

**AGENDA FOR THE REGULAR MEETING OF THE  
PARKS, RECREATION AND CULTURE COMMISSION  
TO BE HELD IN THE  
BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2012-JAN-25, COMMENCING AT 7:00 P.M.**

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1. **CALL THE REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

*(Motion required to adopt the Agenda.)*

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2011-NOV-23, at 6:58 p.m., in the Bowen Park Complex Conference Room. Pgs.  
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*(Motion required to adopt minutes of 2011-NOV-23 as circulated.)*

5. **PRESENTATIONS:**

- (a) PRC Business Services – Laara Clarkson, Manager, and, Chris Robinson, Business Services Supervisor, Recreation and Culture Services.

6. **DELEGATIONS: (10 MINUTES)**

*(Motion required to receive the delegations.)*

- (a) Ms. Karen Streeter, VIE X Vice-President, VIE x, #4 - 2300 Bowen Road, Nanaimo, BC, V9T 3K7, requesting that the Parks, Recreation and Culture Commission approve VIP funding to complete Phase 3 of the Beban Urban Community Garden at Beban Park. Pg. 11
- (b) Ms. Grace Tickson, 306 – 240 Milton Street, Nanaimo, BC, V9R 5G9, on behalf of the members of the Nanaimo Harbour City Seniors who object to privatizing of the bus that takes them on trips. Pg. 12
- (c) Ms. Brenda Levesque and Mr. Phil Levesque, 5634 Muggies Way, Nanaimo, BC, V9V 1W2, regarding proposed Junior B Hockey Team for 2012/2013 Season at Nanaimo Ice Centre. Pg. 13

**LATE DELEGATIONS: (5 MINUTES)**

*(Motion required to allow late delegations.)*

## 7. CHAIR'S REPORT:

- (a) Welcome to new members of the Parks, Recreation and Culture Commission.
- (b) Membership Review – Parks Committee:
  - Graham Savage, replacing Brian Dempsey, to 2012-MAR-31.
- (c) Membership Review – Recreation Committee:
  - Ted Greves, replacing Jim Kipp, to 2012-MAR-31;
  - Alec McPherson, replacing Joe Burnett, to 2012-MAR-31;
  - Fifth member, replacing Gisele Rudischer, to 2012-MAR-31.
- (d) Membership Review – Sports Hall of Fame Committee:
  - Graham Savage, replacing Brian Dempsey, to 2012-MAR-31.

*(Motions required for all membership appointments.)*

*(Motion required to receive the Report.)*

## 8. REPORTS OF ADVISORY BODIES:

- (a) **Cultural Committee.** Commissioner Avis to report on the Special Grant Allocations meetings held on 2011-NOV-17, 2011-NOV-29, and, 2011-DEC-06, and on the regular meeting held 2012-JAN-04 on behalf of the Chair, Eveline O'Rourke.

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- i) **Cultural Operating Grants.**

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***Cultural Committee's Recommendation:** That the Parks, Recreation and Culture Commission recommend that Council approve the 2012 Cultural Operating Grant recommendations in the total amount of \$175,988 as follows:*

2012 CULTURAL OPERATING GRANTS	\$\$\$ REQUESTED	\$\$\$ RECOMMENDED
A Capella Plus Choir Society	2,000	1,400
BC Boys Choir	2,000	1,500
Crimson Coast Dance	18,000	15,000
Centre for the Arts Society	14,500	7,938
Francophone Association	10,000	7,000
Malaspina Choir	2,600	2,250
African Heritage Association	5,000	1,000
Arts Alive	3,200	2,300
Arts Council	15,000	10,000
Ballroom Dance Society	1,000	800
Blues Society	10,000	7,000
Chamber Orchestra	4,500	3,000
Concert Band	14,076	6,000
Conservatory of Music	20,000	9,500
Pacific Coast Stage Co.	14,000	4,000
Pacific Institute of Bagpiping	3,500	2,200
TheaterOne	34,000	28,000
Tidesmen	2,500	1,600
Vancouver Island Symphony	85,000	60,000
Western Edge Theater	14,500	5,500
<b>TOTALS:</b>	<b>\$275,376</b>	<b>\$175,988</b>

*(Motion required to adopt recommendation.)*

ii) Arts, Cultural and Festival Events Grants.

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*Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the 2012 Arts, Cultural and Festival Events Grant recommendations in the total amount of \$30,182 as follows:*

2012 ARTS, CULTURAL AND FESTIVAL EVENTS GRANTS	\$\$\$ REQUESTED	\$\$\$ RECOMMENDED
Canada Day 2012	2,200	1,400
Crimson Coast Dance	4,000	2,200
Friends of Nanaimo Jazz	5,000	1,600
Gallery Row Public Art Committee	1,500	300
Harbour City Jazz Fest	3,000	860
Bel Canto Singers	3,000	530
Francophone- Maple Sugar Festival	12,000	3,000
African Heritage Society	1,500	600
Arts Council	3,000	1,500
Ballroom Dance Society	5,000	2,000
Blues Festival	3,000	1,300
Children's Literature Round Table	2,000	900
Conservatory of Music	1,500	1,000
Empire Days Society	12,000	2,130
Highland Dance Association	1,075	830
Nanaimo Sings	2,500	1,110
Women's Resource Society	4,000	1,100
Pacific Coast Stage Co.(Fringetastic)	7,500	1,843
Performing Arts BC	7,500	2,396
Vancouver Island Symphony	4,000	2,232
Vancouver Island University Foundation	2,500	248
Art Gallery Festival of Banners	5,462	1,103
<b>TOTALS:</b>	<b>\$93,237</b>	<b>\$30,182</b>

*(Motion required to adopt recommendation.)*

- (b) Parks Committee. No meeting held.
- (c) Recreation Committee. No meeting held.
- (d) Grants Advisory Committee. Commissioner Avis to report on the meetings held since 2011-NOV-23.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance to report on the meetings held since 2011-NOV-23.
- (f) Social Planning Advisory Committee. Commissioner Cowling to report on the meetings held since 2011-NOV-23.
- (g) Port Theatre. Monthly report for November and December, 2011.
- (h) Nanaimo Art Gallery. Monthly report for November and December, 2011.
- (i) Nanaimo Museum. Monthly reports for November/December 2011, and December 2011/January 2012 and Nanaimo Museum January 2012 "timelines" newsletter.

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*(Motion to receive all Advisory Body reports.)*

9. **STAFF REPORTS:**

- (a) **DOWNTOWN NANAIMO BUSINESS IMPROVEMENT ASSOCIATION PROGRAMMING AND OPERATING DIANA KRALL PLAZA AND THE OLYMPIC LIVE SITE.** Pg. 65

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission support an additional one year (January - December 2012) extension to the existing pilot agreement Parks, Recreation & Culture has with the Downtown Nanaimo Business Improvement Association (DNBIA) to program the Diana Krall Plaza and Olympic Live Site.

*(Motion required to adopt recommendation.)*

- (b) **BEBAN SOCIAL CENTER AUDITORIUM FLOOR.** Pgs. 66-67

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission provides staff direction to cancel the Beban Auditorium flooring replacement project and to develop a comprehensive maintenance plan to extend the life of the existing parquet floor.

*(Motion required to adopt recommendation.)*

10. **INFORMATION ONLY ITEMS:** (Staff reports)

- (a) Monthly Report – Senior Manager of Parks & Civic Facilities – November / December 2011. Pgs. 68-72
- (d) Monthly Report – Senior Manager of Recreation and Culture Services – November / December 2011. Pgs. 73-81
- (e) Changes to the Delivery of the Departments Seniors Bus Trips. Pgs. 82-83

*(Motion to receive all Information Only Items.)*

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

**CORRESPONDENCE:** (Information Only.)

- (a) Newsletter, Vancouver Island Sport Tourism Council, Issue 01 – Jan/Feb 2012. Pg. 84
- (b) Letter dated 2011-DEC-16 from Donna Smith, Deputy Director of Corporate Administration, District of Lantzville, P.O. Box 100, 7192 Lantzville Road, Lantzville, BC, V0R 2H0, advising of the appointment of Councillor Graham Savage as the District of Lantzville representative and Councillor Brian Dempsey as the alternate representative on 2011-DEC-12 to the City of Nanaimo Parks, Recreation and Culture Commission for a three-year term. Pg. 85

- (c) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meetings, held 2011-DEC-02 and 2012-JAN-06. Pgs. 86-89
- (d) Letter dated 2012-JAN-11 from Maureen Pearse, Senior Manager, Corporate Administration, Regional District of Nanaimo, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2, advising that at the RDN Special Meeting held 2012-JAN-10, the Board endorsed its 2012 Board appointments, confirming the appointments of Mr. Alec McPherson (Electoral Area A) and Ms. Maureen Young (Electoral Area C) as the RDN Board representatives to the City of Nanaimo Parks, Recreation and Culture Commission, and also advising that the RDN will be advertising for a public member to represent Electoral Area B. Pg. 90
- (e) Letter dated 2012-JAN-11 from Ms. Corry Hostetter, General Manager, DNBIA, A10 Victoria Crescent, Nanaimo, BC, V9R 5B8, to Mr. Ian Blackwood, Manager, Facility Maintenance and Construction, thanking Mr. Blackwood and his Staff for their invaluable contributions to a very successful 2011 Christmas season downtown. Pg. 91
- (f) Notification dated 2012-JAN-19 from BC Recreation & Parks Association regarding BCRPA Provincial Award nominations for individuals and/or organizations for their achievement and commitment to the field of parks, recreation, culture and health promotion. Pgs. 92-93

*(Motion required to receive all Correspondence.)*

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

14. **BUSINESS ARISING FROM DELEGATIONS:**

- (a) Ms. Karen Streeter - VIEEx - VIP funding for Phase 3 of the Beban Urban Community Garden.
- (b) Ms. Grace Tickson – Bus Trips for Nanaimo Harbour City Seniors.
- (c) Ms. Brenda Levesque & Mr. Phil Levesque - Proposed Junior B Hockey Team for 2012/2013 Season at Nanaimo Ice Centre.

15. **UNFINISHED BUSINESS:**

- (a) Travel Grant Exception – Wheatsheaf Fastball Club *(referred 2011-NOV-23 to Staff to report to the Recreation Committee and subsequent return to the PRCC.)*

*(Note: A Motion is required if Items are to be removed items from “Unfinished Business”.)*

16. **QUESTION PERIOD:**

17. **ADJOURNMENT:**

*Motion to adjourn with next regular meetings as follows:*

COMMISSION	Wednesday, 2012-FEB-22; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-FEB-01; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2012-FEB-08; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2012-FEB-09; 5:00 p.m. – if required Bowen Park Complex Conference Room

**MINUTES OF THE REGULAR MEETING OF THE  
PARKS, RECREATION AND CULTURE COMMISSION  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
ON WEDNESDAY, 2011-NOV-23, COMMENCING AT 7:00 P.M.**

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PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner J. Kipp  
Commissioner F. Pattje  
Commissioner L. Avis  
Commissioner J. Burnett  
Commissioner J. Cowling  
Commissioner B. Dempsey  
Commissioner S. Lance  
Commissioner B. Meunier  
Commissioner M. Young

Regrets: Commissioner B. Sparkes  
Commissioner G. Rudischer

Staff: R. Harding D. Duncan  
S. Samborski T. Fedosoff  
J. Ritchie R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 6:58 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 9(d) - Bid For The 2013 Western Canadian Junior A Hockey Championship.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2011-OCT-26, 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) Staff Presentation – Weight Rooms and Grade 5 Active Passes – Tara Fedosoff.

Weight Rooms – at NAC and Beban. Hand out provided to Commission. Previously managed by Aquatic Staff until May 2010. Now has own cost centre and own budget area. Scanners added at cash centres and can track attendance to space. Looking at a “Super Circuit” for the New Year – this will provide a training circuit session in less than one hour. Familiarization is being provided for teenagers. All the PRC trainers have either Can Fit Pro or BCRPA accreditation, as well as First Aid training. A telephone has also been installed in the Beban Gym. A handout was provided to Commission.

Grade 5 & 6 Active Pass – Delivery is done mostly through the schools. There was an average of 8.5 visits per child that had the pass. This year, the Grade 6 Stay Active pass was launched on 2011-OCT-01. 25% of eligible students are using it. Marketing to schools is continuing through Facebook and e-mail. How many students are in Grade 5? There are about 900 in Grade 5 and in the high 900's in Grade 6. A handout was provided to Commission.

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

6. DELEGATIONS:

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

- (a) Jim Delorme, Norasea Park Committee, 5626 Oceanview Terrace, Nanaimo, B.C., V9V 0B9, requesting that the Parks, Recreation and Culture Commission provide VIP funding to assist in the installation of a playground, open playfield and picnic area, and shaded trail at Norasea Park located 5651 Norasea Road.

Mr. Delorme advised that the Committee would like to have this park underway in the spring 2012, and provided an outline of what needs to be done with the landscape to prepare it for a playground, as well as the safety measures they intend to put into place to prevent accidents and injuries. The Committee would also like to put in a viewing area at the end of Norasea Road. They would like to have a larger playground that will be inclusive for the 2-12 year old group. Intention is to make it as cost effective as possible. Commissioner Pattje asked how many funds have been raised. Mr. Delorme advised that, none yet, but they have a large portion of the neighbourhood who are willing to donate material time and labour – construction and equipment operators and paving for supply of materials and labour (verbal commitments). This is the first VIP request for 2012 - \$100,000 is being proposed in the 2012 Capital Budget.

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



- (b) Ms. Margot Holmes, Executive Director, Vancouver Island Symphony, 150 Commercial Street, Nanaimo, B.C., V9R 5L9, regarding 2012 and beyond funding for the Symphony and to answer any questions the Commission may have regarding the Staff Report, Item 9.(a), of the Agenda.

Ms. Holmes introduced the Vancouver Island Symphony Board members in attendance - Joyce Clarke, Secretary, Judy Fraser, Co-Chair, Marianne Turley, VIS Ambassador, Eveline O'Rourke, Co-Chair, and Eric Kuehnel, Director at Large, and provided a handout to Commission, "Request for Investment Funds", which provides a number of options for review. She then provided some history of the line item funding previously requested. The Symphony is requesting that they be scheduled as a budget line item for \$85,000. The Symphony provides 8-10 concerts at the Port Theatre per year. An economic impact study was done two years ago and was previously submitted. The Symphony receives very little government funding from the Province; and now their gaming funding of \$85,000 is in question. A number of programs have already been cut and if they do not receive the additional \$25,000 requested, they would need to cut additional programs. They are still collaborating with the School District (Grades 3-5) to provide an education program. Patrons attending the Symphony performances are from the Duncan to Campbell River catchment area. There are approx. 5-6 of 38 musicians who play in the Symphony live in Nanaimo, the remainder come to Nanaimo – resulting in a positive economic impact for the City of Nanaimo.

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

- (c) Mr. Ed Poli, Manager, and Mr. Ian Niamath, President, of Nanaimo Art Gallery, 150 Commercial Street, Nanaimo, B.C. V9R 5L9, regarding funding for the Art Gallery and to answer any questions the Commission may have regarding the Staff Report, Item 9.(b), of the Agenda.

Mr. Niamath introduced Mr. Paul Fudge, Vice-President, Nanaimo Art Gallery to the Commission. Mr. Fudge stressed the importance of the Nanaimo Art Gallery to the City of Nanaimo community. He advised that the Gallery is in a critical position financially and that their support of \$60,000 from the City has not varied since 1999. The City provides approximately 15% of the Nanaimo Art Gallery budget and they would like to receive 18%.

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

7. CHAIR'S REPORT:

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.

- (b) Recreation Committee. Commissioner Lance reported on the meeting held 2011-NOV-09.

- (i) Special Rate for People with Disabilities.

*Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission refer individuals with disabilities to the existing subsidized rate program for individuals and families, the Leisure Economic Access Program (LEAP); and agencies that service people with disabilities to the Corporate Recreation Pass instead of creating a separate category within the Parks, Recreation and Culture Regulation Bylaw 2008 No. 7073 (fees and charges).*

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

- (ii) Feasibility Study for the Beban Park Barn Replacement.

*Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council provide approval in principal to the VIEx to:*

- *Replace four (4) of the existing barns on the VIEx grounds with one new consolidated barn structure as outlined in this report, with the addition of washrooms and heat to meet year round programming needs;*
- *Work with City Staff on a long term lease agreement; and,*
- *Provide up to \$300,000 to the project when all financing is in place.*

It was moved and seconded that the recommendation be adopted.

Commissioner Meunier proposed a friendly amendment to read:

*It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council provide approval in principal for the VIEx to:*

- *Replace four (4) of the existing barns on the VIEx grounds with one new consolidated barn structure as outlined in this report, with the addition of washrooms and heat to meet year round programming needs;*
- *Work with City Staff on a long term lease agreement; and,*
- *Provide up to \$300,000 towards the \$1.8 M project when all financing is in place.*

The motion, as amended, carried unanimously.

(iii) Sport Tournament Grant - Review of Applications and Allocation of Funds available for the First Intake of 2012 Applicants.

<b>2012 Budget Total</b>	<b>\$21,498.00</b>
Less: Approved Grants-first intake	\$10,000.00
<b>Remaining 2012 Budget</b>	<b>\$11,498.00</b>

- (a) Recreation Committee Recommendation: That the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$10,000.00 for the first intake of the 2012 Sport Tournament Grant allocations as follows:

Sport Tournament Grant Applications 2009 - 2012					
GROUP	2009 GRANT	2010 GRANT	2011 GRANT	2012 REQUEST	2012 RECOMMENDED
BC/Yukon Regional Agility Championships				1,500.00	500.00
Nanaimo Canoe and Kayak Club		500	600	1,000.00	500.00
Nanaimo Curling Club - BC Mixed Curling Championships		2000		2,000.00	500.00
Nanaimo Dragon Boat Festival		3400	2000	5,000.00	1000.00
N&D Minor Fastball Association - Squirt Challenge			2300	1,000.00	400.00
N&D Minor Fastball Association - Pee Wee Challenge		see above		1,000.00	400.00
Nanaimo Kennel Club	2500	1500	1800	5,700.00	1000.00
Nan. District Lacrosse - Bantam	950	950	850	1,000.00	400.00
Nan. Minor Hockey Association	900	3000	3000	1,500.00	500.00
Nan. Riptides Swim - Spring Sprint	1250	900	2150	1,500.00	500.00
Nan. Riptides Swim -Van. Is. Regionals		see above		2,000.00	700.00
Nan. Skating Club - Regionals	1500			2,000.00	700.00
Nan. White Rapids - BCSSA Provincials - one time event	1750	1000	2000	7,500.00	2500.00
WPVL - 97 Breakers		400	1250	750.00	400.00
<b>TOTALS</b>	<b>9850</b>	<b>12,950</b>	<b>15,950</b>	<b>33,450.00</b>	<b>10,000.00</b>

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

- (b) Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission allocate an additional \$2,500.00 for the Nanaimo White Rapids – BCSSA Provincial event from the Parks, Recreation and Culture Commission VIP Program.

It was moved and seconded that the Parks, Recreation and Culture Commission allocate an additional \$2,500.00 for the Nanaimo White Rapids – BCSSA Provincial event from the Parks, Recreation and Culture Commission VIP Operating Account. The motion, as amended, carried unanimously.

- (iv) Community Program Development Grant Application - Cedar 4-H Sr. Advisory Council for Beban Park 4-H Barnyard.

Recreation Committee Recommendation: That the Parks, Recreation and Culture Commission approve and recommend that Council approve that the Cedar 4-H be granted \$5,000.00 for 2012 fiscal year.

*It was moved and seconded that the Parks, Recreation and Culture Commission approve that the Cedar 4-H Sr. Advisory Council be granted \$5,000.00 for the 2012 fiscal year from the Community Program Development Grant for the Beban Park 4-H Barnyard. The motion carried. **Opposed: Commissioner Cowling.***

- (v) Travel Grant Exception – Wheatsheaf Fastball Club.

Recreation Committee Recommendation: That the Parks, Recreation and Culture Commission have staff report on changing the Travel Grant Policy.

*(Note: This Report will be brought forward to the Recreation Committee for review and will then be brought forward by the Committee to the Commission.)*

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

- (c) Cultural Committee. Commissioner Johnston reported, on behalf of the Chair, Eveline O'Rourke, on the regular meeting held 2011-NOV-02, and the Special Grant Review Meeting held on 2011-NOV-10. Meeting again on 2011-NOV-29 to review Grant Applications.

- (d) Grants Advisory Committee. Commissioner Avis reported on the meetings held since 2011-OCT-26.

It was moved and seconded that the Parks, Recreation and Culture Staff work cooperatively with the Finance Staff to include information on grants available from the PRC Department along with the Grants in Aid mail out going to the community groups and non-profit organizations in Nanaimo. The motion carried unanimously.

- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2011-OCT-26. The Committee meeting included a farewell for Councillor Holdom.

- (f) Social Planning Advisory Committee. Commissioner Cowling reported on the meeting held on 2011-NOV-01.

- (g) Port Theatre. Monthly report for October, 2011.

- (h) Nanaimo Art Gallery. Monthly report for October, 2011.

- (i) Nanaimo District Museum. Monthly report for October/November, 2011.

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

9. STAFF REPORTS:

(a) Request for Additional Funding for The Vancouver Island Symphony.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend to Council that the Cultural Operating Grants be increased based on inflation rates each year based on 2004 - 2012 increases.

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

- the total amount of funding per year as a line item to the Vancouver Island Symphony of \$85,000;
- a Higher Service Level Request for the Vancouver Island Symphony in the amount of \$25,000;
- that \$60,000 from the Cultural Operating Grants be used to fund the Vancouver Island Symphony each year; and,
- the amount be reviewed in three years.

The motion carried unanimously.

(b) Request for Additional Funding for The Nanaimo Art Gallery.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that the Nanaimo Art Gallery receive a 2 percent per year increase to their line item grant starting in 2012.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve that the Nanaimo Art Gallery receive a 2 percent per year increase to their line item grant starting in 2012. The motion carried unanimously.

(c) Parks, Recreation and Culture Financial Plan 2012 – 2016.

It was moved and seconded that in future years the Parks, Recreation and Culture Commission be provided with the Operating Budget line item sheets for review prior to approving the PRC Financial Plan. The motion carried unanimously.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council support the Parks, Recreation and Culture Department's 2012 – 2016 Financial Plan.

It was moved and seconded that the recommendation be adopted. A friendly amendment was made to the motion to read as:

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council support the Parks, Recreation and Culture Department's 2012 - 2016 Financial Plan, with the inclusion of the funding additions for the Vancouver Island Symphony and the Nanaimo Art Gallery. The motion carried unanimously.

(d) Bid For The 2013 Western Canadian Junior A Hockey Championship.

*Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council support the BCHL Nanaimo Junior A Clippers Hockey Club with their bid to host the 2013 Western Canadian Junior A Hockey Championship.*

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

10. INFORMATION ONLY ITEMS (staff reports):

(a) Senior Manager of Parks & Civic Facilities. Monthly report for October, 2011.

- The Commemorative Spar Tree with High Rigger fell due to high winds – there were no injuries, no significant property damage.
- Graffiti – this is an ongoing problem, RCMP have laid charges in some cases. Over ½ of the costs associated with the graffiti is for labour.
- Departure Bay Creek – received a letter from Bill Merilees regarding possibility of contaminants entering the Creek – this has been responded to.
- Lots of calls from property owners concerned about trees adjoining their properties – particularly in light of the recent high winds.
- Harbour City River Stewards – interesting to note that Chum salmon have gone up the Chase River above Seventh Street.

(b) Senior Manager of Recreation & Culture Services. Monthly report for October, 2011.

- Drowning at Westwood Lake – met with Coroner last week and it is hoped that the Coroner's Report will be finalized this or next week. Once received, a PRCC Seminar Session will be held.
- Lockers at NAC – theft from lockers – two suspects have been apprehended – Pre-Release to go out tomorrow.
- Accident at pool – individual is at NRGH in care.
- Smoking Bylaw – discussions are being held regarding the public education component.

(c) Vancouver Island University Commemorative Plaque.

- Commission and Council to be invited to the unveiling of the plaque.
- Gyro Club and the neighbourhood association to be advised.

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

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

CORRESPONDENCE: (Information)

- (a) Letter dated 2011-OCT-21 to Chair Diana Johnstone, from Ms. Bridget Deighton, Treasurer, Nanaimo Musicians Association Society, 1031 Timberwoods Drive,

Nanaimo, British Columbia, V9R 6N9, advising that they were unable to proceed with their event and returning the grant funding.

- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2011-NOV-04.

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. BUSINESS ARISING FROM DELEGATIONS:

- (a) Jim Delorme, Norasea Park Committee - VIP Funding Norasea Park.

It was moved and seconded that Parks, Recreation and Culture Commission allocate \$25,000.00 from the 2012 VIP funds for development of the Norasea Park playground. The motion carried unanimously.

- (b) Vancouver Island Symphony - Symphony Funding.

[Note: Dealt with under Item 9.(a)]

- (c) Nanaimo Art Gallery - Art Gallery Funding.

[Note: Dealt with under Item 9.(b)]

15. UNFINISHED BUSINESS:

- (a) Feasibility Study for the Beban Park Barn Replacement (*referred to the Recreation Committee by PRCC 2011-JUL-27*).

It was moved and seconded that Item 15.(a) be removed from "Unfinished Business". The motion carried unanimously.

16. QUESTION PERIOD:

- (a) Commissioner Dempsey advised that 2011-DEC-05 is the Inaugural Meeting of the District of Lantzville and there is a possibility that a member other than himself will be assigned to represent the District of Lantzville on the Parks, Recreation and Culture Commission.

17. ADJOURNMENT:

It was moved and seconded at 9:20 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2012-JAN-25; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2012-JAN-04; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2012-JAN-11; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2012-JAN-12; 5:00 p.m. – if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:

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D. Johnstone, Chair  
Parks, Recreation and Culture Commission

R. Harding, Director  
Parks, Recreation and Culture

2011-DEC-12  
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## REQUEST TO APPEAR AS A DELEGATION

ON 2012- JAN-25

year

month

day

NAME OF PERSON MAKING PRESENTATION: **Karen Streeter, VIEX Vice-President**

ADDRESS: **#4-2300 Bowen Road, Nanaimo, B.C. V9T 3K7**

PHONE: **250-739-4470**

home

**250-758-3247**

business

FAX: **250-758-3277**

NAME OF APPLICANT IF OTHER THAN ABOVE:

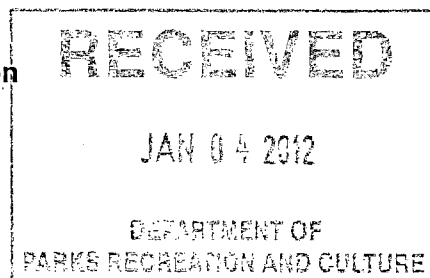
### DETAILS OF PRESENTATION:

**The Vancouver Island Exhibition-Beban Urban Garden would like to make a presentation to the Commission for funding through the VIP program to complete Phase 3 of the garden.**

### PLEASE NOTE

- **Electronic presentations** must be provided on a CD or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18.6 of the Council Procedure Bylaw.

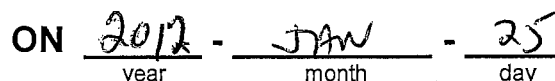
**Parks, Recreation and Culture Commission**  
500 Bowen Road, Nanaimo BC V9R 1Z7



Phone: (250) 755-7511  
Fax: (250) 753-7277  
parks@nanaimo.ca



Lawrence



**PLEASE NOTE**

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**MEETING NOTES**  
**SPECIAL GRANT INTERVIEW MEETING OF THE CULTURAL COMMITTEE**  
**HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM**  
**THURSDAY, 2011-NOV-17, COMMENCING AT 3:30PM**

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PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone  
Commissioner Fred Pattje  
Commissioner Lynda Avis  
Commissioner Shirley Lance  
Ms. Julie Bevan  
Ms. Gerda Hofman  
Ms. Joanne Husband  
Ms. George McGladrey  
Ms. Kamal Parmar

Staff: B. Kuhn J. Farrell, recording

1. CALL THE OPEN MEETING TO ORDER:

The meeting of the Cultural Committee was called to order at 3:34 p.m.

2. GRANT INTERVIEWS

a) EMPIRE DAYS EVENT

- The Empire Days Society was represented by Sheila Thompson, Scott Thompson, and Elena Knappett.
- Could you explain the Society's expenditure of funds, in terms of how money is raised and how funds are spent? The Society receives funds from the City, the Bingo Hall and the Great Canadian Casino. They receive less from the Bingo Hall than in the past. In 2010, they received and spent \$30,000. In 2011, they received and spent \$28,000. The events include selecting a May Queen, the May Queen Pageant, the Parade and visiting other cities for certain events. Insurance is now up to \$8,000, due to several increases over the past few years. Storage costs are now \$2,400 a year. No paid staff but costs for facility use for meetings every month. This year, the Society found a space for free at St. John's Ambulance. Other expenses include jackets, crests, office expenses and a post office box. Every year, the society outfits the May King and Queen.
- The Nanaimo event is the oldest May Queen festival in Canada, dating back to 1874.

- Do you have a sponsor for the fireworks display? The fireworks display is the biggest expense of the event. The Casino gives money and occasionally the Legion gives money. No specific sponsor.
- Does the Society do anything on the day of the parade to raise money? In the past, they have looked into food vendors but it would require special licensing. The Society recently held a Beer & Burger Event and it brought in \$2,500. Commissioner Avis said it would be nice to see food vendors at the event. Sheila Thompson would like to see the event remain family-oriented and for that reason would like to not see a Beer Garden. Food vending would be fine.
- Does the Lions Club raise money for the Society as they are listed as board members? They are listed as board members because they are responsible for parade set up and they provide prizes for events.
- Research around the event brought up the issue that small protests had arisen around the concept of an Empire Days weekend. How does the organization position itself in the contemporary context? The Multicultural Society wanted their funds. Not everyone loves it but it is an important part of our history.
- How many members do you have? Currently have 40 volunteers with 25 regularly attending meetings.

b) BALLROOM DANCE SOCIETY

- The Ballroom Dance Society was represented by Stephen Gower, Treasurer.
- Has the Society ever conducted an economic study on how much revenue is generated around the Island Fantasy Ball event? The economic spinoff is huge. People from all around the world come to the event, Nanaimo's event is renowned.
- Are you a registered society as it did not come through on the application? Yes, we are, there was a problem with the document when we transferred it to a different program.
- Asking for \$1000 for the operating grant and \$5000 for the event grant. The Bowen Auditorium is very important to the society. It is where they get their new clients after they have taken their first classes with PRC. They invite the class attendees to the monthly dances. The convenience and central location of the auditorium make it accessible to new dancers. After that, dance becomes part of their life.
- Why are you applying for the operating grant this year? The venue cost has gone up to \$330. Monthly dances are operating at a loss to keep them affordable. The food and decorations are all subsidized by organizers. The workshops are made affordable by only paying instructors \$75. The Bowen venue is at the top of what they pay, but Bowen is the best place to have it.

- How much are the membership fees? Membership costs \$20. They currently have 175 Members, with a 20% attrition rate a year. Demographics are fascinating, all ages.
- Have the day camps been successful? Summer camps were cancelled this year due to low registration. The ones in the Spring were successful.

c) FESTIVAL OF BANNERS

- The Festival of Banners was represented by Chris Kuderle, Administrative Director of the Nanaimo Art Gallery.
- How long has the Festival of Banners been running? This year is the 25th anniversary.
- Do you have a strong volunteer base? We work with Volunteer Nanaimo to recruit volunteers and use the artists who paint at the gallery.
- Who is responsible for coordinating volunteers? We have a paid coordinator.
- Do you have professional painters helping out? Professional painters paint some of the banners. Looking to have professional painters demonstrate how to do it and what to do in the future. They hope to expand this. Pay the artists to do that.
- We are hoping to bring it out into the street to attract more people. Have it downtown, where's there a lot of traffic. Banners are attached to spans, move the spans outside with the supplies to make it as public as possible.
- Have you considered a space on Commercial Street? Do you mean for the outside painting? We are looking into it and are in negotiations.
- Are you going to sell the banners again? It costs \$100 to produce the banner. We only charge \$25 for the banner. Some of the banners are used by Thrifty's to give the banner as a gift to underprivileged kids.
- How do you account for the huge difference in operating costs? It becomes more difficult to produce the festival. Numbers have varied from 160 banners to 450. Extra money would help them expand to try and attract more people.
- How much would you pay the professional artists? We would like to pay \$25 an hour, which is the standard rate for the workshops we run.

d) WOMEN'S RESOURCE SOCIETY

- No representatives attended.

e) NANAIMO BLUES FESTIVAL SOCIETY

- The Blues Society was represented by Keith Davenport, President.
- How was the new venue at Maffeo Sutton this year? It was remarkable. Moved from Diana Krall Plaza and because of that had to do ticketing for the very first time this past year. Magical weekend, because of the great venue.

- What happens in inclement weather? Not much we can do. The main contingency plan is a lot of tents to provide cover. Downside in not having the whole park, some folks sitting outside the fence and getting it for free.
- What is the cost of daily admission? Daily was \$40, three-day was \$95. Early bird promotions were as low as \$75.
- Would you consider doing a different rate for the night? We have decided that the last act would be its own fee. It is a fine line so you do not upset the daily customers.
- Ms. Hofman asked if she could paint this year. Yes, she is definitely invited to paint.
- You are asking for event grant that is three times more than last year, why? The event is based all on volunteers who pushed themselves really hard to pull off event. These extra costs listed would help improve the event. Insurance costs a lot. Social media: possibly needing a new webmaster and we may have to pay someone to do it. Whatever help we could get is critical. Almost broke even last year. The Beer Gardens saved them, the added revenue that made the difference.
- Is this grant narrative from last year? Do you have dates and performers confirmed? Yes, narrative is from last year. Dates are set. Trying to book performers now, trying to book two international stars. Maximum of two that will repeat from last year, both mid-island based. Dates are August 24, 25, and 26, 2012. Narrative was transferrable.
- Are you looking at doing a Children's stage? We are looking to have something for youth, still in discussion.
- How much of operating grant would go to production of the festival? Majority of the funding is to make it happen again. The objective is to have a couple of dances. Create a connection to the youth.

f) SCHMOOZE PRODUCTIONS

- Schmooze Productions was represented by Dean Chadwick, Artistic Producer, and Diane Chadwick, Business Manager.
- How much of your attendance is from within the City? Based at Nanaimo Centre Stage, getting more people from South Nanaimo. Attendance is actually City of Nanaimo numbers, not regional district, error in wording in the document.
- Is this a Season you are applying for? Should it not be an operating grant? Yes it is the season we are applying for. B. Kuhn commented it would be more feasible as a operating grant rather than a festival grant.
- Do you run workshops during your season? Yes, we do.
- Are you a registered non-profit? Not a registered non-profit. Looking into that for the future.
- What is your structure? Family company, based on married couple with a team of support. Based on a family vision.

- How do you handle accountability? How does your money get handled?  
Operated similar to a private business.
- Are you incorporated? The name is incorporated.
- Do you use any evaluation tools for workshops, etc? Word of mouth, schmoozing
- How do you like the Centre Stage venue? Great venue, love it there, warm and welcoming.
- Do you have an independent review of your finances? No.

g) AFRICAN HERITAGE SOCIETY

- The African Heritage Society was represented by Shalema Gantt, Executive Director and Devlon Wyatt, Production Manager.
- You are asking for just about double the grant this year. Why? Our budget gets greater each year, ask for a bit more because last year was not adequate. It is a month-long celebration.
- Looking at your event's application, could you give us a brief description of the events for February? Events run February 1 – 26, 2012, group of events, gospel concert, events at the museum from black contributors, programs at the library, book display, Black History Month, concerts and then the finale, entire community is invited. Ballet Nacional de Cuba has been confirmed. Entertainers are confirmed. Most dates are confirmed except the Gospel concert will move to the Sunday possibly. Currently booked on the Monday at the Port Theatre.
- Commissioner Pattje commented that the gospel concert at Brechin United was great. Atmosphere will not be the same at the Port Theatre.
- Yes, we agree. The date was not available at the Brechin venue. It is important to us to have the Christianity behind it and would like to return to the Brechin venue in future. We will see how the Port goes this year.
- What is the operating grant for? Office expenses. Have to employ someone sometimes to operate the office. We are hoping it would offset our office costs. We have never asked before. It would cover a lot of our overhead costs, utilities, etc.
- The Society has received \$30,000 in government grants. Can you foresee any fundraising activities to fund events? Fundraising goes on during the month of February. Looking at maybe doing fundraising on culturally significant days throughout the year.
- How are the sales going for the Ballet? The Port Theatre is taking control of ticket sales so we do not receive any funds from that event.
- How was the summer event? We were pleased it did not rain. We had lots of viewers. For the first year it was very successful. We only charged vendors a small fee for the rental. Budget was not very high for it.
- What is the projection for memberships? Your application seems to list only 15 members. That number is based on projected funds. Currently have 100



members. Paid members are less, because not everyone has paid. We are having an AGM soon so hopefully we will settle up then.

- Mr. Wyatt asked the committee what is your feedback about how the African Heritage Society stands in the community? Ms. Bevan says it would be nice to have more information about your events, especially online.

h) CRIMSON COAST DANCE SOCIETY

- The Crimson Coast Dance Society was represented by Holly Bright, Artistic Director and Michael Wright, General Manager.
- Where is Wen Wei Wong from? He is from China. He defected when his company was here.
- Dynastic sounds like a wonderful event. It is shaping up to be a great event. The Chinese Cultural Society connected them with a group of Chinese International students who are getting involved. Sharing their cultural aspects in the event including a Chinese Tea Ceremony.
- Is the grant money strictly for February? Festival grant is for February. February is a much more community-focused event.
- How does it differ from event in March? Bodytalk is run by a group of youth. It is easy to get funding for this as it is for youth.
- The May event: 4 Quartets, is new since the grant application went in. Events are poetry based on T.S. Elliot's quartets. Not sure if a weekend event will be successful. Hope everyone shows up. Success for the Society is turnout and the buzz created by the event.
- So the \$18,000 grant is for operating costs? Operating grant is crucial. It would be covering production costs.
- Is the contemporary dance audience growing? Contemporary dance is a challenging art form. We do well in engaging our audience. Find ways to help people understand the work and enjoy it. It is interpreted in different ways.
- Could you elaborate on the 4 Quartets event? Plan is based on T.S. Elliot's four quartets. Deborah Dunn started with the first quartet and then created a work that she speaks the four quartets while dancing. Create workshops about integrating movement with poetry. Engage other local poets for reading.

i) NANAIMO COMMUNITY CONCERT BAND

- Represented by Shari Barker.
- The group is asking for double the grant amount of last year, why? We would like to do maintenance on our instruments which is overdue. We are currently dealing with financial losses for the first time. We have had to up our ticket prices to \$15. We would like to do a bit more publicity. Never had to push marketing in the past, but now we need to.

- Do you use social media to attract younger people? We have a web designer looking at the website. We would like to get into the schools and meet with children before tackling social media.
- Do you have contacts in the schools? We have teachers in the group who have connections to schools. We would like to attract more students.
- Do you plan on raising your ticket prices? We have. \$15 is the new price. Port takes a percentage so we only gained a small amount.
- Do you use networking skills to connect students and schools? Not yet. Looking at doing it.
- What other fundraising activities are on the horizon? The Tidesmen are making \$8000 per performance so we intend to learn from their example. The band doesn't need a lot to stay functional.
- Age of your band is getting on, how do you attract younger members? We cannot ask members to leave, can only take so many members in total so we have to wait for folks to leave.
- Are you relying too heavily on the City funding? What would you do if you don't get it? We would cut back on certain things. The maintenance on instruments would have to wait.
- Why do the musicians not maintain their own instruments? The band owns most of the instruments. 30% of the instruments are owned by the band. Large instruments, like percussion instruments, are typically owned by bands. It allows members who cannot afford instruments to play.
- Do you purchase the instruments or are they donated? Bought outright for the most part, some are donated by members in legacy after they pass away.

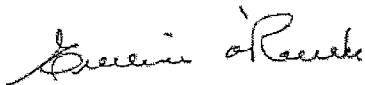
j) THEATREONE

- Represented by Garry Davey, Artistic Director and Wendy Smitka, President.
- Your year looks like it is shaping out to be one main stage event, Tamarack, three actors and three workshops. Yes it is a play centered around three actors, a three-person play.
- When is it? Towards the end of April at the VIU theatre
- Were there operational problems last year? We are not sure where this perception came from. We were in deficit a few years ago, last year we paid off the deficit. We lost the gaming funding. We have an accountant working one day a week. We received BC Arts Council and Canada Council funding this year. We workshop plays by Canadian playwrights. Funding from Canada Council is hard to get. Second time applying we were successful.
- How is Fringe Flicks going? People are not planning in advance. Subscriptions not selling but single seats are selling out.
- Why are you applying for a grant for three years at \$34,000 a year? It is what we used to receive. We are asking that much because of the loss of gaming funding.

- Why is there such a discrepancy in municipal funding? Very hard to sustain at a low level of funding. Everything costs more.
- Did you do a BC Arts Application this year? We just received funding for Tamarack, and applications for next year go in the spring.
- Are you getting BC Arts Council operating funding? You have to have a season of at least three plays. We are just receiving project funding right now. Film series is a revenue generator for us. Emerging Voices have been running for a few years now.
- Have you ever given thought to a Summer Festival? We used to do it. We may decide to do it again. A lot of competition in the summer with other events going on. Nice to be in the park in the summer. It is in discussion. We are doing a production in June.

7. ADJOURNMENT:

It was moved and seconded at 6:26 p.m. that the meeting adjourn, with the next Special Grant Interview meeting of the Cultural Committee to be held on Tuesday, 2011-NOV-29, at 3:00 p.m., in the Bowen Park Complex Conference Room. The motion carried unanimously.



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Eveline O'Rourke, Chair  
Cultural Committee

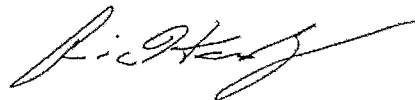
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APPROVED FOR DISTRIBUTION:



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B. Kuhn for:  
S. Samborski, Senior Manager  
Recreation and Culture Services



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Richard Harding, Director  
Parks, Recreation and Culture

**MEETING NOTES**  
**SPECIAL GRANT INTERVIEW MEETING OF THE CULTURAL COMMITTEE**  
**HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM**  
**TUESDAY, 2011-NOV-29, COMMENCING AT 3:00 P.M.**

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PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone @ 3:12 p.m.  
Commissioner Fred Pattje  
Commissioner Lynda Avis @ 3:59 p.m.  
Commissioner Shirley Lance @ 3:30 p.m.  
Ms. Julie Bevan  
Ms. Gerda Hofman @ 3:15 p.m.  
Ms. Joanne Husband  
Ms. George McGladrey  
Ms. Kamal Parmar

Staff: B. Kuhn

R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER:

The Special Grant Interview meeting of the Cultural Committee was called to order at 3:04 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 MEETING NOTES:

- (a) Notes of the Special Grant Review Meeting of the Cultural Committee held on Thursday, 2011-NOV-10, commencing at 3:07 p.m., in the Bowen Park Complex Conference Room.
- (b) Notes of the Special Grant Interview Meeting of the Cultural Committee held on Thursday, 2011-NOV-17, commencing at 3:34 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2011-NOV-10 and 2011-NOV-17 be adopted as circulated. The motion carried unanimously.

5. GRANT INTERVIEWS:

(a) 3:00 Vancouver Island Symphony (combined operating & event grants)

Margot Holmes, Executive Director.

- Provided a handout “Symphony Starter Pack” to the Committee members.
- Requested less this year for Festival grants than over the past three years.
- Did not have a “Concert in the Park” this past summer as it would have put their season at risk financially. Ticket sales for the first time were down. First two concerts for next year are sold out. Are doing some community days and community outreach.
- How did the program for families go? It went well – there were 200+ children in attendance. There were between 450 and 550 in the audience. It was held on Election Day so they were pleased with outcome.
- Requesting \$85,000 next year which is \$24,700 more than last year. Why is this? For many years have asked to be a line item on the budget and would like parity with other arts groups. They receive \$85k from BC Gaming; however, have not yet heard the outcome for this next year. They don’t know if they will be approved.
- VIS has requested their funding be as a budget line item and different options are being considered – possibly \$25,000 as a line item with the other \$60,000 coming out of the Cultural Operating Grants fund, or to provide the entire \$85,000 from the Cultural funds.
- Commission has recommended that Council approve VIS as a budget line item request for \$85,000; however, it may be some time before budget discussions commence.
- Could you elaborate on the Seniors Outreach program? The majority of the audience is seniors-based with a range in age from 50-90. There are “rush” seats that they can participate in for \$20, volunteer opportunities, an ambassador program, and also community days – there are two events per year are free to the public.
- What if they don’t get the \$85K? They will have to cut the free community programs.

(b) 3:15 Nanaimo Conservatory of Music (combined operating & event grants)

Kathleen Darby, Executive Director & Gordon Bidman, Treasurer.

- Festival grants – asking for \$1500 for the first time, why? It is a new festival and they feel that \$1500 will help to market the event, and believe that it could grow to be a tourism draw. Last year they asked for special consideration in order to make application to the Department of Canadian Heritage and have been approved for \$3400, have also made application to the BC Arts Council.
- At their meeting held on 2011-MAR-23, the Parks, Recreation and Culture Commission approved the allocation of \$500 from the 2012 Arts, Cultural, and Festival Events Grants Funds to the Nanaimo Conservatory of Music in order that they could make application to the Department of Canadian Heritage under the “Building Communities Through Arts and Heritage” Program, for the 2<sup>nd</sup> Vancouver Island Chamber Music Festival.

- Planning to undertake advertising on mall posters at Woodgrove Mall with support from Pattison Outdoor as a sponsor. They will pay for the production of the advertising, but will only pay about 10% of the regular costs of posting.
- New magazine directed to parents about the Conservatory. They also provide a bursary for students that are unable to cover their own costs. They charge very low group program fees. Would like to work with the community more and also with the aboriginal community more for children who are interested and/or exceptional. They would like to be able to provide music lessons to as many children as possible.
- You received \$7,400 last year and this year are asking for \$20,000 - why? Due to huge reduction from BC Gaming funds.
- Did Nanaimo Foundation provide support? Yes, two years ago for their renovations.
- If you don't get the full amount what will be the outcome? It could mean they will suffer a significant deficit at the end of the year.
- Is there a pro bono or decreased salary for children who can't afford lessons? Not at this time, perhaps they should approach the musicians and even set up a specific program for funding.
- They had a wonderful fund raising concert with "Sacabuche" at St. Paul's Anglican Church on 2011-NOV-27. The Director is originally from Yellowpoint. They think that they realized approximately \$2500 in revenue.

(c) 3:30 Pacific Coast Stage Co. (combined operating & event grants)

Jeremy Banks, Artistic Producer.

- Requested \$2,000 in 2011 and are asking for \$14,000 for 2012. Last year had a season of theatre – about 16 days – attendance of over 1100. The administration cost and networking are not shown in the budget. The shows have used international artists, but while they look forward to having them back, they are not sustainable financially yet. House theatre series has a low cost and is free to market, but still requires administration. Plus they are putting on an improvisational series. All programs that require people to administer and operate them and they have a growing interest in them; however, it is not cost effective.
- Want to partner with youth groups and schools – have they been in touch with SD 68? Not yet, but have started volunteering in elementary schools, have taken it to the Boys and Girls Club and would like to propose to the School District in October 2012 with a proposed program in 2013.
- What kind of administration costs are they thinking of adding? Part time administration salaries for two people - \$14,000 – two part-time administrators, and \$4,000 to take one of them to full-time for the summer fringe series.
- Under the Societies Act, Directors cannot benefit from the society. Appears to be a grey area – current prospective board directors cannot benefit; however, they can be paid for services provided. The matter is to be brought up at the AGM – and it may mean that Jeremy would become a non-voting board member.
- Festival - \$2,482 in 2011 and now asking for \$7,500 for 2012 - was it not successful? It was very successful – they are looking to double the days and

make the Port Theatre a venue – which will increase costs, but, also attendance.

- Electro musical show in November sold out. Has been working with the Cowichan Arts District and Cumberland – looking to bring fringe to those areas as well. Would like to have a tour – Victoria all the way north to Campbell River.
- While they don't have a long track record, it has been extremely successful.
- What is your out of town audience? For fringe, relatively small – most have been Nanaimo residents. Connecting with other arts organizations in Nanaimo to provide opportunities for them as well. Just connected with a group of script writers that have met since 1993.
- Who takes care of the finances? Mostly Jeremy; however, they need someone for administration development. The finances will be reviewed by Rob Mowbray and then an independent bookkeeper.
- Are you planning on any future fundraising? Yes, all events are geared that way – but they really need to continue building their audience.

(d) 3:45 Vancouver Island University Foundation - Festival of Trees (event grant)

Renee Bohun, Special Events Coordinator, & Dave Forrester, Manager, Alumni Development.

- First year they have applied, why? New relationship with the Vancouver Island Conference Centre and the event is there this year.
- How did your crowd compare to that at VIU? Gala numbers were up by 120 people. Santa Claus arrival and parade – crowds were exceptional – over 1000 people came through the door.
- Using funds to hire entertainers – will they be local? For family days they will have a lot of local entertainment – mostly free. They would like to stay with the Nanaimo market.
- What kind of assistance from DNBIA? All of their materials had the events, but not on the DNBIA materials.
- The event wrapped up – found free entertainers – would like grants for next year's event. The trees are still up at the Shaw Auditorium.
- What happens to the money that is raised? Funds pay for event coordinator and the rest goes back to matching dollars for scholarships and bursaries and equipment for students.
- Will trees stay up over the Inaugural Council Meeting? It is up to the Conference Centre but they will look into it.

(e) 4:00 Francophone Association (combined operating & event grants)

Valery Prevost, Interim Coordinator, & Nicole Champagne, President.

- Projected \$16,000 for salaries and promotional materials – not shown as a cost for 2011, can you elaborate? Salary for professional staff graphic design, and other key positions.
- Do you have a membership fee? Yes, there are about 130 members and the fee is \$15, as well, there are student and senior discounts.
- Over the past 4-5 years there has been a peak and a valley, explain? Their attendance went down in 2010 – but were competing with the Olympics and

still had over 3000 people attend, last year there were organizational changes and they only put on a one-day event. Have been receiving many calls requesting that the Maple Sugar Festival be reinstated.

- \$3,000 for marketing previously – asking \$65,000 for 2012, why? 2011 was a one-day event and for 2012 they want to put on a full event.
- BC Gaming grants - received \$2,700 in 2011 – projecting \$15,000 for 2012. They have received this grant.
- Canadian Heritage \$6,000 last year, \$30,000 this year. Have received.
- In 2012 the festival will be three days - \$43,000 for performers and contributors – who are they? Have most of the names but the contracts are not yet signed and there will be a non-disclosure agreement – names can be provided on Friday once the contracts are signed.
- Last year \$2500, asking for \$12,000 this year. It was compared to the 2010 festival when they decided to ask for funds. Cannot have the traditional activities in the schools due to the current difficulties with contract negotiations.
- This year will be in the Beban auditorium due to inclement weather in the past which may have affected attendance.
- What is the name of the artist who performed in 2010 at the Centennial Building? It was probably Edith Butler.

(f) 4:15 The Nanaimo Arts Council (combined operating & event grants)

Anne Carlson, Manager.

- Not a huge difference in 2011 and 2012 request. Because she was new to the position, she didn't have a good sense of the year, and Odette has left her with the impression that there may be \$10,000 available through gaming. Has left it at status quo.
- What type of impact does the Council make on the local economy? Return basically the monies earned back to the community. Large part goes straight to the artists – mostly through the payout to artist from gallery sales and bursaries and pay professional fees for a variety of activities.
- Faithful following for film festival? Yes, sold out.
- Changed maximum film length from 10 to 12 minutes, why? Many requests were received and the credits are included – this will allow the films to be 10 minutes allowing 2 minutes for the credits.
- Do not pay rent? They pay some rent – based on their sales – 10% of sales go to rent – which is about \$55,000.
- Community building? Does Board trainings professionally and did that with them and then an assessment on what needs to be done with prioritization following that – top three were community building, fund raising, and health and succession planning.
- Still have downtown facility? No – was let go.
- Last year received \$1,900, now requesting \$3000. Used some of the gaming revenue to subsidize the film festival and do not have those funds this year.
- How many people go through the gallery per day? Minimum would be 15 people, today there were 40, but it does vary according to the season. They have started tracking it.



(g) 4:30 Western Edge Theatre Society (operating grant)

Frank Moher, Artistic producer.

- Last received funds in 2010. Next year will be a make or break year – partly because he will be moving on, but will work with successor during the transition. The Theatre needs secure funding of at least \$15,000 in order to continue beyond 2012. Hopeful that gaming funding will be restored. Now in a position to apply for assistance from the BC Arts Council. Has been involved for 10 years – it is time for someone else to work as the Artistic Producer – will continue to assist as able.
- \$24,000 from box office this year? They have proper financials for 2010/11 which have been sent to Bob for distribution.
- 2010/11 did fund raising events due to gaming cuts. Strong box office and subscription campaign.
- How is Nanaimo Centre Stage as a venue? Lovely. Perfect size for Western Edge and is very well equipped for the most part.
- Tell us something about “Moonbound”? An adaptation musical based on an HG Wells novel. Clash of culture and civilizations – fantasy musical for family attendance. Co-composer is from Gabriola.
- To the extent that their future hangs in the balance he proposes that the health of other theatre groups does as well. It seems that Nanaimo should have a resident, professional theatre company and they feel that they are essential to the community.
- Ever had any discussions with TheatreOne? Only in the distant past. They have taken a new form and should really be called a “festival”. Unaware of any motivation on their behalf to collaborate with Western Edge. They are not an equity company although they do hire and pay equity actors. Would be happy to talk with them. They don't do much theatre anymore.

(h) 4:45 Gallery Row Public Art Committee (event grant)

Kim Smythe, Committee Member, George Ewing, Property Owner/Site Liaison.

- Don't see fees for artists? Artists have been asked to donate their work for one year. The art is then put on website and posted for sale for them without commission. Promoting the art and the artist. Have asked if they are able to contribute 10% back to the Gallery.
- How does weather affect the pieces? Generally they have done very well and there is only one piece that needs to be brought in for repair. Only one piece missing from vandalism.
- Has any money been received from DNBI and the Old City Quarter association? No, not yet.
- What is your structure? A community committee of artistically interested volunteers. Want to leverage public art week a bit more. Two pieces were purchased for display on the property.
- How are finances handled? The business oversees, and there are two individuals required for signing authority on the bank account.
- Is there a plan to form a board of directors? If it seems to need to go in that direction for structure then it will be reviewed and will depend on the willingness of the group.
- What is the website? [www.GalleryRow.ca](http://www.GalleryRow.ca)

- Any ideas of expanding it around the Old City Quarter? Around Gallery Row, yes.
- This type of art placement does it increase the business? Yes, does provide some incentive to make it work, but have not seen direct increase in the business – quite a few people go through the Gallery.
- A lot of the pieces would do just as well inside – do not need to be in a public place – there is an opportunity to work with artists to make site-specific art. As they are in their first year, there has been a lot of work going into the building of the art and the group.
- How will they prevent future thefts? At this rate, they may consider it as acceptable loss.
- Is Gallery Row lit at night? Yes, not brightly, but, it is lit.
- How do they intend to use the requested funds? Hope to create another event and this will cover administration and the event. Also generate funds from T-shirts and metal sculpture stake sales which go back to the Gallery.

(i) 5:30 Nanaimo Children's Literature Roundtable (event grant)

Paige Fisher & Deidre Bjornson, Co-Chairs.

- Your request has doubled from last year, why? Because they moved from VIU venue to downtown and have added to costs, also, a lot of additional funding has come from Service Clubs and they are not able to give as much as they have in the past. Some local businesses have assisted in-kind which has helped. Our experience last year is that it was successful downtown. Use of Diana Krall has brought many people downtown as well as the people off the cruise ships. The VIU is still a great supporter but they wanted to widen their profile in the community. They hosted the dinner inside the Museum for their volunteers. Last year they had the "Kerplunks".
- Do you anticipate having the authors there for book signing again this year? Yes, there is a list and they have a line up by July and try to have a range of authors for the different generations. This year this is a graphic novelist. As well, this year they have a student Marimba Band from Parksville – they range in age from 14-18.
- Not having an auction? They raised \$1300 from donated art work at the auction and the art was also presented in two galleries. They won't be having an auction this year, but will have some art work and may raffle it to raise some funds. They are not a not-for-profit society or a charitable organization. It is an issue that they will need to address at some point.
- June 2011 financial report amount of \$2540.88 – what was this for? For a group of young people who come in and work in support of the authors, on the Friday evening all authors and illustrators get together for a potluck, they provide authors with lunch on the Saturday, a wine and cheese, and then a dinner for all authors and volunteers. Also costs were higher as there were two giant cakes in the plaza for the public to celebrate their 25<sup>th</sup> anniversary.
- Rental costs? Art Gallery didn't charge, Port Theatre did charge.

(j) 5:45 Cambodian Canadian Support Group Society (event grant)

Den Neang, President, and Veasna Chhim, Event Setup Director.

- Asked for \$1200 which is about 50% of total budget. Will probably go for individual and business donations. Some of the money goes towards the equipment and facility, labour is volunteer.
- What would be the value of your donated time? For organizing at a booth or selling at concessions – multi-cultural – southeast Asian based food. It could be for selling or donation.
- If you had to pay your volunteers what would it be worth? The concession would be worth maybe \$13 / hour, setting up equipment might be \$25 / hour, some people have the skills and may set up for free.
- Location – have you confirmed anything? They have been waiting to see if they get funding first and the amount and intend to choose a location based on the amount received.
- Mission Statement – want to preserve Cambodian Culture and Traditions, but also assist Cambodian Families, what do you need? Would assist in translation services or finding accommodation or reading documents.
- Are you connected to Nanaimo Multicultural Society? Assists as their translator but is not connected to them.
- How many Cambodians are in the community? About 20 families representing about 100 people.
- Who is the event organizer and what kind of success have you had in the past? Gen Yan and others. In the past they have rented halls and organized dances, and have organized religious content and help organize those events.
- You mentioned \$500 for cash donations, where from? Expected to receive from individuals. There will also be a booth for donations. There will be a website for comments and feedback – a web designer is volunteering.
- Canada Day has some great Multi-cultural Booths – have you ever thought of setting up a booth there? Not really, no. Their booth is fairly simple, pre-prepared food and tables – no kitchens. Businesses could advertise on the booth.
- Insurance? Coast Capital advised that it could cost up to \$800 as it is open to the public – neglected to add to his application.

(k) 6:00 Performing Arts BC – Provincial Festival (event grant)

Nicole Cederberg, Fundraising Chair, Bob Rowledge, Treasurer, & Michael Sloan, Liaison to Performing Arts BC.

- Asking for \$7,500 – what is total budget? The budget is attached at the back of their application. \$44,500 is the total fund raising budget. Request was compared to the 2011 requests and grants – sum was represented as approximately 1/3 of that amount as it encompasses most of the arts groups within the community. They are asking ½ the amount they are seeking from corporate sponsors. This is the first time in decades that the Nanaimo community will be showcased in this event.
- Have they applied previously? Quite some time ago - about 60 years. Since the mid-90's the festival has had its funding curtailed and have needed to go

to the provincial locations. The idea is to have the provincial festival move around the province to showcase different communities.

- How many people do they expect? Attached to their application. Would like to promote the Nanaimo businesses through advertising. Media plan will be print, radio and television as well as web opportunities. Will seek local groups to show that they support the arts.
- Final page shows various areas in BC with representation at the performing arts festival.
- Local festival starts the last week of February and continues on until the end of April. The budget pays dues to be included in the festival. All money raised goes back into the community through sponsorship and bursaries.
- Many churches are hosting by providing space for events.
- Nanaimo Theatre Group will be hosting the local festival, but for the provincials there is a scheduling conflict for space.

(I) 6:15 Nanaimo Women's Resources Society (event grant)

Lesley Clarke, Executive Director, Darcie Davidson, Coordinator, & Laurie Vosters, Public Relations

- Can you elaborate on the public forum and expand and provide more details? The public forum piece – in the agency they deal with a lot of complex issues and use art and culture as a healing practice – would be an opportunity for people to get together over more positive issues. A large scale event would allow people to come forward and have an opportunity to speak about arts and cultural and what it means to people and what public involvement means. Have a lot of public support. There is a committee that meets every week – theatre, visual artists, all interested in acting as mentors and providing theatre workshops for youth and adult women. Centre Stage is booked. The Mid-Island Coop has come forward with a large donation. A lot of effort is very much coming from the participants themselves.
- Will mentors be compensated? There may be some people that will receive an honorarium to cover some costs. Most people are willing to volunteer their time.
- Runs for a year and has a travelling exhibition? There may be a documentary involved in the process. The idea is to get it all in place and then have intense workshops over a couple of weeks and then exhibit it and document it in a documentary and perhaps a small book. A writer, that would like to have a writing workshop, is involved. They hope to be a leader in this community around these issues.
- To what extent does this venture depend of what they receive from the Committee? It will definitely affect the scale of what they can accomplish. They have received a lot of in-kind donations, Mid-Island Coop has given \$1000, and a group of musicians is willing to put on an event at the Queen's at no cost.
- Has it ever happened before anywhere else? There have been other versions and they have been successful.
- How many participants are expected? 15 people participating in each theatre, writing, and other, workshop. Then there will be the attendees. 2 shows in the theatre which could result in 150/show plus the matinees.

- What kind of male benefit is there to the shows? A deeper understanding. Obviously coming at it from the perspective of working with female at risk youth. It is their intention to build on that and then in a year look at working with male at risk youth.
- Provincial grants available? They are looking at every grant possibility they can find.
- What kind of supplies are they looking for? Canvas, paints, anyone that can go out and assist with photography.
- They want to build the community and provide a lasting legacy.

6. SET DATE FOR FINAL GRANT MEETING TO DETERMINE GRANT RECOMMENDATIONS.

It was determined that the date of the final Special Grant Allocations Meeting would be set for Tuesday, 2011-DEC-06, at 4:00 p.m., to be held in the Bowen Complex Conference Room.

7. Schmooze Productions – they are a family business and therefore do not qualify.

It was moved and seconded that Schmooze Productions be removed from the grant process. The motion carried unanimously.

8. Rotary Club of Nanaimo Oceanside - they are a service club and therefore do not qualify.

It was moved and seconded that the Rotary Club of Nanaimo Oceanside be removed from the grant process. The motion carried unanimously.

9. VIU Art Graphic Art Design Class – these are students and as such, this grant would be supporting VIU; therefore, do not qualify.

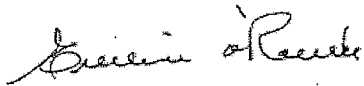
It was moved and seconded that the VIU Art Graphic Art Design Class be removed from the grant process. The motion carried unanimously.

10. Cambodian Canadian Support Group Society – while the concept is good, it is felt that, given the time frame remaining, there is a serious lack of preparation and planning; therefore, this group will be removed from the process this year, but with some level of support on process and planning, and encouragement to be provided by staff for a future application.

It was moved and seconded that the Cambodian Canadian Society be removed from the grant process. The motion carried unanimously.

11. ADJOURNMENT:

It was moved and seconded at 6:41 p.m. that the meeting adjourn, with the final Special Grant Allocations Meeting of the Cultural Committee to be held Tuesday, 2011-DEC-06, commencing at 4:00 p.m., in the Bowen Park Complex Conference Room. The motion carried unanimously.



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Eveline O'Rourke, Chair  
Cultural Committee

CERTIFIED CORRECT:

APPROVED FOR DISTRIBUTION:



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B. Kuhn for:  
S. Samborski, Senior Manager  
Recreation and Culture Services



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Richard Harding, Director  
Parks, Recreation and Culture

2011-DEC-05  
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**MEETING NOTES**  
**SPECIAL GRANT ALLOCATIONS MEETING OF THE CULTURAL COMMITTEE**  
**HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM**  
**TUESDAY, 2011-DEC-06, COMMENCING AT 4:00 P.M.**

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PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone  
Commissioner Fred Pattje  
Commissioner Shirley Lance  
Ms. Julie Bevan  
Ms. Gerda Hofman  
Ms. Joanne Husband  
Ms. Kamal Parmar

Regrets: Commissioner Lynda Avis (numbers sent in to be tallied in her absence)  
Ms. George McGladrey (numbers sent in to be tallied in her absence)

Staff: B. Kuhn R. Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Special Grant Allocations Meeting of the Cultural Committee was called to order at 4:03 p.m.

2. BACKGROUND ON THE SYMPHONY REQUEST  
TO COMMISSION – RICHARD HARDING.

Mr. Harding provided information on the motion that was passed by the Parks, Recreation and Culture Commission and has been sent to Council:

*It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve:*

- *the total amount of funding per year as a line item to the Vancouver Island Symphony of \$85,000;*
- *a Higher Service Level Request for the Vancouver Island Symphony in the amount of \$25,000;*
- *that \$60,000 from the Cultural Operating Grants be used to fund the Vancouver Island Symphony each year; and,*
- *the amount be reviewed in three years.*

Mr. Harding advised that as Council budget discussions will not be held for some time, the Cultural Committee should proceed as they normally would in the Grant Allocation process without those amounts and options being included in the deliberation process.

3. INTRODUCTION OF LATE ITEMS: (None.)

4. ADOPTION OF THE AGENDA.

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

5. ADOPTION OF THE MEETING NOTES.

- (a) Notes of the Special Grant Interview Meeting of the Cultural Committee held on Tuesday, 2011-NOV-29, commencing at 3:04 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2011-NOV-29 be adopted as circulated. The motion carried unanimously.

6. GRANT ALLOCATIONS:

(a) Cultural Operating Grants.

The 2012 Cultural Operating Grant Funds available were \$175,988; requests for Cultural Operating Grants were \$275,376.

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Cultural Operating Grant recommendations in the total amount of \$175,988 as follows:

2012 CULTURAL OPERATING GRANTS	\$\$\$ REQUESTED	\$\$\$ RECOMMENDED
A Capella Plus Choir Society	2,000	1,400
BC Boys Choir	2,000	1,500
Crimson Coast Dance	18,000	15,000
Centre for the Arts Society	14,500	7,938
Francophone Association	10,000	7,000
Malaspina Choir	2,600	2,250
African Heritage Association	5,000	1,000
Arts Alive	3,200	2,300
Arts Council	15,000	10,000
Ballroom Dance Society	1,000	800
Blues Society	10,000	7,000
Chamber Orchestra	4,500	3,000
Concert Band	14,076	6,000
Conservatory of Music	20,000	9,500
Pacific Coast Stage Co.	14,000	4,000
Pacific Institute of Bagpiping	3,500	2,200
TheaterOne	34,000	28,000
Tidesmen	2,500	1,600
VI Symphony	85,000	60,000
Western Edge Theatre	14,500	5,500
<b>TOTALS:</b>	<b>\$275,376</b>	<b>\$175,988</b>

The motion carried unanimously.



(b) **Arts, Cultural and Festival Events Grants:**

Discussion was held with regard to the Child Development Centre request. At their meeting held on 2011-NOV-10, the Cultural Committee had passed a motion that the Committee would not consider any walks or runs.

It was moved and seconded that the Child Development Centre request not be considered in the Cultural Grant process. The motion carried unanimously.

The 2012 Arts, Cultural and Festival Events Grant Funds available were \$30,182; requests for Arts, Cultural and Festival Events Grant Funds were \$93,237.

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Arts, Cultural and Festival Events Grants recommendations in the total amount of \$30,182 as follows:

<b>2012 ARTS, CULTURAL AND FESTIVAL EVENTS GRANTS</b>	<b>\$\$\$ REQUESTED</b>	<b>\$\$\$ RECOMMENDED</b>
Canada Day 2012	2,200	1,400
Crimson Coast Dance	4,000	2,200
Friends of Nanaimo Jazz	5,000	1,600
Gallery Row Public Art Committee	1,500	300
Harbour City Jazz Fest	3,000	860
Bel Canto Singers	3,000	530
Francophone- Maple Sugar Festival	12,000	3,000
African Heritage Society	1,500	600
Arts Council	3,000	1,500
Ballroom Dance Society	5,000	2,000
Blues Festival	3,000	1,300
Children's Literature Round Table	2,000	900
Conservatory of Music	1,500	1,000
Empire Days Society	12,000	2,130
Highland Dance Association	1,075	830
Nanaimo Sings	2,500	1,110
Women's Resource Society	4,000	1,100
Pacific Coast Stage Co.(Fringetastic)	7,500	1,843
Performing Arts BC	7,500	2,396
Vancouver Island Symphony	4,000	2,232
Vancouver Island University Foundation	2,500	248
Art Gallery Festival of Banners	5,462	1,103
<b>TOTALS:</b>	<b>\$93,237</b>	<b>\$30,182</b>

The motion carried unanimously.

7. **QUESTION PERIOD:** (No questions.)

8. ADJOURNMENT:

It was moved and seconded at 5:20 p.m. that the meeting adjourn, with the next meeting of the Cultural Committee to be held, if required, on Wednesday, 2012-JAN-04, commencing at 4:15 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



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Eveline O'Rourke, Chair  
Cultural Committee

CERTIFIED CORRECT:



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Bob Kuhn, Manager, Recreation and Culture  
for S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



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Richard Harding, Director  
Parks, Recreation and Culture

**NOTES  
REGULAR CULTURAL COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2012-JAN-04, COMMENCING AT 4:15 P.M.**

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PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Lynda Avis  
Commissioner Shirley Lance  
Ms. Julie Bevan  
Ms. Gerda Hofman  
Ms. Joanne Husband  
Ms. Jeorge McGladrey  
Ms. Kamal Parmar

Regrets: Commissioner Fred Pattje  
Commissioner Diana Johnstone

Staff: S. Samborski R. Tweed, recording  
B. Kuhn

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:20 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 13.(a) - Applications for Cultural Committee membership.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

(a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2011-NOV-02, at 4:18 p.m., in the Conference Room of the Bowen Park Complex.

(b) Notes of the Special Grant Allocations Meeting of the Cultural Committee held Tuesday, 2011-DEC-06, at 4:03 p.m., in the Conference Room of the Bowen Park Complex.

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

5. DELEGATIONS: (None.)

6. CHAIR REPORT:

(a) **Cultural Award Committee – Membership for 2012.**

It was moved and seconded that the terms of Commissioner Johnstone, Commissioner Avis, Joanne Husband, and Julie Bevan, the 2011 Cultural Award Committee Members, be extended to 2012-MAR-31. The motion carried unanimously.

(b) **Art in Public Places Project Committee – Temporary Public Art Membership for 2012.**

It was moved and seconded that the terms of Commissioner Lance, Joanne Husband, Gerda Hofman, the 2011 Temporary Public Art Committee members, be extended to 2012-MAR-31. The motion carried unanimously.

It was moved and seconded that Julie Bevan be appointed as a member of the 2012 Temporary Public Art Committee for a term to 2012-MAR-31. The motion carried unanimously.

It was moved and seconded that the membership of the Temporary Public Art Committee be reviewed on an annual basis. The motion carried unanimously.

(c) **Cultural Forum Project Committee – Membership for 2012.**

It was moved and seconded that the terms of Chair Eveline O'Rourke, George McGladrey, and Julie Bevan, the 2011 Cultural Forum Project Committee members, be extended to 2012-MAR-31. The motion carried unanimously.

7. COMMISSION REPORT:

- (a) Commissioner Avis provided a verbal report on the Parks, Recreation and Culture Commission meeting held on Wednesday, 2011-NOV-23.

It was moved and seconded that the Commission Report presented by Commissioner Avis be received. The motion carried unanimously.

8. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee. Staff advised that the date of the Awards Ceremony has been set for 2012-MAR-29 and that the Port Theatre has been booked for this event.

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

- (b) Art in Public Places Project Committee. (None.)

- (c) Cultural Forum Project Committee. (None.)

9. STAFF REPORTS: (Action.) (None.)

10. STAFF REPORTS: (Information only.)

Staff distributed information with regard to the 2012-APR-11 event, "Cultural Planning for Creative Communities", featuring Gord Hume, to be held at the Vancouver Island Conference Centre.

11. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information) (None.)

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

(a) Application for Cultural Committee Membership.

Staff provided the application form for individuals who wish to serve as "At Large" members of the Cultural Committee. The closing date for receipt of applications is Monday, 2012-MAR-19. Decisions will be made by the Parks, Recreation and Culture Commission at their Inaugural Meeting to be held in April and applicants will be notified following that meeting.

Under the new terms of reference adopted by the Parks, Recreation and Culture Commission; Cultural Committee members are eligible to serve a maximum of two consecutive terms and then must take a leave for a minimum of one term before they would be considered for committee membership. All interested members were invited to put in their application so it would be on file for future consideration.

14. BUSINESS ARISING FROM DELEGATIONS: (None.)

15. UNFINISHED BUSINESS:

(a) Temporary Public Art Piece Donation – Mrs. Lee-Anne Stark, President, and, Mr. Warren Jaques, Secretary, Newcastle Neighbourhood Association (NNA).

(b) Canada Revenue Agency, Charities Directorate, Information Session – Staff to research if CRA would be available to present to Cultural organizations regarding Income Tax matters.

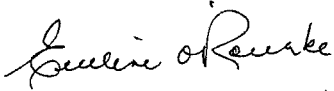
It was moved and seconded that Item 15.(b) be removed from "Unfinished Business". The motion carried unanimously.

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 4:48 p.m. that the meeting adjourn, with the next meeting of the Cultural Committee to be held, if required, on Wednesday, 2012-FEB-01, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



\_\_\_\_\_  
Eveline O'Rourke, Chair  
Cultural Committee

CERTIFIED CORRECT:



\_\_\_\_\_  
B. Kuhn for  
S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



\_\_\_\_\_  
Richard Harding, Director  
Parks, Recreation and Culture

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

**FROM: EVELINE O'ROURKE, CHAIR, CULTURAL COMMITTEE**

**RE: 2012 CULTURAL OPERATING GRANTS.**

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**RECOMMENDATION:**

That the Parks, Recreation and Culture Commission recommend that Council approve the 2012 Cultural Operating Grant recommendations in the total amount of \$175,988 as follows:

<b>2012 CULTURAL OPERATING GRANTS</b>	<b>\$\$\$ REQUESTED</b>	<b>\$\$\$ RECOMMENDED</b>
A Capella Plus Choir Society	2,000	1,400
BC Boys Choir	2,000	1,500
Crimson Coast Dance	18,000	15,000
Centre for the Arts Society	14,500	7,938
Francophone Association	10,000	7,000
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African Heritage Association	5,000	1,000
Arts Alive	3,200	2,300
Arts Council	15,000	10,000
Ballroom Dance Society	1,000	800
Blues Society	10,000	7,000
Chamber Orchestra	4,500	3,000
Concert Band	14,076	6,000
Conservatory of Music	20,000	9,500
Pacific Coast Stage Co.	14,000	4,000
Pacific Institute of Bagpiping	3,500	2,200
TheaterOne	34,000	28,000
Tidesmen	2,500	1,600
Vancouver Island Symphony	85,000	60,000
Western Edge Theatre	14,500	5,500
<b>TOTALS:</b>	<b>\$275,376</b>	<b>\$175,988</b>

**EXECUTIVE SUMMARY:**

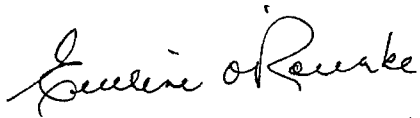
The Cultural Operating Fund was initiated to assist non-profit cultural organizations with a portion of their operating cost the provision of cultural services to the community. The 2012 Parks, Recreation and Culture budget includes funding for this purpose in the amount of \$175,988.00.

BACKGROUND:

All applications for the 2012 Cultural Operating Grants were reviewed by the Cultural Committee based on guidelines approved by the Parks, Recreation and Culture Commission. After detailed review, and interviews with a number of the cultural groups, recommendations were made within the budgeted amount for this function.

At their Special Grant Allocations meeting held on 2011-DEC-30, the Cultural Committee passed a motion recommending that the Parks, Recreation and Culture Commission approve and recommend that Council approve the 2012 Cultural Operating Grants as detailed in this report.

Respectfully submitted,

A handwritten signature in black ink, reading "Eveline O'Rourke". The signature is written in a cursive, flowing style.

Eveline O'Rourke, Chair  
Cultural Committee

2012-JAN-16  
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**REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION**

**FROM: EVELINE O'ROURKE, CHAIR, CULTURAL COMMITTEE**

**RE: 2012 ARTS, CULTURAL AND FESTIVAL EVENTS GRANTS**

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**RECOMMENDATION:**

That the Parks, Recreation and Culture Commission recommend that Council approve the 2012 Arts, Cultural and Festival Events Grant recommendations in the total amount of \$30,182 as follows:

<b>2012 ARTS, CULTURAL AND FESTIVAL EVENTS GRANTS</b>	<b>\$\$\$ REQUESTED</b>	<b>\$\$\$ RECOMMENDED</b>
Canada Day 2012	2,200	1,400
Crimson Coast Dance	4,000	2,200
Friends of Nanaimo Jazz	5,000	1,600
Gallery Row Public Art Committee	1,500	300
Harbour City Jazz Fest	3,000	860
Bel Canto Singers	3,000	530
Francophone- Maple Sugar Festival	12,000	3,000
African Heritage Society	1,500	600
Arts Council	3,000	1,500
Ballroom Dance Society	5,000	2,000
Blues Festival	3,000	1,300
Children's Literature Round Table	2,000	900
Conservatory of Music	1,500	1,000
Empire Days Society	12,000	2,130
Highland Dance Association	1,075	830
Nanaimo Sings	2,500	1,110
Women's Resource Society	4,000	1,100
Pacific Coast Stage Co.(Fringetastic)	7,500	1,843
Performing Arts BC	7,500	2,396
Vancouver Island Symphony	4,000	2,232
Vancouver Island University Foundation	2,500	248
Art Gallery Festival of Banners	5,462	1,103
<b>TOTALS:</b>	<b>\$93,237</b>	<b>\$30,182</b>

**EXECUTIVE SUMMARY:**

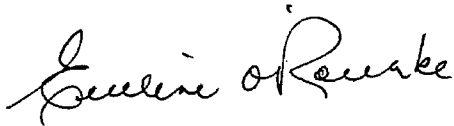
The 2012 Parks, Recreation and Culture budget provides funds to local cultural groups for the purpose of initiating new, or expanding existing, art and cultural events in the City. The Parks, Recreation and Culture Commission advertise for applications requesting support for community cultural events, review the applications and recommend funding distribution. The 2012 Parks, Recreation and Culture budget includes funding for this purpose in the amount of \$30,182.00.

BACKGROUND:

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

At their Special Grant Allocations meeting held on 2011-DEC-06, the Cultural Committee unanimously approved and recommended that the Parks, Recreation and Culture Commission approve and recommend that Council approve the above 2012 Arts, Cultural and Festival Event Grants.

Respectfully submitted,

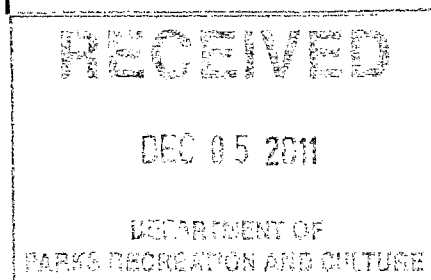
A handwritten signature in cursive script, reading "Eveline O'Rourke".

Eveline O'Rourke, Chair  
Cultural Committee

2012-JAN-16  
File: A2-4 / A2-11 / A3-35-1  
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## MONTHLY ACTIVITY REPORT



November 2011

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	3	International Guitar Night	7:30 PM	Music	406	9
2	5	Nanaimo Tidesmen (matinee)	2:00 PM	Music	422	58
3	5	Nanaimo Tidesmen	7:30 PM	Music	393	58
4	6	Nanaimo Concert Band	2:30 PM	Music	643	58
5	13	Malaspina Choir	2:00 PM	Music	249	96
6	15	Norman Foote	7:00 PM	Family	451	90
7	16	CCCU Client Appreciation Night	7:30 PM	Private Function- Speaker	500	7
8	17	VI Symphony	7:00 PM	Tech/Rehearsal	0	8
9	18	VI Symphony	2:15 PM	Tech/Rehearsal	0	98
10	19	VI Symphony	12:30 PM	Open rehearsal	350	98
11	19	VI Symphony	7:30 PM	Music	719	98
12	20	Buddy Holly Story	7:30 PM	Music	804	19
13	21	Moscow Ballet	7:30 PM	Ballet	598	41
14	22	Classical Coffee Concert	10:30 AM	Music	101	3
15	22	Banff Film Festival	7:00 PM	Film Festival	727	7
16	23	Banff Film Festival	7:00 PM	Film Festival	795	7
17	24	NYC CD Launch	4:00 PM	Private Function- Reception	50	5
18	25	SD 68 Art Changeover	12:30 PM	Artwork changeover	0	8
19	25	Doug & The Slugs	7:30 PM	Music	418	12
20	26	MOVE: The Dance Co.	7:30 PM	Dance	243	59
21	28	Matthew Good	7:30 PM	Music	782	21
22	29	Stuart McLean & Vinyl Café	7:00 PM	Variety	804	13
23	30	Rigging Demo for VIU	10:00 AM	demo backstage	0	8
24	30	Jon Lajoie	8:00 PM	comedy	530	7

**TOTALS**

Number of Events: 24

Estimated Audience Attendance: 9985

Estimated Number of Artists/Crew: 888

Total people through the building: 10873

## Monthly Event Report



	# Events 2007	# Events 2008	# Events 2009	# Events 2010	# Events 2011	# Patrons 2007	# Patrons 2008	# Patrons 2009	# Patrons 2010	# Patrons 2011
Jan	12	22	13	21	17	5,626	5,126	4,191	10,368	5,912
Feb	20	32	18	15	34	8,161	10,911	8,308	5,455	10,271
Mar	18	16	27	23	15	8,305	5,078	9,604	7,808	6,056
Apr	32	20	33	28	25	12,389	7,888	10,137	12,803	11,333
May	29	28	16	23	26	13,851	13,173	6,254	8,917	10,709
Jun	25	29	30	36	28	12,055	12,507	16,465	18,127	17,535
Jul	11	20	2	7	17	4,304	6,908	457	994	2,132
Aug	3	2	2	6	2	701	1,339	85	2,793	334
Sep	20	15	9	18	15	5,934	6,787	2,925	7,726	4,468
Oct	13	26	25	28	18	5,119	8,067	7,794	6,359	6,021
Nov	21	34	30	25	24	9,765	14,306	10,083	10,070	10,873
Dec	14	24	22	22		5,049	9,302	8,516	9,857	

<b>TOTALS</b>	<b>218</b>	<b>268</b>	<b>227</b>	<b>252</b>	<b>221</b>	<b>91,259</b>	<b>101,392</b>	<b>84,819</b>	<b>101,277</b>	<b>85,644</b>
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Comparison of attendance for the same month last year

Comparison of events for the same month last year

8%	decrease
-4%	decrease

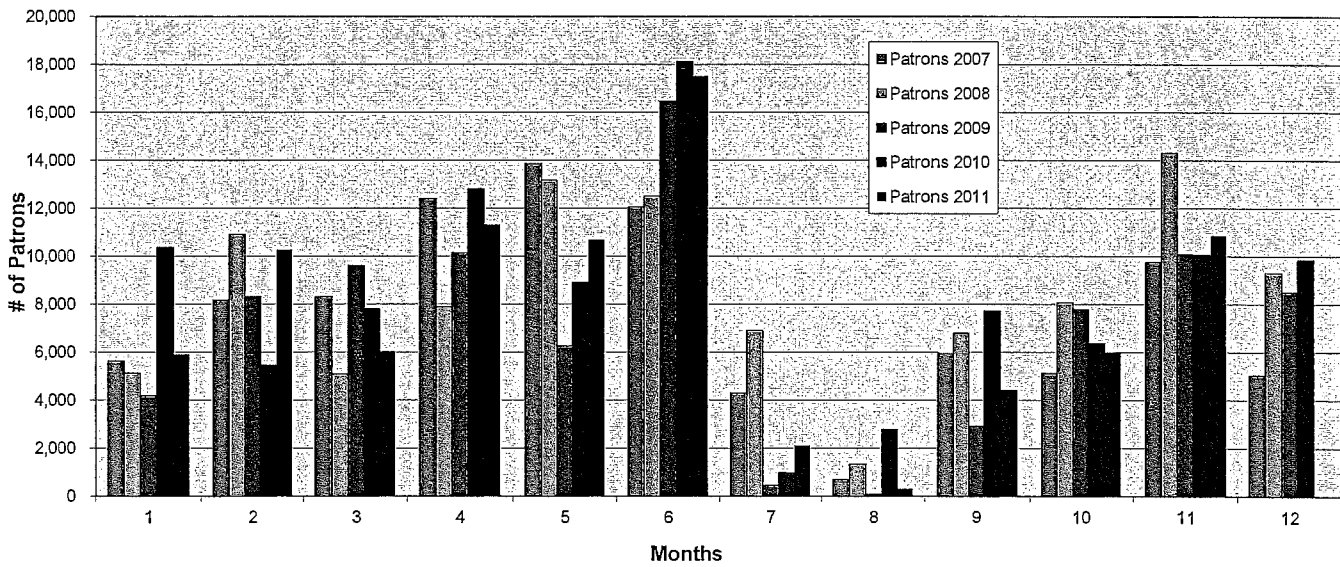
Five year average attendance for same month

Five year average number of events same month

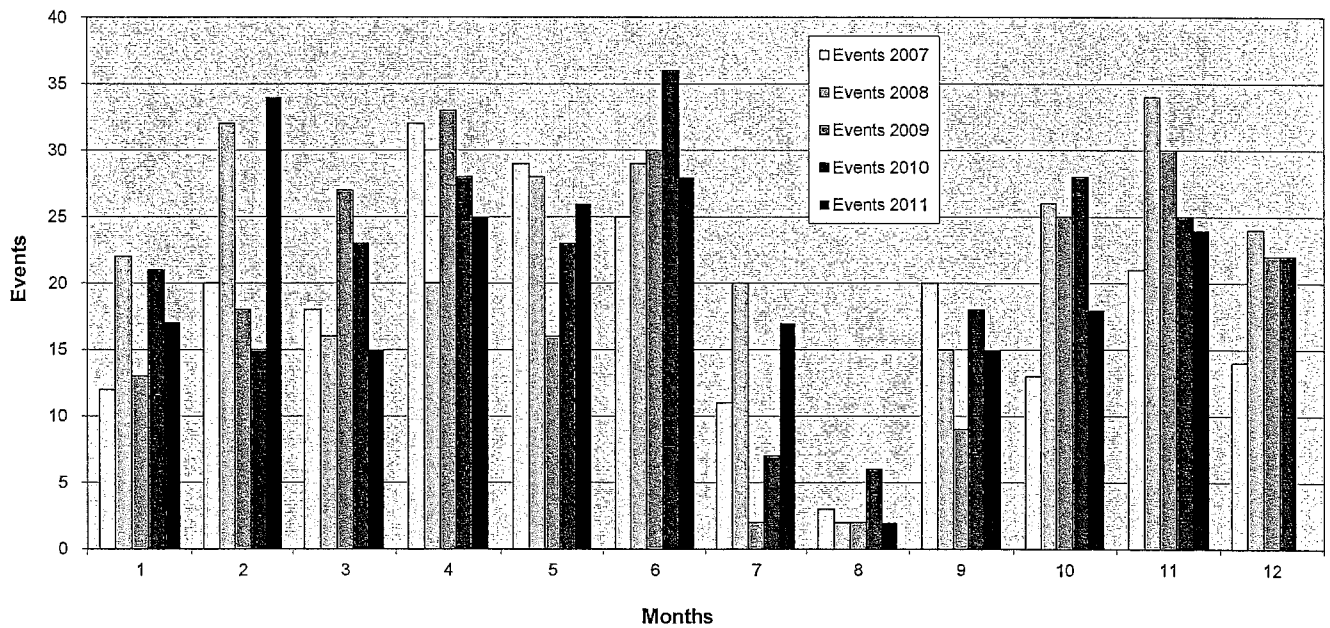
11,019
27



**Patron Attendance Comparison**



**Event Comparison**





## MONTHLY ACTIVITY REPORT

RECEIVED

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DEPARTMENT OF  
PARKS RECREATION AND CULTURE

December 2011

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	2	VI Symphony	12:30 PM	Tech/Rehearsal	0	89
2	3	VI Symphony	7:30 PM	Music	666	89
3	5	School Dist.Art Opening Reception	7:00 PM	Private Function- Reception	100	1
4	7	Shrine Fantasy Show	7:00 PM	Family	374	10
5	8	The Nylons	7:30 PM	Music	534	29
6	10	University Women's Club	1:00 PM	Private Function- Reception	40	1
7	10	Winter Harp	3:30 PM	Music	525	9
8	10	Winter Harp	7:30 PM	Music	482	9
9	11	Xmas Eve In Scotland (Brigadoon)	2:30 PM	Dance	485	153
10	12	Xmas with The Rat Pack	7:30 PM	Music	432	16
11	15	Tempo Dance- Charlie Brown	3:30 PM	Rehearsal	0	59
12	16	Tempo Dance (Schools' Perform.)	9:30 AM	Dance	709	59
13	16	Tempo Dance- Charlie Brown	7:30 PM	Dance	305	59
14	19	Canadian Country Xmas	7:30 PM	Music	291	14
15	24	Wedding & Reception	10:30 AM	Private Function	100	7
16						
17						
18						
19						
20						
21						
22						
23						
24						

TOTALS

Number of Events: 24

Estimated Audience Attendance: 5043

Estimated Number of Artists/Crew: 604

Total people through the building: 5647

## Monthly Event Report



	# Events 2007	# Events 2008	# Events 2009	# Events 2010	# Events 2011	# Patrons 2007	# Patrons 2008	# Patrons 2009	# Patrons 2010	# Patrons 2011
Jan	12	22	13	21	17	5,626	5,126	4,191	10,368	5,912
Feb	20	32	18	15	34	8,161	10,911	8,308	5,455	10,271
Mar	18	16	27	23	15	8,305	5,078	9,604	7,808	6,056
Apr	32	20	33	28	25	12,389	7,888	10,137	12,803	11,333
May	29	28	16	23	26	13,851	13,173	6,254	8,917	10,709
Jun	25	29	30	36	28	12,055	12,507	16,465	18,127	17,535
Jul	11	20	2	7	17	4,304	6,908	457	994	2,132
Aug	3	2	2	6	2	701	1,339	85	2,793	334
Sep	20	15	9	18	15	5,934	6,787	2,925	7,726	4,468
Oct	13	26	25	28	18	5,119	8,067	7,794	6,359	6,021
Nov	21	34	30	25	24	9,765	14,306	10,083	10,070	10,873
Dec	14	24	22	22	24	5,049	9,302	8,516	9,857	5,647
<b>TOTALS</b>	<b>218</b>	<b>268</b>	<b>227</b>	<b>252</b>	<b>245</b>	<b>91,259</b>	<b>101,392</b>	<b>84,819</b>	<b>101,277</b>	<b>91,291</b>

Comparison of attendance for the same month last year

Comparison of events for the same month last year

-43%	decrease
9%	decrease

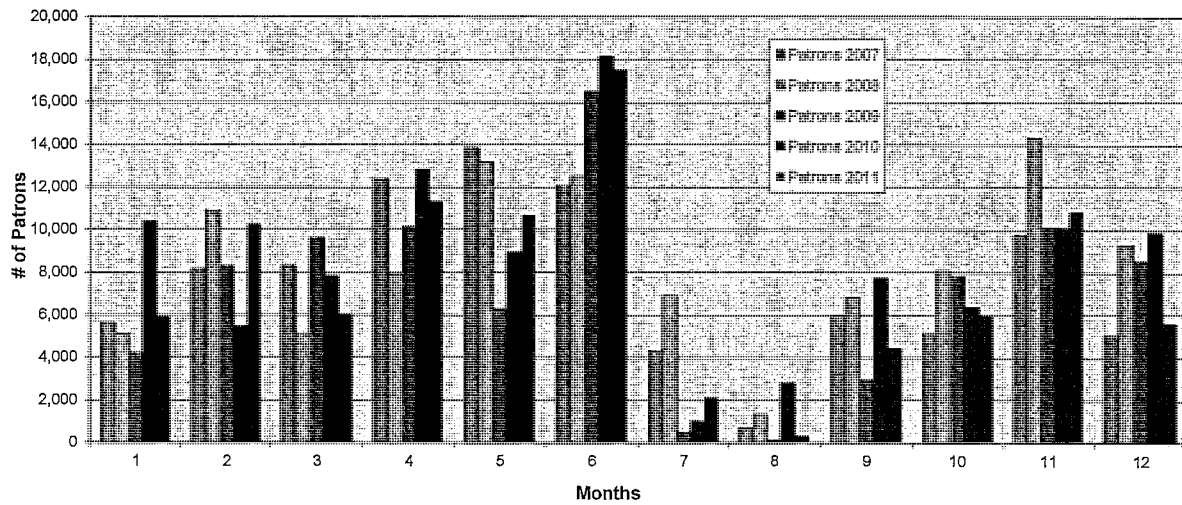
Five year average attendance for same month

Five year average number of events same month

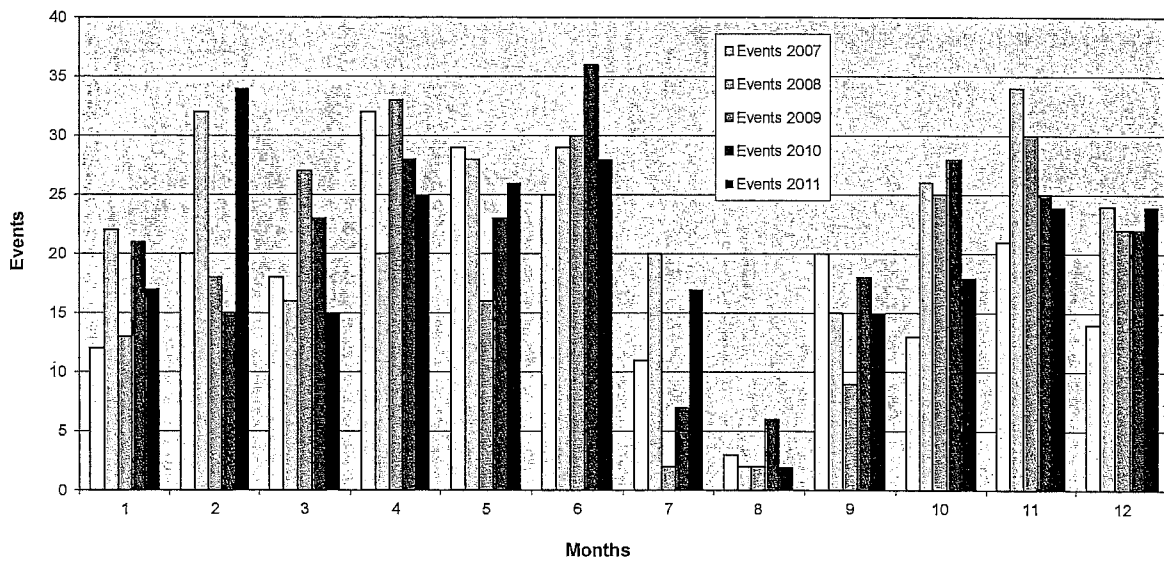
7,674
21



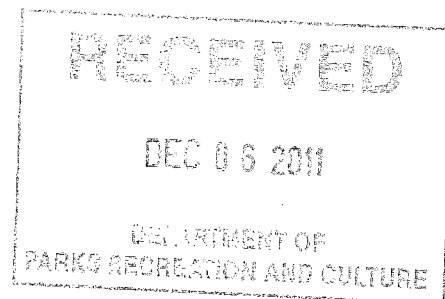
**Patron Attendance Comparison**



**Event Comparison**







## ACTIVITY REPORT

November 1, 2011 to November 30, 2011

*Submitted by Ed Poli, Gallery Manager*

**The Campus Gallery** (900 Fifth Street) presented:

- **Huxian Collection** - from August 25, 2011 to November 5, 2011 - This exhibition of work from the Gallery's permanent collection features gouache watercolours on paper by various Chinese artists. In 1984 the Nanaimo Art Gallery, in cooperation with the Huxian Cultural Bureau organized a traveling exhibition of 76 paintings from the Huxian region of China titled "Visions of Rural China". Fourteen of the paintings from the exhibition are now part of the Gallery's permanent collection.
- **Waterscapes Migration along the Vancouver Island, Fraser and Yangzi Rivers** – from September 9, 2011 to January 7, 2012 - a mixed-media installation by well known multi-media artist Gu Xiong. The goal of the project is to integrate community-engaged visual arts production with theoretical and ethnographic research on migration in order to ignite discussion amongst migrant communities and rethink the spaces of contemporary global flows. In particular, the exhibition includes images from Victoria's Chinatown, Harling Point Chinese Cemetery, Victoria Chinese Public School, Nanaimo's China Steps, Nanaimo Chinese Cemetery, and Cumberland's Chinatown. It focus' on the role of waterways (oceans, lakes, rivers) in shaping migration flows along Vancouver Island, the Fraser River of Canada, and the Yangzi River of China.
- **Structural Connections** – from November 10, 2011 to December 10, 2011 – An exhibition showcasing the work of VIU Visual Arts Students.
- **Art Education** – The Gallery presented various educational workshops and gallery tours.

**Campus Gallery Attendance: 434**

**The Downtown Gallery** (150 Commercial Street) presented:

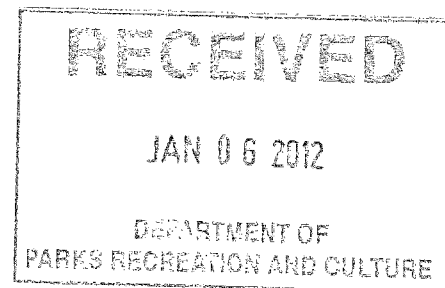
- **Art Sales and Rental Showcase** – An ongoing showcase of works by local artists who are part of the Gallery's Art Sales and Rental Program.
- **What's with the Wren** – from November 3, 2011 to December 1, 2011 – The latest in the "What's with the \_\_\_\_\_?" exhibition series organized by artist Lee Stead, this exhibition presented new works created by 15 Nanaimo area artists incorporating the same 5 unrelated objects.
- **Artrageous Saturdays** – The Gallery presented four *Artrageous Saturdays* art workshops for children.
- The Gallery space was used by a number of organizations and community groups and for various community events.

**Downtown Gallery Attendance: 1141**

**Total Attendance: 1575**



m1-2



## ACTIVITY REPORT

December 1, 2011 to December 31, 2011  
Submitted by *Ed Poli, Gallery Manager*

**The Campus Gallery** (VIU Campus – 900 Fifth Street) presented:

- **Waterscapes - Migration along the Vancouver Island, Fraser and Yangzi Rivers** – from September 9, 2011 to January 7, 2012 - a mixed-media installation by well known multi-media artist Gu Xiong. The goal of the project is to integrate community-engaged visual arts production with theoretical and ethnographic research on migration in order to ignite discussion amongst migrant communities and rethink the spaces of contemporary global flows. In particular, the exhibition includes images from Victoria Chinatown, Harling Point Chinese Cemetery, Victoria Chinese Public School, Nanaimo China Steps, Nanaimo Chinese Cemetery, and Cumberland Chinatown. It focus on the role of waterways (oceans, lakes, rivers) in shaping migration flows along Vancouver Island, the Fraser River of Canada, and the Yangzi River of China.
- **Structural Connections** – from November 10, 2011 to December 10, 2011 – an exhibition showcasing the work of VIU Visual Arts Students.
- **Art Education** – The Gallery presented various educational workshops and gallery tours.

**Campus Gallery Attendance** **224**

**The Downtown Gallery** (150 Commercial Street) presented:

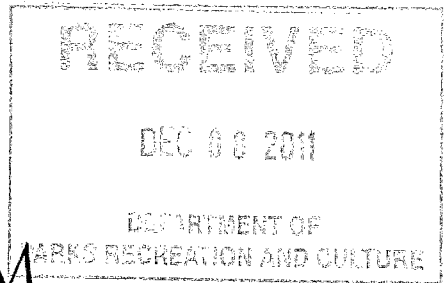
- **Art Sales and Rental Showcase** – An ongoing showcase of works by local artists who are part of the Gallery's Art Sales and Rental program.
- **Winter Art Mart** – December 2, 3 & 4, 2011 – a showcase and sale of work by local artists and artisans.
- **Alegria** – from December 8, 2011 to January 7, 2012 – an exhibition of new work by artists Jan Smart and Gerda Hofman.
- **Artrageous Saturdays** – The Gallery presented three *Artrageous Saturdays* art workshops for children.
- The Gallery participated in the Annual Art Walk on December 3 & 4, 2011, and hosted a number of the participating artists.
- The Gallery space was used by a number of organizations and community groups and for various community events.
- 

**Downtown Gallery Attendance** **1935**

**Total Attendance:** **2159**



# NANAIMO MUSEUM



## Report to Parks Recreation and Culture Commission November/December 2011

*Submitted Dec 8, 2011 by Debbie Trueman*

### Administration/Revenue:

- Numbers/Revenue – projected to year end visitor numbers (including shop, events and programs) continue to increase now up almost 30% from 2010. Year to date comparison has gift shop sales up almost 50%, venue rental (net) 27% and program revenue over 70%. Reasons for the increase include now being open six days a week in the winter, Serious Coffee customers, and steadily increasing traffic downtown and in December-Santa's Workshop. Program revenue is up due to increase in charges and some new programs being offered.
- The partnership with Downtown Business Improvement Association has been great! Our December numbers will be way up over last year. It has been fun watching kids and Santa.
- BC Arts Council – This application was submitted, we should hear in January.
- With less than two months to go in our year, revenues are above budget as planned in anticipation of a gaming reduction next year.

### Exhibit Programming:

- Permanent Exhibit Development – Step 1 involves space reorganization in the gallery including an update to the oldest section of the permanent gallery, the Harbour, to make way for the last major addition of the gallery looking at Retail, downtown and service development. Current stage is moving the Schoolroom.
- 2012 exhibits include a bird watching/bird exhibit from the Museum of Nature in Ottawa, the Snoopy/Nasa Moon Landing exhibit and a community driven textile art exhibit.
- We will be doing a fabric/textile art and a toy exhibit next fall.
- We are currently booking and planning feature exhibits for 2013.

### Programs and Events:

- Venue Rental – included Tourism Tuesday (the final one), Young Professionals of Nanaimo events, VIHA training sessions, a book launch, Tiger Lily Event/Crimson Coast fundraiser.

- Ivan Sayers presented two more sold out workshops for the Belle Epoch exhibit.
- School programming – the K/1 Christmas program is up and running and completely booked. We are looking at ways to expand access next year by adding stations and volunteers to be able to accommodate two classes at once. We have had to turn classes away this year.
- Brownie Sleepover – was again very successful!
- Princess Royal Day – took place at the Bastion with lunch at museum.
- Family Christmas is 2011-DEC-10 together with Santa! Should be a big day this year.

#### **Community Partnerships:**

- Military Museum/Old Space - We have worked out separate security arrangements for sharing that space - I hope it works in practice as well as theory! I have met with Roger and Brian to assist with grant planning as well.
- Toured Executive from the former Costume Museum in Vancouver as they are looking at new space.
- BC Museum Association – is having a one day session in Vancouver on 2011-DEC—09, with a plenary session on working with municipalities and I am on the panel. I will be giving glowing reports about working with my municipal government!
- Met with volunteers from the Ladysmith museum hoping to develop a museum.
- Black History Society – I continue to work with this group for a February exhibit again this year.
- New partnerships with several people and groups in the community are forming around planning for the Bird/Bird Watching exhibit from the Canadian Museum of Nature opening in February.

**Favourite Comment:** *Jennifer (19-45) from Nanaimo – “So much fun! Great for kids.”*



# NANAIMO MUSEUM

**Report to Parks Recreation and Culture Commission**

**December 2011 / January 2012**

*Submitted January 13, 2012 by Debbie Trueman*

RECEIVED

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DEPARTMENT OF  
PARKS RECREATION AND CULTURE

## Administration/Revenue:

- Numbers/Revenue – actual yearend visitor numbers (including our own and rental events and programs) up 40% from 2010 (not including Bastion numbers). Yearend gift shop, programs and venue rental sales are up 37% over 2010. I am looking for new suppliers for the shop to continue to grow revenue as part of our initiative to increase earned revenue to cover projected bingo shortfalls.
- BC Arts Council – This application was submitted, no word yet.
- Gaming – application deadline is 2012-MAY-31; submission will be in March when we have audited statements ready. We are still anticipating and budgeting for a 50% cut.
- Yearend – is in progress. We are projecting a larger than planned surplus due to the delay of construction (due to required remodelling of schoolroom and harbour) on retail section. The surplus will be designated to this project.

## Exhibit Programming:

- Permanent Exhibit Development – space reorganization in the gallery is complete. Exhibit design for the last major addition of the gallery looking at Retail, downtown and service development is in progress with construction to begin late spring.
- 2012 first feature exhibit from the Museum of Nature in Ottawa.
- We are currently booking and planning feature exhibits for 2013 and 2014 which include a large feature exhibit from the Canadian Museum of Civilization Expedition: Arctic which looks at the triumphs and tragedies of the Canadian Arctic Expedition of 1913-18. It includes over 85 outstanding artifacts including many on display for the first time.

## Programs and Events:

- Venue Rental – was much quieter in December/January and included Nanaimo Executives Association, NDP event, and booking for regular meetings of the MS society and a six-week Elder College course.
- School programming – the K/1 Christmas program is up and running and completely booked. We are looking at ways to expand access next year by adding stations and volunteers to be able to accommodate two classes at once. We have had to turn classes away this year.
- Family Christmas was December 10th together with Santa resulted in a Visitor day!
- The partnership with Downtown Business Improvement Association has been great! We have already met to discuss next year's collaboration.
- In December, admission to the gallery was by donation to the food bank and we collected \$1192 and several bags of food.

### **Community Partnerships:**

- We are playing a small role in assisting the VIU/Snuneymuxw FN collaborative Douglas treaty conference in May.
- Military Museum / Old Space - new security systems division is in place and we continue to work together to share the building.
- Black History Society – I continue to try work with this group for a February exhibit again this year.
- New partnerships with several people and groups in the community are forming around planning for the Bird/Bird Watching exhibit from the Canadian Museum of Nature opening in February to put together some school and family programming.
- Fall Exhibit – we are collaborating with a local textile artist and with textile experts among our “Team Textile” volunteers for a fabric art exhibit for this fall.

### **Recent Comments:**

From a Squamish first time visitor: *“it was wonderful to have a fun, interactive and affordable place to spend time with the kids, especially the Christmas crafts and games. Thank you!”*

From Cam Rese (?) (under 12 and exact spelling) Nanaimo: *“thank you for giving us the coins for the coins to make us watch the cole mine video. THIS IS THE Best Meuseam ever.”*



NANAIMO MUSEUM

January 2012

# timelines

MAKE A DISCOVERY AT THE NANAIMO MUSEUM

## New Feature Exhibit - Our Feathered Friends - Feb 3 to May 21



Photo: Anna's Hummingbird by Ralph Hocken

### A travelling exhibit from the Canadian Museum of Nature

On a recent December Saturday afternoon I was working in the backyard and heard a buzzing sound. I'd already seen one large insect buzz by but, this was louder and more persistent. Hovering above me was a forlorn Anna's hummingbird. "What are you doing here?" I asked. I always thought these small birds holed-up in a protected area when it was near freezing. Perhaps I was too hasty in packing away the feeder for the winter.

Bird watching is growing as a popular outdoor and indoor sport. More than 400 species of birds have been identified in BC, more than any other province in Canada. Have you thought about what, beyond having feathers and eating seed, makes a bird a bird? Answering these questions and many more is an integral part of *Our Feathered Friends*, a travelling exhibition from Ottawa's Canadian Museum of Nature.

Whether you are an indoor or outdoor birdwatcher you will find something of interest in this travelling exhibit.

Using photos, specimens and video, the exhibit explains what makes birds special, how they soar and glide and how to identify them. Come along to the workshops and demonstrations, try your hand at the oriental art of Origami and even learn to prepare a meal for your favourite backyard bird. Novice birders, the primary audience for the exhibit, will learn about what makes birds special, how they soar and glide and how to identify them.

You, too, can soar to great heights as a birdwatcher by visiting *Our Feathered Friends* at the Nanaimo Museum. The exhibition 'takes flight' at the Nanaimo Museum, from February 3 to May 21, 2012 and is suitable for all ages.

**Public Programming:** See the website for full details or contact Aimee Greenaway at 250.753.1821:

- Our Feathered Friends Photography Contest (submit your photos between Feb 3 and May 1)
- Urban Bird Tours \$15/person (Feb 11, Mar 10, Apr 14, May 12 from 1:00 pm - 2:30 pm). Pre-registration and payment required.
- Birding and nature photography presentations
- Ecology programs for elementary school students

**Member Exhibit Opening:** Nanaimo Museum members are invited to join us on Thursday, February 2, 2012 from 5:30 pm to 7:00 pm for the opening of *Our Feathered Friends*.

This exhibit is sponsored by :



**THE BACKYARD Wildbird & Nature Store**  
6314 Metral Dr., Nanaimo, B.C. V9T 2L8 250-390-3669

## Gift Shop Feature



### Refined - Furniture and Accessories with a Past

Sarah J. Clark is enlivened by beauty, function and simplicity in her everyday surroundings. When she sees a piece of furniture that has been neglected or is simply worn out, Sarah sees the "good bones" of the piece and imagines a new life for it. Whether it's a box, table or chair, every piece has a story and all are "furniture and accessories with a past." Sarah enjoys bringing old and neglected pieces back to life so they can be treasured and functional objects once again.

When she's not looking for new treasures, refining furniture or working with clients, Sarah also draws mandalas, sacred circles that she offers in meditation card decks. ■

## Review of Christmas

Many visitors chose to take part in our Old Fashioned Family Christmas Celebration with children galore making crafts and toys. Arvon was on hand with her friends to lead the children and their families in singing Christmas carols.

Two intermediate classes from Rutherford Elementary participated in a First Nations and Coal Mining program in November and this is what they had to say: "Thank you for an educational, fun and affordable day!"

Everyone thoroughly enjoyed Santa this year when the DNBIA used our museum lobby for his visit. One mom was heard to say that he was the best Santa in town. They also provided the horse drawn trolley rides. A photographer was on hand and many families had their photos taken, and included their pets in the fun too. ■

## Sewing Circle



*Photo: Merle Proteau and Margaret Henderson*

### Museum Hosts National Stitch-In Public Day

The Japanese tourists were intrigued, they stopped to smile as they examined the hand embroidery displayed in the museum lobby. It was National Stitch-In Public Day, September 27th and three museum textile volunteers along with members of the Island Stitchery Guild were enjoying a day of hand work.

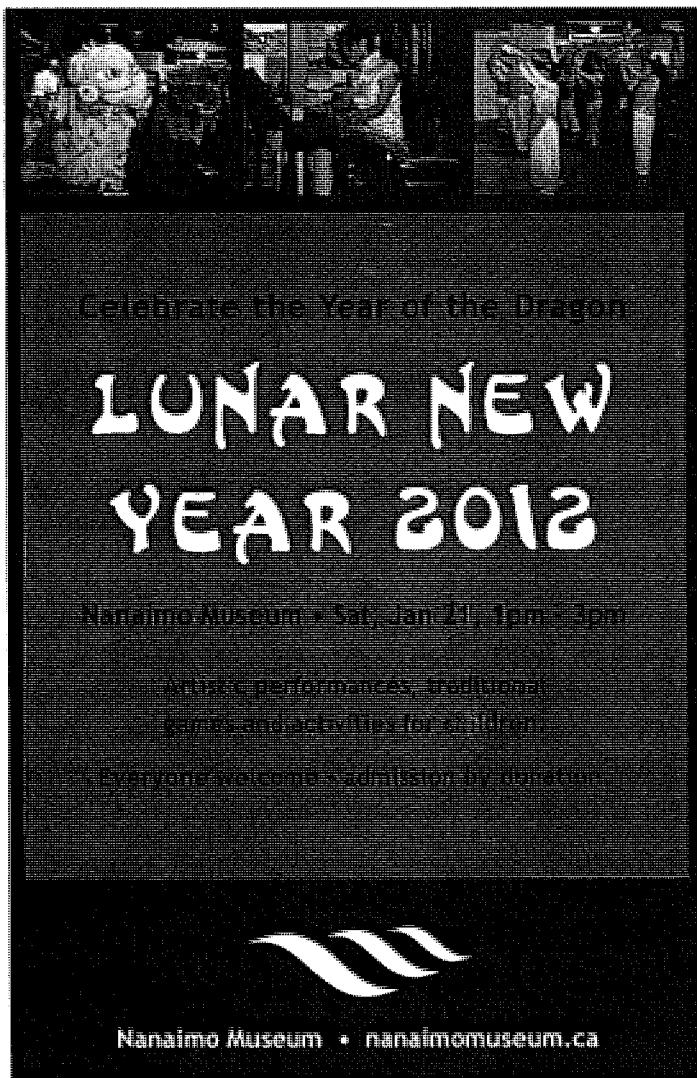
Margaret, Merle and Roberta, along with Brenda and José, are members of the Island Stitchery Guild. They worked on their various projects, with pulled work, canvas work, cross stitch and Hardanger stitching on display.

José, Nicola and Brenda, volunteer in the museum's textile department. They demonstrated restoration techniques where the maxim of "do nothing that is irreversible" is the over-riding principle. The goal is always to protect the piece and perhaps allow it to be strong enough to be displayed. Fine net, held in place with tiny silk stitches, is used to stabilize weak areas of a garment. José and Nicola were working on a beautiful dress bedazzled with beads. The gauze fabric had torn in many places but by the time the day was over they had a plan and the dress was basted back into one piece, ready to be stitched.

It was fun to see the pieces progress stitch by stitch. National Stitch-In Public Day was a great success. It is gratifying to know that hand stitching is not a lost art as there are still people in our community who enjoy stitching and they are eager to learn more every day. I am sure the Japanese ladies agree. ■



# Lunar New Year at the Nanaimo Museum



## Come and Celebrate the Year of the Dragon

In the year of the Dragon, Lunar New Year Celebrations will take place at the Nanaimo Museum, with the Nanaimo Chinese Cultural Society and the Central Vancouver Island Multicultural Society, on Saturday, January 21, 2012 from 1:00 to 3:00 pm.

Celebrations for this annual event, now in its 20th year, feature the stunning Chinese Lion Dance at 1:10 pm and 2:50 pm, as well as Chinese dancers and musicians and cultural games. There will be ongoing activities including: calligraphy, with your name written in Chinese characters; Mahjong, a traditional Chinese game; children's activities (paper cutting), and refreshments of Chinese tea and fortune cookies. Everyone welcome - admission is by donation.

The Lunar New Year is traditionally a family time. For Chinese families, the New Year lasts for 15 days starting with the second New Moon after the winter solstice. As part of the celebrations a religious ceremony is given in honour of Heaven and Earth, the gods of the household and the family ancestors. The Chinese community invites everyone to join in the celebrations.

The Lunar calendar has a cycle of about 29.5 days and they insert an extra month in once every few years (seven years out of a cycle of 19). This is why the Chinese New Year falls on a different date each year.

The Dragon is the mightiest of the signs in the Chinese Zodiac. Dragons symbolize such character traits as dominance and ambition. Dragons prefer to live by their own rules and if left on their own, are usually successful. They are driven, unafraid of challenges, and willing to take risks. They are passionate in all they do and they do things in grand fashion.

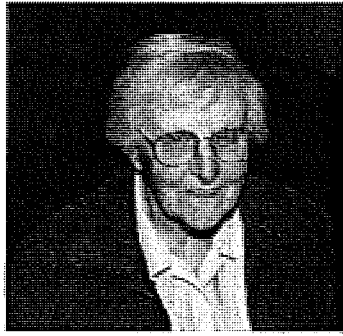
While Dragons frequently help others, rarely will they ask for help. Others are attracted to Dragons, especially their colorful personalities, but deep down, Dragons prefer to be alone. Perhaps that is because they are most successful when working alone. Dragons have tempers that can flare fast! ■



## Volunteer Feature



*Above: José Hope*



*Above: Barb Cowling*

### José Hope

Born in Amsterdam, José immigrated to Canada in 1957 with her parents and settled in Victoria. Her father started a business as a painter and decorator. After high school, José became a hairdresser. José developed her interest in crafts of all sorts in the 1970s, especially as her children were involved in Brownies and Guides. In the 1980s, she taught herself Petit-Point and quickly progressed to completing her first linen embroidery kit on 32 count linen with single strand floss.

While completing the intensive Embroidery Association Teacher Certification Program, José was required to research a museum or private collection. She had learned about the museum's collection earlier when Pamela Mar spoke to the Island Stitchery Guild about embroidery. Through José, the museum has developed a better understanding and appreciation of its diverse embroidery collection. As she enjoyed the comradeship of the staff and volunteers and learning about textile conservation, exhibits and Nanaimo's history, she signed-up as a volunteer. In addition to working with Team Textile, José has also enjoyed being a school program docent. José and her husband Bill have two children and four grandchildren.

### Life member Barb Cowling

We value our volunteers enormously and are always sad to lose them. Barb Cowling passed away in December, and we wish to honour her memory.

She was with us at the museum as a Front Desk volunteer from 1990 to 2005, when she was 94 years old. A teacher at Chase River School, Barb was always curious to learn about current events and she had a wonderful sense of humour. This was part of why people loved being around her; she was the perfect grandma. ■

## Thank You

Nanaimo Museum has such amazing community partners. Their help has been invaluable to us and we wish to extend our sincere thanks to them all for the support they give us.

**Ivan Sayers:** The success of the recent lectures by fashion historian Ivan Sayers proves that fashion has no boundaries. It drew an audience from several communities on the island as well as the Lower Mainland.

**Nanaimo Astronomy Society:** The Nanaimo Astronomy Society joined us for the Wonders of the Universe event in October, in our main lobby and program room. We had visitors of all ages for a day of fun and learning.

**The Kiwanis Sunrisers:** The Kiwanis Sunrisers very kindly gave us a donation of \$500, which will be put towards our educational programming.

**Our Volunteers:** The Nanaimo Museum Program and Volunteer Coordinator, Aimee Greenaway, sends her thanks all the Christmas program volunteers for their work 'above and beyond' the call of duty. She also thanks the Front Desk volunteers, Becka MacDonald, Jo Walker, and Sharon Brown who expanded their role and delivered the "Yesteryear Christmas".

**Downtown Nanaimo Business Improvement Association:** The DNBIA brought their Santa's Workshop to our lobby and with them came much cheer and many youngsters.

**Nanaimo Community:** We also wish to say a big thank you to the Nanaimo Community for their donations when they attended our events and visited the gallery in December. The total money raised was \$1,192, and this was given to the Food Bank.

**\$1,000 Level Adopted Artifacts:** We extend our thanks to Tara Keeping who has adopted the Dance Shoes and to Pamela Mar for adopting the Dance Dress. ■



*\$1,000 Level Adopted Artifacts: Dance Dress and Dance Shoes*

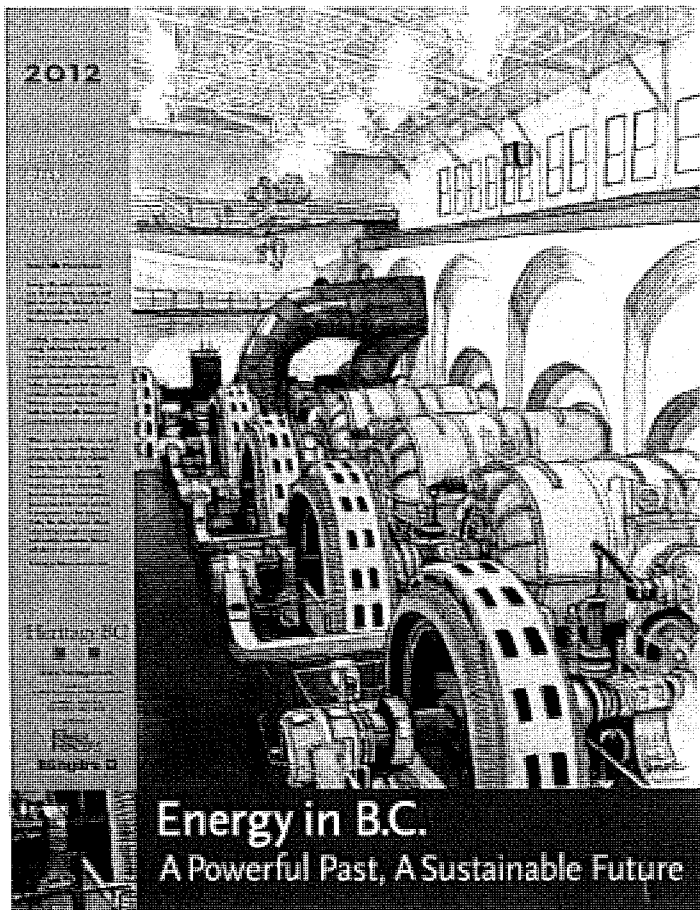
## Heritage Week - Feb 20 to 26

Heritage Week will be celebrated across Canada from February 20 to 26, 2012. This year's theme is Energy in BC- A Powerful past, A Sustainable Future.

Join us in celebrating Heritage Week. We are hosting a Heritage Summit, holding our Literary Luminaries event and offering you a look at our revamped School Room and Harbour exhibits.

The revamped exhibits will be open and ready for your viewing. As a museum we are constantly reviewing our exhibits and collections in order to present our stories with fresh eyes.

The Heritage Summit is an annual event hosted by the City's Heritage Commission in order to heighten heritage awareness in the community. It is also an opportunity for us to network with other local organizations interested in heritage issues. The event will be held Wednesday, February 22, from 7:00 pm to 9:00 pm in the Museum. The event is open to the public and anyone who is interested is welcome to attend. Details about the feature presentation and round table discussion will be available on our website nearer the date. ■



## Literary Luminaries



Photo: Author Lyn Hancock at Literary Luminaries 2011

We are celebrating our 'Literary Luminaries' this year at Nanaimo Museum, with nine local authors who will talk about their work on Saturday February 25, 2012. The presentations are from 10:00 am until 1:00 pm and light refreshments will be available. The museum will open at 9:40 am to allow visitors a chance to be seated before the event starts.

Our nine authors are: Richard Mackie, Marion Woodson, Naomi Wakan, Tom Roulstone, Kenn Joubert, Tom Paterson, Valerie Alia, Mary Ann Moore and Martyn Kinsella-Jones.

Their wide ranging topics include books about the history of Nanaimo and Vancouver Island, poetry, historical fiction for adults and children, science fiction and aboriginal culture. The presentations will take place in the museum's program room. The authors will be available at their tables in the museum's gallery, throughout the event, to sign books and answer questions. Specific times for the authors to speak will be available on our website.

Additional authors will have a table at the event and will be available to sign books. Please check our website for the most up-to-date list of authors.

### News Flash - Book Launch - March 31

Jan Peterson has a new book *Kilts on the Coast* which will be available in late February. The book launch will be held on March 31, 2012 here at Nanaimo Museum, from 1:00 pm to 4:00 pm. Jan will speak about her book and sign copies. ■

## Nanaimo Bastion



### Bastion opens May 21 to Sept 3

Bring your family, friends and visitors to the Bastion for a unique look into Nanaimo's colourful past. The Bastion is open to the public from Victoria Day (Monday, May 21) to Labour Day (Monday, September 3) from 10:00 am to 3:00 pm. A heritage interpreter, in period costume, is on site to answer questions and provide tourist information. Admission is by donation.

**Daily Noon Cannon Firing:** Along with three floors of exhibits, costumes, and photographs, the Bastion is well known for its exciting cannon firing ceremony which takes place at noon from Victoria Day (Monday, May 21) to Labour Day (Monday, September 3). ■

## Snoopy Exhibit

### To the Moon: Snoopy Soars with NASA

Our first international travelling exhibit arrives from the Charles M. Schulz Museum in Santa Rosa, CA and will be on from June to September 2012. The exhibit celebrates the role of Snoopy and Charlie Brown in NASA's Manned Flight Program beginning with the Apollo 10 mission. It was the practice run for the lunar landing in July 1969. ■

## Adopt an Artifact

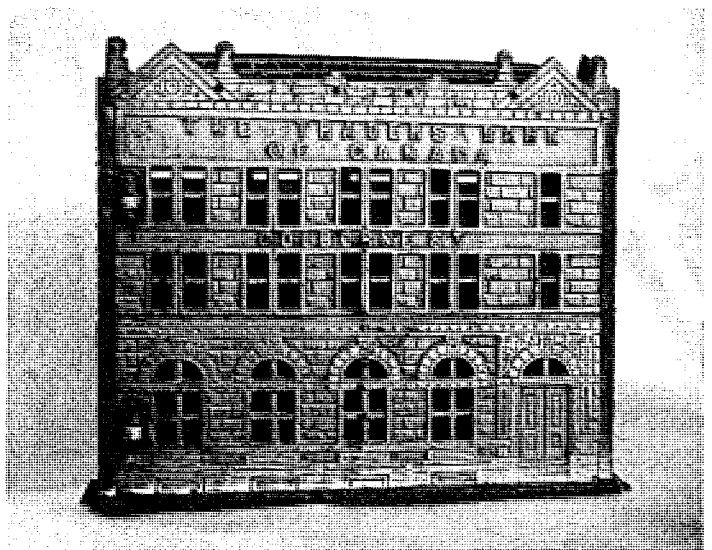
The Trader's Bank Building, one of the early skyscrapers in Toronto, is one of North America's few surviving skyscrapers from the early 20th century. Construction began in 1905 at 67 Yonge Street and the building stands at 15 storeys (198 feet). It was the tallest building in Toronto and the British Commonwealth until the CPR Building was completed in 1913.

The building was innovative in its leasing arrangements. It was the first major Toronto building to introduce the New York system of leasing by the square foot. The building was completed by early December 1906.

The building's height was controversial at the time. Many of the city's intellectuals and architects expressed dismay at the prospect of skyscrapers. It would overload the property values and shade the streets, trapping the disease-causing miasma that still lurked in the public imagination. The Toronto Globe complained that "in the next ten or fifteen years...the chief retail thoroughfare will then look like a Colorado canyon".

Our cast metal bank artifact was developed by an inspector at Toronto's Trader's Bank and was modeled on the architecture of the bank's head office. It was distributed to savers who inserted coins in the appropriate slots. The bank's rural savers were encouraged to deposit spare coins in slots that could be designated for specific purposes. From time to time, the bank would be unlocked and emptied by a bank employee and the money deposited to the saver's account.

This artifact is available for adoption at the \$1,000 level. Please contact Debbie Trueman at 250.753.1821 if you are interested. ■



*Photo: Adopt an Artifact - Metal Trader's Bank Building Replica*

## Annual General Meeting

As a Museum Member, we invite you to join us for the Nanaimo Museum's 44th Annual General Meeting.

**Date:** Tuesday, March 13, 2012

**Time:** 7:00 pm to 8:30 pm

**Location:** Nanaimo Museum, 100 Museum Way

**Phone:** 250.753.1821 for more information. ■

## Message from Debbie Trueman

### 2012 Overview from our General Manager

Nanaimo Museum is constantly evolving. We may hold relics of the past but we are forward looking. As such we have undertaken the project to update the Harbour Exhibit, by giving it a makeover. The space is being reorganized for the last major addition to the gallery. The construction for this will take place this year, looking at the Downtown Retail Hub and Service Story.

We also have a family exhibit for this summer. It is a little different than our usual exhibit but we know it will be fun. *To the Moon: Snoopy Soars with NASA* is the title and for those of you with long memories the images of the cartoons, books and television shows are still fresh.

The museum has grown so much in all areas since we moved to this wonderful new space, and we want to see this trend continue. We are now working on a living strategic plan to take the museum to the next level and prepare for a major staff turnover in the next few years. Thank you to the community for their wonderful support of our programming, shop and venue rental. Thank you to our volunteers for all they do to accommodate our growing numbers.

Our new neighbours are already moving into their space. The Military Museum is taking over the top floor of our previous home and we are looking forward to collaborating with them on joint projects and programming. ■

## Join the Museum Family

The generosity of our member base supports nearly every part of the museum's growth and development and demonstrates community support, a vital component of every funding application.

**Give the gift of membership:** A membership to the Nanaimo Museum makes a wonderful gift for friends, employees, clients, colleagues and family. Your gift is sent with a letter and a full benefit packet, announcing your gift of membership. As a member of the Nanaimo Museum you receive the following great benefits:

- Free admission to the museum and the Bastion
- 15% off Gift Shop purchases and event discounts (exception: books and sale items)
- Quarterly newsletters
- Voting rights at Annual General Meeting
- Invitations to special events ■

### Nanaimo Museum Membership Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

- Individual (\$12)
- Student/Senior (\$8)
- Family/Business (\$30)

Form and payment can be completed by phone, on our website ([nanaimomuseum.ca](http://nanaimomuseum.ca)), in person, or mailed to: 100 Museum Way, Nanaimo, V9R 5J8.



# Museum Happenings at a Glance

## LUNAR NEW YEAR CELEBRATION

**Saturday, January 21, 1:00 pm - 3:00 pm.** See page 3 for more information.

## OUR FEATHERED FRIENDS - NEW FEATURE EXHIBIT

**Monday to Saturday, February 3 to May 21, 10:00 am - 5:00 pm.**

See page 1 for more information on the exhibit and public programming.

## HERITAGE SUMMIT

**Wednesday, February 22, 7:00 pm - 9:00 pm.** See page 5 for more information.

## LITERARY LUMINARIES

**Saturday, February 25, 10:00 am - 1:00 pm.** See page 5 for more information.

## ANNUAL GENERAL MEETING

**Tuesday, March 13, 7:00 pm - 8:30 pm.** See page 7 for more information.

## SPRING BREAK FAMILY DROP-IN ACTIVITIES

**Monday, March 19 to Friday, March 23, 10:00 am - 5:00 pm.**

Watch the website for more details.

## JAN PETERSON BOOK LAUNCH

**Saturday, March 31, 1:00 pm - 4:00 pm.** See page 5 for more information.

## BASTION OPENS FOR THE SEASON

**Daily, May 21 to September 3, 10:00 am - 3:00 pm.** See page 6 for more information.

**FIND OUT MORE: VISIT [WWW.NANAIMOMUSEUM.CA](http://WWW.NANAIMOMUSEUM.CA)**

## Thank you to our Supporters!

### Funders



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An agency of the Province of British Columbia

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### Major Sponsors



Nanaimo  
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Rotary Club of Nanaimo  
History Club of Nanaimo  
History Club of Nanaimo Daybreak  
and Rotary Club of Nanaimo North

Special thanks to Jan Peterson for the  
continued donation of proceeds from  
her book *A Place In Time*.

**The Nanaimo Museum is  
grateful for the support of  
all our donors.**

**For a complete list visit:  
[www.nanaimomuseum.ca](http://www.nanaimomuseum.ca)**

## Museum Hours

### Fall/Winter/Spring Hours:

Monday to Saturday, 10:00 am - 5:00 pm

### Summer Hours:

Open Daily, May 21 to September 3, 2012  
10:00 am - 5:00 pm

## Bastion Hours

### Victoria Day to Labour Day

Open Daily: 10:00 am - 3:00 pm  
Daily Noon Cannon Firing

## Board of Directors

<b>President</b>	John Manning
<b>Vice President</b>	Bruno Dragani
<b>Treasurer</b>	Douglas Peterson
<b>Secretary</b>	Eveline O'Rourke
<b>Director</b>	Rob Fletcher
<b>Director</b>	Moirra Jenkins
<b>Director</b>	Shirley Lance
<b>Director</b>	Geraldine Manson
<b>Director</b>	Dr. Ralph Nilson
<b>Director</b>	Ed Yewchin

## Staff

<b>General Manager</b>	Debbie Trueman
<b>Curator</b>	David Hill-Turner
<b>Exhibit Design</b>	Richard Slingerland
<b>Programming</b>	Aimee Greenaway
<b>Communications</b>	Angela Kinsella-Jones
<b>Curatorial Assistant</b>	Jordan Johns
<b>Rentals</b>	Arvon Brunt (on leave)
<b>Admin/Rentals</b>	Amy Klonowski
<b>Maintenance</b>	Darrell Bell

**100 Museum Way • 250.753.1821 • [www.nanaimomuseum.ca](http://www.nanaimomuseum.ca)**

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

**FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE**

**AUTHORED BY: ELIZABETH WILLIAMS, MANAGER RECREATION & CULTURE**

**RE: DOWNTOWN NANAIMO BUSINESS IMPROVEMENT ASSOCIATION PROGRAMMING  
AND OPERATING DIANA KRALL PLAZA AND THE OLYMPIC LIVE SITE.**

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RECOMMENDATION:

That the Parks, Recreation and Culture Commission support an additional one year (January - December 2012) extension to the existing pilot agreement Parks, Recreation & Culture has with the Downtown Nanaimo Business Improvement Association (DNBIA) to program the Diana Krall Plaza and Olympic Live Site.

EXECUTIVE SUMMARY

In May of 2011, City of Nanaimo Council supported the pilot project that had DNBIA program the Diana Krall Plaza and Olympic Live Site.

The Parks, Recreation and Culture Department have been working in partnership with the DNBIA to program and maintain the Diana Krall Plaza and Olympic Live Site during this pilot project. DNBIA has been responsible for the programming of the Diana Krall Plaza and Live Site screen and the Parks, Recreation & Culture Department continues to maintain the plaza and screen.

The primary goal of the pilot program was to create a more inviting, active environment in and around the Plaza area to help enhance the downtown experience. To date the programming of the plaza and screen has been a very positive and successful experience for the DNBIA and downtown merchants. However, the pilot project has only been in operation since July 2011, which has not allowed either party enough time to evaluate the success of the partnership. Early signs indicate that the DNBIA has held several very successful events in and around the Diana Krall Plaza. An additional one year extension of the pilot program would give both parties an opportunity to better evaluate the success of the partnership. The extension would continue to have DNBIA responsible for allocation of the Diana Krall Plaza and Olympic Live Site to all interested groups, and the Parks, Recreation & Culture Department responsible for the maintenance of the plaza and screen.

Respectfully submitted,



Richard Harding, Director,  
Parks, Recreation and Culture

2012-JAN-16

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**REPORT TO: THE PARKS, RECREATION & CULTURE COMMISSION**

**FROM: RICHARD HARDING, DIRECTOR, RECREATION AND CULTURE SERVICES**

**AUTHORED BY: MARY SMITH, MANAGER, RECREATION & CULTURE SERVICES**

**RE: BEBAN SOCIAL CENTER AUDITORIUM FLOOR**

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**RECOMMENDATION:**

That the Beban Auditorium flooring replacement project be postponed and a comprehensive maintenance plan to extend the life of the existing parquet floor be developed.

**EXECUTIVE SUMMARY:**

In a multi use facility such as the Beban Social Centre Auditorium there is no single flooring type that meets the needs of every user. Typical annual use of this space is:

- Blood Donor Clinics – 44 days per year;
- Trade / Craft Shows – 43 days per year;
- Banquets, Socials and Receptions – 39 days per year;
- Shows, Performances & Practices – 28 days per year;
- Workshops, Meetings & Conferences – 25 days per year; and,
- PR&C Programs – several daily most days as the schedule allows.

The existing 35 year old parquet floor, which is glued directly on to the concrete slab, has served users well but in recent years has required regular repair due mainly to damage caused by moisture or use of adhesives on the floor. Moisture comes into contact with the floor in a variety of ways such as hot tubs, fountains, vehicle and horticultural displays and also portable bars, banquet warming trays, portable hand washing stations, etc. Tape of all sorts is used on the floor to safely secure power cords, carpets, etc., to prevent them from becoming tripping hazards. All of this is typical within this facility.

In the five (5) year Capital Plan the 11,000 square foot Beban Social Centre Auditorium flooring replacement was scheduled for 2011. The Capital Plan regularly includes facility improvements such as this to ensure our recreation centres remain safe, modern, meet user needs and are cost effective to operate.

In consultation with an interior designer, staff investigated a number of flooring solutions. Recommended was a commercial-grade vinyl flooring to replace the existing 35 year old parquet floor. The vinyl flooring was deemed to meet the needs of the majority of users and, for some users, is a better choice. These groups would include home shows and garden shows, and food, wine and beer festivals.

The Nanaimo Ballroom Dance Society (NBDA) is one group for whom vinyl flooring is not satisfactory because the governing body for competitive ballroom dance requires a wood dancing surface of at least 2800 square feet. NBDA hosts the annual two (2) day Island Fantasy Ball which has earned an excellent reputation in the circle of competitive ballroom dancers. Due to the concerns raised by the NBDA the project was postponed so further investigation could be completed.

Based on the variety of users at the Social Centre and current limitations of other facilities within the City to facilitate Ballroom Dance Competitions, staff recommends that the Parks, Recreation and Culture Commission provides staff direction to cancel the Beban Auditorium flooring replacement project and to develop a comprehensive maintenance plan to extend the life of the existing parquet floor.



Options for replacement of the Auditorium floor include:

1. **No change or replacement at this time - Extend Life of Floor**

Pros:

- All groups would carry on as usual.
- Annual refinishing, daily custodial maintenance and necessary floor repairs would continue as before.

Cons:

- Not a long term solution. Eventually repairs on the floor will start to impact operations.
- The service life of this floor will depend on use. We have seen an increase in demand for this facility in recent years and there is no indication the present volume of use will change in any substantial way in the near future.

2. **Replace with Commercial Grade Vinyl - 2012**

Pros:

- Would meet the needs of the majority of users and better meet the needs of those users whose activity are at risk of causing damage to the existing parquet floor.
- Groups who are responsible for causing floor damage are required to pay the cost of repair. These charges would become less frequent.
- Would no longer require a 5 day facility shut down for floor refinishing.
- Cost effective product to purchase and install (\$5-7 per square foot)
- Groups requiring a wood dance floor would have the option to rent or own a portable floor, readily available from a number of suppliers. Costs associated with this can be expensive depending on quality; rental costs range from \$8-10,000 per event, and to purchase such a floor can range from \$18-140,000 for 2800 square feet.

Cons:

- Does not meet the requirements of competitive ballroom dancers
- Does not have the aesthetic look or feel of wood.

3. **Replace with a New Wood Floor – when funds available**

Pros:

- All groups would carry on as usual.
- Annual refinishing and daily custodial maintenance would continue as before.
- With proper care it could last for the next 35 years.

Cons:

- Risk of moisture and adhesive damage would remain unchanged.
- Cost for product and install would be more than double than that of vinyl depending on product chosen (\$11-16 per square foot) with additional costs to install of a sub floor.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

**REPORT TO: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE**

**FROM: JEFF RITCHIE, SENIOR MANAGER, PARKS & CIVIC FACILITIES**

**RE: MONTHLY REPORT – NOVEMBER/DECEMBER 2011 – PARKS OPERATIONS**

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The following highlights are the park initiatives for November and December, 2011.

#### **PARK PLANNING & DEVELOPMENT**

- The Harewood Centennial Park plan continues to move forward. Stakeholder discussions planned with community planning, the community schools, and VIU Good Neighbours program have been set up for early February. Public input sessions will be held again in the spring.
- Survey work is being collected for 150 Cliff Street — the new parkland at Maffeo Sutton Park. This data will be used in the upcoming park improvement plan update.
- Staff are working closely with the RCMP to help reduce transportation and use conflicts at Long Lake and Loudon Park in anticipation of a busy summer at the lake.
- Design work is moving forward on a boathouse at Loudon Park as part of the Loudon Park Improvement Plan.
- The 2012 Temporary Art RFP has closed for artists. A selection committee is evaluating applications and will choose the 2012 winners for February. New art pieces will be installed in May and old art pieces will be auctioned off in late April.
- The 2012 Street Banner contest has been posted. Submissions for this year's banners are being accepted until 2012-FEB-15. The winning design will be on display by the May long weekend.
- Staff are working on improvement concepts for the Italian Fountain and surrounding green space. The improvements will meet current codes and better fit the adjacent site changes at Port Place Mall. The RCMP have been giving input into this high profile location.
- Staff are updating the Horticulture Strategy and Irrigation Design Standards to reflect current practices and future directions.
- Staff are putting a package of changes together for the Engineering Standards Manual (irrigation, planting, trails, structural soils, and tree root grids). Changes will be adopted into the spring addition of the manual.
- Preparation for 2012 dog off leash park pilot sites is beginning. Trail and safety improvement work in the School Board property near May Richards Bennett Park will begin in March and should be complete by 2012-MAY-01. Public open houses will be scheduled for February or March to obtain public input into 2012 pilot sites.

#### **VOLUNTEERS IN PARKS**

- The Forest Drive neighbourhood are planning and fundraising for their spring 2012 park improvements. Staff mailed out an update letter to the neighbourhood and met with "The Willow" Apartment Strata Association to make sure that the adjacent apartment residents were aware of upcoming changes to the park. The playground design RFP will be posted in February.
- Residents near May Richards Bennett Park held several work parties over December and January to help thin the forest. The Dover Bay Environmental Club and residents have been key volunteers in this project.

- The Applegreen playground was installed in November 2011. Landscaping will happen in April 2012.
- Residents around Norasea Park are moving ahead with their VIP playground fundraising.
- The Nanaimo Old City Association and Pawson Park residents are fundraising for Phase 2 of their park improvements.

### **MAINTENANCE AND CONSTRUCTION**

- Renovations to the Animal Shelter's main office were completed. This included all new commercial grade cabinets, counters, flooring and painting.
- The old oil furnaces were replaced with high efficiency heat pumps at the Westwood Lake Caretaker residence, the Parks Operations Yard and the Kin Hut. These were completed through Sustainability Funds.
- A Building Envelope Condition Assessment was completed on the Centre Stage building at 25 Victoria Road. The assessment was performed by a consulting engineer.
- The exterior doors of the main buildings at Beban Park have been re-keyed to a new high security master key system. There are now limited access doors into the facilities with sub master keys for the complex, pool and arenas. Before the new key system was installed, many of the doors and hardware had to be replaced.
- The RFP for new retractable and fixed bleachers at the NAC was advertised with a closing date of 2012-JAN-31. The installation date will be no later than 2012-JUN-01.

### **PARKS UTILITY**

- New ball hockey nets were fabricated for Morningside Tennis Courts.
- Christmas lights at Beban and Bowen were installed and repaired for the season. The LED lights that were installed two years ago have been failing at a rate of 40%. Parks staff are looking into alternative lighting for next season.
- Two Urimat Waterless urinals were installed in the Maffeo Sutton Washroom on a trial basis. The urinals were supplied and installed by West Bay Mechanical.
- A new post and sleeve was installed at the back of the NIC to prevent vehicles from driving behind the building. There has been quite a lot of vandalism and graffiti done in prior months in this area.
- New gutters complete with leaf guards were installed on the Bowen Complex. The old gutters were rusted out in spots and were continuously being blocked with leaves and needles from the nearby trees. The leaf guards will reduce the amount of maintenance required to keep them flowing.
- New black steel garbage receptacles were installed on Diana Krall Plaza. These now match the ones at the Conference Centre and downtown.
- New accessible picnic table tops were installed on the tables in front of the NAC.

### **FACILITY OPERATIONS**

- Repairs were required at the pools; including heating circulation pump seals, seals on the chemical loop pump and replacing a broken union on a heat recovery loop.
- The hot water tank in the Beban Social Centre was replaced.
- Staff repaired a broken PVC brine line at the NIC.
- Two safety valves were replaced as well as the auto bleed lines on the compressor at NAC. All were rusted through.
- New panic hardware was installed on the rear double doors at the NAC.

- A new security gate was fabricated and installed for the stairwell leading to the upper mechanical room at the Beban Park Social Centre.
- A new cage for the chain operator of the rollup door at Beban Centennial Building was fabricated and installed.
- The chlorine scales at NAC were rebuilt. There was a broken internal piece that was causing the scales to malfunction.

#### **TURF AND PARKS:**

- Staff worked on 2012 Performance planning.
- Staff worked on snow and ice removal during the late November snow storm.

#### **TRAILS:**

- Staff installed the final phase of the Linley Valley trail which included a bridge over Cottle Creek and a board walk on the other end close to Rock City Road.
- Staff finished up the parking lot in Bowen Park.

#### **HORTICULTURE:**

- Staff installed seasonal displays at several locations throughout the community.
- A new rain garden was installed in Bowen Park.
- A new native garden was designed and planted at McGirr Park.
- Staff have been making mulch for the parks by cutting leaves and applying them to flower beds.
- Winter hanging baskets have been added to Diana Krall Plaza.
- Staff are working on a restoration report/study for a natural restoration project at Jordan Park.

#### **URBAN FORESTRY:**

- Street and boulevard tree inspections were done.
- Staff worked on cleanup from several storms, including responding to seventy-three calls regarding storm related tree concerns.
- Staff worked with the GIS Department on the Tree Inventory Program.

#### **PARKS AND OUTDOOR RECREATION PROGRAMMING:**

- West Coast Storm Watching Tour ran at 100% capacity.
- Tree Pruning Program ran at 83% capacity.
- Winter Walkers Program ran at 70% capacity.
- The document created last fall – “Invasive Species Removal Strategy” has been accepted as a working document to support the new Horticultural Strategy for the attack on invasive plants.
- Finale 2011 – Entertainers are hired, marketing has begun, staff have been hired, and food vendors have been chosen. Planning is progressing along very well!

**ANIMAL SERVICES DIVISION – PARK REPORT:**

City of Nanaimo Animal Services Division - Park Report November 1 - 30, 2011					
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beban	8	36		1	
Bowen Park	6				
Colliery Dam Park	3	6			
Groveland Park	2				
Harry Wipper Park	1	1			
May Richards Bennett	5	2		1	
Neck Point Park	4	37	2		
Pipers Lagoon	3	5	1		
Westwood Lake Park	1				
<b>TOTALS</b>	<b>33</b>	<b>87</b>	<b>3</b>	<b>2</b>	

City of Nanaimo Animal Services Division - Park Report December 1 - 31, 2011					
Park/Beach	# of Foot Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beban Park	16	20		2	
Bowen	1				
Colliery Dam	7	21	3		
Groveland Park	1	2			
May Richards Bennett	4				
Neck Point	3	11	2		
Pipers Lagoon	2	2			
<b>TOTALS</b>	<b>34</b>	<b>56</b>	<b>5</b>	<b>2</b>	

**TRAIL COUNTS FOR NOVEMBER 2011:**

PARK SITES	OCTOBER DAILY AVERAGE	NOVEMBER DAILY AVERAGE	PEAK TIME OF USE
Blueback Beach Access	82	67	2:00 p.m. – 3:00 p.m.
Invermere Beach Access	52	46	12:00 noon – 1:00 p.m.
Pawson Park	169	142	3:00 p.m. – 4:00 p.m.
District Lot 56 Linley Valley	73	65	1:00 p.m. – 2:00 p.m.

**TRAIL COUNTS FOR DECEMBER 2011:**

PARK SITES	NOVEMBER DAILY AVERAGE	DECEMBER DAILY AVERAGE	PEAK TIME OF USE
Blueback Beach Access	67	52	2:00 p.m. – 3:00 p.m.
Invermere Beach Access	46	34	12:00 noon – 1:00 p.m.
Pawson Park	142	96	3:00 p.m. – 4:00 p.m.
District Lot 56 Linley Valley	65	42	1:00 p.m. – 2:00 p.m.

## **VANDALISM REPORT FOR NOVEMBER AND DECEMBER 2011**

### **BUILDING AND ENGINEERING R&M**

• Graffiti removal and painting		\$6,207.25
• Welding repairs to doors at Harewood		<u>\$ 270.26</u>
	<b>COST</b>	<b>\$6,477.51</b>

### **MATERIALS AND SUPPLIES**

• Misc Supplies		<u>\$ 385.63</u>
	<b>COST</b>	<b>\$ 385.63</b>

LABOUR AND FLEET (City Vehicles)		<u>\$1,465.91</u>
	<b>COST</b>	<b>\$1,465.91</b>

<b>TOTAL COST</b>		<b>\$8,329.05</b>
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Vandalism report for two months. Graffiti still very active during winter months.

Sites include: Bowen Park; Harewood Centennial; Caledonia Park; Parkway Trail; Maffeo Sutton; Beban Park; Elaine Hamilton; May Bennett; E & N Trail; and, many other locations.

Also includes clean up at Diana Krall Plaza after Occupy Nanaimo was removed.

Damage done to door of Harewood Change Room Building.

**Total spent on vandalism in 2011 was \$60,928.80.**

**REPORT TO: RICHARD HARDING, DIRECTOR, PARKS, RECREATION & CULTURE**  
**FROM: SUZANNE SAMBORSKI, SENIOR MANAGER, RECREATION & CULTURE SERVICES**  
**RE: MONTHLY REPORT – NOVEMBER/DECEMBER, 2011 –**  
**RECREATION AND CULTURE SERVICES**

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**PROGRAM HIGHLIGHTS**

Four Thursday Special Events had an average attendance of approximately 82 participants. 98 tickets were sold to the Christmas Lunch at Bowen Park. There were almost 1,700 seniors registered in department programs.

With the exception of 19 program cancellations, the majority of City South programs/preschool programs that did run showed very strong registration, with most being full.

Monthly Preschool Programs: Registration for all Beban registered monthly preschool programs is at capacity for January, and also for most programs during the remainder of 2012.

Pottery classes: New for spring will be a program for 11-14 year olds combining hand building and learning the wheel. One school and one home-school group had bookings in the studio in December. In 2011, 783 people dropped in to the studio.

Two Beban-based day camps ran over the Christmas break, Christmas Chill Camp and XploreSportZ Camp (in partnership with Pacific Sport), both at, or almost at, capacity.

Fall dance programs wrapped up with a Ballet and Musical Theatre Dance Recital. All the programs had an opportunity to showcase their newly acquired skills to friends and family. The event was very well received and plans are in place to do it again for the winter programs.

There were 763 participants enrolled in lessons at Beban Pool and NAC in November compared to 718 in 2010. In December 494 enrolled in lessons at Beban and compared to 367 participants in 2009.

827 patrons took part in drop-in programs at Oliver Woods in November, and 559 during December.

**MARKETING**

**Advertising Campaigns (initiated/completed):**

- Completed last 2011 installation of "Nanaimo...It's a Lifestyle" campaign with Bulletin and Harbourliving.ca.
- Signed off on 2012 contracts for Island Radio, Bulletin, and Harbourliving.ca.
- Island Radio campaign featured Finale and Christmas Stocking prize contest (Gift Cards).
- Drafted 2012 Marketing/Communications Plan and project calendars.

### **Communications:**

- Facebook: 4,186 followers, 28% increase in interactions with Facebook participants
- Twitter: 2,833, followers with 841 updates total.
- SM topics: green bin program, new collection schedule, Finale, Winter Wonderland, newsletter, programs, public art, Parksmas, preschool program parties, Poet Laureate, Gift Cards, instructor intro video, OWCC holiday fitness schedule.
- Helped with communications plan for Finale.
- Distributed December/January PRC newsletter.
- Met with Staff re. OWWC promotions and communication planning.
- Met with staff re. Electric Car Charging Station signage at Beban.
- E-mailed non-profit organizations regarding Activity Guide Sales.

### **Media:**

- News Bulletin Monthly Feature Article - the editorial was about volunteers and community involvement and the feature instructor was Charles Thirkill.
- Press releases: Finale, Poet Laureate Nominations, Occupy Nanaimo.
- Parks videos posted - Halloween make-up, instructor video, Parks Tour (Neck Point, Maffeo, and Bowen). The assistance of a remote controlled helicopter for filming videos from above was added - a portable camera will be attached to the helicopter. This technique can be used by parks, special events and perhaps program for promotional purposes.

### **Corporate Communications:**

- No-Smoking By-law, Electric Car Charging Stations, Winter Driving Preparedness.

### **Graphics Design:**

- Created/updated posters for Finale, Finale Sponsorship, Winter Wonderland, Lifeguard Rodeo, Lifesaving Showcase, Christmas Gift Cards, Happy Holiday Family Fun Movie, Full Body Bootcamp, Designated Smoking Area Posters for various PRC Facilities, Aquafit and Friday Teen Dance.
- Created e-mail banners and Facebook ads for the more major events of the posters that were mentioned above.
- Created a new banner for arenas that can be used at trade shows, etc. for arena program promotion.
- Updated the LIT/Quest Certificate of Completion.
- Created Christmas drop-in fitness flyer for Oliver Woods Community Centre.
- Created PowerPoint slides for most of the posters mentioned above.
- Created new signage for "No Smoking" in parks, car charge stations, as well as new garden signage.
- Worked with THE to create a new look for our tagline: "It's a Lifestyle...live it through\_\_\_\_\_"
- Updated the sales packages for profit and non profit Activity Guide advertising.
- Created new PowerPoint presentation for the 2011 Commission Christmas Party to reflect the last three years worth of projects and department updates.
- Created various ads, including the monthly Bulletin Ad with emphasis on Winter Wonderland and Finale. Other ads included an ad for ConnectEd, Finale and Winter Wonderland.



- Assisted Fitness/Wellness Coordinator on a Commission handout for their presentation to the Commission on Parks, Recreation and Culture Fitness Gyms.
- Updated website with current posters, events, schedules, etc.
- Started creating 2012 Spring Summer Activity Guide.

#### **Sport/Event Tourism:**

- First intake of the 2012 Sport Tournament Grants have been awarded and forwarded.
- Continued working with the Vancouver Island Sport Tourism Alliance.
- Staff continues to assist with the 2011 Sport Achievement Awards.
- Staff assisted with the Clippers bid for the 2013 Western Hockey Championships.
- Completing Performance Planning 2012

#### **Meeting/Committee/Training Work:**

- Recreation coordinators meeting; Coffee with the Coordinators; Sponsorship Congress; Vancouver Island Sport Tourism Council Meeting; Nanaimo Cultural Forum; Tourism Leadership Committee Meeting; BC Physical Literacy Meeting (via conference call); meeting with Canada Post – alternative distribution of the Activity Guide; Class Committee Meeting. A simpler version of Survey Monkey was created for ongoing program evaluations, posted on the website and sent to our completed fall program participants. A survey was also sent out to downtown city employees and participants, with south end postal codes, to see what kind of programming they would like in the area of fitness and wellness in the south end. Mary is working with the Port Theatre technical staff to service and inventory the Beban light and sound systems.
- **Staff Development:** Coordinators attended Flex Reg training 2011-DEC-02. All Coordinators participated in a planning day, Imagine PRC, on 2011-DEC-06, where the Coordinators created a year-long series of planning sessions to follow through on goals created. LIT/QUEST participants attended Camp Essentials and Anti-Bullying workshops. Staff met with the IT Department to discuss ways Vancouver Island BCRPA members could improve communicating with one another. Ideas will be presented to the Regional BCRPA Rep, Linda Finch.
- Staff is working with the Port Theatre technical staff to service and inventory the Beban light and sound systems.

#### **SPECIAL EVENTS**

- **Finale:** New this year was a time change for the event from 7:00 p.m. – midnight, to 5:00 p.m. - 10:00 p.m. to hopefully attract younger families. Approximately 1,012 people attended compared to 775 in 2010. We utilized the help of six staff and five LIT/Quest volunteers. Entertainment this year included the MC and magical show by Illusion Entertainment; children's entertainer The Purple Pirate; a dance performance by VIBE; marimba music by a children's group called Jangano from Parksville; and musical entertainment by the rock band Braeden Marshal.

- **Nanaimo Christmas Market:** 3,000+ shoppers, 250+ children in the “Santa’s Workshop Children’s Drop-In Centre”, and 25+ adults registered in craft workshops, took part in the Nanaimo Christmas Market (formerly Christmas Craft Bazaar) at Beban Social Centre 2011-NOV-18 to 2011-NOV-20.

### **COMMUNITY DEVELOPMENT**

**Aquatics:** The Aquatics Supervisor met with the White Rapids regarding the BCSSA Provincials taking place at NAC in August of 2012. All parties met at VIU and toured some of the venues they have to offer to the White Rapids. The White Rapids are committed to running a first class event and to setting the bar for any future events in the province. Staff also met with Nancy Ryan from the Ebttides Masters swim team to discuss their swim meet that was taking place on 2011-DEC-03 at NAC. Ebttides have been running this event for a while, and are very prepared and organized. They included water slide races as part of their meet this year just to change things up a little. On Wednesday mornings, the NAC will be set up as two 25 metre tanks to accommodate all users. After more than 30 years of service to the City and the Regional District, Helen Walker has retired. Van handicapped parking spaces and accessible picnic tables were installed at NAC in 2011 to accommodate some of the special needs clients that use the Aquatic Centre. This project was dedicated to Norm Helmstreet by Access Nanaimo in a dedication ceremony in December. Norm, who died after a cardiac incident at NAC in 2010, was an advocate for handicapped van parking and a long time user of the Aquatic Centre.

**Arena:** Attendance at public drop-in sessions was up to 9,809 compared to 9143 in 2010. Parent and tot sessions had a significant increase with 408 attending compared to 231 in 2010 – an increase of 77%. Special events in the arenas during November included two "Glow in the Dark" public skates and seven Nanaimo Clippers home games. Nanaimo Ice Centre hosted the Old-timers Coal Diggers Tournament and NMH Pee Wee House Tournament. In December there were three hockey tournaments at NIC: Bantam House; Pee Wee House; and, Initiation/Novice Hockey. Winter Wonderland was very successful with 4,959 attending. Sponsorship revenue totaled \$14,896. Twenty of the Arena staff team participated in Operation Red Nose on 2011-DEC-10 and raised \$1,010.77 transporting 98 people and 22 dogs home safely. Zamboni Operators at Beban and NIC Arenas participated in "Movember" and raised over \$2,000 for the cause.

**Fitness Gyms:** Staff purchased several new pieces of equipment for the weight rooms including more mirrors, ballet bars, squat machine, replacement dumbbells with rack, functional trainer, power rack, stretching posters and more. The new functional trainer will accommodate all exercises, including the exercises that the removed equipment provided.

**PRCC Awards Night:** Staff coordinated the 2011-NOV-09 Parks, Recreation and Culture Commission awards night where local athletes and performers were honored for their achievements.

**Handicap Parking Video:** Staff have created an educational video on handicap parking. The production of a video was a great learning experience but a challenge. Staff will work with the Accessibility Committee on a distribution plan.

**Electric Car Charging Stations at Beban:** Plans for two electric car charging stations at Beban are underway. The stations have been ordered, location chosen and signage designed. Installation is slated for February. Capital costs for this project were approved by Council after a recommendation from the Transportation Advisory Committee.

**Departure Bay/Kin Hut Programs:** One season after seeking feedback from the Departure Bay neighborhood, staff have achieved moderate success with new programs at Kin Hut and poor success with new programs at the Departure Bay Activity Centre. They are reevaluating continuing with many of the new programs. They also met with their managers to discuss the future of these facilities.

**Arts Alive:** The monthly meeting was held on 2011-DEC-12. Arts Alive have hired Impact Communications to create and maintain their new website and establish a presence on Facebook. A new venue for summer programs is being investigated.

**Community Events:** Significant community events in the Social Centre, Centennial Building and Beban grounds in November and December included: four blood Donor Clinics, Nanaimo Professional Craft Fair, Nanaimo Pottery Co-op Sale, All Candidates Meeting, Cystic Fibrosis Fundraiser, PRC Christmas Market, Kids International Development Society Fundraiser, Pacific Salmon Foundation Fundraiser, Kiwanis Sunrisers Children's Christmas Party, Kennel Club Obedience Trials and Kennel Club Sanction Match, Aboriginal Signing Ceremony, PRC Teen Dance, Nanaimo Concert Band Christmas Concert, Ballroom Dance Society Dinner and Dance, and New Year's Eve Finale.

**Coho Run:** Staff report that few Coho are returning to the Millstream this season which is disappointing for the Harbour City River Stewards' organization. As a result only one educational workshop was held, with the focus being to seek volunteers for the spring Salmon Fry Release program.

**Diabetes Triathlon:** Staff attended the first meeting a Diabetes Association. Representative arranged to gauge support for a Diabetes Fundraiser Triathlon.

### November Statistics:

<b>Front Desk:</b>	<b>2011</b>	<b>2010</b>	<b>Difference</b>
<u>Numbers</u>			
Registrations	2,239	2,182	57
FITT Passes	362	286	76
Economy Tickets	10609	9,377	1,232
Gift Cards	76	33	43
<b>TOTAL:</b>	<b>13,286</b>	<b>11,878</b>	<b>1,408</b>
<u>Sales</u>			
Registrations	\$105,997	\$99,969	\$6,028
FITT Passes	41,797	37,831	3,966
Economy Tickets	39,906	39,282	624
Gift Card Sales	3,003	485	2,518
	<b>\$190,703.00</b>	<b>\$176,597.00</b>	<b>\$14,106.00</b>

<b>RECEIPTS</b>	
<b>2011</b>	<b>2010</b>
\$493,855	\$498,891

<b>Aquatics:</b>	<b>Attendance</b>	
	<b>Current Month</b>	<b>Last Year</b>
Public Admissions:	43,533	40,979
Clubs:	3,802	6,495
Lessons, Rentals, Schools:	5,908	4,997

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	179.50	170.50	4,819	4,412
Lessons: Department programs and Schools:	181.25	203.25	3,078	3,800
League Rentals:	770.00	810.00	33,535	34,045
Other/Casual:	252.25	177.25	6,966	7,420
<b>TOTAL:</b>	<b>1,383.00</b>	<b>1,361.00</b>	<b>48,398</b>	<b>48,677</b>

<b>Hours:</b>	<b>Attendance:</b>
FCA – 342.5	FCA – 15,408
NIC 1 – 341.5	NIC 1 – 11,222
NIC 2 – 374.25	NIC 2 – 11,170
CMM – 324.75	CMM – 10,598
<b>Total – 1,383.00</b>	<b>Total – 48,398</b>

### Nanaimo Harbour City Seniors:

NHCS Memberships sold 107.

Total NHCS Memberships 1,472 sold from 2010-JAN-01 to 2010-DEC-31.

Total NHCS Memberships 1,518 sold from 2009-JAN-01 to 2009-DEC-31.

### December Statistics:

Front Desk:	2011	2010	Difference
<u>Numbers</u>			
Registrations	1,989	1,999	-10
FITT Passes	251	208	43
Economy Tickets	8,662	10,298	-1,636
Gift Cards	370	316	54
<b>TOTAL:</b>	<b>11,272</b>	<b>12,821</b>	<b>-1,549</b>
<u>Sales</u>			
Registrations	\$104,245	\$96,703	\$7,542
FITT Passes	31,505	34,026	2,521
Economy Tickets	33,016	37,162	4,146
Gift Card Sales	15,961	7,837	8,124
	<b>\$184,727</b>	<b>\$175,728</b>	<b>\$8,999</b>

RECEIPTS	
2011	2010
\$523,630	\$461,101

Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	39,949	40,597
Clubs:	3,453	3,885
Lessons, Rentals, Schools:	3,057	2,537

Arenas:	Hours of Use		Attendance																			
	Current Month	Last Year	Current Month	Last Year																		
Public Admissions:	187.50	183.00	9,905	9,372																		
Lessons: Department programs and Schools:	112.50	141.25	2,001	2,553																		
League Rentals:	716.70	730.00	31,787	50,390																		
Other/Casual:	234.75	237.50	7,805	8,209																		
TOTAL:	1,251.45	1,291.75	51,498	70,524																		
<table><tr><td><u>Hours:</u></td><td><u>Attendance:</u></td><td></td></tr><tr><td>FCA – 308.70</td><td>FCA – 18,052</td><td></td></tr><tr><td>NIC 1 – 327.00</td><td>NIC 1 – 12,637</td><td></td></tr><tr><td>NIC 2 – 334.50</td><td>NIC 2 – 11,594</td><td></td></tr><tr><td>CMM – 281.25</td><td>CMM – 9,215</td><td></td></tr><tr><td>Total – 1,251.45</td><td>Total – 51,498</td><td></td></tr></table>					<u>Hours:</u>	<u>Attendance:</u>		FCA – 308.70	FCA – 18,052		NIC 1 – 327.00	NIC 1 – 12,637		NIC 2 – 334.50	NIC 2 – 11,594		CMM – 281.25	CMM – 9,215		Total – 1,251.45	Total – 51,498	
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FCA – 308.70	FCA – 18,052																					
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NIC 2 – 334.50	NIC 2 – 11,594																					
CMM – 281.25	CMM – 9,215																					
Total – 1,251.45	Total – 51,498																					

**Nanaimo Harbour City Seniors:**

NHCS Memberships sold 225

Total NHCS Memberships 1,499 sold from Jan 1-Dec 31, 2011

Total NHCS Memberships 1,518 sold from Jan 1-Dec 31, 2010

Total NHCS Memberships 1,472 sold from Jan 1-Dec 31, 2009

2011-JAN-16

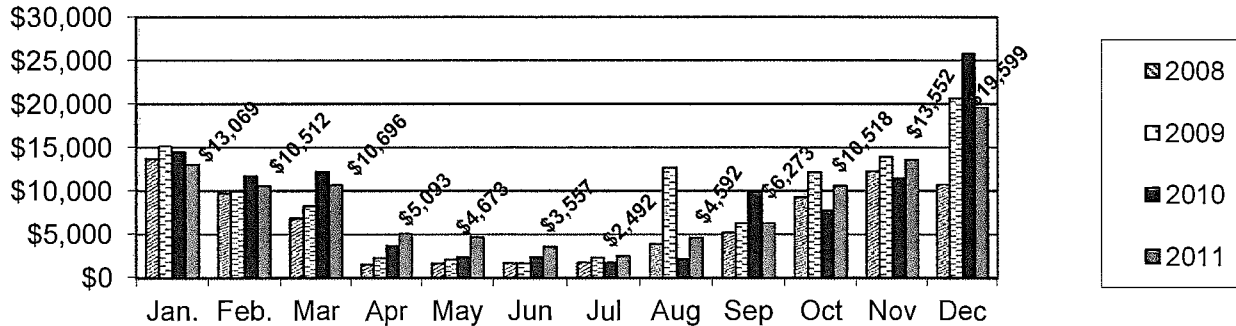
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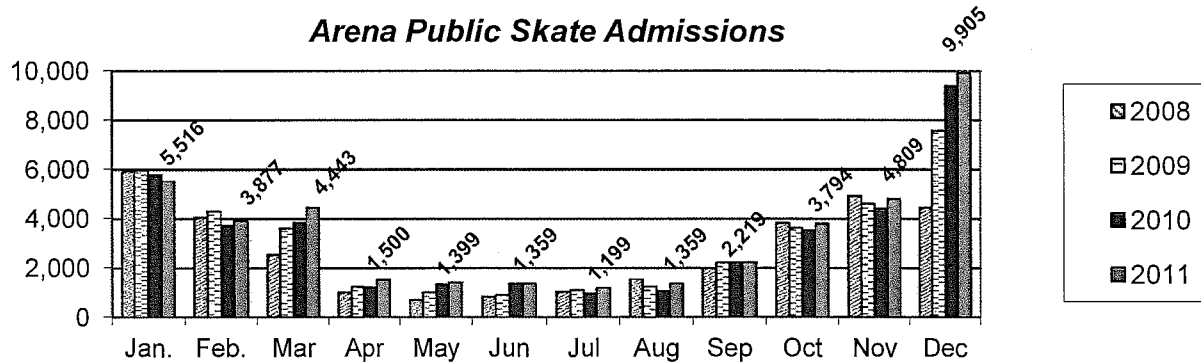
## Summary of Recreation And Culture Services - October 2011

\*\*\*Public Skate Revenue for August 2009 includes Economy Ticket Revenue from January to August, 2009.

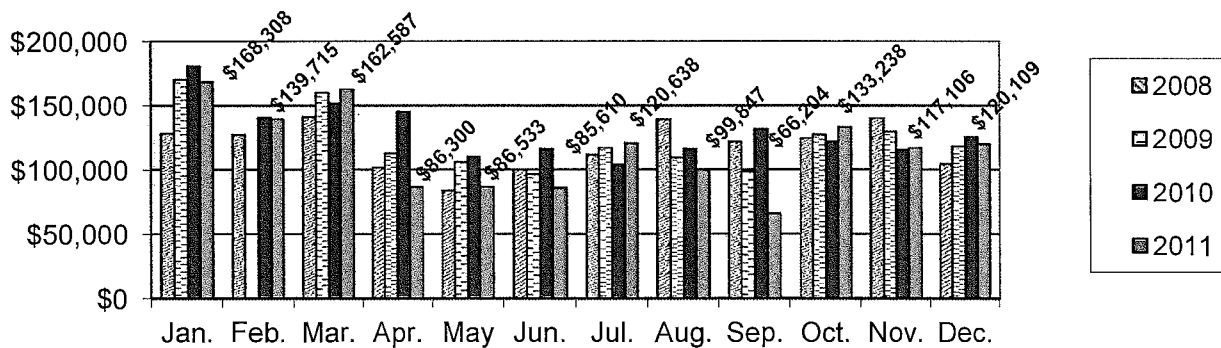
### Arena Public Skate Revenue



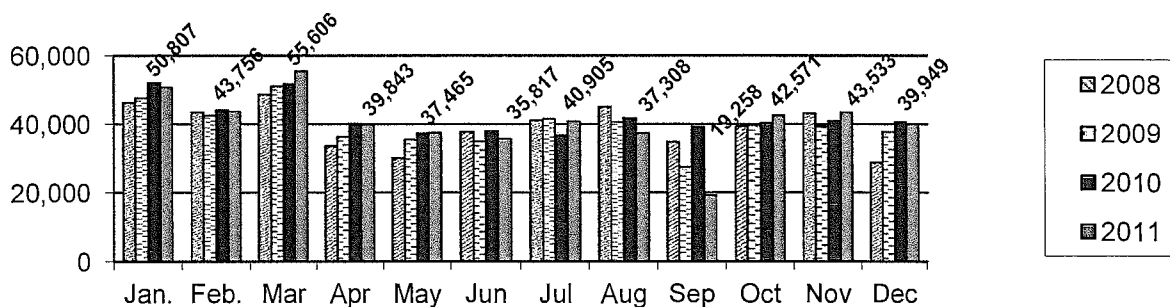
### Arena Public Skate Admissions



### Aquatic and Fitness Gym Revenue

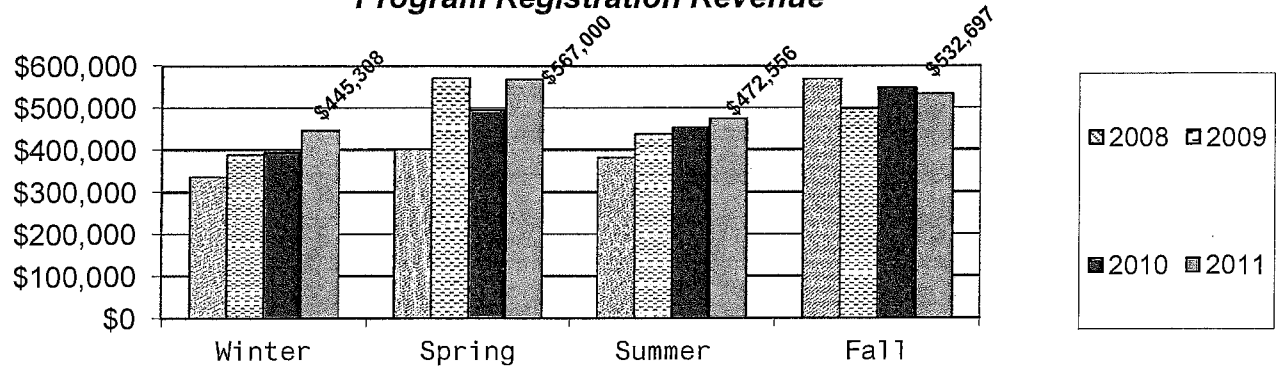


### Aquatic and Fitness Gym Public Admissions

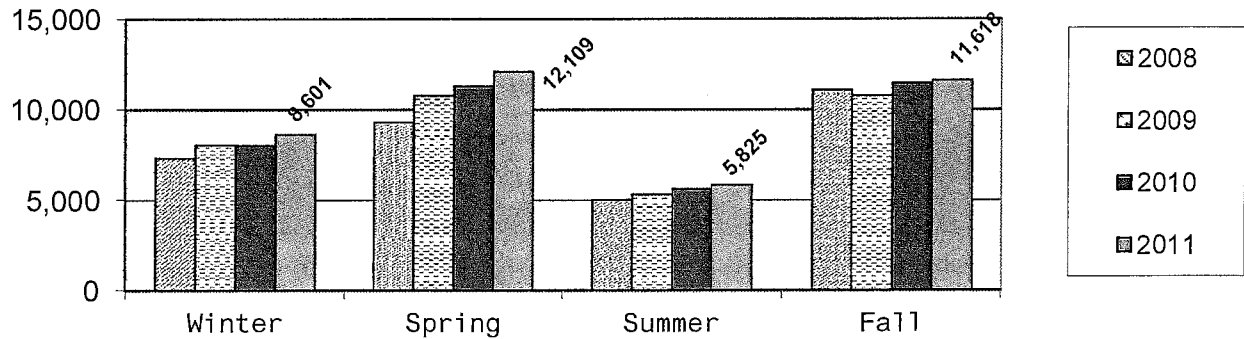


## 2008 to 2011 Recreation and Culture Programs Registrations and Revenues

**Program Registration Revenue**



**Program Registrations\***



## **FOR INFORMATION ONLY**

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

**FROM: RICHARD HARDING, DIRECTOR PARKS, RECREATION AND CULTURE**

**AUTHORED BY: BOB KUHN, MANAGER, RECREATION AND CULTURE SERVICES**

**RE: CHANGES TO THE DELIVERY OF THE DEPARTMENTS SENIORS BUS TRIPS.**

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### RECOMMENDATION:

That the Parks, Recreation and Culture Commission receives this Report.

### EXECUTIVE SUMMARY:

Historically, the City of Nanaimo operated a number of buses and vans for a variety of programs including summer camps, youth trips and seniors' trips. Over the past few years, Parks, Recreation and Culture made a conscious decision to get out of the transportation business and focus on the delivery of parks and recreation programs.

Over the past year the City has maintained 1 twenty passenger bus which was used approximately 6 times per month for 12 months of the year by Nanaimo Harbour City Seniors trips. In July and August it was used by the special needs camp, and on occasion it was used for other department programs. Since 2009 this pay for use service has seen a steady decline. The Nanaimo Harbour City Seniors Board has been aware of the decline and is in support of the discontinuation of the city bus transportation service. The last Department owned and operated bus was returned to the city yard at the end of the year, and will be disposed of through auction. The programs that have historically required busing will continue with the use of local bus tour companies who have agreed to partner with us in providing the trips for seniors.

### BACKGROUND:

Prior to September 2010 the city owned and operated a fleet of buses. Following an evaluation it was determined that the vehicles sat idle most of the year and were not financially viable at this time, therefore all but one vehicle was sold. The private afterschool care provider operator purchased their own vehicles and summer programs operated on site and also used public transit. One bus remained to operate trips for seniors, other department trips and the special needs camp in July and August. Other than the average of 72 seniors' trips per year and the special needs camp the bus is used less than ten times per year. The bus sat idle for most days each week.

Trips that the department offered to seniors have been popular because they have been unique and responsive to the needs of seniors, and included the option of door to door service. Many who take part in the trips do not drive and found this to be a very convenient added service that commercial companies cannot provide. Seniors will now need to make alternate arrangements to get to and from the center from where the bus leaves.



The Department is in the recreation and culture business, not the transportation business. The public transportation business is highly regulated and operators require special public transportation licenses, special insurance and qualified drivers. The Department is also ill equipped to handle break downs. When the bus breaks down it is very costly to have it towed, repaired and brought back to Nanaimo. There is also the difficult challenge of finding alternate transportation for a bus load of seniors back to Nanaimo.

As of January 2012 the city no longer owns and operates a public transportation bus and will no longer subsidize vehicle trips. We are still offering trips through private companies who will assume all financial responsibility, licensing, insurance and safety, vehicle breakdowns, booking of venues, admissions and planning. Registration and marketing will continue through the newsletter, and patron registration and payments will continue through the front desk.

- ETA Bus Tours - offer ticketed theatre trips ticketed trips to Vancouver and Victoria, contract is in place.
- Tracks Outdoor Adventures INC. - offer active senior trips such as hiking, snowshoeing and wine trips, activities are planned contract is in progress.
- The current driver is also investigating the possible purchase of a bus and offering trips.

It is not the Departments' intention to discontinue trips but rather to offer trips in partnership with local bus tour companies. Due to these changes, trips may cost more with a commercial provider, and participants will need to arrange their own rides through handi-dart, taxi or friends.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

2012-JAN-16  
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# JAN/FEB 2012

# Vancouver Island Sport Tourism Council

## VISTC MEMBERS:

### Campbell River:

Victor Goodman  
250.830.0411 ex. 3  
Vic.goodman@rivercorp.ca

### Duncan:

John Elzinga  
250.746.0400  
jelzinga@cprd.bc.ca

### Ladysmith:

Sue Glenn  
250.245.6424  
sglenn@ladysmith.ca

### Nanaimo:

Liz Williams  
250-755-7526  
liz.williams@nanaimo.ca

### Parkville/Qualicum Beach:

Karyn Doerksen  
250.248.6300 ex. 3  
karyn@oceansidetourism.com

### Port Alberni:

Ron Paulson  
250.720.2803  
Ron\_paulson@portalberni.ca

### Tourism Vancouver Island

250.740.1221

## What's Happening in Our Communities:

### CAMPBELL RIVER:

**Jan 6-8** Badminton Tournament  
**Jan 14-15** Novice Jamboree Hockey  
**Jan 23** Old Timers Hockey Challenge  
**Feb 3-5** Atom Development Tournament  
**Feb 3-5** Golden Wings Soccer Tournament  
**Feb 18-19** Killer Whales Swim Meet

**CR Sportsplex**  
**CR Strathcona Gardens**  
**CR Strathcona Gardens**  
**CR Strathcona Gardens**  
**CR Sportsplex & Community Centre**  
**CR Strathcona Gardens**

### DUNCAN/COWICHAN:

**January 6-8** Vancouver Island Juvenile Curling Playdowns  
**January 13-15** Bantam hockey tournament  
**January 19-22** Mens Open Curling Bonspiel  
**January 28-29** Indoor Field Hockey Junior tournament  
**February 4-5** Indoor Field Hockey Senior tournament  
**February 25-26** Vancouver Island Mixed Coastal Curling Playdowns

**Cowichan Lake**  
**Cowichan Lake**  
**Cowichan Lake**  
**Island Savings Centre**  
**Island Savings Centre**  
**Cowichan Lake**

### NANAIMO:

**Jan 20-22** Vancouver Island Regional Swimming Championships  
**Jan 27-29** Lynn Herthington Figure Skating Competition  
**Feb 3-5** Ladies Open Bonspiel  
**Feb 17-19** Old Tubber's Hockey Tournament  
**Feb 24-26** Men's Open Bonspiel  
**Jan & Feb** University Basketball/Volleyball/Badminton

**Nanaimo Aquatic Centre**  
**Nanaimo Ice Centre**  
**Nanaimo Curling Club**  
**Nanaimo Ice Centre/Frank Crane Arena**  
**Nanaimo Curling Club**  
**www.mariners.viu.ca**

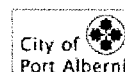
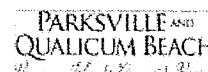
### PARKVILLE/QUALICUM BEACH:

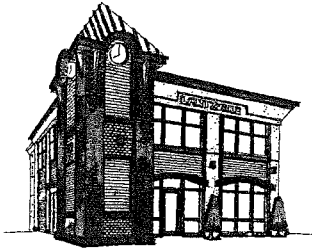
**Jan 6-8** Masters 55+ Bonspiel  
**Jan 10-12** Panthers' Hockey January Junkett  
**Jan 12-15** Qualicum Foods Men's Open  
**Jan 13-15** Senior Women's 55+ Bonspiel  
**Jan 20-22** Luke Donaldson Bonspiel  
**Jan 21-22** Minor Hockey Jamboree  
**Jan 27-29** Senior Mixed 50+ Bonspiel  
**Feb 8-12** Canadian Direct Insurance BC Men's Provincials Curling  
**Feb 9-11** Women's Open  
**Feb 23-26** Mixed Open

**Parkville & Qualicum Curling Clubs**  
**Oceanside Place**  
**Qualicum & District Curling Club**  
**Parkville Curling Club**  
**Parkville Curling Club**  
**Oceanside Place**  
**Parkville Curling Club**  
**Parkville Curling Club**  
**Qualicum & District Curling Club**  
**Qualicum & District Curling Club**

*Looking for more information on events in your community? Contact your local VISTC member.*

## Growing Sport on Vancouver Island





# District of Lantzville

Incorporated June 2003

December 16<sup>th</sup>, 2011

City of Nanaimo  
455 Wallace Street  
Nanaimo, BC V9R 5J6

**Attention: Joan Harrison, Manager of Legislative Services**

Dear Ms. Harvey

**Re: Parks, Recreation & Culture Commission  
Appointment of Member and Alternate Member**

Please be advised that Council of the District of Lantzville, at its Regular Meeting held Monday, December 12<sup>th</sup>, 2011, ratified the following motion:

Resolution #C-166-11

**MOVED** and **SECONDED** that Council appoint Councillor Graham Savage as the District of Lantzville's representative and Councillor Brian Dempsey as the alternate representative to the City of Nanaimo Parks, Recreation & Culture Commission. Further, that the appointment shall be for a term of three (3) years and served without remuneration. **CARRIED**

We trust you will find the above to be satisfactory.

Yours truly

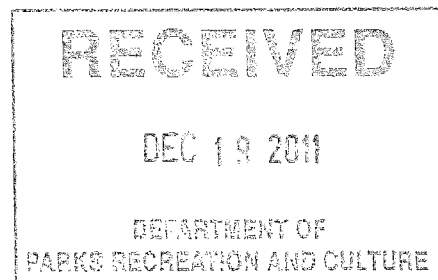
**Donna Smith**  
**Deputy Director of Corporate Administration**  
**District of Lantzville**

File: 0470-20-NAN

G: Corr/11/CON\_prccappts\_2011-14

C: T. Graff, CAO

Richard Harding, City of Nanaimo, Director, Parks, Recreation & Culture



MINUTES OF BOARD OF DIRECTORS' MEETING – NANAIMO HARBOUR CITY SENIORSDecember 2<sup>nd</sup>, 2011In Attendance

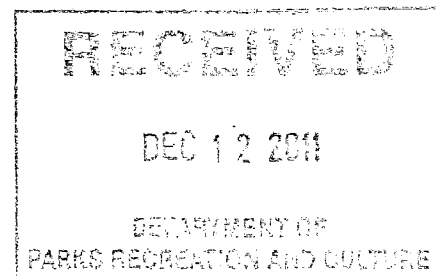
President Lynda Avis in the Chair, Anne Smith, Miriam Peacock, Pat Spicer, Bob Davies, Michele Duerksen, Hale Yardley, Wally Lawrence, Pat Foley. Guest – Jane Adkins.

Call to Order

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

Changes/Additions to the Agenda

None.

Adoption of the Agenda

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

Adoption of Minutes

M/S/C That the minutes of the November 4<sup>th</sup>, 2011 meeting be adopted as read.

Business Arising from the Minutes

- a) NHCS Annual Christmas Bazaar – was a huge success. Some exhibitors left early so it was felt next year the event should be held from 10 a.m. to 1:30 p.m. The Crafty Workers made \$1,700. at the event which they donated to the Hospital Foundation.
- b) NHCS Poinsettia Sale – to be held on December 8<sup>th</sup> from 10 a.m. to 2 p.m. in the lobby at Bowen Complex. A cash float will be available and Directors volunteered to work as follows: Pat Spicer 11 a.m.–2 p.m.; Wally Lawrence 12 noon–2 p.m.; Lynda Avis 10–11 a.m.
- c) NHCS Christmas Luncheon – to be held on December 9<sup>th</sup>. Pat Foley, Pat Spicer, and Wally Lawrence volunteered to help with the set-up starting at 10 a.m.
- d) Aquafit Equipment Purchase – Lynda has received an email from Sandy Raddysh with his comments after viewing the water bike and treadmill in action. His recommendation is that we purchase one bike at this time and not a treadmill.  
M/S/C That Nanaimo Harbour City Seniors purchase one bike.
- e) NHCS Maritimes Trip – will be discussed under “Program”.

City Seniors' Coordinator

Total NHCS membership to end of November 2011 – 1,274.

Michele reported that 83 tickets have been sold so far for the Christmas Luncheon.

It was felt we need to do a promotional piece re the city-wide status of our organization, i.e. our name, functions, locations of programs, etc.. This will be put on the agenda for the January 2012 Directors' meeting and a strategy session scheduled for the New Year.

Correspondence

- a) Lynda has received a Christmas card from Jean Crowder, our local MP.
- b) Letter received from the Government of Canada noting receipt of our application for grant funds for the Seniors Crimestoppers Forum.
- c) Lynda gave the Treasurer a letter she received from the B.C. Registry of Services requesting that we have a business number assigned to our organization.
- d) Newspaper clippings received from Robert Jones highlighting the accomplishments of some of our Seniors at the recent B.C. Seniors Games.
- e) Email received on the NHCS website from a member asking that the age limit re membership be lowered. As this has arisen many times in the past, Lynda will respond to the member's email.

Financial Report

Treasurer Anne Smith reported that \$218.95 was raised on the 50/50 draws. These will be done every other week from now on and Bob said they will no longer keep a cash float in the office but will use their own money. Our licence will be due again in June 2012, at a cost of \$35.00.

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

COMMITTEE REPORTS:

Publicity

Wally showed a sample of the poster he made up for the upcoming Poinsettia Sale.

Program

About 75% of the members interested in the Maritimes trip have been contacted by phone. The French Fling is being worked on.

New Business

- a) Bernard Searle's passing – Lynda said a tea will be held on December 3<sup>rd</sup> at Sands Memorial, from 11 a.m.–4 p.m. to honour Bernard. A replacement for Bernard on the Board of Directors will be decided on in January. A notice will be placed on the bulletin board in the lobby and also on the website re the Director's replacement.

Adjournment

Meeting adjourned at 9:45 a.m.

Next Meeting

Friday, January 12<sup>th</sup>, 2012 at 9 a.m.

/pf

2011.12.06

MINUTES OF BOARD OF DIRECTORS' MEETING - NANAIMO HARBOUR CITY SENIORS

January 6<sup>th</sup>, 2012

In Attendance

President Lynda Avis in the Chair, Anne Smith, Miriam Peacock, Bob Davies, Hale Yardley, Pat Foley, Wally Lawrence, Pat Spicer, Michele Duerksen. Guest - Gary Brownhill.

Call to Order

President Lynda called the meeting to order at 9:05 a.m.

Changes/Additions to the Agenda

None.

Adoption of the Agenda

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

Adoption of Minutes

M/S/C That the minutes of the December 2<sup>nd</sup>, 2011 meeting be adopted as amended.

Delegation

Mr. Gary Brownhill of the NHCS Snooker Club addressed the Board, with a submission for some proposed changes to the Snooker Room, estimated at between \$4,000. and \$4,500.

M/S/C That the NHCS provide a letter supporting, in principle, the proposed changes to the Snooker Room.

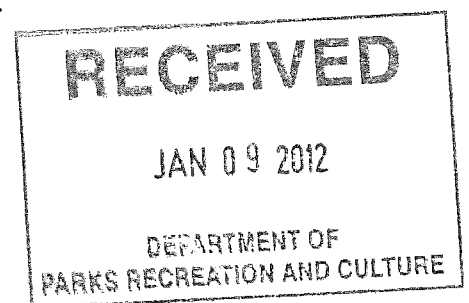
Following this discussion, Lynda told the Board that Gary Brownhill had been asked and had agreed to fill the vacancy on the Board of Directors, until the AGM in May. Gary was welcomed by the group!

Business Arising from the Minutes

- a) NHCS Poinsettia Sale - a total of 125 plants were purchased from VIU, for a total cost of \$875. At the end of the Poinsettia Sale, there were 55 unsold plants. At the Christmas luncheon the following day, 22 of these plants were sold. The Board members present at the luncheon agreed that the remaining plants should be distributed to various nursing homes, which was done. Recommendation is that next year we only order 100 plants and that the Sale be held a week earlier.
- b) NHCS Christmas Luncheon - an excellent event, with 100 members attending. Event was well-organized; the food was excellent, and there was plenty of good fellowship.
- c) Hydorider Purchase - Lynda reported that one Hydorider has been purchased at a cost of approximately \$2,100.00, and the unit is expected to arrive in Nanaimo mid-January. There will be an orientation session regarding usage of the Hydorider arranged by the Manager of Aquatics, and Lynda will ask Hannah King who handles publicity for the City's Parks, Recreation & Culture Department, to prepare some media articles to highlight this donation from the NHCS.
- d) NHCS Maritimes Trip - all people interested in this trip have been contacted by telephone and will make their travel arrangements with Around the World Travel.
- e) VIU Nursing Student - has not yet arrived to join our meetings.

Correspondence

None.



Financial Report

Treasurer reported there has been no activity in the accounts during the past month.

COMMITTEE REPORTS:

Program

A meeting of the committee working on the upcoming French Fling will be held on Monday, January 9<sup>th</sup>, at 1:00 p.m.

Publicity

Wally reported there is lots of information on the NHCS website. Lynda will contact David Burns re updating the Board of Directors listing.

City Seniors Coordinator

Michele reported that at the end of 2011 we had 1,499 members.

Christmas Luncheon was very successful. Next year's event has already been booked for Friday, December 7<sup>th</sup>.

New Business

- a) NHCS Christmas Concert – Lynda attended and reported an excellent show.
- b) Google Map – NHCS website – steps are being taken to have the Bowen Complex on Bowen Road identified on the Google Map of Nanaimo.
- c) Strategy Session – as noted in the December 2011 minutes, it was felt we need to do a promotional piece re the city-wide status of our organization, i.e. our name, functions, locations of programs, etc. It was decided this meeting will be held at the conclusion of next month's NHCS Board Meeting.
- d) Crimestoppers Forum – we will find out in February if we were successful in receiving a grant for this Forum.

Adjournment

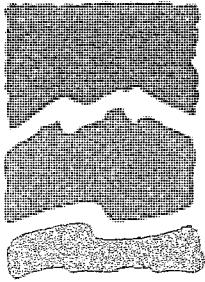
Meeting adjourned at 10 a.m.

Next Meeting

Friday, February 3<sup>rd</sup>, at 9 a.m.

/pf

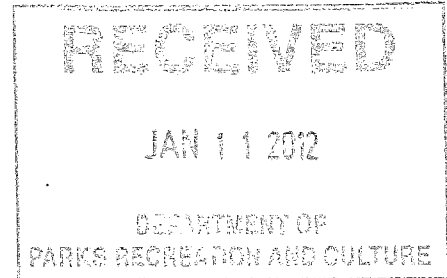
2012.01.07



REGIONAL  
DISTRICT  
OF NANAIMO

January 11, 2012

Nanaimo Parks & Recreation  
c/o Robin Tweed  
[robin.tweed@nanaimo.ca](mailto:robin.tweed@nanaimo.ca)



Dear Robin:

**Re: 2012 RDN Board Appointments**

At its Special Meeting held January 10, 2012, the Board endorsed its 2012 Board appointments.

This will confirm the appointments of Mr. Alec McPherson (Electoral Area A) and Maureen Young (Electoral Area C) as the Board's representatives to the Nanaimo Parks, Recreation and Culture Commission. Their contact information is as follows:

Director A. McPherson  
2768 Nicola Road  
Nanaimo, BC  
V9X 1N4

250-722-9472 (Res)  
250-741-7519 (Cell)  
[alecmcpherson@shaw.ca](mailto:alecmcpherson@shaw.ca)

Director M. Young  
2335 Godfrey Road  
Nanaimo, BC  
V9X 1E7

250-754-5896 (Res)  
250-714-1135 (Fax)  
[maureen\\_young@shaw.ca](mailto:maureen_young@shaw.ca)

Please note that we will be advertising for a public member to represent Electoral Area B. If you have any questions with respect to these appointments, please do not hesitate to contact me.

Sincerely,

Maureen Pearse  
Senior Manager, Corporate Administration

mmp

cc: A. McPherson  
M. Young

6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

Ph: (250)390-4111  
Toll Free: 1-877-607-4111  
Fax: (250)390-4163

RDN Website: [www.rdn.bc.ca](http://www.rdn.bc.ca)

Board Appointment – Nanaimo Parks Recreation and Culture – January 2012



Jan. 11, 2012

Ian Blackwood  
City of Nanaimo  
55 Wallace Street  
Nanaimo, BC, V9R 5J6

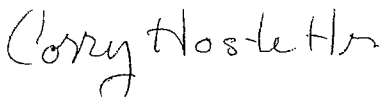
Dear Ian,

On behalf of the Board and staff of the Downtown Nanaimo Business Improvement Association, please accept our heartfelt gratitude for your invaluable contributions to a very successful 2011 Christmas season downtown. Being able to use your Prideaux St. facility to store the trolley over December was huge for us!

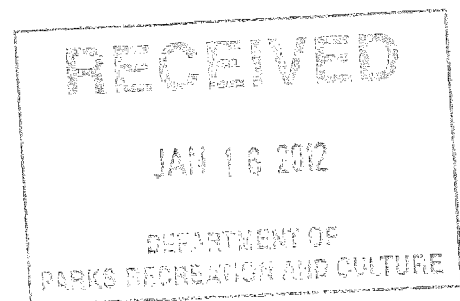
From Santa's arrival by float plane to the newly located Festival of Trees in the Vancouver Island Conference Centre to the new Santa's Workshop at Nanaimo Museum to the very popular horse drawn trolley rides on the weekends, it was truly a holiday season of happy memories for many who came to visit. The DNBIA is all about team work, however, and we could not have pulled it all together without you.

So thanks again and we look forward to working with you on many of the exciting campaigns and projects being planned for 2012!

Sincerely,



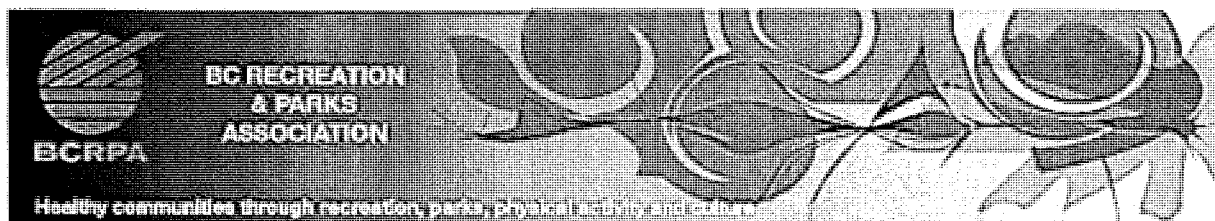
Corry Hostetter  
General Manager  
DNBIA



Robin Tweed

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**From:** Suzanne Allard Strutt [bcrpa@bc-recreation-parks-association.ccsend.com] on behalf of Suzanne Allard Strutt [bcrpa@bcrpa.bc.ca]  
**Sent:** Thursday, 2012-January-19 7:31 PM  
**To:** Robin Tweed  
**Subject:** BCRPA 2012 Provincial Award Nominations Open



*News of interest to parks and recreation practitioners and agencies, fitness and leisure service providers, volunteers and municipal departments...*

Dear BCRPA member,

Jan. 19, 2012

We would like to invite you, as a valued BCRPA member, to help recognize an individual and/or organization for their achievement and commitment to the field of parks, recreation, culture and health promotion by submitting a nomination for a **BCRPA Provincial Award** in one or more award categories.

Nominees are not required to be BCRPA members, with the exception of the PERC Award for Management Innovation and Ingenuity.

Award recipients will be recognized amongst their peers at the 2012 Symposium, May 9 - 11, in Victoria.

BCRPA 2012 Provincial Award Categories include:

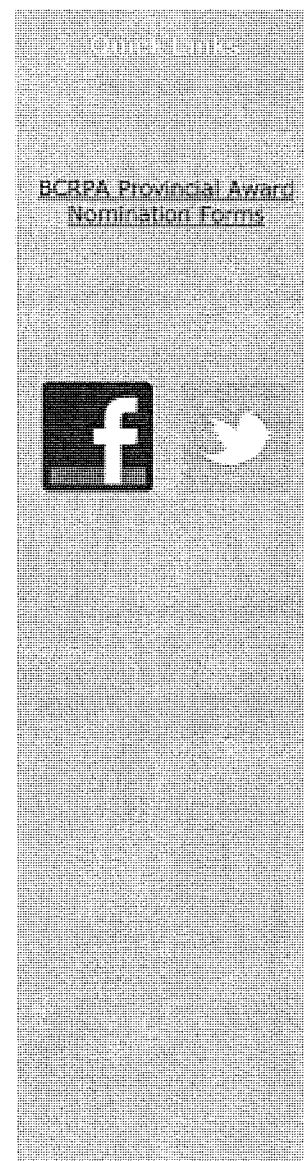
- Award of Merit
- Citation of Outstanding Achievement
- Facility Excellence
- Parks and Open Spaces
- Program Excellence
- PERC Award for Management Innovation and Ingenuity

**The deadline for award nominations is Friday March 9th, 2012.**

We also draw your attention to the PERC Award for Management Innovation and Ingenuity that recognizes creativity in management/administration. We strongly encourage you to profile innovative approaches in the implementation of initiatives.

Nominations for HIGH FIVE® programming and Healthy Choices initiatives will be accepted as Program Excellence nominations. The category of Parks and Open Spaces includes Environmental Leadership.

Full details and nomination forms are available on the BCRPA website at [www.bcrpa.bc.ca/provincialawards](http://www.bcrpa.bc.ca/provincialawards).



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Our **Student Scholarships** are also now open for nominations. We encourage post-secondary institutions around the province with students enrolled in an academic program related to parks, recreation and culture to put forward a nomination.

Help us support future quality leadership through the provision of financial support of their studies. One scholarship nomination per institution.

Full details are available on the BCRPA [Student Scholarship web page](#).



The BCRPA gratefully acknowledges DB Perks & Associates Ltd - Commercial Aquatic Supplies, and Speedo Canada, for their generous sponsorship of the Student Scholarship awards.

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Sincerely,

Suzanne Allard Strutt  
Chief Executive Officer

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*Healthy communities through recreation, parks and culture*

*This newsflash is brought to you by BC Recreation & Parks Association (BCRPA), as a service to members and supporters. We apologize if this announcement has been sent to you in duplicate as your name may inadvertently appear on more than one group email list.*

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BC Recreation & Parks Association | 301-470 Granville Street | Vancouver | British Columbia | V6C 1V5 | Canada