

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

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

2. **INTRODUCTION OF LATE ITEMS:**

- Add Item 9.(d) - Bid For The 2013 Western Canadian Junior A Hockey Championship. Pg. 643.1

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the amended Agenda.)

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. Pgs.
578-582

(Motion required to adopt minutes of 2011-Oct-26 as circulated.)

5. **PRESENTATIONS:**

- (a) Staff Presentation – Weight Rooms and Grade 5 Active Passes – Tara Fedosoff.

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

(Motion required to receive the delegations.)

- (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. Pgs.
583-591
- (b) 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 on the agenda (see Staff report).

- (c) Ed Poli, Manager, and Ian Niamath, President, of Nanaimo Art Gallery, 150 Commerical Street, Nanaimo, B.C. V9R 5L9, regarding funding for the Art Gallery and to answer any questions the Commision may have regarding the Staff report on the agenda (see Staff report).

LATE DELEGATIONS: (5 MINUTES)

(Motion required to allow late delegations.)

7. CHAIR'S REPORT:

8. REPORTS OF ADVISORY BODIES:

- (a) **Parks Committee.** No meeting held.
- (b) **Recreation Committee.** Commissioner Lance to report on the meeting held 2011-NOV-09.
- (i) **Special Rate for People with Disabilities.**

*Pgs.
592-601*

*(Pgs.
597-598)*

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).

(Motion required to adopt recommendation.)

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

*(Pgs.
599-601)*

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.

(Motion required to adopt recommendation.)

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

(Pgs.
594-595)

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

- (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	2010	2011	2012	2012
	GRANT	GRANT	GRANT	REQUEST	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		2,000		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	1,900	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 - <i>one time event</i>	1750	1000	2000	7,500.00	2500.00
WPVL - 97 Breakers		400	1250	750.00	400.00
TOTALS	9850	12,950	15,950	33,450.00	10,000.00

(Motion required to adopt recommendation.)

- (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.

(Motion required to adopt recommendation.)

- (iv) Community Program Development Grant Application – Cedar 4-H Sr. Advisory Council for Beban Park 4-H Barnyard. (Pg. 595)

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

(Motion required to adopt recommendation.)

- (v) Travel Grant Exception – Wheatsheaf Fastball Club. (Pg. 596)

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

(Motion required to adopt recommendation.)

- (c) Cultural Committee. Commissioner Johnstone to report on the regular meeting held 2011-NOV-02, and Special Grant Review Meeting held on 2011-NOV-10. Pgs. 602-608
- (d) Grants Advisory Committee. Commissioner Avis to report on the meetings held since 2011-OCT-26.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance to report on the meetings held since 2011-OCT-26.
- (f) Social Planning Advisory Committee. Commissioner Cowling to report on the meetings held since 2011-OCT-26.
- (g) Port Theatre. Monthly report for October, 2011. Pgs. 609-611
- (h) Nanaimo Art Gallery. Monthly report for October, 2011. Pg. 612
- (i) Nanaimo Museum. Monthly report for October/November, 2011. Pg. 613

(Motion to receive all Advisory Body reports.)

9. STAFF REPORTS:

- (a) Request for Additional Funding for The Vancouver Island Symphony. Pgs. 614-626
- 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.

(Motion required to adopt recommendation.)

- (b) Request for Additional Funding for The Nanaimo Art Gallery. Pgs. 627-630

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

(Motion required to adopt recommendation.)

- (c) Parks, Recreation and Culture Financial Plan 2012 – 2016. Pgs. 631-643

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.

(Motion required to adopt recommendation.)

- (d) Bid For The 2013 Western Canadian Junior A Hockey Championship. Pg. 643.1

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.

(Motion required to adopt recommendation.)

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

- (a) Monthly Report – Senior Manager of Parks & Civic Facilities – October, 2011. Pgs. 644-648
- (b) Monthly Report – Senior Manager of Recreation and Culture Services – October, 2011. Pgs. 649-655
- (c) Vancouver Island University Commemorative Plaque. Pgs. 656-657

(Motion to receive all Information Only Items.)

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

CORRESPONDENCE: (Information Only.)

- (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. Pg. 658
- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2011-NOV-04. Pgs. 659-660

(Motion required to receive all Correspondence.)

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

14. **BUSINESS ARISING FROM DELEGATIONS:**

- (a) Jim Delorme, Norasea Park Committee - VIP Funding Norasea Park.
- (b) Margot Holmes, Executive Director, Vancourver Island Symphony - Symphony Funding.
- (c) Ed Poli, Manager & Ian Niamath, President, Nanaimo Art Gallery - Art Gallery Funding.

15. **UNFINISHED BUSINESS:**

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

(Note: A Motion is required if items are to be removed from "Unfinished Business".)

16. **QUESTION PERIOD:**

17. **ADJOURNMENT:**

Motion to adjourn with 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

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2011-OCT-26, COMMENCING AT 7:00 P.M.**

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 B. Sparkes
Commissioner M. Young

Regrets: Commissioner G. Rudischer

Others: Darcie Osbourne Gary Paterson

Staff: R. Harding J. Ritchie
C. Kuziw, recording
R. Tweed, observing

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2011-SEP-21 at 7:02 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 Presentations – Arenas – Ms. Darcie Osborne, Manager of Arenas and Mr. Gary Paterson, Arena Program Coordinator.
- Overview of all arena allocations and arena programs.
 - NIC has reached the 5th year anniversary.
 - FCA usage overview. Positive feedback from public after the 2010 renovation.
 - A capital project for 2012 will be an upgrade to Cliff McNabb Arena.

6. DELEGATIONS: (None.)

7. CHAIR'S REPORT:

(a) PRCC Certificate & Medallion Presentations.

- Wednesday, 2011-NOV-09
- 6:30 p.m. - 8:00 p.m.
- Beban Park Social Centre (Rooms 1, 2, & 3)
- RSVP by Friday, 2011-NOV-04.

(b) 2012 PRCC & Committee Key Date Calendar.

It was moved and seconded that the 2012 PRCC & Committee Key Date Calendar be adopted. The motion carried unanimously.

- (c) Chair Johnstone recognized and congratulated Commissioner Maureen Young on her acclamation by the RDN as Area C Director (Extension, Arrowsmith-Benson, East Wellington, Pleasant Valley).

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.

- (b) Recreation Committee. No meeting held.

- (c) Cultural Committee. Commissioner Avis reported on the meeting held 2011-OCT-05 on behalf of the Chair, Eveline O'Rourke.
- Upcoming Cultural Forum on 2011-NOV-01 to cover the 2012 Cultural Strategy
 - EJ Hughes DVD presentation.

- (d) Grants Advisory Committee. Commissioner Avis reported on the meetings held since 2011-SEP-21.
- Citizens on Patrol did not receive grant funds. Conference funding was not favoured.
 - Council sent it back to the Committee to revisit.
 - Decision remained the same.
 - Committee wishes to entertain the applicant to explain the decision.

- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2011-JUN-22.
 - Westwood Lake Racquet Club lease change discussed.
 - Details were brought to Council.
 - Council has requested applicant and neighbourhood meet again.
- (f) Social Planning Advisory Committee. Commissioner Kipp reported for Commissioner Cowling on the meeting held since 2011-JUN-22.
 - Commissioner Kipp did not recall the details and will send the minutes of the meeting on for distribution to the Commission.
 - Discussion at the meeting was focused around the homeless strategy.
- (g) Port Theatre. Monthly report for September, 2011.
- (h) Nanaimo Art Gallery. Monthly report for September, 2011.
- (i) Nanaimo District Museum. Monthly report for September/October, 2011.

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

9. STAFF REPORTS:

- (a) Maffeo Sutton Park Improvement Plan Update.

Staff's Recommendation: The Parks, Recreation and Culture Commission recommend that Council approve the Maffeo Sutton Park Improvement Plan Update Process as presented and include Park areas as identified in Schedule "A".

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 September, 2011.
 - Parking near the Bowen Classroom is underway.
 - Caribou Playground is complete.
 - Applegreen site is now prepared and playground installation soon.
 - Norasea Park and McKinnon Park meetings had good attendance.
 - Volunteers will be looking at Planta Park.
- (b) Senior Manager of Recreation & Culture Services. Monthly report for September, 2011.
 - Darcie Osborne represented Suzanne Samborski.
 - Rotary Lookout to be the location for the new Tourist Information Centre.
 - Tourism Nanaimo will be vacating Beban House 2011-DEC-31.

- Merle Logan turf field seam repair may not have settled properly after hot glue repair. Jeff Ritchie to investigate.
- New artificial turf surplus will allow for paving of the parking lot at the location.
- Calls and letters of opposition being received regarding the cancellation of senior van trips. Other options are being considered by staff to accommodate the participants.
- Commissioner Avis sent a letter of explanation to Anne Walker in response to her request to continue the trips. Letter to be forwarded to Commission.

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 of thanks received from Mr. Michael Wright, Arts Alive, P.O. Box 2085, Station A, Nanaimo, BC V9R 6X5, for the generous grant provided by the Cultural Committee and the City of Nanaimo.
- (b) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2011-OCT-07.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS: (None.)

14. BUSINESS ARISING FROM DELEGATIONS: (None.)

15. UNFINISHED BUSINESS:

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

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 8:09 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION Wednesday, 2011-NOV-23; 7:00 p.m.
Bowen Park Complex Conference Room

Cultural Committee Wednesday, 2011-NOV-02; 4:15 p.m. – if required
Bowen Park Complex Conference Room

Recreation Committee Wednesday, 2011-NOV-09; 3:00 p.m. – if required
Bowen Park Complex Conference Room

Parks Committee Thursday, 2011-NOV-10; 5:00 p.m. – if required
Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:

D. Johnstone, Chair
Parks, Recreation and Culture Commission

R. Harding, Director
Parks, Recreation and Culture

2011-OCT-31
File: A2-4
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REQUEST TO APPEAR AS A DELEGATION

ON 2011 - November - 23

year

month

day

NAME OF PERSON MAKING PRESENTATION: Jim Delorme _____
Print

ADDRESS: 5626 Oceanview Terrace, Nanaimo, BC V9V 0A8 _____
street address City Province Postal Code

PHONE: 250-667-3839 _____ FAX: _____
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: Camille Paradis

DETAILS OF PRESENTATION:

Planned layout of Norasea Park (Spring 2012) - with photos

Planned layout of Norasea Road End viewing area (Fall 2012) - with photos

Proposed playground equipment for Norasea Park - with photos

Estimated costs of both park plans

Current offers of support in fundraising plan

Future fundraising projects/plans

Future Norasea Park plan (with additional fundraising)

PLEASE NOTE

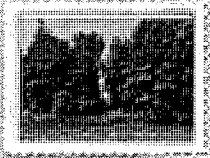
- **Electronic presentations** must be provided on a CD or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5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

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Norasea Park



Norasea Park Committee
5651 Norasea Road
Nanaimo, BC

November 8, 2011

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

Dear Commission Members,

Our neighbourhood would like to participate in your Volunteer In Parks (VIP) program by installing a playground, open play field and picnic area and shaded trail at Norasea Park (5651 Norasea Road) in addition to debris removal, cleanup and installation benches as a mid-block rest area in parkland at the end of Norasea Road.

NEIGHBOURHOOD INTEREST

With the mixed community of seniors, mature adults and the growing population of young families, this park will serve the dual purpose of providing a clean, safe area for local children to meet and play and a location for the neighbourhood to unite for community events and social gatherings. In an area where an established community is being developed at a rapid rate, the addition of amenities to this park will give this area the great potential of providing a communal space for neighbours to meet and mingle while enjoying the natural beauty of the area.

A meeting was held on October 15, 2011 on site at Norasea Park with Kirsty MacDonald and Dianna Johnstone. We had a large turnout and serious interest in the improvement

Norasea Park

even given that many of the new neighbours had not been notified as their information was not yet on file with the City. We organized a VIP park Committee during the initial meeting and have been actively planning the improvements and seeking assistance with those improvements since that first meeting.

PARKLAND VISION

We are all in agreement that Norasea Park is already a beautiful piece of land and appreciate the natural beauty and shade that the treed area of the park provides. Our neighbourhood is in agreement that we want to keep as many trees as possible while removing the debris and thick underbrush, trimming the existing trees up to allow an adequate sightline for safety and maintaining a natural ground cover.

We would like to incorporate a playground near the mid section of the park to take full advantage of the shade provided by the existing trees. Along Norasea, we will be grading the land to provide an open play field, using the existing, and installing a fence along the frontage on Norasea to provide a safe barrier to the road.

Encircling the entire park and winding through the wooded area, we would like to install a pathway, ideally paved to provide an area for easy walking, jogging and/or biking.

As mentioned above, in addition to the Norasea Park location, our neighbourhood would like to extend the grant to include the Norasea Road End location. We understand from Kirsty MacDonald that crews will be working to remove the debris from this area over the next few weeks. Once this is done, we would like to clean up the underbrush to a natural, safe ground cover and install benches as a viewing and/or resting area, similar to that found at the beach access off Waldbank Road.

..... Continued, Page 3

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PROJECT PROPOSAL

SITE 1 - NORASEA PARK LOCATION (SPRING 2012)

Phase 1:

• Remove debris	\$1,000
• Clear underbrush and trim up trees for safe visibility	\$2,000
• Grading, leveling and building trail way - trail to be built with road base so that future paving can occur if funds permit	\$5,000
• Grading and site preparation for playground and field area	\$10,000
• Playground equipment and safety surfacing	\$25,000
• Site landscaping - Native plantings to restore wooded, topsoil and seeding in disturbed locations and planting of additional shade trees	\$5,000
• Fence along Norasea Road (frontage of about 35 metres at 17\$ linear foot)	\$2,000
• Fence along the back of 5607, 5615 and 5623 Oceanview Terrace (distance of about 70 metres at 17\$ linear foot)	\$3,000
• Norasea Park entrance signage and rule signage	\$250
• Installation of picnic amenities and benches	\$4,000
TOTAL: Phase 1	\$57,250

Norasea Park

Phase 2:

<ul style="list-style-type: none">• Pave the pathway encircling the park and winding through the wooded area if future fundraising permits	\$20,000
TOTAL: NORASEA PARK (Phase 1 & 2)	\$77,250

SITE 2 - NORASEA ROAD END (FALL 2012)

<ul style="list-style-type: none">• Remove debris	\$1,000
<ul style="list-style-type: none">• Clear underbrush and trim up trees for safe visibility	\$2,000
<ul style="list-style-type: none">• Grading, leveling and clearing path	\$3,500
<ul style="list-style-type: none">• Native plantings to restore cleared portion of site	\$500
<ul style="list-style-type: none">• Norasea Park entrance signage and rule signage	\$250
<ul style="list-style-type: none">• Installation of benches	\$3,000
TOTAL: NORASEA ROAD END	\$10,250

TOTAL ESTIMATED COSTS

NORASEA PARK Phase 1	\$57,250
NORASEA ROAD END	\$10,250
NORASEA PARK Phase 1 & NORASEA ROAD END	\$67,500
NORASEA PARK Phase 2	\$20,000
TOTAL ESTIMATED COST:	\$87,500
NORASEA PARK Phase 1/2 & NORASEA ROAD END	

GRANT REQUEST AND NEIGHBOURHOOD CONTRIBUTIONS:

To help implement our vision for both sites including rejuvenation of the green space and implementation of the proposed playground we would like to request a grant from the VIP program in the amount of \$35,000. This grant will be essential to our project, especially given that we are working with two separate parkland areas.

We are aware that donations of labour, materials and services are crucial to the success of our plan. We have a large number of neighbours interested in actively participating in the development of these parklands and, given the growing, condensed population in this neighbourhood, many have connections to both developers and business owners who can contribute to make this plan a success for our neighbourhood and, in turn, the city.

In addition to the VIP program grant, we plan to actively find other sponsors from our own neighbourhood and the city, at large. We are planning a bottle drive and a neighbourhood barbecue to raise money for the project. Additionally, we are seeking both monetary and labour donations from the businesses which have been frequented often over the course of the past two years of active home-building in the neighbourhood.

FUNDRAISING PLAN

BUSINESS	REQUEST	COMMITTEE MEMBER	APPROX. VALUE
Hub City Paving (Gord Dumont)	SUPPLIES: Pea Gravel - playground surfacing	Jim	\$1,000
Hub Excavating (Bob Milner)	LABOUR: Grading, leveling and surfacing of ground	Jim	\$10,000
Hillside Massage Therapy	MONETARY	Camille	
M&J Tree Service	LABOUR: trimming and removal of trees for safety purposes	Camille	
Jim's Mowing Service	LABOUR: Restore native plantings	Camille	
Slegg Lumber	MONETARY	Dawn	
Atlas Truss	MONETARY	Dawn	
Home Depot	TOOL RENTAL	Camille	
Costco	MONETARY	Camille	

Norasea Park

BUSINESS	REQUEST	COMMITTEE MEMBER	APPROX. VALUE
Quality Foods	FOOD DONATION: For BBQ to raise money and to feed volunteers	Jason	
Coast Capital Credit Union/ Insurance			
Petley Jones Law Offices	MONETARY	Camille	
Graff Excavating	LABOUR/EQUIPMENT USE	Jason	
K&G Contracting	LABOUR/EQUIPMENT USE	Jason	\$5,000
Child Development Centre	LABOUR		
Dig Deep Contracting	MONETARY/LABOUR	Jim	
Joe Singh Contracting	SUPPLIES: wood to enclose playground / wood for fencing	Jim	
Les Hunter Law Corp	MONETARY	Dawn	
Canadian Tire	MONETARY	Dawn	
VIREB	MONETARY	Dawn	
MJP Home	LABOUR/EQUIPMENT USE: Bobcat time for grading/leveling	Dawn	\$3,500
Royal Bank	MONETARY	Dawn	
TOTAL ESTIMATED CONTRIBUTIONS:			\$19,500

This above, is, of course, only a preliminary plan, which we hope to expand considerably with additional participation from the neighbourhood.

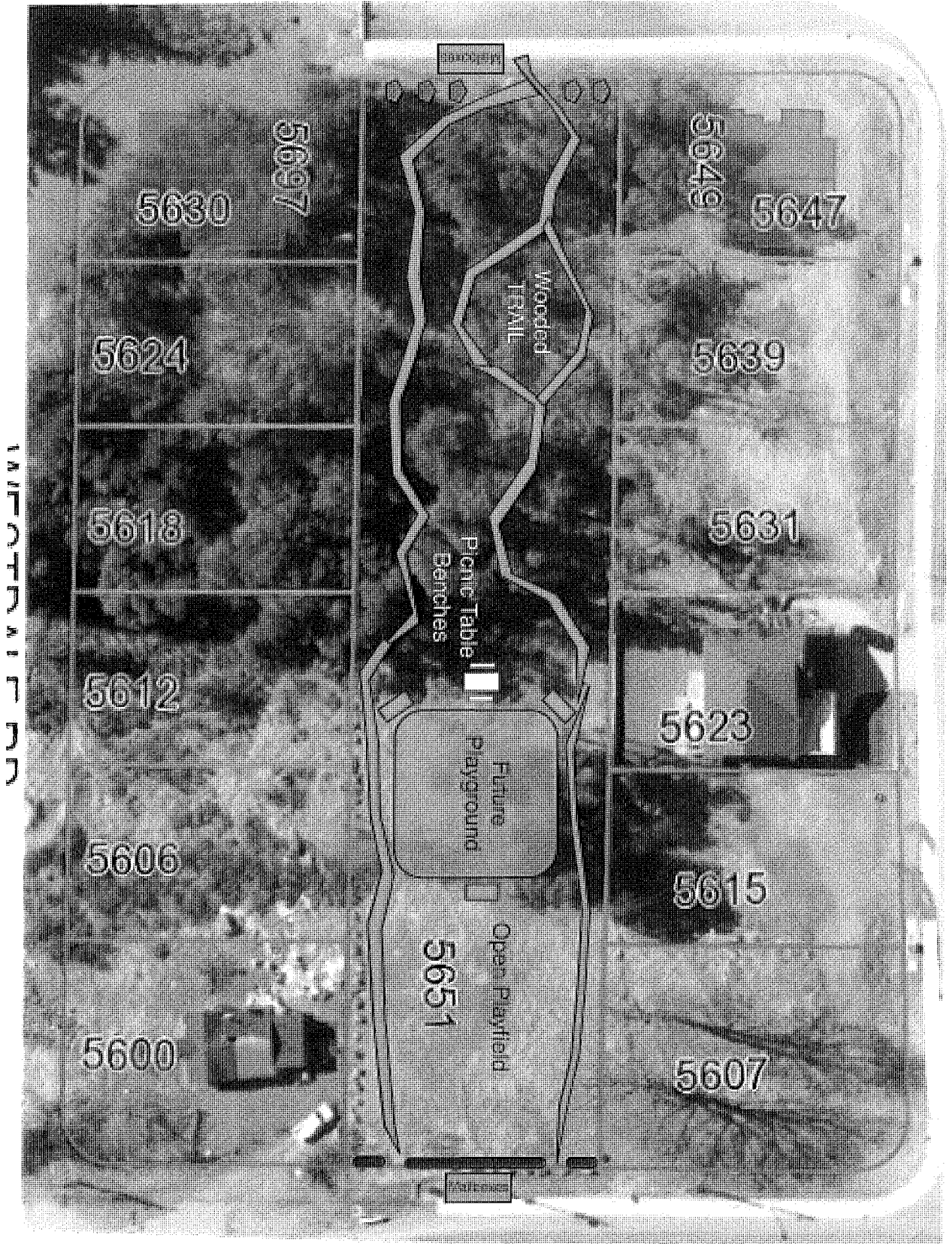
If you have any questions or would like a tour of the park, please feel free to call Camille at 250-729-7344 or email camilleparadis@shaw.ca or Dawn Plavetic at 250-618-9236 or dawn@shawcable.com. Thank you for your consideration of our proposal.

Sincerely,



Camille Paradis, Norasea Park Committee

OCEANVIEW TERR



NORASEA RD

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**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2011-NOV-09, COMMENCING AT 3:00 P.M.**

PRESENT: Commissioner Shirley Lance, Chair
Commissioner Jim Kipp
Commissioner Janet Cowling

REGRETS: Commissioner Joe Burnett
Commissioner Gisele Rudischer

GUESTS: Ms. Karen Streeter
Ms. Lynn Haley
Mr. Gary Turner

Staff: S. Samborski
M. Smith

E. Williams
C. Kuziw, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:02 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) Meeting Notes of the Regular Recreation Committee Meeting held Wednesday, 2011-MAY-18 at 10:00 a.m. in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2011-MAY-18 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS:

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

- (a) Karen Streeter, VIEEx, Beban Park Barn Replacement – the delegation providing an overview and rationale for the Beban Park – VIEEx barn replacement proposal. Ms. Lynn Haley, President of VIEEx, also presented.

6. CHAIR'S REPORT:

(a) **Feasibility Study for the Beban Park Barn Replacement.**

At the Parks, Recreation and Culture Commission meeting held on 2011-JUL-27, Staff recommended that the Parks, Recreation and Culture Commission recommend that Council endorse Option 1: replacing the existing barns on the VIEEX grounds with one new consolidated barn structure as outlined in the report to the Commission (attached for information purposes).

Subsequently, it was moved and seconded that the matter be referred to the Recreation Committee for review of Option 1, with heating, in accordance with the six key points in the "Guidelines for City Assisted Community Capital Projects" document and return to Commission with recommendations.

At that time, due to time constraints as a result of the annual Vancouver Island Exhibition, it was determined that VIEEX Staff would appear before the Recreation Committee to address the Beban Park Barn replacement matter at a future date.

7. REPORTS OF PROJECT COMMITTEES: (None)

8. STAFF REPORTS:

(a) **Special Rate for People with Disabilities.**

STAFF RECOMMENDATION: That the Recreation Committee recommend 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.

(b) **Feasibility Study for the Beban Park Barn Replacement.**

STAFF RECOMMENDATION: That the Recreation Committee recommends that the Parks, Recreation and Culture Commission recommend that Council endorse a modified version of Option 1 as outlined in the feasibility study to:

- *Replace four (4) of the existing barns on the VIEEX 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 of the VIEEX and other agriculturally focused community groups.*

A friendly amendment to the motion was made to read:

That the Recreation Committee recommends that the Parks, Recreation and Culture Commission recommend that Council

- *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. The motion carried unanimously.

9. INFORMATION ONLY ITEMS (Staff reports): (None.)

10. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information) (None.)

11. NOTICE OF MOTION:

12. OTHER BUSINESS:

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

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

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	2010	2011	2012	2012
	GRANT	GRANT	GRANT	REQUEST	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		2,000		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	1,900	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 - <i>one time event</i>	1750	1000	2000	7,500.00	2500.00
WPVL - 97 Breakers		400	1250	750.00	400.00
TOTALS	9850	12,950	15,950	33,450.00	10,000.00

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

- It was recommended that \$2,500.00 from grant funding and an additional \$2,500.00 from PRCC VIP program (for a total of \$5,000.00) for the Nanaimo White Rapid BCSSA Provincial event be approved.

Recreation Committee Recommendation: That the Parks, Recreation and Culture Commission approve an additional \$2,500.00 for the Nanaimo White Rapids – BCSSA Provincial event from the Parks, Recreation and Culture Commission VIP Program. The motion carried unanimously.

(b) **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 Cedar 4-H be granted \$5,000.00 for 2012 fiscal year.

It was moved and seconded that the recommendation be adopted. The motion carried. **Opposed:** Commissioner Cowling.

(c) **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.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission have staff report on changing the Travel Grant Policy. The motion carried unanimously.

13. UNFINISHED BUSINESS: (None.)

14. QUESTION PERIOD: (No Questions.)

15. ADJOURNMENT:

It was moved and seconded at 4:25 p.m. that the meeting adjourn, with the next Meeting of the Recreation Committee to be held, if required, Wednesday, 2012-JAN-11, commencing at 3:00 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.

Shirley Lance, Chair
Recreation Committee

CERTIFIED CORRECT

APPROVED FOR DISTRIBUTION:

S. Samberski, Senior Manager
Recreation and Culture Services

Richard Harding, Director
Parks, Recreation and Culture

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: SHIRLEY LANCE, CHAIR, RECREATION COMMITTEE

RE: SPECIAL RATE FOR PEOPLE WITH DISABILITIES.

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).

EXECUTIVE SUMMARY:

At their meeting held on 2011-JUL-27, the Parks, Recreation and Culture Commission received a delegation from the Steering Committee for *MS'ers Helping MS'ers* who requested the City establish a subsidized admission fee category for people with disabilities. This matter was referred to Staff who subsequently compiled additional information which was reviewed by the Recreation Committee on 2011-NOV-09.

2006 census data shows 16% of the BC population reported having a disability. The definition of 'disability' can be very broad in scope, it may include blind or partially sighted, learning or intellectual disabilities, deaf or hearing impaired, physical disability, long term illnesses, mental health or psychological difficulties, or acquired brain injury. It could also include those who have at present or once existed but no longer, a person with a back injury, a heart attack, or an episode of mental illness. It could include a person with a genetic predisposition to a disease such as Huntington's disease or heart disease. Agencies who provide subsidies to people with disabilities each establish their own definition, some are very broad and others very limited. Presently, the City of Nanaimo does not have a definition for a disabled person.

With the exception of age specific subsidies for child, student and senior age groups, the City does not provide subsidized fees for specific groups or classification of people.

The City of Nanaimo continues to support and advertise the LEAP program, which is available to all residents of Nanaimo who are in need of financial assistance and meet the federally set low income thresholds. PRCC recently endorsed a corporate health and wellness program that is available to all local businesses and organizations.

All residents of Nanaimo, regardless of physical, mental or other disability, who require financial assistance and qualify for LEAP receive free admissions and have discounts that could be used for programs or annual passes. Any organization or agency that have a number of members interested in group discounts could access the Corporate Recreation Pass program and receive a further 15-30% savings over and above the already discounted annual pass.

It is recommended that further promotion of these opportunities be considered instead of a new fee category. Not all people with a disability will qualify but it is believed those most in need, will.

While developing a new admission fee category for people with a disability is possible, the very definition of disabled or persons with disability is challenging. Any fee created would have to be clearly defined and a staff person would have to verify, follow up and, depending on the definition, and who would qualify, potentially monitor the participant's health.

BACKGROUND:

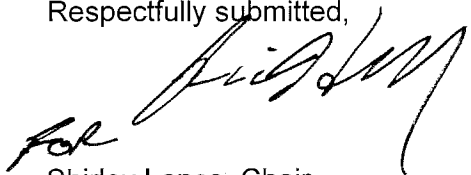
For a number of years, MS Society clients and a few other community organizations were given a reduced rate for pool and gym admission that was inconsistent with the PRC Bylaw. At the time these fees were created there were no subsidized rates available other than those based strictly on age. Since then, the City of Nanaimo has introduced several fee subsidy opportunities such as LEAP, the Corporate Recreation Pass, 80+ years go free, the Grade 5 Active pass, and the Grade 6 Stay Active Pass. Through these established alternatives staff has been working to phase out the non-compliant fees, most of which have already ended. The MS Society rate is scheduled to end in September 2011.

BCRPA conducts regular surveys of municipal recreation service fees and these records show that no BC communities have a separate admission fee category for people with disabilities. What is typical in most communities, including Nanaimo, is that when a person with a disability requires an aide to accompany them, the aide is allowed free admission. Also typical throughout BC are programs designed to assist those with limited ability to pay. LEAP is Nanaimo's version of this and it provides the qualified applicant with 52 free drop-in admissions plus four (4) registered programs at 50% off, per year (which could be applied to an annual pass).

VIHA has some programs providing financial assistance to clients for whom physical activity would improve health. Typically these programs, such as the Integrated Health Network and Prescription for Health, require very specific criteria to qualify and individuals would need to pursue it with their health care provider.

The recreation subsidy programs presently in place are very well used, predominantly at the pools and fitness gyms. It is estimated the total value of this subsidy is \$200,000 annually.

Respectfully submitted,



Shirley Lance, Chair
Recreation Committee

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: SHIRLEY LANCE, CHAIR, RECREATION COMMITTEE
RE: FEASIBILITY STUDY FOR THE BEBAN PARK BARN REPLACEMENT

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.

EXECUTIVE SUMMARY:

At the 2010-NOV-24 Parks, Recreation and Culture Commission meeting, the Commission endorsed the 2006-MAY-24 motion supporting that staff "initiate a process, with the Vancouver Island Exhibition (VIEx), to develop the concept and determine the feasibility of constructing a multi-use facility at Beban Park".

The Feasibility Study for the Beban Park Barn Replacement (attached) got underway in January, 2011. Since then, a team comprised of City Staff and VIEx Board members worked through a process with a facility consultant to evaluate a number of building options around replacement of the aging barns located at Beban Park within the Beban Park VIEx and Equestrian license area.

Through the feasibility study process three options were developed and evaluated:

- Option 1:** Replacing the existing barns on the VIEx grounds with one new consolidated barn structure as outlined in this report.
- Option 2:** Building a new building that meets the core programmatic needs of VIEx and meets the needs of various minor sport and adult recreational user group needs
- Option 3:** Building a new institutional quality building that would be jointly operated by VIEx and the City of Nanaimo and meets the program needs of VIEx and, minor sport and adult recreation group needs.

The attached report, “Feasibility Study for the Beban Park Barn Replacement Facility”, provides detail on the process, options, financial analysis, and recommendations regarding this project.

BACKGROUND:

The development of a multi-use facility to not only replace the aging barns but also provide a venue for a number of agricultural and general use activities has been a vision for a number of years. A desire within the community to develop a multi-use facility at Beban Park was identified in the 2005 Parks Recreation and Culture Master Plan.

Three options were developed and evaluated through the feasibility study. Each option addresses the core requirements of the primary user and builder of the facility. The following reflect the summary of the options that are detailed in the attached study.

Option 1: Replacing the existing barns on the VIEX grounds with one new consolidated barn structure.

- An un-insulated and unheated pre-engineered metal building with concrete floor slab programmed to meet the primary user need: VIEx summer fair exhibitory and year-round storage use only; the facility would have limited community or sport use potential, although the building could be fitted-up in the future to serve those additional needs.
- VIEX would program and cover all operating costs. There would be no additional operating costs than current: energy use or labor costs associated with the new building except for annual as-needed routine repair and maintenance.
- Project cost \$1.86 million.

Option 2: Building a new building that meets the core programmatic needs of VIEx and meets the needs of various minor sport and adult recreational user group needs.

- The superior quality pre-engineered building would be fully winterized and include finished office, washroom and meeting spaces; storage spaces would be left unimproved. All building code requirements for occupancy would be satisfied.
- The building would include a full-bleed sport flooring system (palletized removable but not tile), minimum 25-foot ceiling, netting for sub-dividing space, a continuous plywood dasher board system on the inside face of perimeter columns for safety and to keep balls in the field of play.
- The facility would require approximately 0.5 full-time equivalent (FTE) staff to operate. If the facility were operated by volunteer labor, the facility could potentially meet operating expenses. If the facility depended on paid staff, the facility would very likely operate in annual deficit.
- Project cost \$3.75 million.

Option 3: Building a new institutional quality building that would be jointly operated by VIEx and the City of Nanaimo and meets the program needs of VIEx and, minor sport and adult recreation.

- Built of concrete to 8-feet and manufactured steel upper walls and roof.
- The project would be over twice the cost of Option 2 requiring the City's participation in the facility as a capital and operating partner.
- The facility could be operated on a volunteer basis or with paid staff.
- Project cost \$5.6 million.

From the long-term perspective of VIEx, Option 1 is the most affordable and sustainable solution. Based on the consultant's report, the new facility would be unheated and un-insulated and the interior largely unfinished. However, staff supports VIEx's recommendation that the heating, insulating and washroom requirements be addressed in the initial construction phase so as to allow year round use. This would increase the \$1.86 million budget estimate somewhat but the increase would be offset by potential rental revenue. The simple pre-engineered metal structure with concrete floor slab should be designed to be refitted in the future when demand demonstrably increases or supply is reduced.

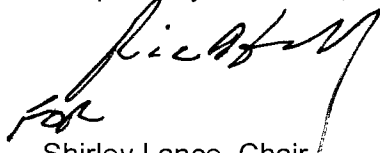
The City's Centennial Building located at Beban Park is smaller than the proposed new barn but is somewhat similar in design and in operational possibilities. Staff agrees that, if the VIEx develop the new facility with a focus on accommodating agriculturally based community groups and the City continues to develop the Centennial Building with a focus on accommodating sport based community groups, that all groups will be better served.

At some point, the Master plan for Beban Park will be revisited. At that time the replacement VIEx structure will either fit into an updated plan or as a pre-engineered building, could be relocated. The advantage of the modified Option 1 at this time is the flexibility it represents.

Funding

Currently there is \$300,000 of City allocated funds towards this project in the 2015 Capital Plan. VIEx will be presenting a project capital plan outlining project funding.

Respectfully submitted,



Shirley Lance, Chair
Recreation Committee

Attachment

2011-NOV-14

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**NOTES
REGULAR CULTURAL COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2011-NOV-02, COMMENCING AT 4:15 P.M.**

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. Kamal Parmar

Regrets: Ms. Joanne Husband
Ms. George McGladrey

Staff: S. Samborski C. Kuziw, recording
B. Kuhn

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:18 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) Meeting Notes of the Regular Cultural Committee Meeting held Wednesday, 2011-OCT-05, at 4:14 p.m., in the Bowen Park Complex Conference Room.

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

5. DELEGATIONS: (None.)

6. COMMISSION REPORT:

- (a) Commissioner Johnstone provided a verbal report on behalf of Commission Pattje on the Parks, Recreation and Culture Commission meeting held on Wednesday, 2011-OCT-26.

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

7. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee. (None.)
(b) Art in Public Places Project Committee. (None.)
(c) Cultural Forum Project Committee.

Discussion had on the Cultural Forum held Tuesday, 2011-NOV-01.

- 47 registered.
- Breakout feedback sessions were very good.
- Funding was a common topic discussed.
- Groups expressed the desire to collaborate and share space.
- Good sense of cooperation among groups.
- Collaborative marketing discussed.
- Information from the Forum will be summarized in a staff report to the Cultural Committee.
- Cultural diversity could be improved – first nations representation specifically.
- Discussion had on contacting Chief Doug White, of SFN with the invitation to consider SFN representation on the Culture Committee.

It was moved and seconded that Cultural Committee write a letter to Chief Doug White, of SFN to advise him of the upcoming Cultural Committee appointments in March 2012 and ask him to give serious consideration to SFN representation on the Cultural Committee. The motion carried unanimously.

8. STAFF REPORTS: (None.)

9. INFORMATION ONLY ITEMS (staff reports). (None.)

10. GRANT REVIEWS:

- (a) Arts, Cultural and Festival Events Grants.
Grant Application Binders will be ready 2011-NOV-04 after 12:00 p.m.
- (b) Cultural Operating Grants.
Grant Application Binders will be ready 2011-NOV-04 after 12:00 p.m.

- (c) Set meeting dates for interviews.
- 2011-NOV-10 from 3:00 p.m. to 4:30 p.m. to determine who will be interviewed.
 - 2011-NOV-17 from 3:30 p.m. to 6:30 p.m. Interview meeting.
 - 2011-NOV-24 from 3:00 p.m. to 6:00 p.m. Interview meeting.

11. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information)

- (a) Correspondence from Ms. Bridget Deighton, Treasurer, Nanaimo Musicians Association Society, dated 2011-OCT-21, regarding their 2011 Arts, Cultural and Festivals Events Fund Grant.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

14. UNFINISHED BUSINESS:

- (a) Temporary Public Art Piece Donation – Mrs. Lee-Anne Stark, President, and, Mr. Warren Jaques, Secretary Newcastle Neighbourhood Association (NNA).
- (b) Film on the EJ Hughes Restoration – to be viewed at a future Committee meeting. (*Note: viewed by members following the 2011-OCT-05 meeting.*)
- (c) Canada Revenue Agency, Charities Directorate, Information Session – Staff to research if CRA would be available to present to Cultural organizations regarding Income Tax matters.
- (d) Set up Poet Laureate Project Committee (2 members).

It was moved and seconded that the Kamal Parmar and Julie Bevan be appointed as the Cultural Committee representatives on the Poet Laureate Project Committee. The motion carried unanimously.

It was moved and seconded that the Kamal Parmar and Julie Bevan and staff have the authority to make the selection of the remaining members of the Poet Laureate Project Committee. The motion carried unanimously.

It was moved and seconded to remove 14.(b) and 14.(d) from Unfinished Business.. The motion carried unanimously.

15. QUESTION PERIOD: (No questions.)

16. ADJOURNMENT:

It was moved and seconded at 5:01 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2012-JAN-04, 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:

APPROVED FOR DISTRIBUTION:

*

*

S. Samborski, Senior Manager
Recreation and Culture Services

Richard Harding, Director
Parks, Recreation and Culture

2011-NOV-09

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**NOTES
CULTURAL COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
THURSDAY, 2011-NOV-10, COMMENCING AT 3:00 P.M.**

PRESENT: Eveline O'Rourke, Chair

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

REGRETS: Commissioner Shirley Lance
Commissioner Lynda Avis

Staff: S. Samborski B. Kuhn C. Kuziw, recording

1. CALL THE OPEN MEETING TO ORDER:

The Meeting of the Cultural Committee was called to order at 3:07 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) A late application was received one week after the application deadline from the Rhododendron Society

It was moved and seconded that the Cultural Committee would not accept the late application from the Rhododendron Society. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. GRANT REVIEWS:

- (a) Arts, Cultural and Festival Events Grants.

Joanne Husband informed the Cultural Committee that the Nanaimo Theatre Group was not applying for any grants this year as they received sufficient funding from gaming applications and that all of the plays made money this year.

- 1) The Festival of Banners Grant application was postmarked 2011-OCT-27 but was received on 2011-NOV-02.

It was moved and seconded that the late application from the Festival of Banners be received. The motion carried unanimously.

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It was determined that the following groups would be interviewed:

- Cambodian Canadian Society
- Gallery Row Public Art Committee

It was moved and seconded that the Cultural Committee would not look at the Christmas Bird Count as it does not fall under the category of either an event or a festival. The motion carried unanimously.

- Francophone Association (combined interview)
- African Heritage Society (combined interview)
- Nanaimo Arts Council (combined interview)
- Nanaimo Blues Festival Society (combined interview)

It was moved and seconded that the Cultural Committee would not consider any 'walks' or 'runs'. The motion carried unanimously.

- Children's Literature Round Table
- Conservatory of Music (combined interview)
- Empire Days
- Women's Resource Society
- Pacific Coast Stage Co. (combined interview)
- Performing Arts BC
- Schmooze Productions
- VIU University Foundation – Festival of Trees
- Festival of Banners –

(b) Cultural Operating Grants.

It was determined that the following groups would be interviewed:

- Crimson Coast Dance Society
- Francophone Association (combined interview)
- African Heritage Society (combined interview)
- Nanaimo Arts Council (combined interview)
- Ballroom Dance Society
- Nanaimo Blues Festival Society (combined interview)
- Nanaimo Concert Band
- Conservatory of Music (combined interview)
- Pacific Coast Stage Co. (combined interview)
- TheatreOne
- VI Symphony
- Western Edge Theatre

(c) Meeting dates for the interviews are as follows:

- Thursday, 2011-NOV-17, 3:30 p.m. - 6:30 p.m. at Bowen Complex Conference Room.
- Tuesday, 2011-NOV-29, 3:00 p.m. - 6:00 p.m. at Bowen Complex Conference Room.

All candidates will be advised that 10 minutes is being allocated for each interview to be utilized as a question period by the Committee. No presentations will be received.

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5. ADJOURNMENT:

It was moved and seconded at 4:00 p.m. that the meeting adjourn, with the next Grant Review meeting of the Cultural Committee is to be held Thursday, 2011-NOV-17, commencing at 3:30 p.m., in the Bowen Park Complex Conference Room. The motion carried unanimously.

Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:

APPROVED FOR DISTRIBUTION:

S. Samborski, Senior Manager
Recreation and Culture Services

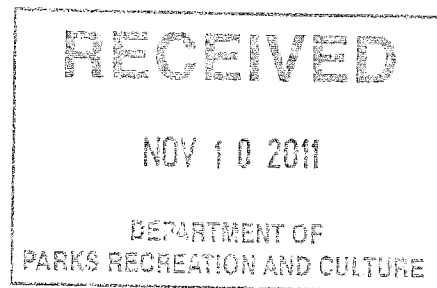
Richard Harding, Director
Parks, Recreation and Culture

2011-NOV-10
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M1-23

MONTHLY ACTIVITY REPORT



October 2011

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Belly for the Beast	7:30 PM	Dance	410	46
2	2	Abbamania	7:30 PM	Music	574	13
3	14	Nanaimo Arts Council	10:00 AM	Artwork changeover	0	5
4	15	Chantel Kreviazuk	7:30 PM	Music	574	7
5	17	Lorne S. Thomson Gallery	10:00 AM	Artwork changeover	0	2
6	19	Country Blend	7:30 PM	Music	259	38
7	20	VIS	7:00 PM	Tech/Rehearsal	0	44
8	21	VIS	2:15 PM	Tech/Rehearsal	0	44
9	22	Nanaimo Conservatory of Music	9:00 AM	Facility Tour	30	1
10	22	VIS	7:30 PM	Music	734	44
11	23	Big Sugar	10:00 AM	Music	767	21
12	24	Classical Coffee Concert	10:30 AM	Music	81	3
13	24	Neverrest	6:00 PM	Music	354	18
14	25	RocknRoll Piano Men	7:30 PM	Music	376	20
15	26	DNBIA Quarterly Meeting	7:30 AM	Meeting	60	1
16	27	Investors Group	8:00 PM	Private Function- Comedy	680	7
17	28	Toby Hargrave	7:00 PM	Comedy	466	5
18	29	Shane Koyczan	8:00 PM	Music	330	7

TOTALS

Number of Events:	18
Estimated Audience Attendance:	5695
Estimated Number of Artists/Crew:	326
Total people through the building:	6021

609

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		9,765	14,306	10,083	10,070	
Dec	14	24	22	22		5,049	9,302	8,516	9,857	
TOTALS	218	268	227	252	197	91,259	101,392	84,819	101,277	74,771

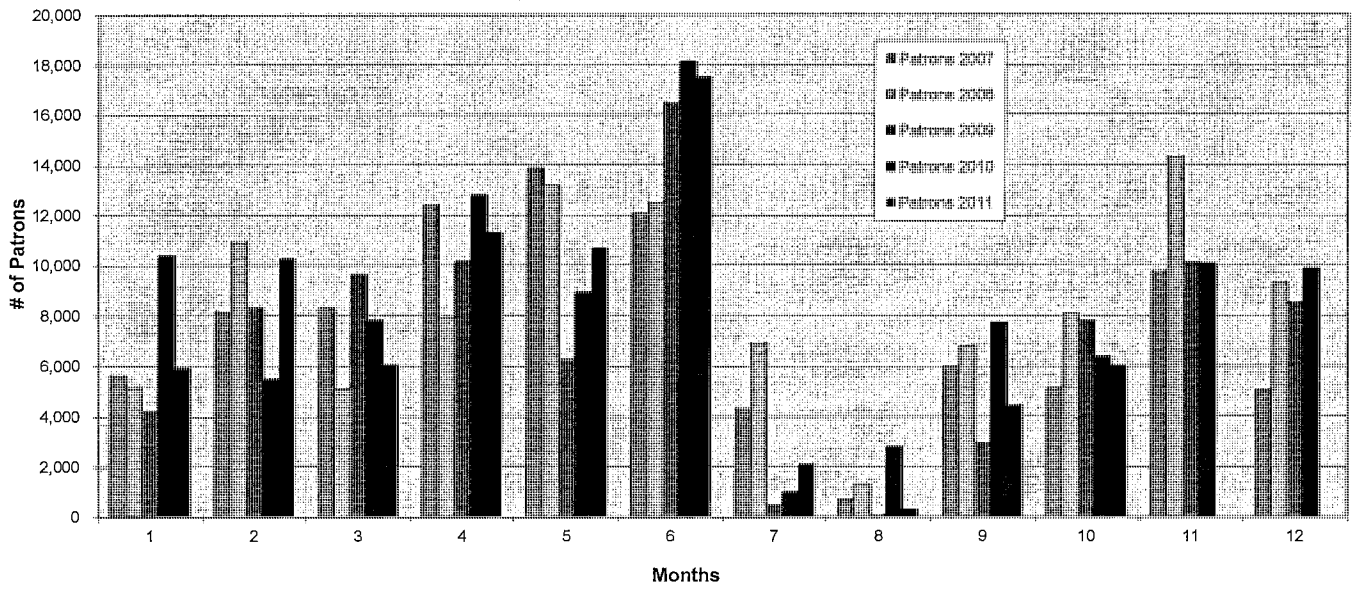
Comparison of attendance for the same month last year
Comparison of events for the same month last year

-42%	decrease
-17%	decrease

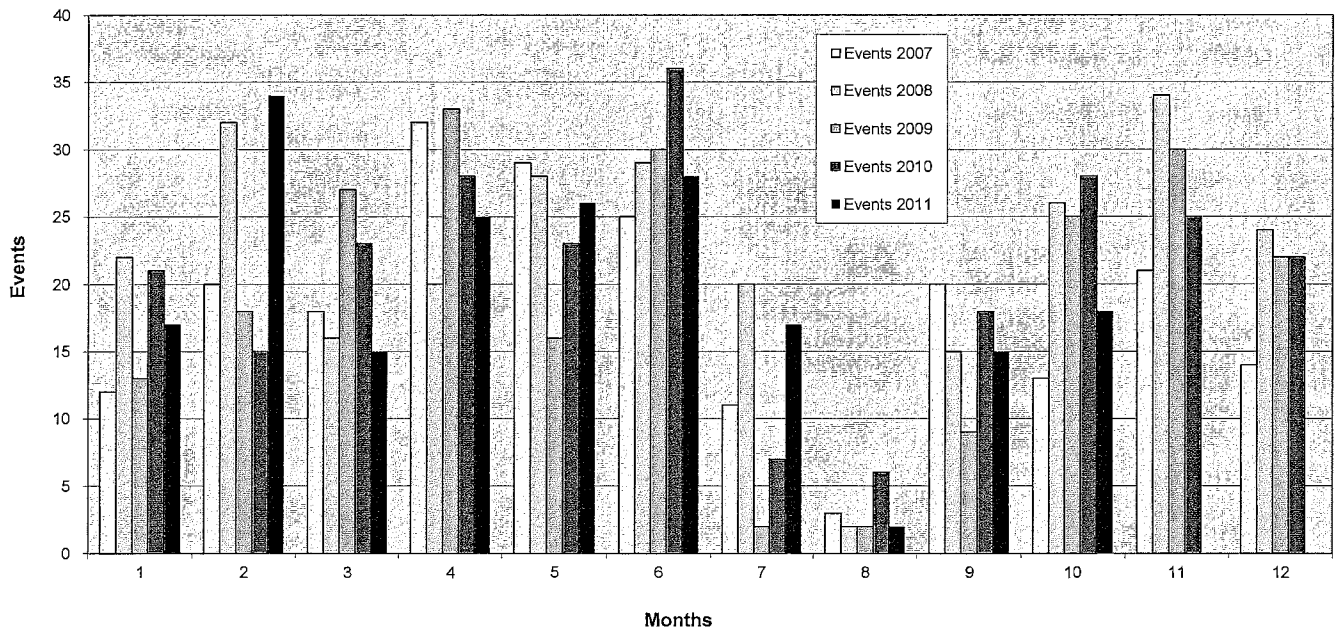
Five year average attendance for same month
Five year average number of events same month

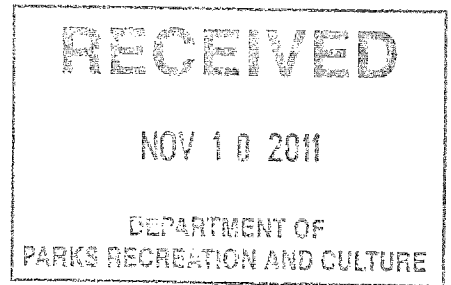
5,568
15

Patron Attendance Comparison



Event Comparison





ACTIVITY REPORT

October 1, 2011 to October 31, 2011
Submitted by Ed Poli, Gallery Manager

The Campus Gallery (900 Fifth Street) presented:

- **Huxian Collection** - from August 25, 2011 - 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 - 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.
- **Art Education** – The Gallery presented educational workshops and gallery tours.

Campus Gallery Attendance - 521

The Downtown Gallery (150 Commercial Street) presented:

- **Federation of Canadian Artists** - from October 11, 2011 - November 1, 2011 - A Juried Art Show exhibition featuring works by members of the Nanaimo Chapter of the Federation of Canadian Artists.
- **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. Exhibitions were presented featuring the work of Nanaimo artists Nellie Kazenbroot, Denise McNeill, and Lisa Graham.
- **Artrageous Saturdays** – The Gallery presented four *Artrageous Saturdays* art workshops for children.
- **Halloween Crafts** – The Gallery presented a free drop-in Halloween craft workshop for children on Saturday, October 29, 2011.
- The Gallery space was used by a number of organizations and community groups and for various community events.

Downtown Gallery Attendance - 1718

Total Attendance: 2239

m1-2

612



NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission
October/November 2011

Submitted November 10, 2011, by Debbie Trueman

RECEIVED

NOV 14 2011

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Administration/Revenue

- Numbers/Revenue – Looking at numbers year to date compared to last year to date, visitor numbers (including shop, events and programs) are up over 30%, Venue Rental revenue is up 35%, and gift shop sales are up almost 40%. Reasons for the increase include now being open six days a week in the winter, Serious Coffee customers, and steadily increasing traffic downtown.
- BC Arts Council – This application was submitted, we should hear in January 2012.
- With less than two months to go in our year, the budget is on track.

Exhibit Programming

- Ivan Sayers/Museum collection Textile exhibit – Opened September 1st and all four speaking/guided tour events with Mr. Sayers have sold out. The exhibit is up until the end of the year-make sure to stop in and see this beautiful exhibit.
- 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.
- 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.
- Remembrance Day Exhibit – done with the help of the Military Museum - is getting good reviews since the installation November 3rd.

Programs and Events

- Venue Rental – include a Fish Conference reception, VIHA multiple day workshops, Young Professionals reception, and the final Tourism Tuesday event.
- Our collaborative event with the Astronomy club was very well received again this year with over 300 children and adults enjoying the demonstrations.
- Trick or Treat – we were overwhelmed with kids this year with more than 400 kids (not counting accompanying adults) stopping by for treats-congratulations to DNBIA for a great event.
- School programming – the K/1 Christmas program is almost full with 24/32 class slots already confirmed.
- Brownie Sleepover – will happen again next week.

Community Partnerships

- Military Museum/Old Space- We are finally out of the top two floors and the lower floor common space at the old museum to allow work to begin in preparation of the VIMM move to that space. Thanks to the City for help with several loads to recycling!
- We are working with DNBIA for Christmas by providing a venue in our lobby for Santa's Workshop beginning November 25th. This should be a great "win-win" but means a very busy December when paired with school Christmas programs!
- Kiwanis – I did a short update as thanks for their donation.
- Cultural Forum – It was nice to see some new faces at the table for this event!
- City Planning Dept Open House – took place in our lobby with over 150 people visiting-thanks to Chris Sholberg for using us as the venue and we hope to do this again.

Favourite Comment – Art and Bonita Hudson from Rosebud AB said, "Very informative-good use of text and photographs to augment artifacts"

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

AUTHORED BY: BOB KUHN, RECREATION & CULTURE MANAGER

RE: REQUEST FOR ADDITIONAL FUNDING FOR THE VANCOUVER ISLAND SYMPHONY

RECOMMENDATION:

That 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.

EXECUTIVE SUMMARY:

In 2010 The Vancouver Island Symphony (VIS) made a presentation to the Parks, Recreation and Culture Commission to request that the City of Nanaimo increase the current operating grant allotted to the VIS as a three year operating grant by \$25,000, for a total of \$84,300, in funding for the Symphony and add the group as a separate line item to the 2011 City of Nanaimo budget. The Parks, Recreation and Culture Commission deferred this request until the 2012 budget deliberations.

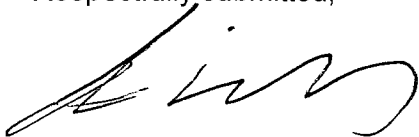
BACKGROUND:

The Vancouver Island Symphony, appeared as a delegation to the Parks, Recreation and Culture Commission on 28-JUL- 2010 requesting that the City of Nanaimo increase the current operating grant (\$59,300) allotted to the VIS as a three year operating grant by \$25,000, for a total of \$84,300, in funding for the Symphony as a line item to the 2011 City of Nanaimo budget. The Parks, Recreation and Culture Commission referred the item to the Cultural Committee for review and recommendation.

The Cultural Committee recommended "That the Parks, Recreation and Culture Commission request that the Vancouver Island Symphony submit their request for approval of \$25,000 as a budget line item to the City of Nanaimo 2012 Budget." This motion was approved by the Commission at their meeting held 2010-SEP-22. The Symphony has received funding from the Cultural Operating Grant Fund on a yearly basis. They received \$59,300.00 in 2011. This was the last year of their 3 year guaranteed funding which began in 2009. They have applied for 3 year funding again, beginning in 2012, in the amount of \$85,000.00. Their application is very thorough and the relevant portion of their application is appended to this report as additional information.

Possible funding sources for this is to request that Council increase the yearly amount allocated to the Cultural Operating Grants by inflation rate going back to 2004. The \$2 per capita rate was established in 2004 and increased then from \$1. Using the Consumer Price Index changes since 2004, the \$2.00 would be \$2.25 in 2012 or an increase in grant funding approximately \$21,000. The Symphony would then apply from additional Cultural Operating Grant Fund.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2011-NOV-17

File: A2-4 / J2-8

G:\Admin\PRCC\RptComm\2011\PRCCRPT111123RequestforAdditionalFundingforVancouverIslandSymphony.docx

614



Keeping Music *LIVE!*

Oct. 31, 11

Dear Members of the Cultural Committee

I hope this letter finds you well. If you read these grant applications alphabetically – you are almost done! I have sat on a few juries and I know that when you get to the end of the pile - it is sometimes hard to read another word! Therefore I have tried wherever possible to use point form in our application and also to share a few things that are important from our perspective in regard to what the Vancouver Island Symphony is offering to our community.

The role of the symphony in the community is no longer about just performing on stage. We believe that we are a creative asset in our community and this requires that we are out in our community promoting the arts to as many people as possible. When planning any event we ask “how is this event contributing to the **artistic vibrancy** in our community?” This is taking stock of our “**Creative Capital**” which is the **capacity to express, imagine and invent – ecology of new ideas.**

- For the VI Symphony this means not just giving **experiences to children - but to families** so that the discussion at the dinner table is about what happened at the Symphony rehearsal and everyone is part of the ongoing discussion. This is why we are inviting families into two **NoteworthyKids Music Club** events this year. It is also why **all ages** are invited to **Symphony Community Days** – so that families have dialogue about their arts experiences.
- As a result of this new approach ...we have created a “**Symphony Starter Kit**” for anyone new to the Symphony that knows nothing but wants to know more and wants to try it!
- It is also about inviting the **people to participate on stage** – thus the reason we create an opportunity for people to sing with us at the *Last Night at the Proms Concert*.
- *A bigger picture question ... we let kids try instruments at our musical instrument zoo on community days - but how do we make sure that any child that wants to - can learn to play them if they want to?*

Our goal is to create more creative capital in the region for everyone. This is done through exposure and participation, great or small and why all arts groups need the continued support of their governments to invest in our creative capital.

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②

I believe that Alan Brown – an arts researcher states it well... *“Creative capital is a human phenomenon and a lived experience. It is a value system that encourages, rewards and integrates imaginative thinking into community life. It is an asset that increases the effectiveness of individuals, brings families closer together, and enables communities to imagine and realize a better future. The community with the most creative capital wins! Why? Because it is safe, clean, colourful, because its residents have a strong sense of connectedness and shared purpose, and because it is the place where everyone wants to live”.*

Nanaimo is one of those places because of the arts and culture we present.

Thank you for your work to make the arts an important influence in our community.

Yours sincerely

VANCOUVER ISLAND SYMPHONY



Margot Holmes
Executive Director



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③

City of Nanaimo

Cultural Grant Application November 2011

Vancouver Island Symphony

1. Briefly describe the operation and history of your organization.

The Vancouver Island Symphony (originally incorporated as the Nanaimo Symphony, February 20, 1957) has been registered under the Society Act of the Province of British Columbia since that date. The Vancouver Island Symphony constitution states the purposes of the society are "to foster and encourage the playing of symphonic music by musicians in an orchestra sponsored by the Vancouver Island Symphony and to present concerts by the said orchestra".

The Vancouver Island Symphony, currently in its 17th season, is a professional orchestra based in Nanaimo performing at The Port Theatre. The VIS has been a drawing card for new residents to Nanaimo and the Central Vancouver Island region. When a community has a Symphony, Theatre and Art Gallery - people from bigger cities are drawn because they are use to these amenities. The VIS draws **patrons and ticket holders from Duncan through to Campbell River** that come to Nanaimo on a regular basis to hear the Vancouver Island Symphony - the only professional orchestra on Vancouver Island - north of Victoria.

- The VIS is a professional, non-profit, charitable organization operating with a volunteer Board of Directors, consisting of 12 Directors, a professional Artistic Director and Executive Director. The professional core orchestra that ranges in size from 33 - 55 musicians depending upon the music being performed.
- The Vancouver Island Symphony runs a season of 8-12 concerts from October – April each year.
- In addition, the VI Symphony presents an Education and Outreach Program for students in Nanaimo and region.

2. Describe the specific cultural activity or project to which the grant funding would be applied: describe the need for this activity in the community and the level of community involvement.

The Cultural Activity: The Vancouver Island Symphony is applying for an operating grant to assist with operations. **The government's investment will be used to assist with the production of concerts at The Port Theatre and the Symphony's Youth & Education Concerts in Nanaimo.**

A Note: For most concerts, the VIS must raise an additional \$15,000 - \$20,000 to cover artistic and production costs even if the house is SOLDOUT (administration costs are not included). Orchestras are a very expensive art form.

Need for Activity: The VI Symphony has 338 season ticket holders for its 17th Season, which includes seven concerts. In addition to season tickets, the Symphony sells additional 250-350 single tickets for each performance. **The first concert of the season was 97% sold out.**

- There has always been a demand for the Vancouver Island Symphony and this remains even in a **downturned economy**.

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(4)

- The VI Symphony's Education Programs in Nanaimo are consistently **SOLD OUT**. In the last two years, school districts from other regions of the Island have not had the funds to bring students to Nanaimo because of BC Gaming cutbacks to PAC organizations. The Symphony continues to offer Education Shows to schools and students because we believe it is an important part of their education.
 - 1500 students attend the two sold out concerts, whereas in the past before the government cuts - over 5500 Island students (from 10 school Districts) had an opportunity to hear a symphony LIVE before they finished Elementary School.
 - The cost of the concerts has increased for the VIS however the students/ schools pay less – therefore additional funding is required to present Education Programs.

Our Symphony in the Community... the last 16 years....

- **70,000+ tickets** have been sold for performances at the Port Theatre
- **38,000+ students** have heard the Symphony in an Education Show.
- **40,000+ people** have heard the VIS at Symphony in the Harbour (2000 – 2009)
- **3000+ people** have attended the FREE Annual Open Rehearsal Event at The Port Theatre.
- **2900 + people** have attended the Pre & Post Concert Talks
- **120 schools** have been visited by VIS musicians as part of the Education Program.
- **550 Kids** have been nominated to be NoteworthyKids x 40 NWK Music Club Events.
- **180 people** sang with the VIS in 2010-2011 Season including **60 youth**.
- **290+ nights of rent** at the Port Theatre (11 years). The VIS is the largest community based tenant at The Port Theatre paying rent for 25-28 days each year.
- **10,500 Hotel Nights** – 35+ orchestra musicians spend 25-30 nights in hotels and dining and shopping in Nanaimo.
- **25,000 + cars** in the City Parkade under the Port Theatre.
- The VIS has honoured our local Heroes: Fire R.C.M.P., Paramedic and Coast Guard in 2010 and will repeat this special concert in January 2012.
- The VIS participates in the **Theatre Angels Program** annually giving tickets to people that are not able to purchase one.
- **100 groups** annually receive a **Gift Certificate from the Symphony to raise funds for their organization**. *Some of these include: Haven Society, Service Clubs, Probus, Heart & Stroke, Theatre BC, Howie Meeker Golf Tournament, VI University Foundation (Festival of Trees), Jazz Affair, Rotary Oceanside James Bond, Theatre One - Bite of Nanaimo, Child Development Centre, Fashion Show to support Cancer, Crimson Coast Dance, Conservatory of Music, Malaspina Choir and local schools, churches and non profit groups.*

Currently our Community Programs include:

- **3 Season Launch Events** – June 1, 2011 – Free Events for Community
- **7 Subscription Concerts** at the Port Theatre
- **1 Special Concert** featuring The Celtic Tenors
- **2 Symphony Community Day Events:** November 19, 2010 & February 18, 2011 - **FREE** to the public (**see details below...**)
- **8 Community Concerts** with smaller VIS ensembles at local community events (FREE and by Admission events).
- **1500 Students** attending *Mayhem in the Museum of Music* Education Shows in February 2011- **SOLDOUT**
- **7 NoteworthyKids Music Club Events**, hosted by Joel Stobbe, Principal Cellist includes an opportunity for kids ages 8-13 to meet musicians and learn about instruments and the Symphony. Twice a year this event is open to families at the Symphony's Community Days.
- **7 Ambassador's Club Volunteer events** at Origin's at Longwood.
- **100+ volunteers** assist with Symphony community and fundraising projects each year.
- **240 local sponsors, businesses** and organizations supporting the VIS
- **85 singers from 19 Choirs** will sing with the Symphony in November 2011 as part of Last Night of the Proms concert.
- **3 Island Runout Concerts:** the VIS has been booked to perform in **Courtenay** at the Sid Williams Theatre in March 2012, and the Cowichan Symphony Society has booked the VIS to perform in **Duncan** in April 2012. The VIS will take a smaller orchestra on tour for a concert on **Denman Island** in April 2012 including Education concerts in the North Island region.
- In 2011, the VIS participated in the **Dragon Boat Festival** and the **Silly Boat Regatta** offering kids and adults an opportunity to try the instruments of the orchestra.
- **VIU and Nanaimo Conservatory Students** are invited to attend Symphony rehearsals
- **Rush Seats** are available for all performances at 7 p.m. \$20 Adults \$5. Students.
- **Random Act of Symphony Tickets:** this year for each concert the VIS will offer complimentary tickets to particular groups in the community that we believe might benefit from receiving the tickets.

In 2010, when the VIS *Symphony in the Harbour* concert had to be cancelled due to cold weather, it cost the VIS \$28,000. The VIS Board reviewed the financial risk related to this event - if this were to happen in the future. After much discussion, it was decided that the financial risk for the VIS to continue with *Symphony in the Harbour* was too great, especially in a down turned economy.

- The VIS has moved the outreach activities offered at Symphony in the Harbour to (2) **Symphony Community Days** including Musical Instrument Zoo (9 instruments) and the NoteworthyKids Music Club – Family Day event – these two activities tied into the Open Rehearsal Event allow people to experience the Symphony for FREE, with **1500 seats available**.

- In addition, the VIS will offer two **FREE Concerts** at **Woodgrove Centre** this season: one took place on **September 1** under the direction of Calvin Dyck, VIS Concertmaster and the other will take place on **Valentine's Day**.

3. Organizations applying for funds in excess of \$15,000 are required to include a brief summary of their strategic plan. Organizations applying for less than \$15,000 are encouraged to include a brief summary of their strategic plan. *Maximum two pages*. Your strategic plan should include the following information if it is not provided elsewhere in your application:

With the appointment of a new Artistic Director, the VIS undertook a Strategic Planning process in 2008 that was completed in 2009. Since that time the plan has been reviewed by the Board of Directors and updated on an annual basis. **A copy of the plan is attached.**

- In 2010, the Society commissioned an **Economic Impact Study** to see the Symphony's Economic Impact on the region. **(copy attached)**
- In 2011, following the Economic Impact Study, the VIS Board undertook a **Stakeholders Study** where 30+ people were interviewed about the Symphony. There was a **need** for this Study as 2010-2011 saw the lowest ticket sales in many years and fewer individual donations from VIS stakeholders. As a result, the VIS needed to establish if this was something we were doing or were these factors due to the economy. This Study prepared by arts consultant Patricia Blakney Huntsman will be reviewed by the Board of Directors in November 2011. *In previewing the Study with Patricia, our Stakeholders are pleased with what the Symphony is offering and it appears that the economy was a major factor last season.*

Specific Fundraising activities: the following are the fundraising activities that are undertaken by the Vancouver Island Symphony each season in order to present symphony concerts in Nanaimo. **These events are evaluated each year.**

- **VIS Annual Campaign:** the VIS holds an Annual Campaign requesting donations from supporters each year. Our goal for 2011-2012 is \$100,000 compared to other years where the goal was \$70,000- \$80,000. The VIS musicians are participating in this Campaign called **Share the Love** – each section of the orchestra will host a party.
- **Corporate Sponsorship** for Season Concerts and the Education and Outreach programs. \$40,000 - \$50,000 is raised.
- **Special Events:** the VIS has streamlined the number of special events that it undertakes each year – the following two events have become the mainstay of the Symphony: ***Symphony of Roses Day*** in April; ***Symphony Sizzle*** in March.
- **NEW this YEAR: *Symphony Sweeps Charity Raffle*** – 6 great prizes, one a month for six months.
- **Symphony Idol:** anyone can pay \$2 a vote for the Symphony they want to hear the following season. This is not a large fundraising however it does allow VIS audience members to provide feedback to the VIS.
- **Foundations, Service Clubs:** the VIS asks for funding for specific projects and programs annually from foundations and service clubs.

- **Government Investment:** the VI Symphony is most grateful for the grants it receives from the City of Nanaimo, BC Arts Council, Canada Council and BC Gaming.

NOTE: The three year commitment from **BC Gaming** is now complete for the VI Symphony – we must reapply in February 2012. We do not know as yet what will happen in regard to application guidelines as this program is under review with the BC government. The VIS is planning that we will receive \$50,000 less from Gaming than in the past.

4. Describe the organizational structure of your organization including staffing complement (volunteer and paid), membership and facilities: both office space and performance/display venues used. Maximum one page.

The VIS is a non-profit society and is therefore run by a **Board of Directors**. There are currently 12 directors on the Board and a Musician's Representative. The Board has spent a great amount of time developing a strong Board that follows governance and policy as required by the Society's Act.

There is an Executive & Finance Committee, a Nominations Committee and Special Events Committee. Additional committees are formed as the Board requires.

Contracted Staff:

ARTISTIC TEAM:

Artistic Director: is responsible for the artistic direction of the VIS. **Pierre Simard** was appointed to this post for the 2008 thru 2011 seasons. His Contract has been renewed for another three years until 2014. The Artistic Director reports to the Board.

All **VIS Musicians** are professional musicians and members of the American Federation of Musicians Union. They are contracted by the Society annually for Core musicians and per concert for extra musicians.

Personnel Manager/ Music Librarian: **Pippa Williams** has been the Personnel Manager of the orchestra for the past 16 years. Her role is to hire the musicians and order the music.

ADMINISTRATION TEAM:

Executive Director: **Margot Holmes** is responsible for the overall administration and financial operations of the VI Symphony. The E.D. reports to the Board. Over the last five years, the VIS has been very fortunate to retain a consistent and dedicated staff who works full time for part time wages:

- **Administrator:** **Jae Valentine**
- **Education & Outreach Coordinator:** **Bobbi Kurtz**
- **Special Events:** **Kate Hynes**
- **Publicist:** **Rosemary Phillips**
- **Bookkeeper:** **Monique St. Pierre**

Volunteers: The VIS is reliant on volunteers to assist us in a variety of areas including all our special events. Currently we have over 100 active volunteers that assist us throughout the year.

RENTAL SPACES:

The **VI Symphony offices** are located at the Centre for the Arts, 150 Commercial Street, Nanaimo.

The VIS performs at its *home* The Port Theatre 7-8 times each season.

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(8)

5. Describe current and planned approaches to audience development - include program planning, marketing and promotion, school programs, and cooperation with other artists, arts organizations and community groups. *Maximum two pages.*

The VI Symphony continues to develop and follow a **Promotion & Fundraising Plan** that outlines the Symphony's three target audiences. The techniques used to reach these audiences is different each year based on what the prior year indicates. Because our tickets sales were down last year, the VIS has added new community development opportunities including exposure at more community events, speaking engagements, Ambassador's Club events and extensive use of our ticket database.

VI Symphony's three (3) target audiences:

Audience #1: VI Symphony patron that loves classical music.

Audience #2: The audience member "*Joe and Jane Public*" are out for the evening and want to be entertained and likes lighter classical and *Pops* programming more than serious classical music.

Audience #3: Our student audience, which is reached mostly through our Education Shows, NoteworthyKids Music Club,

***Of Note:** An extensive survey has been conducted by nine US orchestras that explores the latest trends in the symphony ticket buyer and stewardship. This study has been shared by these orchestras through Orchestra Canada and the VIS has started to use this data to assist us in our marketing.*

This year after much thought and discussion with staff members and marketing professionals, and with feedback from Board members during the June 2011 Brainstorming Meeting – we have chosen to use the following as ways to promote the Symphony. **Our goal is to try and share with others why a live symphony experience is something they should do!** Describing "the symphony experience" is not the easiest one to put into words but we will attempt this in a variety of ways.

CONCEPT: The Symphony is about people and the gathering of the people (friends & family) to share the symphonic experience... the concert. We know that people come to the Symphony to have **social interaction** and to **learn** something new. All of our activities centre on these components.

- Our main marketing tool is our new E-newsletter called **Symphony Social....** named because it will have a bit of gossip and acknowledgement of people (friends & family), that support the VIS in addition to all our events.
- The **VIS encore magazine**, distributed at concerts we will include a newsletter that we can use on its own for people that do not have email.
- 7000 VIS **Season Brochures** & 3500 VIS **bookmarks** have been distributed.
- Advertising in local publications will continue including the Port Theatre Magazine.
- **Newspaper editorial** is an important component of our marketing campaign. Both local newspapers have indicated their commitment to Symphony this year.
- **Direct Mail** remains our most successful tool where we mail directly to people that have attended a concert in the past that features a specific composer or instrument. An Interview is included in these mailings.

Audience Feedback:

In March of 2011, the Season Ticket holders were asked their favourite piece of music and when they responded they could share additional information about the Symphony. What they liked and what they would like to change. Additional feedback will be used from the Stakeholder's Study. *The Artistic Director and Executive Director use this information when planning upcoming symphony seasons.*

6. Please detail your organization's approach to and participation in community philanthropy. i.e. free or low cost events, distribution of free or low cost tickets et al. *Maximum one page.*

The Symphony presents a variety of accessible events that cost either no money or a small ticket price: these have already been mentioned in Question #2.

- Rush Seats
- Symphony Community Days: 2 events
- NoteworthyKids Music Club for a whole year of activities for \$40.
(Bursaries are available based on need.)
- Theatre Angels Program
- The VIS presents Gift Certificates to organizations
- Music Students from Vancouver Island University and local Secondary schools are welcome to attend rehearsals for free at anytime.
- FREE CONCERTS: Woodgrove Centre
- Sing with the Symphony – Nov 2011 \$25.Fee

7. Describe how your activity/project will impact the local economy. Please ensure to provide specific details including ticket sales, out of town attendees, funds spent locally for employment, supplies and venue rentals. *Maximum one page.*

- The Vancouver Island Symphony has a **huge impact on the local economy.** Like many professional orchestras, all our musicians do not live here (the VIS does not provide enough work for them to live here) and so approximately 35-40 musicians come to Nanaimo and stay approximately 25-30 nights a year in hotels, they eat and drink in local restaurants and shop in Nanaimo businesses. Many bring their families for the weekend.
- Our Symphony patrons will fill up **downtown parking** garages 7-8 times each season. ***From VIS Economic Impact Study:*** average amount generated in parking lot for one night of Symphony parkers: **\$517 x 8 nights this season.**
- Our patrons eat out in restaurants before and after each of our nine performances. ***Statistics from our Economic Impact Study*** show that **32% purchase meals** at local restaurants before or after attending a symphony performance.
\$11,400 = the amount of revenue for local restaurants for one performance night x 8 nights this year: \$91,200.
- The VIS is the largest local tenant of the Port Theatre paying rent and staff costs for Symphony productions. The VIS rents the theatre for 25 -28 days a year.
- All promotional materials are printed in Nanaimo.

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(10)

- The Symphony holds fundraising events in venues in Nanaimo: Coast Bastion, Dorchester Hotel, Nanaimo Museum, Beban and Bowen complexes and local restaurants.

8. Copy of current Society Act Form - sent under separate cover.
(the VIS just had its AGM and this form has just been filed)

9. List of Board - attached

10. Audited statements - attached

11. Financials - attached

12. Schedule of Programmes - Vancouver Island Symphony

Pierre Simard has addressed programming in the attached document.

13. Report on 2010-2011 Season.

The **City of Nanaimo Operating Investment Grant** allowed the Vancouver Island Symphony to continue to present a fabulous season of performances at The Port Theatre for the citizens of Nanaimo.

Please see annual report attached.

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(11)

Artistic Director's Statement / Season 2011-2014

In a challenging economical environment for most symphony orchestras across North America, the orchestra remains committed to its role as a hub for new artistic partnerships, quality programming, and imaginative, risk-taking productions.

General and Specific Programming, 2012 Season and Beyond

As a reminder, I would like to reiterate my own programming guidelines for the VIS. Deciding factors include technical aspects such as timing and budgetary limitations, but ultimately, must be driven by artistic and social impulses. I try to include the following in my approach:

- Works which have special appeal to the audience, through which an immediate relationship of "belonging" will be established between the orchestra and its patrons;
- Works which reflect my own personal musical strengths: the classical, romantic, modern and contemporary repertoire (Canadian and otherwise);
- Works which will challenge and improve the orchestra's own abilities, on both technical and artistic sides. Ultimately, works which will foster the orchestra's long-term development;
- Programs which will be cohesive on their whole, with or without a unifying "theme";
- Works by local or nationally renowned living composers;
- Works which will feature a locally or nationally renowned artist; these will often serve as the first "building block" of any given program.

More specifically, programming for 11-12 maintains the VIS tradition of balance, originality and plurality, making for varied offerings to the audience, and more opportunities at improving the orchestra's overall level of playing. One specific "trademark" of our programming for next season will be an attempt at less "segregation" in-between perceived and applied labels to different musical styles. "Lighter classics" will be featured on an equal footing as major symphonies, on same-night programs. Marketing and audience development will focus on accessibility and transformative aspects of our concerts. *Brochure enclosed.*

Every season, we maintain our commitment to Canadian artists and composers. Once more, in 2011-2012, the quasi totality of the season's guest artists is Canadian; as well, we feature three original orchestral works by Canadian composers Harry Freedman, Gary Kulesha and Cameron Wilson.

As a rule of thumb, at least two Canadian original compositions of significant length must be performed on any given season. In 2012-2013, we are planning performances of works by Malcolm Forsyth and Georges-Émile Tanguay, as well as an extended-length (50 minutes) cantata by the VIS's own Artistic Director. Plans for 2013-2014 are yet to be confirmed; however focus will be on composers having ties with Vancouver Island: Jason Nett (former VIS composer-in-residence), Rodney Sharman and Tobin Stokes (both former Victoria Symphony composers-in-residence).

Beyond 2011-2012

As a regional symphony orchestra presenting seven to nine programs a year, our timeline in securing guest artists and adapting artistic decisions from season to season is of a more flexible nature (than for a larger orchestra), **and includes a large part of self-reflection.** Hence, plans presented here for the season 2012-2013 should be considered of a "draft" nature, and plans for 2013-2014 will be even more determined by factors which will have played out and revealed themselves in the course of the immediately preceding seasons.

As a whole, and after facing disappointing ticket sales (despite great artistic success) with our programming of “mini-festivals” (Mozart Festival and “Festival 88” (Piano Festival) in 2009-2010, “Old Wine in New Bottles” Festival in 2010-2011), we have decided to revert to a more traditional structure of main series concerts, at least for next season and probably beyond; namely:

- October: Season-opener, Standard Symphonic Repertoire (incl. Canadian content) – large orchestra
- November: Chamber orchestra
- December: Seasonal (Christmas)
- January: Standard Symphonic Repertoire – medium size orchestra
- February: Chamber Orchestra
- March: Standard Symphonic Repertoire – small orchestra
- April: Season-ender, Standard Symphonic Repertoire larger orchestra

The season also includes at least one set of orchestral matinees for schools.

Programming reflects our economic reality and corresponding artistic offer to our community, to the best of our abilities.

Artistic decisions are taken as an ongoing process which integrates:

- Suggestions and opinions expressed from the orchestra’s Advisory Artistic Committee (this committee being formed of musicians, board members, staff members including A.D. and E.D., personnel manager, and an exterior “audience-representation” member);
- Proposals from guest artists and artist agencies;
- Developed artistic vision;
- Past programming experience and successes.

All in all, the VIS plans on maintaining artistic improvement within a framework and concert structure which has proven to be well-balanced for us. I will personally continue to devote all my expertise and abilities in making this orchestra into one which fully realizes its role as cultural leader in its community.

Pierre Simard, Artistic Director, Vancouver Island Symphony

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
AUTHORED BY: BOB KUHN, RECREATION & CULTURE MANAGER
RE: REQUEST FOR ADDITIONAL FUNDING FOR THE NANAIMO ART GALLERY

RECOMMENDATION:

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

EXECUTIVE SUMMARY:

The Nanaimo Art Gallery is requesting an increase of \$15,000 in 2012 which would bring their annual municipal funding to \$75,000. This would represent 18% of the Gallery's annual operating budget.

BACKGROUND:

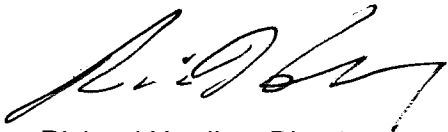
The Nanaimo Art Gallery has been in discussions with the Parks, Recreation and Culture regarding an increase in city funding to the Art Gallery. A letter from the Art Gallery outlining this request was received by Mr. Harding on June 11, 2011 (attached)

Currently the Nanaimo Art Gallery receives \$60,000 as a line item in the city budget. This amount has remained constant since 1999 while the costs to operate the Gallery have risen in all areas. The Gallery presented a comparison of what the level of funding would have been if they had received a 2% annual cost of living increase (document attached). The Gallery has also provided a comparison of funding to municipal art galleries in other BC communities (attached)

The Nanaimo Art Gallery is requesting an increase of \$15,000 in 2012 which would bring their annual municipal funding to \$75,000. This would represent 18% of the Gallery's annual operating budget.

Possible funding option is to provide a 2% increase per year as is the practice with the Port Theatre agreement. This could go back to previous years as illustrated on the attached material or begin in 2012.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2011-NOV-10

File: A2-4 / (topic file number)

G:\Admin\PRCC\RptComm\PRCCRPT111123RequestforAdditionalFundingforNanaimoArtGallery.docx



VISUAL ART

Richard Harding
Director, Parks, Recreation and Culture
City of Nanaimo
500 Bowen Road.
Nanaimo, BC, V9R 1Z7

June 9, 2011

MUSIC

Dear Richard;

DESIGN

Further to our recent discussion I am writing to request consideration of an increase in the level of line object funding provided to the Nanaimo Art Gallery in the Parks, Recreation and Culture budget.

LOCAL

As you know the Gallery receives \$60,000 in annual funding support from Parks Recreation and Culture— this amount has remained constant since 1999 without any inflation or cost of living increases during which time the Gallery has faced regular increases in virtually all of its costs. I have attached as Annex 1 a table outlining what the effect on our funding would have been had we received a modest (2%) annual inflation or cost of living increase - had this been the case we would now be receiving more than \$77,500 annually and would have received a cumulative total of more than \$100,000 in additional funding over that period.

REGIONAL

& NATIONAL EXHIBITS

Another aspect to consider is a comparison of the level of funding provided to other public galleries. I have attached as Annex 2 a table outlining the level of municipal funding provided to the public art galleries in several other BC municipalities (including a couple that are much smaller than Nanaimo). The level of annual funding provided ranges from \$88,000 to \$479,000 in straight dollar terms and from 24% to 59% when expressed as a percentage of the Gallery's operating budget.

In consideration of these factors I respectfully request that you give favorable consideration to increasing the Gallery's line object allocation in the 2012 budget to at least \$75,000 (this would represent 18% of the Gallery's Operating Budget).

Thanks for your consideration of this request and please let me know if you need anything further.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Poli", written over a horizontal line.

Ed Poli
Manager
Nanaimo Art Gallery

900 FIFTH STREET, NANAIMO, BC V9R 5S5

(250) 755-8790 FAX (250) 741-2214 nag@mala.bc.ca www.mala.bc.ca/~nag/nag.htm

A non-profit society supported by its membership, the BC Gaming Commission, Malaspina University-College, the Province of British Columbia through the British Columbia Arts Council, and the City of Nanaimo.

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Annex 1

City of Nanaimo Funding of NAG - Inflation Adjustment

Year	Actual City Funding	City Fuding w/ 2% inflation	Accumulated Deficit
1999	\$60,000.00		
2000	\$60,000.00	\$61,200.00	\$1,200.00
2001	\$60,000.00	\$62,424.00	\$3,624.00
2002	\$60,000.00	\$63,672.48	\$7,296.48
2003	\$60,000.00	\$64,945.93	\$12,242.41
2004	\$60,000.00	\$66,244.85	\$18,487.26
2005	\$60,000.00	\$67,569.75	\$26,057.00
2006	\$60,000.00	\$68,921.14	\$34,978.14
2007	\$60,000.00	\$70,299.56	\$45,277.71
2008	\$60,000.00	\$71,705.55	\$56,983.26
2009	\$60,000.00	\$73,139.67	\$70,122.93
2010	\$60,000.00	\$74,602.46	\$84,725.38
2011	\$60,000.00	\$76,094.51	\$100,819.89
2012		\$77,616.40	

Attachment to June 9, 2011 letter from Ed Poli to Richard Harding

Annex 2

Sample of Municipal Funding of Art Galleries in BC

Gallery	Operating Budget & Municipal Funding
Two Rivers (Prince George) - Pop. 70,000	<ul style="list-style-type: none">• \$900K Operating Budget• \$385K (43%) from Regional District
Kelowna - Pop. 120,000	<ul style="list-style-type: none">• \$800K Operating Budget• \$475K (59%) from City
Kamloops - Pop. 87,000	<ul style="list-style-type: none">• \$1.2M Operating Budget• \$4595K (38%) from City<ul style="list-style-type: none">– 312K –Operating Grant– 24K Annual Capital Grant– 123K maintenance Grant• City also provides some in-kind services (e.g. printing & signage)
Penticton - Pop. 38,000	<ul style="list-style-type: none">• \$370K Operating Budget• \$88K (24%) from City – annual grant application
Vernon - Pop. 36,000	<ul style="list-style-type: none">• \$370K Operating Budget• \$185K (50%) from Reg. Dist. (includes \$60K rent)

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
RE: PARKS, RECREATION AND CULTURE FINANCIAL PLAN 2012-2016

RECOMMENDATION:

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

EXECUTIVE SUMMARY:

The Provincial Government requires that municipalities provide both a Five-Year Capital and a Five-Year Operating Budget in the Financial Plan. As part of the budgeting process, the Commission is expected to review the Parks, Recreation and Culture Department component of the City's Financial Plan and make recommendations to Council for their consideration.

BACKGROUND:

The Parks, Recreation and Culture Department's **2012 – 2016 Draft Capital Projects Plan** is attached as "**Appendix A**". "**Appendix B**" **2012 Draft Operating Projects Plan** provides a summary of 2012 operating projects. The Capital and Operating Projects Plans match projected revenue sources with anticipated community need for facility maintenance and development. The 2005 Parks, Recreation and Culture Master Plan is used as a guide to prioritize future projects. The five year plan is reviewed and revised annually. At the meeting, staff will provide project updates and ideas for Commission's consideration.

The funding sources available for these capital projects are indicated on the right hand side of "**Appendix A**". The funding sources can be defined as:

- **General Revenue** - money allocated from taxation.
- **Grants** – money received through provincial or federal government programs on a cost-sharing basis with the City or community organizations.
- **Statutory Funds (Parks DCC Reserve, Facility Development Reserve)** – reserves allowed under the Local Government Act and established through bylaws for specific purposes. The funds are segregated and invested with interest accruing to the funds. Expenditures must be within criteria outlined in relevant bylaw. Parks, Recreation and Culture projects may be funded through Park Development Cost Charges (DCC) Reserve or the Facility Development Reserve ("**Appendix C**", "**Appendix D**").
- **General Reserves** – reserves established by the City for specific uses (i.e. Brechin Boat Ramp).
- **Borrowing** – funds borrowed by the City, most often through the Municipal Finance Authority.

- **Private Contributions** – money most usually contributed through community fundraising.

“**Appendix E**” is a summary of expenditures that can be directly identified with programs, facilities and events that support accessibility and development of culture in the community.

The Parks, Recreation and Culture Department’s **2012 Draft Operating Budget** is included in the “**Appendix F**” summary report. As noted above, this plan matches projected revenue sources with anticipated community need for services and programs. The five-year financial plan is reviewed and revised annually with a focus on the next year’s operating budget. The **2012 Draft Operating Budget** maintains year 2010 service and program levels.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachments:

- Appendix A – 2012 – 2016 Draft Capital Projects Plan
- Appendix B – 2012 Draft Operating Projects Plan
- Appendix C – Park Development Cost Charges (DCC) Reserve
- Appendix D – Facility Development Reserve Fund.
- Appendix E – Summary of Culture Expenditures
- Appendix F - Net Operating Budget Summary

Appendix A
City of Nanaimo - Parks Recreatin & Culture
2012 - 2016 Draft Capital Projects Plan - for discussion purposes only

		Expenditures					Funding Sources							
		2012	2013	2014	2015	2016	Total	General Revenue	Grants	Facility Development Reserve	Parks DCC Reserve	Sustainability/ Property Sales/ Brechin Boat Ramp/Parks Mtce Reserves	Private Contribution/ PILTS	Total
Recreation & Culture Operations														
Community Recreation Services														
	Furniture Fixtures & Equipment				50,000	50,000	50,000							50,000
	Beban - Read O Graph		100,000			100,000			100,000					100,000
	Beban Social Centre - Preschool Washroom		75,000			75,000			75,000					75,000
	Centennial Bldg				50,000	50,000			50,000					50,000
	Bowen Complex				75,000	75,000			75,000					75,000
	Bowen Complex - Replace Condenser Units	100,000				100,000			100,000					100,000
		100,000	175,000	0	175,000	0	450,000	50,000	0	400,000	0	0	0	450,000
Arena Services														
	Nanaimo Ice Centre			80,000	300,000	200,000	580,000			580,000				580,000
	Frank Crane Arena Facility				200,000	320,000	520,000			520,000				520,000
	Frank Crane Arena - Motor Control Centre		110,000				110,000			110,000				110,000
	Cliff McNabb Arena Facility			250,000			250,000			250,000				250,000
	CM Arena - Building Envelope	1,600,000					1,600,000		50,000	1,425,000		125,000		1,600,000
		1,600,000	110,000	330,000	500,000	520,000	3,060,000	0	50,000	2,885,000	0	125,000	0	3,060,000
Aquatic Services														
	Nanaimo Aquatic Centre			575,000	100,000	300,000	975,000	135,000		840,000				975,000
	Nanaimo Aquatic Centre - Bulkhead Retrofit		75,000				75,000	10,000		65,000				75,000
	Nanaimo Aquatic Centre - Moveable Floor Retrofit		50,000				50,000			50,000				50,000
	Nanaimo Aquatic Centre - Bleachers	350,000					350,000			350,000				350,000
	Beban Pool Facility			20,000		610,000	630,000			630,000				630,000
	Beban Pool - Sauna Retrofit		90,000				90,000	10,000		80,000				90,000
	Beban Pool - Washroom/ Changerooms Retrofit		10,000	200,000			210,000			210,000				210,000
	Beban Pool Facility - Sustainability - Boiler Replacement	200,000					200,000			120,000		80,000		200,000
	Beban Pool Facility - Sustainability - UV Water Treatment/Disinfection		200,000				200,000			120,000		80,000		200,000
	Kin Pool				100,000		100,000	100,000						100,000
		550,000	425,000	795,000	100,000	1,010,000	2,880,000	255,000	0	2,465,000	0	160,000	0	2,880,000
	Total - Recreation & Culture	2,250,000	710,000	1,125,000	775,000	1,530,000	6,390,000	305,000	50,000	5,750,000	0	285,000	0	6,390,000

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Appendix A
City of Nanaimo - Parks Recreatin & Culture
2012 - 2016 Draft Capital Projects Plan - for discussion purposes only

Expenditures							Funding Sources						
	2012	2013	2014	2015	2016	Total	General Revenue	Grants	Facility Development Reserve	Parks DCC Reserve	Sustainability/ Property Sales/ Brechin Boat Ramp/Parks Mtce Reserves	Private Contribution/ PILTS	Total
Parks Operations													
Bowen Park Tennis Court Improvements		85,000				85,000	85,000						85,000
Departure Bay Spraypark		250,000				250,000				250,000			250,000
Harewood Centennial Multi Use Facility		525,000				525,000	325,000			200,000			525,000
Italian Fountain	100,000					100,000	50,000					50,000	100,000
Maffeo Sutton Park Development	200,000		2,100,000	400,000	400,000	3,100,000						3,100,000	3,100,000
Nanaimo Science Centre				100,000		100,000	100,000						100,000
OWCC Access Improvements	100,000					100,000				100,000			100,000
Parks Yard Greenhouse	50,000					50,000	50,000						50,000
Piper Park Improvements				202,176		202,176					202,176		202,176
Playground Equipment Program	70,000	100,000	100,000	100,000	100,000	470,000	470,000						470,000
Sports Fields Development		200,000	200,000	200,000	200,000	800,000	400,000			400,000			800,000
Sports Fields Development - Bowen W	330,000					330,000	230,000			100,000			330,000
Trailway Development/Rehab	100,000	100,000	200,000	200,000	200,000	800,000	400,000			400,000			800,000
VIP Program	100,000	100,000	100,000	100,000	100,000	500,000	250,000			250,000			500,000
Total - Parks Operations	1,050,000	1,360,000	2,700,000	1,302,176	1,000,000	7,412,176	2,360,000	0	0	1,700,000	202,176	3,150,000	7,412,176
Civic Properties													
Centennial Museum	160,000					160,000					160,000		160,000
Port Theatre	50,000					50,000	50,000						50,000
	210,000	0	0	0	0	210,000	50,000	0	0	0	160,000	0	210,000
Community Development													
						0							0
	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Parks Recreation and Culture	3,510,000	2,070,000	3,825,000	2,077,176	2,530,000	14,012,176	2,715,000	50,000	5,750,000	1,700,000	647,176	3,150,000	14,012,176

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Appendix B
City of Nanaimo - Parks Recreation & Culture
2012 Draft Operating Projects Plan - for discussion purposes only

		Expenditures	Funding Sources	
			General Revenues	Facility Development Reserve
Recreation & Culture Projects				
4244	R&C Furniture Fixtures & Equipment	20,000	20,000	
4245	Gym Fitness Equiprn Strength and conditioning equipment	140,000	140,000	
New	BC 2014 Summer Games	2,500	2,500	
4260	Bowen Complex			
	Replace divider door	20,000	20,000	
	Changeroom upgrades	40,000	40,000	
4261	Beban Social Centre			
	Pump replacement program	10,000	10,000	
	HVAC replacement program (3 units)	10,000	10,000	
	Lounge and kitchen upgrades	40,000	40,000	
4346	Beban Centre			
	Electrical upgrades - TEGG system	10,000	10,000	
	Interior painting - lobby admin area, washrooms, hallways	20,000	20,000	
	Exterior painting - entire exterior	51,000	51,000	
4248	Centennial Building			
	Oliver Woods Community Centre			
	Refinish gym floor	25,000	25,000	
	Plumbing replacement	20,000	20,000	
Subtotal - Operating Projects		408,500	408,500	0
Arena Operations Projects				
4940	Frank Crane Arena			
	HVC replacement program	10,000	4,000	6,000
4941	Cliff McNabb Arena			
4942	Nanaimo Ice Centre			
	Electric Duct Heater Replacement	5,000	5,000	
	Rebuild HVAC Compressor Unit	10,000	10,000	
	Dressing Room Upgrades - replace countertops	20,000	20,000	
	Washroom/dressing room plumbing upgrades	20,000	20,000	
	Refinish acid stain floor	15,000	15,000	
Subtotal - Operating Projects		80,000	74,000	6,000
Aquatic Operation Projects				
4382	Nanaimo Aquatic Centre			
	Electrical panel upgrades	20,000		20,000
	HVAC - replace dampers	15,000		15,000
	HVAC - replace compressor units	20,000		20,000
	Replace heat exchanger - hot tub	20,000		20,000

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Appendix B
City of Nanaimo - Parks Recreation & Culture
2012 Draft Operating Projects Plan - for discussion purposes only

		Expenditures	Funding Sources	
			General Revenues	Facility Development Reserve
4380	Beban Pool	Pump replacement program	20,000	20,000
		Washroom/dressing room plumbing upgrades	15,000	15,000
		Replace/rebuild pneumatic compressor units	10,000	10,000
		Replace heat exchangers	20,000	20,000
		Pump replacement program	20,000	20,000
Subtotal - Operating Projects		160,000	50,000	110,000
Parks Operations Projects				
4330	Central Control Irrigation	5,000	5,000	
4331	Parks & Facility Accessibility Projects	25,000	25,000	
4332	Chain Link Fence Replacement Program	27,500	27,500	
4333	Beach Access Upgrades	10,000	10,000	
4336	Reroof City Buildings	50,000	50,000	
4339	Public Art	10,000	10,000	
4340	Dog Off Leash Parks			
4326	Miscellaneous Projects			
	New May Richard Bennett Park Upgrades	75,000	75,000	
	NEW Beban Park - remove barn/parking improvements	50,000	50,000	
Subtotal - Operating Projects		252,500	252,500	0
Civic Properties Projects				
4776	Miscellaneous Projects			
Subtotal - Operating Projects		0	0	0
Total Parks, Recreation & Culture - Operating Projects		901,000	785,000	116,000

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Appendix C
Parks, Recreation and Culture
Park Development Cost Charges (DCC) Reserve

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Local Government Act Section 935 states:

- (3) *Money in the Parks Development Cost Charge Reserve Funds, together with interest on it, may be used only for the following:*
- b) *to pay capital costs of:*
 - i. *acquiring park land or reclaiming land as park land, or*
 - ii. *providing fencing, landscaping, drainage and irrigation, trails, restrooms, changing rooms and playground and playing field equipment on park land,*

subject to the restriction that the capital costs must relate directly or indirectly to the development in respect of which the charge was collected;
 - c) *to pay principal and interest on a debt incurred by a local government as a result of expenditure under the above paragraph.*
- (4) *For the purposes of this subsection, "capital costs" includes planning, engineering and legal costs directly related to the work for which a capital cost may be incurred under this section.*
- Collected at:
 - Residential Subdivision – final approval stage
 - Building Permit stage
 - For Single Family Dwelling – Parks = '\$1,734.54 per lot'

Used to fund projects like:

2007 Budget

Playground Improvements	\$250,000
Trailway Development	\$100,000
VIP Program	\$50,000
Beaufort Park	\$25,000
Linley Valley Maser Plan	\$50,000
NIC Landscaping	\$25,000
Lacrosse Box Upgrades	\$75,438
Sports Field Development	\$152,396
Washroom Renovations	\$8,942
Serauxmen Field Development	\$320,000
Skate Park Development	\$20,000

Appendix C
Parks, Recreation and Culture
PARK DEVELOPMENT COST CHARGES AND RESERVE

2008 Budget	
Playground Improvements Skate Park Development	\$174,500
Oliver Woods Community Centre	\$720,000
Parkland Acquisition	\$370,000
Loudon Park Improvements	\$225,000
Rotary Field house	\$376,234
2009 Budget	
Playground Improvements	\$235,000
Trailway Development	\$195,000
VIP Program	\$ 63,500
Parkland Acquisition	\$508,500
Sports Field Development	\$150,000
Bowen Park Improvements	\$100,000
Seniors Park Development	\$ 25,000
Deverill Square Park	\$250,000
Departure Bay Centennial	\$100,000
2010 Budget	
Neck Point Park Development	\$100,000
Playground Equipment	\$ 94,887
VIP Program	\$ 24,409
Sports Field Development	\$118,132
Bowen Park Improvements	\$50,459
Deverill Square	\$ 1,008
Harewood Centennial Park	\$ 1,175
2011 Budget	
Artificial Turf Field	\$1,328,522
Playground Equipment	\$ 18,805
Trailway Development	\$ 14,233

- The balance in the Parks DCC Reserve is projected to be \$413,017 at December 31, 2011.

Appendix D
Parks, Recreation and Culture
Facility Development Reserve Fund

- Adopted by Bylaw in 2010, a replacement for original bylaw adopted in 1993.
 - Money in the reserve shall only be used to pay for or assist in paying for:
 - new Parks, Recreation & Culture facilities
 - capital improvements to existing Parks, Recreation and Culture facilities
 - operating projects for ongoing lifecycle maintenance and repair to existing Parks, Recreation & Culture facilities (to a maximum of 25 per cent of money collected per year)
- 20% of Revenue generated from recreation facilities goes into this Reserve annually.
 - Annual contribution of approximately \$1,000,000 per year.
- Used to fund projects like:
 - Beban Pool Addition
 - Nanaimo Aquatic Centre
 - Bowen Complex Lobby Seating
 - Frank Crane Arena Seating
 - Oliver Road Community Centre
 - Major rehabilitation of Beban Park Centre
 - Cliff McNabb rehabilitation
- The fund balance as of December 31, 2010 was \$535,476 and is projected to be \$725,471 at December 31, 2011.

Appendix E
City of Nanaimo - Parks Recreation and Culture
Summary of Culture Expenditures - not complete - see Important Notes

Funding sources for expenditures include general taxation revenues, user fees, reserves, grants, private contributions

Important Notes:

The Parks Recreation and Culture department plans and budgets for programs, facilities and events that support accessibility and development of culture in the community

Following is a list of expenditures that can be directly identified with programs, facilities and events that support accessibility and development of culture.

The list is not a complete summary of all culture related budgets/expenditures and does not include the following:

The Recreation and Culture department will budget and track expenditures by program or facility - eg Seniors Programs, youth Programs, Beban Social Centre Programs.

Programs and facilities can include activities with a cultural focus. Where costs for cultural programs and special events are not segregated they have been excluded from the following list.

The museum is located in the city owned Port of Nanaimo Centre. The museum pays a portion of common area costs only.

Property tax exemptions are given to many non-profit organizations - examples are Crimson Coast Dance Society, Nanaimo Art Gallery, Nanaimo Community Archives, Nanaimo Theatre Group,

Port Theatre Society, Theatre BC/BC Drama Association/CVI Centre for the Arts, Theatre One, Vancouver Island Centre for the Arts, Vancouver Island Symphony.

	Expenditures (Gross)					
	2007	2008	2009	2010	2011	2011
	Actuals	Actuals	Actuals	Actuals	Actuals - Year to Date - Not Budgeted	Budget
Street Banners	35,833	3,445	38,180	34,285		52,349
Clay Works	40,582	50,311	52,221	53,094		45,722
Community Events						
Concerts in the Park	2,337	1,969	2,049	1,306		2,500
Canada Day Celebrations	7,338	6,268	11,893	7,728		8,808
New Year Finale	7,476	7,205	11,044	6,405		8,616
Craft Bazaar	7,199	6,435	7,295	7,299		7,982
Public Art						
Public Art			13,446	36,602		90,002
Larry McNabb Sport Zone Public Art		7,598	5,243	12,091		44,579
E J Hughes Restoration		94,912	71,941	80,199		
Public Art	94,520					
Oliver Woods Community Centre						
Grete & Co - glass art		15,000				
Michelle Sturley - 'A Thousand Fibres Connect Us'		4,795				
Dynamic Laser Image Inc - entrance sign		8,560				
Heritage Buildings						
Museum Building	14,942	10,944	16,822	23,215		36,600
Heritage Building Maintenance	2,120	3,224	12,044	15,614		11,500
Grants						
Travel Grants						7,500
Wellington Secondary School Band		1,500	2,000	2,000		
Tidesmen Barbershop Choir						
Woodlands Secondary Jazz Combo		400				
Art & Culture Event Fund	32,000	25,500	26,000	32,665		37,507
Art Gallery	60,000	60,000	60,000	60,000		60,000

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Appendix E
City of Nanaimo - Parks Recreation and Culture
Summary of Culture Expenditures - not complete - see Important Notes

Funding sources for expenditures include general taxation revenues, user fees, reserves, grants, private contributions

Important Notes:

The Parks Recreation and Culture department plans and budgets for programs, facilities and events that support accessibility and development of culture in the community
Following is a list of expenditures that can be directly identified with programs, facilities and events that support accessibility and development of culture.

The list is not a complete summary of all culture related budgets/expenditures and does not include the following:

- The Recreation and Culture department will budget and track expenditures by program or facility - eg Seniors Programs, youth Programs, Beban Social Centre Programs.
- Programs and facilities can include activities with a cultural focus. Where costs for cultural programs and special events are not segregated they have been excluded from the following list.
- The museum is located in the city owned Port of Nanaimo Centre. The museum pays a portion of common area costs only.
- Property tax exemptions are given to many non-profit organizations - examples are Crimson Coast Dance Society, Nanaimo Art Gallery, Nanaimo Community Archives, Nanaimo Theatre Group, Port Theatre Society, Theatre BC/BC Drama Association/CVI Centre for the Arts, Theatre One, Vancouver Island Centre for the Arts, Vancouver Island Symphony.

	Expenditures (Gross)					
	2007	2008	2009	2010	2011	2011
	Actuals	Actuals	Actuals	Actuals	Actuals - Year to Date - Not Budgeted	Budget
Cultural Grants	163,200	164,842	172,100	174,141		174,326
Centrestage, 25 Victoria Rd						
City owned facility, tenant responsible for operating and repairs/maintenance costs						
Purchase of 25 Victoria St		525,094				
Misc Bldg Maintenance						
Repairs costs paid by the city are not budgeted						
Flood repairs				12,751	26,562	
HVAC repairs			9,218			
Roof replacement			21,821			
Roof repair		270				
Replace broken sprinkler heads					796	
Centre for the Arts, 150 Commercial St						
City owned facility, tenant responsible for operating and repairs/maintenance costs						
Misc Bldg Maintenance						
Repairs costs paid by the city are not budgeted						
Emergency clean up					7,712	
Electrical repairs					127	
Port Theatre						
Port Theatre Maintenance	12,598	10,430	11,803	4,945		15,000
Port Theatre Society	456,515	424,483	432,973	515,641		550,465
Port Theatre Window Replacement	72			12,957		
Port Theatre Improvements	86,247	324,234	229,200	72,143		
Sub total - Port Theatre	555,432	759,146	673,976	605,686		565,465
Bastion Building						
Bastion Building Upgrade			5,043	370,616		

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Appendix E
City of Nanaimo - Parks Recreation and Culture
Summary of Culture Expenditures - not complete - see Important Notes

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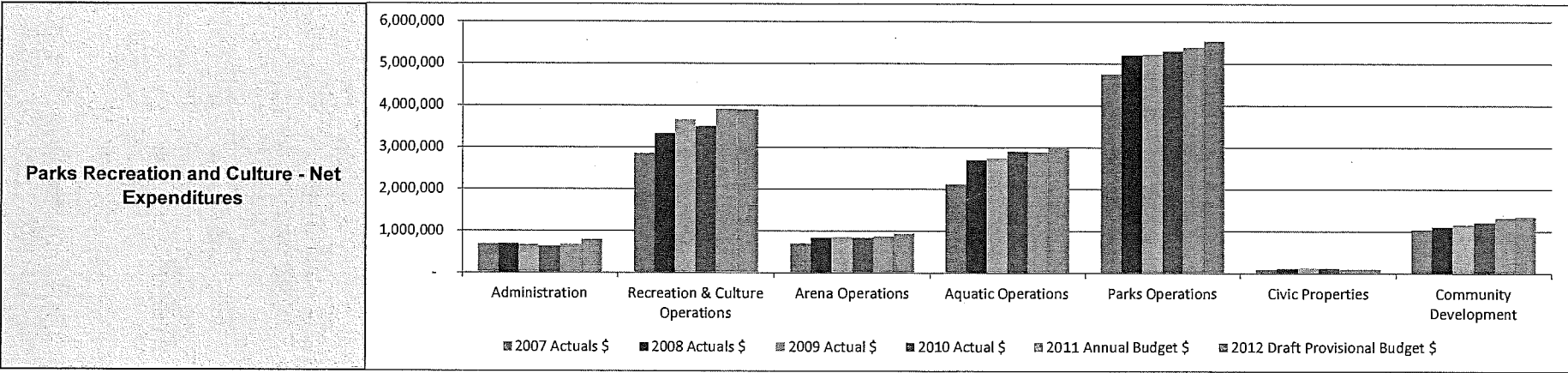
Port Theatre Society, Theatre BC/BC Drama Association/CVI Centre for the Arts, Theatre One, Vancouver Island Centre for the Arts, Vancouver Island Symphony.

	Expenditures (Gross)					
	2007	2008	2009	2010	2011	2011
	Actuals	Actuals	Actuals	Actuals	Actuals - Year to Date - Not Budgeted	Budget
Library						
Vancouver Island Regional Library	2,464,252	2,567,366	2,677,332	2,785,204		2,977,667
Museum						
Museum Grants	255,888	629,965	329,409	322,204		328,348
Total - before Cultural Capital of Canada	3,707,287	4,951,306	4,180,896	4,608,820		4,407,122
Cultural Capital of Canada						
Cultural Capital of Canada	23,647	1,013,844	84,158			
Total - not complete - see Important Notes	3,730,934	5,965,150	4,265,054	4,608,820		4,407,122

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Appendix F
City of Nanaimo - Parks Recreation & Culture
Net Operating Budget Summary (excludes Debt, VI Regional Library, Regional Parks Agreement)

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Net of Revenues - \$								
Department	2007 Actuals \$	2008 Actuals \$	2009 Actual \$	2010 Actual \$	2011 Annual Budget \$	2012 Draft Provisional Budget \$	2012 - Increase/ (Decrease) - \$	%
Administration	689,080	694,153	664,669	633,640	677,968	798,899	120,931	18.2%
Recreation & Culture Operations	2,848,369	3,333,852	3,655,087	3,502,585	3,906,111	3,900,578	(5,533)	-0.2%
Arena Operations	698,888	839,589	857,563	835,333	868,902	940,547	71,645	8.4%
Aquatic Operations	2,122,224	2,698,817	2,741,483	2,906,160	2,884,302	3,019,235	134,933	4.9%
Parks Operations	4,748,804	5,201,216	5,221,557	5,292,869	5,389,581	5,545,338	155,757	3.0%
Civic Properties	93,558	108,940	128,267	124,280	106,020	101,945	(4,075)	-3.2%
Community Development	1,049,525	1,114,512	1,156,757	1,214,348	1,318,699	1,349,220	30,521	2.6%
TOTAL	12,250,448	13,991,079	14,425,383	14,509,215	15,151,583	15,655,762	504,179	3.5%

NOTES:

2011 and 2012 budget \$ - CUPE staff at 2010 contract rates

Administration Position transferred from Strategic Relationships to PRC Administration

Recreation & Culture Operations Facility technicians allocated to each facility, \$25k increase in bank charges (chip cards), increased LEAP discounts

Arena Operations CM Arena closed for part year

Aquatic Operations Increased lifeguard hours, facility technician allocations, decrease in heating, no planned shutdown in 2012

Parks Operations Position transferred from Engineering Services to Parks Operations less BC Hydro grant

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
AUTHORED BY: DARCIE OSBORNE, ARENAS MANAGER
RE: BID FOR THE 2013 WESTERN CANADIAN JUNIOR A HOCKEY CHAMPIONSHIP.

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.

EXECUTIVE SUMMARY:

The Nanaimo Junior A Clippers Hockey Club has expressed interest to host the first ever Western Canadian Junior A Hockey Championship to be held in 2013. The Championship will determine the top two teams in Western Canada who will then go on to represent the region at the Royal Bank Cup National Championship. The Western Canadian Junior A Hockey Championship will replace the Doyle Cup as a better way of determining the top two Western Canadian Junior A Hockey Clubs.

Hockey Canada has invited British Columbia communities to be the first to host the 2013 Western Canadian Junior A Hockey Championship. The Championship involves 4 teams plus 1 host team. The tournament is a 5 team round robin style tournament with teams representing Manitoba, Saskatchewan, Alberta and British Columbia. It is 10 day sporting event with a total of 13 games. This would be Nanaimo's first opportunity to host this Championship as it starts the rotations through the Western Provinces.

BACKGROUND

The Nanaimo Junior A Clippers would like to bid for the 2013 opportunity to coincide with the Clubs 40th Anniversary of playing in Nanaimo. The Clippers represent a long history of hockey in Nanaimo and have entertained many generations of Nanaimo hockey fans.

The Championship will bring approximately 150 players, coaches, support staff, scouts and officials to Nanaimo, resulting in a direct economic impact as 4 of the teams will be travelling to Nanaimo from off the island and will be staying for a minimum of 12 days before, during and after the tournament. There is a possibility that the final game and possibly other games will be televised, providing exposure to the City of Nanaimo.

The Nanaimo Junior A Clippers are asking for a guarantee of exclusive use of the Frank Crane Arena for the 10-day tournament which will be held 2013-APR-26 through 2013-MAY-05.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2011-Nov-23

File: A2-4 / J1-10-2

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

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

RE: MONTHLY REPORT – OCTOBER 2011 – PARKS OPERATIONS

The following highlights are the park initiatives for October. Regular maintenance tasks are not listed.

PARK PLANNING & DEVELOPMENT:

- 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). Changes will be adopted into the spring addition of the manual.
- Survey results from the Harewood Centennial Park Improvement input sessions have been analyzed. Based on the input, staff are moving forward with options and stakeholder meetings and will be presenting the plans to Commission this winter. Public open houses will be scheduled for 2012.
- Staff are beginning discussions regarding the successes and limitations of Diana Krall Plaza with the Downtown Nanaimo Business Improvement Association, Credit Union, and other stakeholders.
- The 2012 Temporary Art RFP has posted for artists. This closes in early 2012 and will ensure new temporary artworks in 2012.
- Staff are working on improvement concepts for the Italian Fountain and surrounding green space. The improvements will meet current code and better fit the adjacent site changes at Port Place Mall.

VOLUNTEERS IN PARKS

- Residents near May Richards Bennett Park will hold another work party the Remembrance Day long weekend to thin trees and clean the forest floor. The Dover Bay Environment Club is participating again with the VIP.
- The Applegreen playground was installed. Landscaping will happen in April 2012.
- The Forest Drive neighbourhood is fundraising for their 2012 park improvements. Residents met with "The Willow" Apartment Strata Association to ensure that the adjacent apartment residents are aware of upcoming changes to the park.
- Residents around Norasea Park are moving ahead with their application for a VIP grant.
- The Nanaimo Old City Association and Pawson Park residents are fundraising for Phase 2 of their park improvements.

MAINTENANCE AND CONSTRUCTION:

- The new play equipment at Applegreen Park has been installed. This is a VIP project in a new subdivision. Benches and tables will be installed in the spring.
- The old site of the Bowen Park Barn has been converted into a paved parking lot. This will provide two accessible parking stalls as well as sixteen regular stalls.

- A new electric fireplace was installed at the Kin Hut. The electric fireplace was installed in place of the wood burning fireplace that was not appropriate for the use of the building.
- New storage units were constructed in the Beban Park Social Centre. These will be used to store equipment used for ongoing programs.
- The one-year maintenance service was completed on the Nanaimo Bastion. The one-year service included re-caulking, crack repair and the re-painting of the entire Bastion. The majority of the work was under the Builders' warranty.
- The winter protective scaf-net has been put up at the Bastion.
- New festive lighting has been installed on 30 trees in front of the Conference Centre and other parts of the Downtown area.

FACILITY OPERATIONS:

- A leaking air vent on a unit ventilator at Beban Park was replaced.
- Two new "Bat Carts" were fabricated for the pottery studio at Bowen Park Complex.
- A major zone valve at Frank Crane Arena had to be replaced. This involved shutting down the boilers, closing valves, shutting down circulation pumps and draining the system. This was done without any disruption to the facility.
- A 6" pipe broke off of a pipe flange at the Nanaimo Aquatic Centre. This almost flooded out the basement but was caught in time. The repairs took most of the day and the system had to be isolated for 12 hours to set before being re-pressurized.
- A main bearing was replaced on the Leisure Pool Filter pump. The worn bearings were causing problems with the newly installed UV lamp. The work was done after pool hours so there was no disruption of service.
- The domestic water piping at Beban Park Pool/Arena developed two more leaks. These were temporarily repaired as the old galvanized piping is corroded so badly it cannot be properly repaired. All the domestic piping is scheduled to be replaced in 2012. The leak caused damage to the ceiling in the women's washroom which has been repaired.

TURF AND PARKS:

- Sections of the Beban dog off-leash park were fenced off to allow for the grass to recover.
- Norasea Park was cleaned of debris and garbage. VIP scheduled for the spring here.
- Last grass cutting was done for the year.
- Leaf clean-up has started.
- Parking lots were graded.

TRAILS:

- Concrete pad in Bowen parking lot was poured.
- Removed dock from Long Lake.

HORTICULTURE:

- Staff planted three street trees and three memorial trees.
- Staff completed the summer annual removal and have planted fall bulbs and winter annuals.

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- One staff member has completed a Master Organic Gardener certification through Gaia College and looks forward to applying the new skills and knowledge in the Department's Horticulture operations.
- Trial results from the hanging baskets with felt liners have been excellent. Water usage has been reduced from daily watering to watering every second day. Staff will order another fifty for the 2012 growing season
- Trials with street planters also produced excellent results with the use of felt water pockets. Staff anticipates reducing watering from three times a week to two times a week for the majority of the growing season.
- For fall and winter 2011 twenty-five of the one hundred street planter inserts have been converted to native plants.

UTILITY:

- Winterizing of all irrigation systems and unheated facilities has been completed.
- New irrigation controllers were installed on Dufferin Crescent. The units are now compatible with the Sentinel Irrigation System.
- New removable post and sleeves were installed at the Artificial Turf Field to prevent vehicles from driving up onto the concrete side walk beside the change rooms.
- New ornamental garbage cans were installed at Diana Krall Plaza and in front of the Port Theatre entrance. The old concrete cans will be removed from the plaza when the Occupy Nanaimo participants are gone.
- A drainage system was installed at Applegreen Park for the newly installed play equipment site.

URBAN FORESTRY:

- Staff worked with the GIS Department on a Tree Inventory which will include a layer for public access on Map Guide.
- Staff worked with Vancouver Island University's Forestry Department on ways to utilize the skill and knowledge available for various projects including Forest Inventory, Natural Resource Management and Education as per the Urban Forest Management Strategy.
- Staff worked on aspects of the Risk Management Program for dealing with tree issues, both for staff and the general public.
- Staff worked on revisions to the Landscape Standards (Section 14) of the City of Nanaimo Engineering Standards and Specifications.
- Fall park and boulevard tree inspections are currently underway.
- Four Tree Removal Permits were processed including one for a five lot subdivision at 5825 Turner Road.
- Eighty-two phone calls were received generating sixty-three site visits regarding various tree concerns and questions.

PARKS AND OUTDOOR RECREATION PROGRAMMING:

- **Park Warden Program:** Human Resources would not approve a criminal record check for the last two Park Warden applicants. Staff had a telephone discussion with Human

Resources and they could not divulge the confidential information, but only would say their concerns were warranted, and advised the Department not to work with the individuals.

- **Harbour City River Stewards:** This group is doing well, and many of their projects have had positive effects on the salmon returning to our rivers. The Baffles Project, in which baffles were placed under the railway in Chase River worked. Nanaimo now has Chum salmon up the Chase River above Seventh Street and into the Cat Stream for the first time in living memory.
- **Finale 2011:** The Pirate’s theme poster is completed. Staff have changed the hours of this event to 5 pm – 10 pm with two countdowns. The price of the tickets will remain the same. Staff are in the early preliminary planning stages. Staff have hired Purple Pirate to be one of the entertainers, Kirklan Lum for Emceeing, Vibe Dance and Braeden Marshal for main stage performances. Unique this year is the roaming entertainment by Purple Pirate throughout the entire complex.

TRAIL COUNTS FOR OCTOBER 2011:

PARK SITES	OCTOBER DAILY AVERAGE	PEAK TIME OF USE
Blueback Beach Access*	82	2 PM-3 PM
Invermere Beach Access*	52	3 PM-4 PM
Pawson Park	169	1 PM- 2 PM
District Lot 56 Linley Valley	73	4 PM–5 PM

OLIVER WOODS WELLNESS PARK STATS OCTOBER 2011:

No wellness park stats recorded.

ANIMAL SERVICES DIVISION – PARK REPORT:

City of Nanaimo Animal Services Division-Park Report October 1 - 31, 2011					
Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beban	2	28			1
Bowen Park	1	2			
Colliery Dam Park	5	31	4		
May Richards Bennett	2	1			
Pipers Lagoon	2	21	1	2	
Tamara Park	2	2	1		
TOTALS	14	85	6	2	1

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VANDALISM REPORT FOR OCTOBER, 2011

BUILDING AND ENGINEERING R&M

• Graffiti removal and painting	\$3,226.39
• Electrical repairs	\$ 529.00
COST	\$3,755.39

MATERIALS AND SUPPLIES

• Misc Supplies	\$ 499.09
• Lock replacement	\$ 68.78
COST	\$ 567.87

LABOUR AND FLEET (City Vehicles)	
COST	<u>\$1,061.09</u>

TOTAL COST	\$5,384.35
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Graffiti removed in many locations: Bowen Skate Park; May Bennett Richards Pioneer Park; Robins Park; NAC; Caledonia Park; Colliery Dam; Loudon Park; Maffeo Sutton and Swy-A-Lana Lagoon; under the Pearson Bridge (applied anti-graffiti coating); and many other locations. Electrical damage was done at Harewood Centennial and May Bennett Richards Pioneer Parks.

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

PROGRAM HIGHLIGHTS

Four Thursday Special Events had an average attendance of approximately 100 participants. 46 seniors attended the New Members Tea. 2,430 seniors registered in department programs.

With the exception of 13 program cancellations, the majority of City South programs/preschool programs that did run showed strong registration, with most being full. Popular programs for October were: *Cooking* - Raw Foods (Nearly full with 8), and 2nd session of Everyday Breads (with 7); *Dance* - Nelson Wong's Ballroom and Latin Dance Classes (81 registered over 5 classes), LA Style Salsa, and Latin Dance for Women Only (10 & 13); *Art* - Learn from the Masters, a new partnership program with the Nanaimo Art Gallery ran with 6 participants; *Health and Fitness Classes* - Mom & Baby Yoga (full with 12), Yoga Stretch Level 1 (full with 14), Kundalini Yoga (nearly full with 8); *Special Interest* - Buddhist Meditation (full again at 25).

Monthly Preschool Programs: Teddy Bears (Bowen AM – 25/24 registered); Kinder Prep (Bowen Location – 19/18 registered); Beach Kids (Kin Hut – 19/18 registered); Kinderprep (Kin Hut – 12/18 registered). The monthly preschool area is running at 89% capacity overall. Staff is currently programming more sessions for Spring/Summer out of the Boys and Girls Club, Chase River location. All Pottery classes were full with waiting lists and three community groups booking the studio in October.

644 patrons took part in drop-in programs at Oliver Woods during October.

New for this year is the addition of one-day, low cost programs being offered. These programs include a Tots First Movie Night; a "Minute To Win It" theme-based program, as well as some Home Alone programs at Georgia Avenue School in partnership with the Community School Coordinator. For example, the Tots First Movie Night is \$5 for one session.

There were 824 participants enrolled in lessons at Beban Pool and NAC in October, compared to 748 participants in 2010.

MARKETING

Marketing Projects (initiated/completed):

- Continued research for 2012 Marketing & Communications Plan.
- RFP completed for Activity Guide printing.
- City of Nanaimo promotional bags have been ordered and should arrive in early December. Images used for the bag are the Heron and Dragon Boat that starred in the City Street Banners program this year.

Communications:

- Facebook: 4,072 (72 new likes)
- Twitter: 2,513 followers.
- Social Media topics: General program promotion; Christmas Market; Coffee with the Coordinators; Municipal Election; Hallowe'en; Cultural Forum; Shake Out; ongoing

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registration; Ice Rentals; call for instructor/program suggestions; Student RecPass; Pipers' Lagoon Project.

- Parks Database still in progress, ready for release mid-November.
- Cliff McNabb communications planning session – drafted plan.
- VIU students began filming of program sessions – Mud Pies Clay program.

Media:

- News Bulletin monthly feature article – Physical Literacy.
- Press releases: Smoking by-law; Christmas Market; Cultural Forum; Grants.

Corporate Communications:

- 2011-NOV-07 was the first meeting of the Corporate Communications Group. PRC marketing staff will be working with other City staff to make up the group. The focus will be on 'improving the City of Nanaimo external and internal corporate communications'.

Graphics Design:

- Created posters, e-mail banners, Facebook ads and slides for the lobby screens for Nanaimo Christmas Market, Finale, Winter Wonderland, Ice Safety Demonstrations, Aquatic Special Events, Beban Bunch (Meet the Beban Coordinators), Mom and Teens Fit, Helmet Safety and Friday Teen Dance.
- Updated Park Warden and Corporate Wellness brochures.
- Created various flyers: Aquafit; Gordon Hume Cultural Forum; Winter Wonders School Flyer; Aquatic Newsletter.
- Created various ads, including the monthly Bulletin Ad with emphasis on Nanaimo Christmas Market. Other ads included a ½ page for ConnectEd on winter break activities and various ads for Nanaimo Christmas Market.
- Various presentations.
- Created updated handout for Nanaimo dog off-leash areas with a map of dog parks on one side and guidelines for usage on the other side. Individual info sheets were created for each dog off-leash park that is currently posted on the website.
- Updated website with current posters, events, schedules, etc.
- Continue to work on creating icons and write-ups for new Parks/Facility Database being created by IT to replace ParksGo.
- Staff put together a flyer that highlights popular instructors and other programs they are currently instructing. It is based on the "if you liked this program you might like these" concept.
- Other miscellaneous projects include: tickets for Finale; rack cards; 2 for 1 Coupons and table signs for Nanaimo Christmas Market; feature program update for "Natural Treatments for Colds and Flu"; and staff call-out cards for aquatics.

Sport/Event Tourism:

- The first series of Sport Tournament Grant applications was received. 13 grant applications will be reviewed by the Recreation Committee on 2011-NOV-09.
- Staff will be assisting with the 2011 Sport Achievement Awards.
- A new on-line Events Application Form has been developed for City of Nanaimo user groups.

Meeting/Committee/Training Work:

- Recreation coordinators meeting; 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.
- The Aquatics Manager spoke at the Parks, Recreation of Ontario conference put on by the Parks and Recreation Ontario. The topic of the session was “Lessons Learned” regarding the drowning at Westwood Lake in 2010. The conference was very informative.

Staff Development:

- Co-ordinators attended a Work Plan Workshop in preparation for 2012 planning.
- Staff attended a Risk Management Session with Keith Gibson of the Municipal Insurance Association (MIA).
- All staff participated in province-wide earthquake drill 2011-OCT-20.

SPECIAL EVENTS

Finale: The theme for this year’s New Years Eve event is Pirates. Entertainers are confirmed and tickets are on sale now.

COMMUNITY DEVELOPMENT

Aquatics: The Parks, Recreation and Culture Commission toured NAC in October and inspected the mechanical updates that took place during shutdown. An orientation was put on by the supplier of the new UV disinfection system at NAC to familiarize staff with the functions of the system. The “3 Hour Only” parking area is being extended at NAC as VIU students are heavily using the parking lot at certain times of the day and patrons cannot find adequate parking

Arena: In October, Nanaimo Ice Centre (NIC) hosted the Ladies’ Harbour City Classic Hockey Tournament and the Bantam Girls’ Hockey Tournament. Frank Crane hosted six Nanaimo Clipper games, a glow in the dark skate, a Hallowe’en skate, and two Pro – D day camps. Attendance figures are down due to lower recorded Clipper Hockey game attendance. School Skating lessons continue to be strong despite the School District Teachers’ dispute. Public drop-in sessions are currently sitting at 3,243, surpassing the 2010 total of 2,717. Stick’N’Puck numbers are up from 43 in 2010 to over 100 in 2011. “3 Hour Only” parking is being implemented at NIC as a result of the heavy usage by VIU students.

Fitness Gyms: A Beban Fitness Gym customer survey garnered 65 responses. Most respondents support the proposed changes but do not want to see a decrease in cardio equipment. The plan will be tweaked based on the feedback before implementing the changes.

Grade 5 Active Pass: More than 450 applications have been processed for the 2011/12 Grade 5 and 6 Active Passes. This is a much better early response than last year, probably due to last year being the introductory year.

Transformation Alternative School (TAS): A new partnership has been established with the TAS. A dance program has been created specifically for their special needs students. This program will run weekly until February at Beban.

Arts Alive: The Arts Alive monthly meeting was held on 2011-OCT-11. For the 2012 season, they are considering not publishing a paper program flyer, and relying on a new website to market their programs.

Community Events: Significant community events taking place in the Social Centre/ Centennial Building/Beban grounds in October included: Blood Donor Clinic; Tour De Rock Red Serge Gala; Senior Services Network Health Fair; Fall Home Show; Chamber of Commerce Business Show; Theatre One Bite of Nanaimo; Hindu Cultural Society Diwali Celebration; BMC Association Banquet; Wine Tasting Festival; Serauxmen Club Halloween Party; Lions Club Garage Sale.

Smoking Bylaw: Staff is initiating an educational campaign for all parks and facilities, including spaces used by license and leaseholders, regarding the new smoking bylaw.

Mothers Unite Garage Sale: Attempts to find an independent operator to take over a “Mothers Unite” type event have been unsuccessful. As this is not a cost effective for profit venture, the next step is to send a notice to nonprofit groups to consider it as a fundraising venture.

October Statistics:

Front Desk:	2011	2010	Difference
<u>Numbers</u>			
Registrations	3,040	2,644	396
FITT Passes	741	467	274
Economy Tickets	10,471	9,653	818
TOTAL:	14,252	12,764	1,488
<u>Sales</u>			
Registrations	\$145,278	128,693	\$16,585.00
FITT Passes	62,872	42,418	20,454
Economy Tickets	39,409	35,062	4,347
Gift Card Sales	1,359	315	1,044
	\$248,918	\$206,488	\$42,430.00

RECEIPTS	
2011	2010
\$546,797	\$452,615

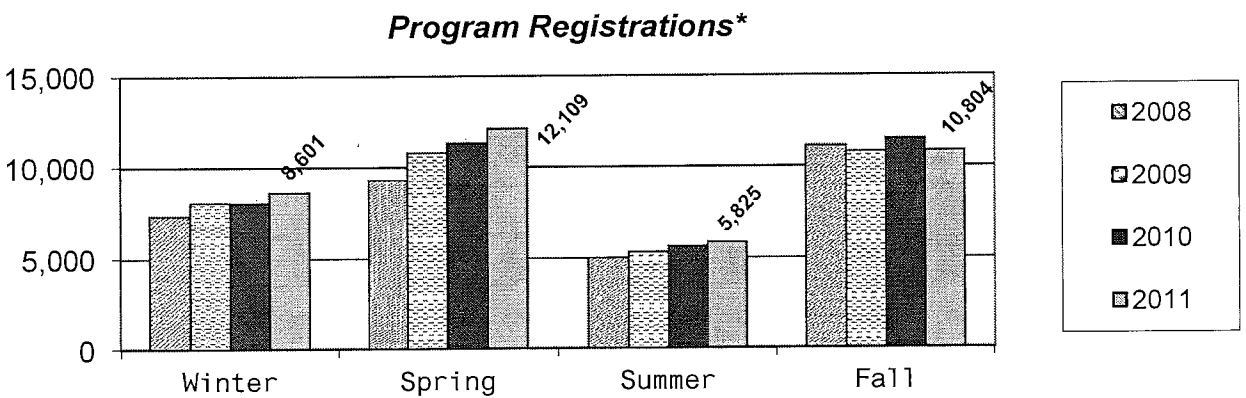
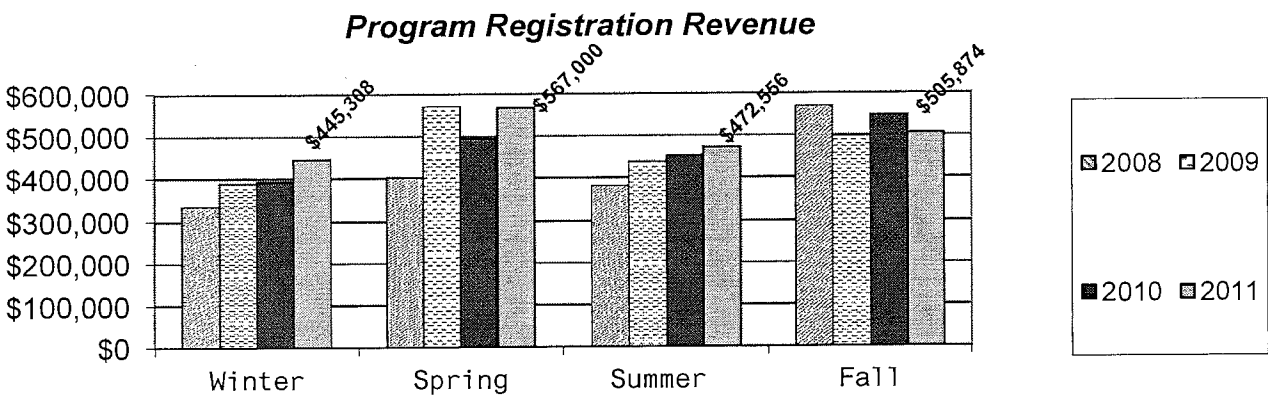
Aquatics:	Attendance	
	Current Month	Last Year
Public Admissions:	42,571	40,209
Clubs:	3,882	4,693
Lessons, Rentals, Schools:	5,166	5,168

Arenas:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	184.58	174.25	3,794	3,537
Lessons: Department programs and Schools:	170.25	200.75	2,662	3,075
League Rentals:	831.00	833.75	36,791	41,135
Other/Casual:	201.75	205.75	6,461	11,284
TOTAL:	1,387.50	1,414.50	49,708	59,031
<u>Hours:</u>		<u>Attendance:</u>		
FCA – 355.50		FCA – 15,558		
NIC 1 – 336.00		NIC 1 – 11,398		
NIC 2 – 368.75		NIC 2 – 10,787		
CMM – 327.00		CMM – 11,965		
Total – 1,387.50		Total – 49,708		

Nanaimo Harbour City Seniors:

Memberships sold to date in 2011 – 1,176.
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.

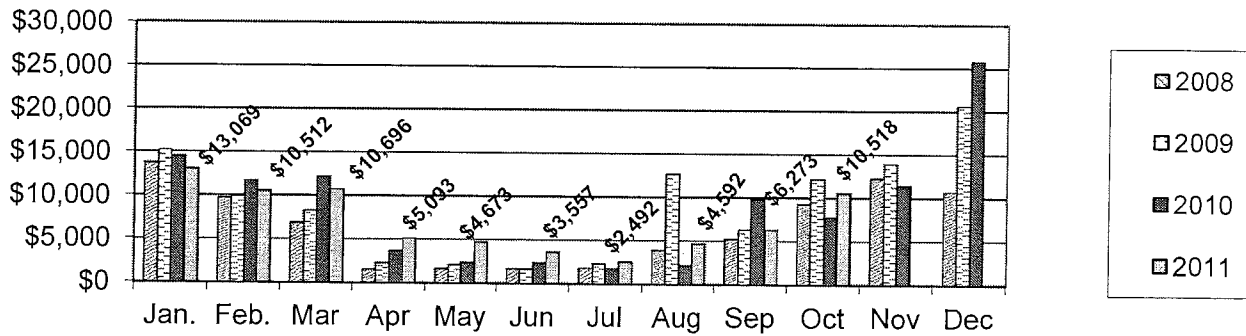
2008 to 2011 Recreation and Culture Programs Registrations and Revenues



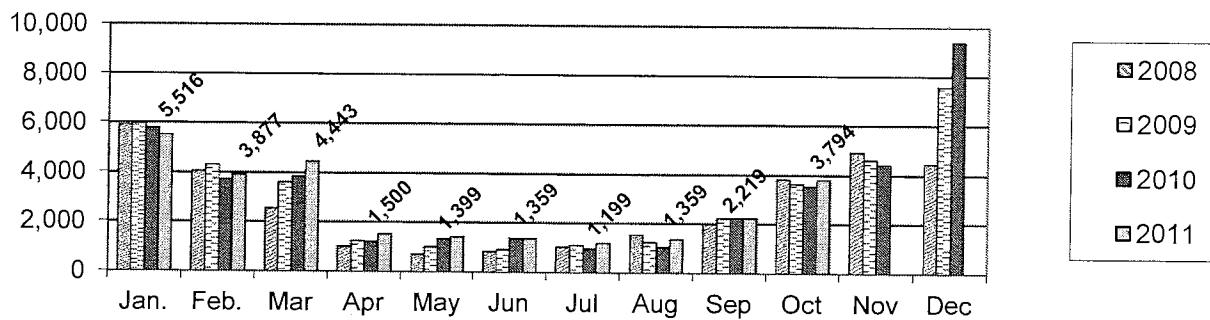
Summary of Recreation And Culture Services - October 2011

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

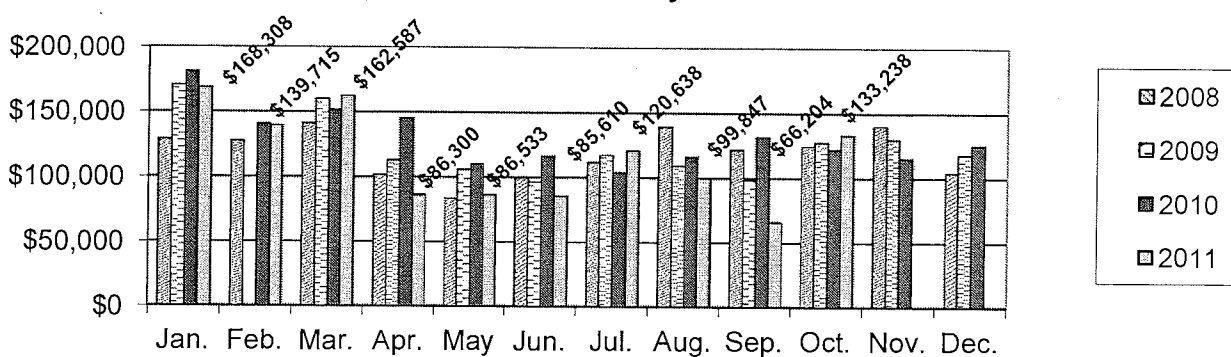
Arena Public Skate Revenue



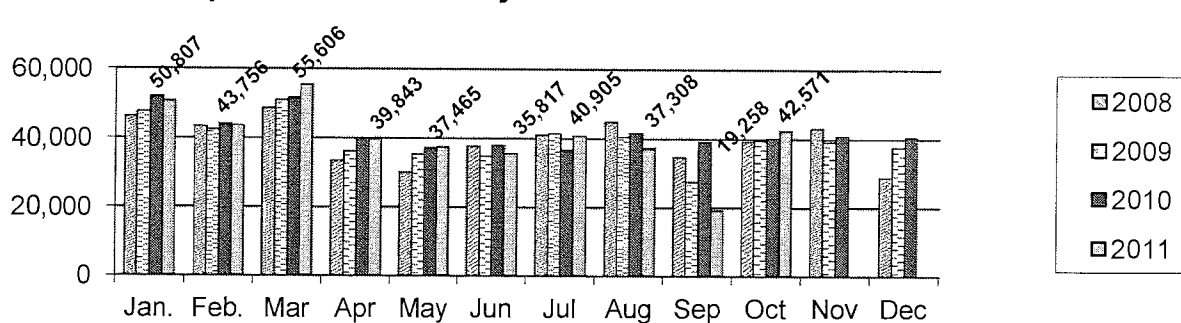
Arena Public Skate Admissions



Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions



FOR INFORMATION ONLY

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

AUTHORED BY: JEFF RITCHIE – SENIOR MANAGER OF PARKS

RE: VANCOUVER ISLAND UNIVERSITY COMMEMORATIVE PLAQUE.

STAFF RECOMMENDATION:

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

EXECUTIVE SUMMARY:

VIU will be displaying a commemorative plaque at the Machleary Street location in the Judo Hut garden near the score clock. This plaque will commemorate VIU's 75th Anniversary and the location where the early vocational training took place. A granite stone has been donated to VIU and they thought a plaque on the stone would be appropriate as it would accentuate and tie in with the garden and surrounding area.

Mock-up Picture



DRAFT Wording for the Plaque:



Vancouver Island University's roots go back to 1936 when garage owner and mechanic Jack Macready began training eight students as automotive mechanics. Two years later the federal and provincial governments began to fund vocational training in BC and Macready's workshops was moved to this location at the corner of Machleary and Campbell Streets. We dedicated this plaque to all those that have played a role in shaping the success of Vancouver Island University. Thank you.

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BACKGROUND:

Vancouver Island University (VIU), with close to 20,000 students and more than 2,300 employees, has roots dating back to 1936 when Jack Macready began training automotive students. Since 1936 VIU has graduated over 45,000 students, employed over 15,000 individuals and contributed hundreds of millions of dollars to local economies.

During their 75th Anniversary year (2011), VIU is celebrating the rich heritage passed on from dedicated students, faculty and staff from the days when they were the Dominion-Provincial Youth Training Centre, Malaspina College and Malaspina University-College.

VIU's year-long 75th anniversary celebration will also include:

- Block parties at regional campuses at Cowichan Place in Duncan, Parksville/Qualicum Centre in Parksville and in Powell River;
- Launch of a history website – www.viu.ca/retrospective/index.asp – with images, stories and reminiscences of students, faculty and staff;
- Unveiling of a history wall – it features eight glass panels depicting the evolution of VIU through the decades;
- Alumni celebration events; and,
- A travelling history display that will visit local malls and regional campuses.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2011-NOV-17

File: A2-4 / M1-5 / H6-1

G:\Admin\PRCC\RptComm\2011\PRCCRPT111123 VancouverIslandUniversityCommemorativePlaque.docx

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*"Preserving
encouraging and
supporting Nanaimo's
musical heritage
through scholarships
performance opportunities
and mentorship."*

*This year in 2011,
help us celebrate the
80th Anniversary of
Nanaimo's Pygmy
Ballroom.*

NMA Society
c/o Cynthia Cormier
1031 Timberwoods Drive
Nanaimo, B.C.
V9R 6N9

250-754-6922
nmasocietyevents@gmail.com

We are a non-profit organization.

Park, Recreation and Culture
City of Nanaimo
455 Wallace St.
Nanaimo, V9R 5J6

October 21, 2011

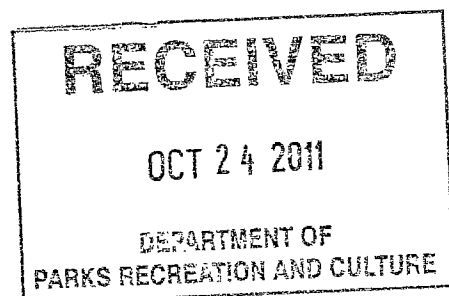
Dear Diana Johnstone, (Chair of Parks and Rec)

Re: 2011 Arts, Cultural and Festivals Events Fund Grant

It is with much regret that we were unable to proceed with our event as planned and are returning the cheque that was generously given to our society earlier this year. Please accept our sincerest apologies. A cheque in the amount of \$3,150.00 is attached.

Yours truly,

Bridget Deighton,
Treasurer
NMA Society



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MINUTES OF BOARD OF DIRECTORS' MEETING – NANAIMO HARBOUR CITY SENIORSNovember 4th, 2011In Attendance

President Lynda Avis in the Chair, Anne Smith, Miriam Peacock, Pat Spicer, Michele Duerksen, Bob Davies, Hale Yardley, Wally Lawrence, Pat Foley. Regrets: Bernard Searle.

Call to Order

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

Changes/Additions to the Agenda

It was noted as the Christmas Luncheon is now to be held on December 9th, our next Directors' meeting will be held on December 2nd.

Adoption of the Agenda

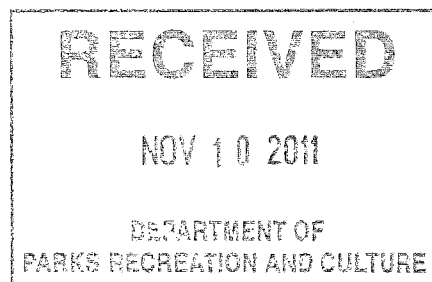
M/S/C That the agenda for the meeting be adopted as circulated.

Adoption of Minutes

M/S/C That the minutes of the October 7th, 2011 meeting be adopted as amended.

Business Arising from the Minutes

- a) New Members' Tea – was a big success, with about 50 new members attending.
- b) NHCS Christmas Bazaar – to be held on November 17th. All groups have been given an invitation to take part in this event.
- c) NHCS Poinsettia Sale – to be held on December 8th. We have ordered 125 plants at a cost of \$7.00/plant. They will be sold this year for \$9.00/plant. Volunteers will be required to help at the event in the lobby, from 10 a.m. to 2 p.m.
- d) NHCS Christmas Luncheon – to be held on December 9th, 12 noon to 2 p.m. Catering will be done by Spice of Life. Andy Andraschek will provide the entertainment. Help will be needed in setting up the tables, decorating, etc. Cost is \$20.00 for members and \$25.00 for non-members.
- e) Aquafit Equipment Purchase – Sandy Raddysh has not yet contacted other districts who already have this equipment in use so we will have to wait for more information before a decision can be made.
- f) NHCS Maritime Trip – Lynda said Karen from Around the World Travel will now be making the arrangements for next year's trip. Miriam has a list of all the members who showed interest in this trip and all will be phoned to advise them that they are to contact Around the World for details. Pat Spicer and Wally volunteered to help with the phoning.



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Correspondence

- a) Treasurer Anne Smith has sent a letter to Charities Directorate further to our organization's filing our Charity Form.
- b) Lynda read a letter she sent to a member re the cessation of the "On the Road Sightseeing" program.

Financial Report

Treasurer Anne Smith reported that there has been no activity except the 50/50 draws since the last report.

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

COMMITTEE REPORTS:

Publicity

Wally reported that Christmas Bazaar posters have been created and delivered to the Bowen Complex. Inge will be picking them up from there to post.

Table-tennis has been promoted through the NHCS website – thanks to David Burns for his help.

Program

No report.

Seniors Coordinator

A total of 86 NHCS memberships were taken out in October, bringing the total so far this year to 1167.

The Thursday events continue to be popular – 100 attended the Rubber Band show; 90 for Ave the Piano Man, 100 for Stix 'n Tones; and 110 for Andy Andraschek.

We had 46 attend the New Members' Tea.

New Business

- a) Lynda said we likely will not be having our VIU Nursing students in attendance at our meetings until January.

Adjournment

Meeting adjourned at 9:50 a.m.

Next Meeting

Friday, December 2nd, at 9 a.m.

/pf

2011.11.07

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