

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2011-APR-27, COMMENCING AT 7:00 P.M.**

PRESENT: Commissioner D. Johnstone, Chair

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

Regrets: Commissioner J. Cowling
Commissioner B. Sparkes

Other: Councillor Ted Greves
Mrs. Dody McNabb

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.

Mrs. Dody McNabb was welcomed to the meeting.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 4.(a) – Presentation to Mrs. McNabb of Chair Larry McNabb's gavel.
- Amend Item 8.(f) – Commissioner Kipp to provide Report.

3. ADOPTION OF AGENDA:

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

4. PRESENTATION:

- (a) Presentation to Mrs. McNabb of Chair Larry McNabb's gavel. Chair Johnstone welcomed Mrs. McNabb to the meeting and expressed, on behalf of all Commission, the commitment that Chair McNabb had to the City and Commission.

The regular order of business continued at 7:12 p.m.

5. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2011-MAR-23, 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.

6. PRESENTATIONS:

- (a) Aquatic & Facility Presentation – PRC Staff.

Richard Harding advised that the Department hopes to provide an information presentation on various sections within the Department at future Commission meetings as the Agenda permits.

Suzanne Samborski – introduced Sandy Raddysh, Manager of Aquatics; Chris Wood, Supervisor of Facility Maintenance; and, Bruce Joiner, Energy Manager.

Mr. Raddysh provided a PowerPoint presentation and overview with an Aquatic Department update. Mr. Wood provided a PowerPoint presentation and overview of Aquatic Facility Maintenance. Mr. Joiner provided a PowerPoint presentation and overview of Corporate Energy Management.

Copies of the presentations will be made available to the Commission members for their reference and review.

7. DELEGATIONS: (None.)

8. CHAIRMAN'S REPORT:

Chair Johnstone reminded the membership about the Cultural Awards on 2011-MAY-04 at the Port Theatre.

A "Bowen Side Channel & Sustainability Lunch & Learn" is being scheduled for PRCC – to be held on Tuesday, 2011-MAY-17. Mel Sheng will give a presentation on progress and expansion, and the Science & Sustainability group will give a presentation.

Chair Johnstone wondered also if there was an interest by Commission members to arrive early for the 2011-JUN-22 Commission meeting to play Disc Golf, and have a bit of a Social, followed by dinner, prior to commencement of the meeting. A meeting request will go out to Commissioners to determine their availability.

9. REPORTS OF ADVISORY BODIES:

- (a) **Parks Committee.** Commissioner Pattje to report on the meeting held 2011-APR-14 as Acting Chair of that meeting.

- (i) Outdoor Facilities Advertising Signage Guidelines.

Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission adopt the Outdoor Facilities Advertising Signage Guidelines.

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

Opposed: Commissioners Kipp, Lance, and Meunier.

- (b) Recreation Committee. No meeting held.
- (c) Cultural Committee. No meeting held.
- (d) Grants Advisory Committee. Chair Johnstone advised that the Permissive Tax Exemption Review is now complete and the Committee is looking at new guidelines for future years. The next meeting is to be held in May.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2011-MAR-23. Looking at re-zoning applications and some of the Bylaws. Another meeting will be held to continue those discussions.
- (f) Social Planning Advisory Committee. Commissioner Kipp reported on the meetings in Commissioner Cowling's absence. Allocations of \$12,500 of grants for food, preparation of food, and poverty. Requests received were for \$45,000; however, not all funds were allocated. Discussion on Supportive Housing.
- (g) Port Theatre. Monthly report for March, 2011.
- (h) Nanaimo Art Gallery. Monthly report for March, 2011.
- (i) Nanaimo District Museum. Monthly report for March, 2011.

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

10. STAFF REPORTS:

(a) **Civic Merit Awards For Sports / Arts And Culture Achievement.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the updated Council Policy for "Civic Merit Awards for Sports / Arts and Culture Achievement".

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

(b) **Travel Assistance Grant Request - Nanaimo Hardcourt Bike Polo Club.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the Nanaimo Hardcourt Bike Polo Club in the amount of \$600.00.

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

11. INFORMATION ONLY ITEMS (staff reports):

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

WorkSafe BC did an audit of the CON program. City scored 93% - the highest score ever seen on these audits and a certificate of recognition will be given to the City for this accomplishment.

Animal Services Report – there were 16 tickets issued. Revenue goes to Bylaw Services who use it to offset the cost of the contract.

Facility Operations – commercial fridges were removed and replaced.

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

The License Agreements at the Aquatic Centre are coming to the end of their terms. They have been good partners and there is an option to renew; however, in consultation with the Property Division, it has been determined that these agreements should be Leases and there will be a "Notice of Intent" posted in the newspaper so that the public has an opportunity to submit proposals. It is expected that an update and Report will be provided to Commission in May.

Beban Social Centre floor needs to be replaced. The wood parquet is not suitable for 95% of the users. The floor will be replaced with a good quality vinyl product. More research is being done to ensure the new floor will meet the majority of the users' needs. Staff will explore the possibility of a temporary floor for dance events. Bowen is not large enough for the events. If a special floor is required and only the VICC can facilitate the use, there is the possibility an exception to their minimum numbers could be entertained.

Focus groups for Departure Bay had lower turnout than expected. Surveys were good and once tabulated will be shared with Commission.

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

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

CORRESPONDENCE: (Information)

(a) Letter dated 2011-MAR-22 to Mr. Jeff Ritchie, Senior Manager, Parks & Civic Facilities, from Mr. Don Peterson, President, Freshwater Fisheries Society of BC, 101 – 80 Regatta Landing, Victoria, BC, V9A 7S2, regarding the donation of a concrete dock to the City of Nanaimo to be installed on Diver Lake.

(b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2011-APR-01.

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

13. NOTICE OF MOTION: (None.)

14. CONSIDERATION OF OTHER BUSINESS: (None.)

15. BUSINESS ARISING FROM DELEGATIONS: (None.)

16. UNFINISHED BUSINESS:

(a) Advertising Signage at May Bennett Park (*referred to Parks Committee*).

It was moved and seconded that Item 16.(a) be removed from “Unfinished Business”. The motion carried unanimously.

17. QUESTION PERIOD: (No questions.)

18. ADJOURNMENT:

It was moved and seconded at 8:45 p.m. that the regular meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2011-MAY-25, 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2011-JUN-01, 4:15 p.m. – if required (Note: 2011-MAY-04 meeting cancelled.) Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2011-MAY-11, 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-MAY-12, 5:00 p.m. – if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:



D. Johnstone, Chair
Parks, Recreation and Culture Commission



R. Harding, Director
Parks, Recreation and Culture