

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2012-MAR-28, COMMENCING AT 5:00 P.M.**

PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner T. Greves
Commissioner F. Pattje
Commissioner L. Avis
Commissioner H. Houle
Commissioner S. Lance
Commissioner A. McPherson
Commissioner B. Meunier
Commissioner G. Savage
Commissioner B. Sparkes
Commissioner M. Young

Regrets: Commissioner J. Cowling

Others: Mercedes Beaudoin-Lobb, Donald Rinald, and Ian Thorpe.

Staff: R. Harding J. Ritchie
S. Samborski R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 5:02 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-FEB-22, 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: (None.)

6. DELEGATIONS: (None.)

7. CHAIR'S REPORT:

(a) Welcome to Howard Houle, RDN Electoral Area "B" representative.

- (b) Commissioners Cowling, Lance, Meunier and Sparkes were presented with a card, booklet, and gift of a potted, sapling Garry Oak in appreciation of their service on the Parks, Recreation and Culture Commission.
- (c) Members were advised of the passing of Harry Wipper on 2012-MAR-22 at the age of 81. Mr. Wipper served as Director, Parks, Recreation and Culture Department, from 1958 – 1988. Mr. Wipper's memorial service will take place on Saturday, 2012-APR-07, at 2:00 p.m., at St. Paul's Anglican Church, 29 Church Street, Nanaimo.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. Commissioner Pattje reported on the meeting held 2012-MAR-08.

- i. ITALIAN FOUNTAIN PARK IMPROVEMENT PLAN.

- Parks Committee Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the draft Italian Fountain improvement planning process.*

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

- ii. MANSFIELD PARK IMPROVEMENT PLAN.

- Parks Committee Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the draft Mansfield Park improvement planning process.*

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

- (b) Recreation Committee. No meeting held.
- (c) Cultural Committee. No meeting held.
- (d) Grants Advisory Committee. No meeting held.
- (e) Plan Nanaimo Advisory Committee. No meeting held.
- (f) Social Planning Advisory Committee. No meeting held.
- (g) Port Theatre. Monthly report for February, 2012.
- (h) Nanaimo Art Gallery. Monthly report for February, 2012.
- (i) Nanaimo District Museum. Monthly report for February/March, 2012.

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

9. **STAFF REPORTS (Action):**

(a) **Travel Assistance Grant – Nanaimo Youth Choir.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the Nanaimo Youth Choir in the amount of \$1,100.00 in order that the youth choir can attend the Pacific International Children's Choir Festival in Eugene, Oregon.

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

(b) **Travel Assistance Application – Nanaimo Curling Club.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant by the Nanaimo Curling Club in the amount of \$200.00 for two members to participate in the 2012 Canadian Wheelchair Curling Championships in Thunder Bay, Ontario.

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

(c) **Travel Assistance Grant – Wheatsheaf Fastball Club.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant to the Wheatsheaf Fastball Club in the amount of \$1,000.00 for 20 players to attend the 2012 Senior B Men's Western Canadian Fastball Championships being held in Abbotsford, British Columbia.

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

(d) **Food Vendor Services at Departure Bay Beach.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that staff develop a request for proposals for food vendor services to be provided at the Departure Bay Beach site conditional on agreement in principle from the local area businesses and the Departure Bay Neighbourhood Association.

It was moved and seconded that the recommendation be adopted.

Discussion: RFP and award should occur by 2012-MAY-01. License fees will be nominal. Westwood license fee is about \$720/year – it will be comparable. Power, water, or sewer to the site will not be provided through the park. The vending unit must be self-contained. The intent would be to select one vendor for the area. The location is near where the parking adjacent to the grassy area by the Kin Hut. The applicant, La Vida Vegan, will be notified of the RFP. Staff are responding to Commission's desire to look at these options. Services can also be explored; however, economic viability is unknown at this time. The City does not own the property – it is licensed from the Province. The RFP responses and recommendation would come directly back to

Commission for approval at the 2012-APR-25 meeting. The neighbourhood will be consulted and the project will not move forward without concurrence. If there is an issue with the businesses, that information will also be brought back to Commission.

The motion carried unanimously.

(e) **Port Theatre Society / City of Nanaimo Co-Management Agreement.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council:

1. *Approve the five-year Co-Management Agreement between the Port Theatre Society and the City of Nanaimo;*
2. *Increase the 2012 Management fee by \$15,000; and,*
3. *Reduce the City's Capital contribution to the Port Theatre starting in 2013 from \$100,000 to \$75,000 and reallocate the \$25,000 to the PR&C Capital budget for the Port Theatre building.*

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

10. **STAFF REPORTS (Information Only):**

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

- A lot of planning processes going on – Maffeo Sutton, Harewood, VIP parks – Forest Drive being a primary one at this time - working with Stephenson Point neighbourhood which will come forward as a VIP request at a future date.
- Animal Services has stepped up enforcement of dogs off leash in all parks. A dedicated enforcement person will be coming on in May.
- There are a number of problem areas where Canada Geese are being controlled.

(b) **Harewood Centennial Park Improvement Planning Process Update.**

On 2012-MAR-26, Council approved Harewood to be next for a neighbourhood plan. Staff may proceed with the Department planning to a certain point and then review based on the overall plan.

(c) **Senior Manager of Recreation and Culture Services.** Monthly report for February, 2012.

It was moved and seconded that the Information Only Items be received. The motion carried unanimously.

11. **CORRESPONDENCE:** (Action Required.) (None.)

CORRESPONDENCE: (Information Only.)

- (a) Letter dated 2012-FEB-29 from Ms. Maureen Pearse, Senior Manager, Corporate Administration, 6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2, advising that Director Howard Houle is the 2012 Electoral Area "B" representative appointed to the Parks, Recreation and Culture Commission by the RDN at their meeting held on 2012-FEB-28.

- (b) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2012-MAR-02.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

- (a) Commissioner Sparkes expressed his regret that he would not be returning for another term on the Commission, and his appreciation to Staff for all that they have done during his term.

14. BUSINESS ARISING FROM DELEGATIONS:

15. UNFINISHED BUSINESS: (None.)

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 6:08 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2012-APR-25; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-MAY-02; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2012-APR-11; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2012-APR-12; 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