their financial statement for the event.

Pgs.
12-14

- (b) Letter dated 2012-JUN-08 from Mr. Peter McCaffery, President, Mid Island Velo Association, 101 - 6227 Pleasant Ridge Place, Nanaimo, BC, V9T 0B3, advising of the decision to cancel the Nanaimo Cobblestone Classic Criterium event for this year. *(Note: grant monies had not yet been disbursed; therefore, there would be no need for the group to return funds.)*

Pg. 15

(Motion required to receive all Correspondence.)

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

(Motion required if there is other business.)

12. **UNFINISHED BUSINESS:** (None.)

13. **QUESTION PERIOD:**

14. **ADJOURNMENT:**

(Motion required to adjourn with next meeting of the Recreation Committee to be held, if required, on Wednesday, 2012-OCT-10, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room.)

**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2012-MAY-16, COMMENCING AT 4:00 P.M.**

PRESENT: Commissioner Lynda Avis
Commissioner Mercedes Beaudoin-Lobb
Commissioner Ted Greves
Commissioner Diana Johnstone

REGRETS: Commissioner Karen Alden

Staff: S. Samborski
H. King

E. Williams
Robin Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 4:00 p.m., by Diana Johnstone in the absence of a Chair.

2. NOMINATIONS / APPOINTMENTS OF CHAIR & AN ALTERNATE CHAIR:

It was moved and seconded that Commissioner Ted Greves be appointed as Chair of the Recreation Committee. The motion carried unanimously.

It was moved and seconded that Lynda Avis be appointed as Alternate Chair of the Recreation Committee. The motion carried unanimously.

As his first order of business as Chair, Commissioner Greves requested that all cell phones be turned off during Recreation Committee meetings.

3. INTRODUCTION OF LATE ITEMS: (None.)

4. ADOPTION OF AGENDA:

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

5. ADOPTION OF MEETING NOTES:

- (a) Meeting Notes of the Regular Recreation Committee Meeting held Wednesday, 2012-FEB-08, at 3:00 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2012-FEB-08 be adopted as circulated. The motion carried unanimously.

6. PRESENTATIONS:

Suzanne Samborski introduced Hannah King and advised that as Elizabeth Williams will be transferring to Aquatics for seven months, until 2012-NOV-07, Ms. King would be assuming Elizabeth's role as Manager, Recreation and Culture, and will be starting the process for the first intake of the 2013 Sports Tournament Grants.

(a) Sport Tournament Grant Overview – Elizabeth Williams

Liz Williams provided a PowerPoint overview and information regarding the Sport Tournament Grant process.

7. DELEGATIONS: (None.)

8. CHAIR'S REPORT: (None.)

9. REPORTS OF PROJECT COMMITTEES: (None.)

10. STAFF REPORTS: (None.)

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

12. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information) (None.)

13. NOTICE OF MOTION: (None.)

14. OTHER BUSINESS:

(a) Sport Tournament Grant – Review of applications and allocation of funds for the final intake of 2012 applicants.

The 2012 Sport Tournament Grant budget was \$21,498.00 with approximately half of that budget being utilized for the first intake of applications for the 2012 year. The total remaining budget for the final intake of the 2012 Sport Tournament Grants is \$11,626.00.

It was moved and seconded that The Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$11,626.00 for the final intake of the 2012 Sport Tournament Grant allocations as follows:

Sport Tournament Grant Applications 2010 - 2012					
GROUP	2010	2011	2012 FIRST INTAKE	2012 FINAL INTAKE	2012
	GRANT	GRANT	GRANT	REQUESTED	RECOMMENDED
Agility Association of Canada				5000	1826
Mid-Island Velo Association (cycling)				4500	3000
Nanaimo Senior Men's Fastball League	1200			1350	725
Nan. Minor Hockey Association	2000	4500	500	1000	750
Nanaimo Riptide Swim Team – Fall Invitational	900	2150	500	1,000	750
Nanaimo Ultimate Association				1000	500
Nanaimo White Rapids Swim Club – Nanaimo Invitational Swim Meet	1000	2000	2500	1500	1175
V.I.E.X. – Skateboard Competition and Roller Derby Demonstration	2600	1100		2500	1200
Water Ski Wakeboard British Columbia				500	500
Wheatsheaf Fastball Club	400	500		700	0
Youth Sticking Together (ball hockey)				1600	1200
TOTALS:				20,650	11,626

The motion carried unanimously.

15. UNFINISHED BUSINESS: (None.)

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 5:11 p.m. that the meeting adjourn, with the next Meeting of the Recreation Committee to be held, if required, Wednesday, 2012-JUN-13, commencing at 3:00 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Ted Greves, Chair
Recreation Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

2012-MAY-16
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REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
RE: OVERNIGHT CAMPING IN THE PARKS

RECOMMENDATION:

That the Parks, Recreation and Culture Commission refer the issue of Overnight Camping in Parks to the Recreation Committee for review and report back with recommendations for updating.

EXECUTIVE SUMMARY:

The Overnight Camping in the Parks policy established in 1999 illustrates that the City of Nanaimo does not want to be in competition with private campground owners or be in the business of providing camping. The policy provides some exceptions to the ban on camping that mostly deal with animal care at Beban Park and two grandfathered uses (Watchtower Convention and BMX National events).

It has been over ten years since this policy has been reviewed and staff recommends a review and update occur.

BACKGROUND:

In July, 2000, the Parks, Recreation and Culture Commission adopted the revised, attached policy with regard to "Overnight Camping in the Parks".

Bylaw 7073 (consolidated), Schedule "B", "Self-Contained Recreation Vehicle Camping in City Parks", reads as follows, "Overnight camping in City Parks is prohibited under the provisions of this Bylaw. Authorization to provide exemptions from the Bylaw is granted by the Director of Parks, Recreation and Culture through the issuance of a Park License Agreement pursuant to the Bylaw. Park License Agreements for overnight camping in parks are infrequent and on exceptional occasions. Approved camping will be charged at \$20.00 per unit per day."

The current Overnight Camping in the Parks policy and regulations are in need of updating as fees have not been increased and the number of events that see overnight camping at Beban Park (mainly dog shows) has increased over the years.

Staff still support a ban on camping in parks as outlined in the existing policy (attached).

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachment

City of Nanaimo
Parks, Recreation and Culture Commission Policy and Procedure Manual

Page 1 of 1

18. OVERNIGHT CAMPING IN THE PARKS

Overnight camping in City Parks is prohibited under Bylaw #3297 (a Bylaw to Regulate Parks in the Municipality). Authorization to provide exemptions from the Bylaw is granted to the Director of Parks, Recreation and Culture through the issuance of a Facility Use Permit pursuant to the Bylaw. Facility Permits for overnight camping in parks are infrequent and on exceptional occasions. The Parks, Recreation and Culture Department do not have the staff to operate or monitor camping at city parks. There are also no adequate facilities or services located in city parks to accommodate camping as an ongoing use.

Facility use permits for overnight camping are issued according to the following guidelines.

- 1) The existing practice of overnight camping at Beban Park will be discontinued except on the following occasions:
 - Delegates participating in, and attending the Watchtower Convention. (Motion 99-132).
 - Events hosted by groups such as the Kennel Club, Equestrian Society or Vancouver Island Exhibition where animals are involved. (Motion 99-132).
 - Delegates participating in, and attending the Nanaimo BMX Association's major event at the BMX track one weekend per year (Motion 2000-117).
- 2) Overnight camping at Bowen Park will be accommodated in conjunction with major swim meets at Kin Pool. Camping in the parking lot next to the Kin Pool will not be permitted, but applicants may be permitted use of Bowen East (across from the curling arena).
- 3) That self-contained vehicles only be permitted for the duration of the above events.
- 4) Fees levied for any groups camping overnight would be in accordance with the current Fees and Facility Rentals Bylaw.
- 5) At major events and sporting activities in parks, the organizers may obtain approval to retain one overnight camping unit to provide event security.

City of Nanaimo

REPORT TO THE RECREATION COMMITTEE

DATE OF MEETING: 2012-SEP-12

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

RE: 2012 PARKS, RECREATION AND CULTURE REGULATION BYLAW 2008 NO.7073
REVIEW PROCESS.

STAFF RECOMMENDATION:

That the Recreation Committee recommends 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.

PURPOSE:

To outline a process that reviews the philosophies and policies outlined in the Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 and sets fees and charges for the 2013-2016 time period.

BACKGROUND:

The Parks, Recreation and Culture Commission is mandated by City Council to make rules and regulations governing the management, maintenance, improvement, operation, control and use of properties deemed parkland in the municipality for pleasure, recreation or community uses of the public.

Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 outlines definitions, policies and fees and charges for parks, recreation and culture facilities and lands zoned park in the municipalities.

As part of their mandate, the Parks, Recreation and Culture Commission reviews and updates the Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 Bylaw every three years. In the past, the Recreation Committee has vetted the bylaw with staff and made recommendations to the Commission for Council.

Proposed Review Process

Summer 2012

Data collected from comparator communities:

- Field rates,
- Camping policies and exceptions,
- Senior ages and rates,
- Student and youth rates,
- LEAP-type programs.

September 2012

Review Parks, Recreation and Culture Regulation Bylaw 2008 No.7073 Parks Bylaw #7073 with City Solicitor.

September 12, 2012 - Recreation Committee Meeting
Review Process

September 19, 2012 – Parks, Recreation and Culture Commission Meeting
Fees and Charges Review Session with PRCC, Council and staff (Don Hunter)

October 10, 2012 - Recreation Committee Meeting

- Playfields
- Lacrosse Boxes
- Sand Volleyball
- Fines
- Advertising in the parks for sports teams
- Sport Tourism/Camping

November 10, 2012 - Recreation Committee Meeting

- LEAP
- Corporate Passes
- Definitions
- Classifications – seniors, students, youths, family, etc
- Drop in Rates – ages, increases, pass types, etc

January 9, 2013 - Recreation Committee Meeting

- Aquatic rates
- Arena rates
- Gym Rates
- Building rental rates

February 13, 2013 - Recreation Committee Meeting

- Final discussions
- Review draft to date

March 13, 2013 - Recreation Committee Meeting

- Final recommendations for PRCC

March 27, 2013 - Parks, Recreation and Culture Commission Meeting

Based on the above, staff requests that the Recreation Committee recommends 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.

STRATEGIC PLAN CONSIDERATIONS:

Asset Management:

Revenues collected through fees and charges subsidize the operation of parks, recreation and culture programs and facilities.

Respectfully submitted,



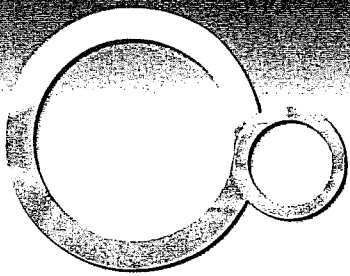
Suzanne Samborski
Senior Manager, Recreation & Culture Services
PARKS, RECREATION AND CULTURE

Concurrence by:

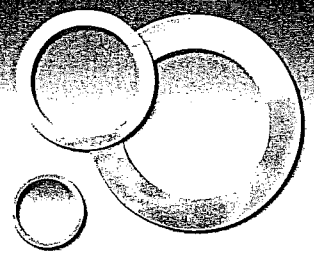


Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE

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NANAIMO CURLING CLUB



April 17, 2012

Recreation Committee
c/o Nanaimo Parks, Recreation and Culture
500 Bowen Road
Nanaimo, BC V9R 1Z7

RECEIVED

APR 18 2012

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Dear Members of the Committee

**SUBJECT: SPORT TOURNAMENT GRANT REPORT
2012 WILLIAMS MOVING & STORAGE BC MIXED CURLING CHAMPIONSHIPS**

Please find enclosed a copy of the financial statement for the subject event, held March 15 to 18, 2012, at the Nanaimo Curling Centre, and a copy of the report sent to the Provincial Sport Association, Curl BC.

The members of the Nanaimo Curling Club, including our almost one hundred volunteers, wish to once again thank the Recreation Committee and the City of Nanaimo Parks, Recreation and Cultural Services for their support of this season's amateur sporting event. Through the Sport Tournament Grant, we are able to showcase our facility and our community to a variety of visitors – the athletes, their supporters and families, and the fans of curling. Those who come to compete or observe stay on to experience our friendly, safe, clean city, and they take their enthusiasm for Nanaimo home to their neighbours.

The Nanaimo Curling Centre has gained a reputation both provincially and nationally for its ability to present outstanding championship events. We could not do it without the support of our sponsors, and the backing of our municipal government. We are deeply appreciative of your contribution to our success.

Please feel free to drop in and have a look at our truly accessible building. The new elevator, ramps to the playing surface, automatic doors and barrier-free washrooms mean that no area of the building is "off-limits" to those who want to play or watch the game we love. For this reason, Curl BC has awarded Nanaimo the 2013 BC Wheelchair Championship event next January. We hope to see some of you there, and look forward to welcoming you.

Yours very truly

Judie Roberts and Leslie Smith
Co-Chairs, Host Committee

Attach (2)

Revenue Item	Projected <u>2012</u>	Actual
<i>Earned Revenue</i>		
Admissions/Ticket Sales	500.	400.
On-site cash donations		
Advertising income		500.
Other - 50/50 draws, extra dinner tickets	1,000.	1,054.
Total Earned Revenue	1,500.	1,954.
<i>Fundraising Revenue</i>		
Individual Donations		
Cash Sponsorships	3,900.	1,300.
Fundraising Events		
Other - in kind	1,000.	975.
Total Fundraising Revenue	4,900.	2,275.
<i>Government Revenue</i>		
Municipal Grants (list requested amount)	2,000.	500.
Other - CURL BC, (provincial sport organization)	1,000.	1000.
Total Government Revenue	3,000.	1,500.
Total Revenues	9,400.	5,709.

Expense Item	Projected	Actual
<i>Administration and Communication Costs</i>		
Salaries, Fees and Commissions	2,000.	1,200.
Marketing- posters, ads, radio	250.	500.
Professional Services i.e. judges, referees, officials, instructors, technicians, drivers		
On site communication - flyers, programs	250.	480.
Facility Rentals	2,000.	1,000
Food & Beverages- Organizing Committee/Volunteers	500.	780.
Food & Beverages- Participants	2,000.	1,500.
Food & Beverages- Media/VIP	250.	100.
Travel	700.	240.
Materials & Supplies	750.	260.
Other costs: (honoraria, decorations)	700.	280.
Total Production and Events Costs		
Total Expenses	9,400.	6,340

**2012 WILLIAMS MOVING & STORAGE BC MIXED CURLING CHAMPIONSHIPS
HOST COMMITTEE CO-CHAIRS' REPORT TO CURL BC**

The Nanaimo Curling Centre was very pleased to be chosen to host the 2012 Williams Moving & Storage BC Mixed Curling Championships from March 15 to 18, 2012.

Curl BC's office staff and volunteers were very helpful in providing information and equipment on a timely basis. Many thanks to Heather Beatty, Robbie Gallagher, and Wayne Braun for their assistance.

Henry Wong, mentored by Mark Hoffman, did an excellent job as chief umpire, and the players were very complimentary about the officiating.

Head Ice Technician Darren Horton and his crew provided good playing conditions for the curlers, who appreciated the work put into a consistent playing surface.

Curling Centre staff and contractors, led by Manager Denise Wood, went the extra mile to make the event a pleasurable experience for all involved. We are fortunate to have such support.

Nanaimo Curling Centre is proud of its volunteer base for events such as this. Close to one hundred volunteers provided over 1500 hours of service to ensure the success of the Mixed Championship. Previous formats that have worked well were supplemented with great new ideas. A mentoring system was put into action, so that the club can be assured of a constant base of experienced members helping new volunteers to continue with quality hosting.

The triple knockout seemed to work well, with only two issues being identified. The A and B final games were both slotted on weekday mornings. This meant lower attendance than what the host club might have expected for games of that importance. It may be possible to adjust the draw so that the A event final becomes Draw 4, moving it into an afternoon slot, and doing the same for the B final. However, this may then impact the number of games per day per team later in the event. If so, no decision that would cause a hardship on the players should be chosen. The other noted issue was that two teams were eliminated from play before the banquet on the second day. Again, the curlers have asked for a shorter time period for the event, and so this situation may perhaps have to remain as is. The fact that the two teams were no longer competing in the event did not seem to deter them; in fact, they stayed at least another 24 hours to enjoy themselves, as did the next two teams who were eliminated. That says a great deal about Nanaimo's hospitality, we think.

Financial belt-tightening in our community made finding sponsorship a challenge. Support from Curl BC and the City of Nanaimo, along with gold sponsors MNP (Meyers Norris Penny), the Nanaimo Daily News, and Thrifty Foods, a number of silver and bronze sponsors and friends of the event, gave the club the means to provide refreshments to the players and officials, advertising, transportation for teams, draw boards and equipment for the new triple knockout/Page Playdown format, plus many other gifts in kind to help defray expenses. A financial statement is attached to this report. Because of the poor timing of what might have been perceived by some as "good games to watch" (specifically, the A and B finals) our attendance was less than what we might have wished for the four days, and may have contributed to a net loss of \$609.05. Perhaps Curl BC would consider a somewhat larger grant to those curling centres that host small events without the fan appeal of a CDI Men's or a Scotties Women's championship, so that costs for staff and utilities can be covered.

We are very happy to have been able to showcase the Nanaimo Curling Centre once again, and to have received the enthusiastic thanks of the visiting curlers. We could not have done it without the support of Curl BC, our sponsors, and our staff and volunteers.

Leslie Smith and Judie Roberts
Co-Chairs

2012 Williams Moving & Storage BC Mixed Curling Championships

March 29, 2012



MID ISLAND VELO ASSOCIATION

101-6224 Pleasant Ridge Place
Nanaimo, BC. V9T 0B3

June 8th, 2012

City of Nanaimo Engineering Department

City of Nanaimo Parks and Recreation Department

Downtown Nanaimo Business Improvement Association

to: Department Heads

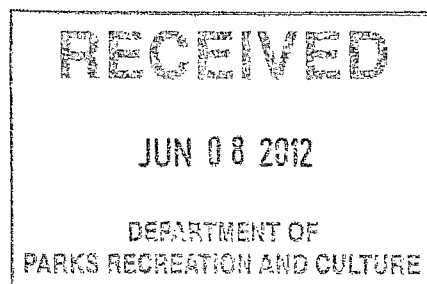
Re. Nanaimo Cobblestone Classic Criterium Cancellation

The organising committee for the Cobblestone Classic has regrettably decided to cancel the event for this year. Up until Friday afternoon there had been only 20 entries! There is no doubt that there will not be the hundred needed to ensure the success of the race. Thanks to all the volunteers who were prepared to work at the race. Thanks are also due to Nanaimo City Engineering Department for a great deal of help with the circuit, Nanaimo City Parks and Recreation for a \$3,000 grant (to be returned), the Downtown Nanaimo Business Improvement Association, for it's help with communications and poster distribution, MLA Doug Routley for arranging the ambulance and paramedics. Most of all, the hard work of the organising committee members re. poster design, budgeting, and the fortitude to undertake this ambitious project.

Next year, MIVA will have plenty of time to get good date selection and to combine the Cobblestone Classic with an existing cycling festival.

Sincerely,

Peter McCaffery,
President, Mid Island Velo Association.



AFFILIATED TO UNION CYCLISTE INTERNATIONALE, CANADIAN CYCLING ASSOCIATION, CYCLING BC,

