

**MINUTES OF THE REGULAR MEETING OF THE  
PARKS, RECREATION AND CULTURE COMMISSION  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
ON WEDNESDAY, 2011-MAY-25, COMMENCING AT 7:00 P.M.**

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PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner J. Kipp  
Commissioner L. Avis  
Commissioner S. Lance  
Commissioner M. Young  
Commissioner J. Cowling

Regrets: Commissioner F. Pattje  
Commissioner D. Burnett  
Commissioner B. Dempsey  
Commissioner B. Meunier  
Commissioner G. Rudischer  
Commissioner B. Sparkes

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

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

- Add Item 5.(b): Staff presentation on summer programs.
- Add Item 11.(a): E-mail correspondence from Mr. Simon Schachner.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2011-APR-27, at 7:00 p.m., in the Bowen Park Complex Conference Room.

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

5. PRESENTATIONS:

- (a) Presentation from Mel Sheng of DFO, Liz DeMattia of the Nanaimo Science and Sustainability Society (Ns<sup>3</sup>), and PRC staff on an update on the Bowen Park Side Channel and fish enhancement projects, Bowen Park Improvements, and the concept of a Family Science Centre at Bowen Park.

Mel Sheng, Dr. Bill Pennell, Sue Durnin, Dr. Liz DeMattia, and Pat Bugera, attended in support of the Family Science Centre at Bowen Park. Mel Sheng and Dr. Liz DeMattia spoke about the concept and the need in the mid-island for such a centre.

Staff Recommendations: That the Parks, Recreation and Culture Commission:

1. support in principle the concept of a Science Centre at Bowen Park as presented by the Nanaimo Science and Sustainability Society (Ns<sup>3</sup>); and,
2. that Staff work with the Nanaimo Science and Sustainability Society (Ns<sup>3</sup>) to work towards a feasibility plan for the Centre that would include a draft design, capital and operating requirements and sources of funding.

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

- (b) Staff presentation on summer programs.

Damon Johnson and Pene Kellett provided a "snapshot" of the summer plans and details on the LIT/QUEST Program. "Memories in the Making!" is the theme for this year. Staff provided a handout, "Summer Fun Camps & Activities" outlining the various activities and locations available in the City for the summer.

6. DELEGATIONS:

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

- (a) Ms. Nora Latam, 2540 Barnes Road, Nanaimo, B.C., V9X 1M7, presenting her concerns and suggestions regarding Concessionaire Services in Maffeo Sutton Park to the Parks, Recreation and Culture Commission.

Ms. Latam spoke with regard to food vendor availability and the minimal choices for food vendors in City parks. She wished to provide her perspective on being a parent with children in the park and trying to find food choices for her children. Ms. Latam spoke specifically with regard to concessions at the Empire Days Society and the confusion surrounding organizing of food vendors. Staff advised that as food vendors for events are organized by the group that books the park. The

Empire Days Society does not book the Maffeo Sutton Park for the Empire Days events. Additionally, an explanation of park booking and the process that had occurred to select a concessionaire through RFP for Maffeo Sutton Park was detailed. Ms. Latam suggested that more than one vendor is required to ensure that easy access to refreshments is available. She suggested that the current vendor have a sign up sheet to sub-tender the available time periods to other vendors who would be able to utilize the space and provide the service in the absence of the regular vendor.

- (b) Mr. Robin Thacker, Atlantis Kayaks, 2093 Cedar Road, Nanaimo, B.C., V9X 1J6, submitting proposals to operate kayak tours and rentals in Nanaimo's municipal parks to the Parks, Recreation and Culture Commission.

Mr. Thacker proposed two operations – first, a kayak tour facility to be operated out of Maffeo Sutton Park – providing kayaks and guides for organized tours, and, second, the provision of kayaks for rental out of Westwood Lake Park. No business licences have yet been obtained. Guides would belong to the Certified Kayaks Guide Alliance, have advanced wilderness first aid training, and have emergency contingency plans. They would like to work with the Harbour Commission in order to ensure that the proposed Maffeo Sutton Park tours are timed with air and sea traffic to ensure that there are no conflicts. They would like to start with between 5-10 Kayaks at Westwood Lake Park, and 15 in Maffeo Sutton Park. Kayaks would be transported to and from the second beach at Westwood and removed daily. The company is currently establishing a fee schedule. Maffeo Sutton Park has two possible sites – one land-based, and one sea-based on the Newcastle Ferry Dock. They propose to build a 10X10 floating dock and kiosk preferably on the leeward side. This is BC Parks property and permission would be required from them. This is a multi-jurisdictional property. Liability insurance requirements would be from \$2M-\$5M.

7. CHAIR'S REPORT:

- (a) Reminder for everyone to attend the opening of the Larry McNabb Sports Zone;
- (b) Reminder about having a Disc Golf and pizza get together just prior to the PRCC meeting on Wednesday, 2011-JUN-22.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.
- (b) Recreation Committee. Commissioner Lance reported on the meeting held 2011-MAY-18.

(i) **2011 Sport Tournament Grant Requests – Final Intake.**

<b>2011 Budget Total</b>	<b>\$28,703.00</b>
Less: Events Kit supplies	\$1,000.00
Less: Approved Grants - first intake	\$15,450.00
<b>Remaining 2011 Budget</b>	<b>\$12,253.00</b>

Recreation Committee Recommendation: That the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$12,250.00 in funding for the final intake of the 2011 Sport Tournament Grants as follows:

<b><i>Sport Tournament Grant Funding Available: \$12,253</i></b>	<b>2008 Grant</b>	<b>2009 Grant</b>	<b>2010 Grant</b>	<b>2010 (NOV) for 2011 (1<sup>st</sup> intake) Grant</b>	<b>2011 (MAY) for 2011 (final intake)</b>	<b>2011 (final intake)</b>
					<b>REQUESTED</b>	<b>RECOMMENDED</b>
Nanaimo & District Fastball Midget					3,500.00	2,300.00
Dragon Boat Festival	1,500		3,400		5,000.00	2,000.00
Islander Female Hockey Association			1,400		2,000.00	1,500.00
Nanaimo Minor Baseball					2,000.00	1,750.00
Riptides Swim Team	1,200	1,250	900	1,050.00	1,500.00	1,100.00
Vancouver Island Exhibition	1,200	1,500	2,600		2,600.00	1,100.00
Wheatsheaf Fastball Club			400		550.00	500.00
White Rapids Swim Club (2 events annually)	1,500	750	1,000		1,500.00	1,000.00
White Rapids Swim Club		1,000			1,500.00	1,000.00
<b>TOTALS</b>					<b>20,150.00</b>	<b>12,250.00</b>

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

- (c) Cultural Committee. No meeting held.
- (d) Grants Advisory Committee. Commissioner Burnett absent. Chair Johnstone advised that the Committee was in the process of re-vamping the terms of reference for the Permissive Tax Exemptions.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2010-APR-27. The last meeting was completed devoted to zoning bylaws.
- (f) Social Planning Advisory Committee. Commissioner Cowling had been ill and did not attend. Commissioner Kipp reported on the meetings held since 2011-APR-27, and advised that the Committee received a presentation by Terre Flower of the Multi-Cultural Society, discussed homeless issues, the terms of reference, and some of the grant funding.
- (g) Port Theatre. Monthly report for April, 2011.
- (h) Nanaimo Art Gallery. Monthly report for April, 2011.

- (i) Nanaimo District Museum. Monthly report for April, 2011.

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

9. STAFF REPORTS:

- (a) **Downtown Nanaimo Business Improvement Area Pilot Project for Programming and Operating Diana Krall Plaza and The Olympic Live Site.**

*Staff's Recommendation: That the Parks, Recreation and Culture Commission support a pilot project having the Downtown Nanaimo Business Improvement Area program the Diana Krall Plaza and Olympic Live Site for the remainder of 2011.*

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

- (b) **Travel Assistance Grant Request – NDSS Skills Competition.**

*Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the NDSS Parents Advisory Committee in the amount of \$200.00.*

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 April, 2011.

- Pawson Park's new playground going in shortly, as will the playgrounds in Cariboo Park and Salal Park.
- Dog Off-Leash Park at Beban re-opened 2011-MAY-12.
- Artificial turf field is ready.
- Bowen horseshoe pitches have been refurbished.

- (b) Senior Manager of Recreation and Culture Services. Monthly report for April, 2011.

- The City's Facebook site has a lot of public comment on the new Beban Dog Off-Leash Park and also the Larry McNabb Sports Zone figures.
- Chair Johnstone extended congratulations to Suzanne and her team of coordinators for the fantastic "Healthamongus" event – it was really well done.

- (c) Corporate Recreation Pass Program. The "Corporate Recreation Pass" brochure was provided to the Commission. There are a number of businesses and organizations within the community that would like to offer a program to their employees. Staff researched other Island and out of province programs. If

successful, the results of a two-year pilot project would be returned to Commission for their review.

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

11. CORRESPONDENCE: (Action Required.)

- (a) E-mail correspondence from Mr. Simon Schachner dated 2011-MAY-23 advising of his resignation as a member-at-large on the Cultural Committee.

Staff have started the process to fill the vacancy created on the Committee created by Mr. Schachner's resignation.

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

CORRESPONDENCE: (Information)

- (b) Letter dated 2011-MAY-04 from Mr. Peter Newman, Chair, Provincial Midget Tier 1 Championship Committee, Box 562, Nanaimo, BC, V9R 5L9, thanking Commission for the \$2,000.00 Sport Tournament Grant received towards hosting of the Provincial Midget Tier 1 Championships which were held from 2011-MAR-20 to 2011-MAR-25, and attaching the Final Report and Financial Statement.

- (c) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2011-MAY-06.

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

12. NOTICE OF MOTION: (None.)

13. CONSIDERATION OF OTHER BUSINESS: (None.)

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) **Ms. Nora Latam, Concessionaire Services in Maffeo Sutton Park.**

Delegation received.

- (b) **Mr. Robin Thacker, Atlantis Kayaks.**

It was moved and seconded that the matter be referred to Staff to work with Atlantis Kayaks for return to Commission with a report if the concept is supportable. The motion carried unanimously.

15. UNFINISHED BUSINESS: (None.)
16. QUESTION PERIOD: (No questions.)
17. ADJOURNMENT:

It was moved and seconded at 8:48 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2011-JUN-22, 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2011-JUN-01, 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2011-JUN-08, 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-JUN-09, 5:00 p.m. – if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:



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D. Johnstone, Chair  
Parks, Recreation and Culture Commission



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R. Harding, Director  
Parks, Recreation and Culture