

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

PRESENT: Commissioner D. Johnstone, Chair

Members: Commissioner F. Pattje
Commissioner L. Avis
Commissioner D. Burnett
Commissioner B. Dempsey
Commissioner S. Lance
Commissioner B. Meunier
Commissioner G. Rudischer (until 8:04 p.m.)
Commissioner B. Sparkes
Commissioner M. Young

Regrets: Commissioner J. Cowling
Commissioner J. Kipp

Staff: S. Samborski J. Ritchie
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 6.(a) - Kathleen Darby, Nanaimo Conservatory of Music.
- Add Item 10.(d) - Training Program in Weight Rooms.

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-JAN-26, at 6:57 p.m. in the Bowen Park Complex Conference Room. ***[Noted that the 2011-FEB-23 meeting was cancelled due to weather.]***

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

5. PRESENTATIONS:

Ms. Debbie Trueman, General Manager, Nanaimo Museum, 100 Museum Way, Nanaimo, BC, V9R 5J8, providing a slide show and presentation of Nanaimo Museum 2010 year in review in lieu of the January monthly report to the Commission.

6. LATE DELEGATIONS:

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

- (a) Ms. Kathleen Darby, 375 Selby Street, Nanaimo, BC, V9R 2R4, on behalf of the Nanaimo Conservatory of Music, regarding their application to the Department of Canadian Heritage under the "Building Communities Through Arts and Heritage" Program, for the 2nd Vancouver Island Chamber Music Festival, the requirement by the Federal Government that there is municipal participation in the form of cash or in-kind support in order that the application be successful, and their appearance before Commission requesting that participation from the City of Nanaimo.

Ms. Darby advised that the Vancouver Island Chamber Music Festival is a new festival – received some funding from Nanaimo Arts Council through the Spirit Funds. In order to qualify for funding the Federal Government they require a contribution from the City of Nanaimo. They would like to find a way to confirm on their application that they have some financial or in-kind support from the City of Nanaimo. Part E of the application requires signature by the City, advising that the City has reviewed the application and will provide cash or in-kind support. Ms. Darby is requesting a minimal support amount of \$500.00, or contribution of a venue in-kind, applying for \$10K from the Federal Government.

The 2011 Arts, Cultural and Festival events funding has already all been allocated by the Cultural Committee. The Nanaimo Conservatory of Music received \$7,400 in Cultural Operating Grants and, additionally, the group has received a Permissive Tax Exemption (PTE) from the City of Nanaimo.

Commission asked if any of the 2011 funding that the group has received could be earmarked for the Vancouver Island Chamber Music Festival. Ms. Darby advised that she would need to discuss with the Board on whether it would be all right to designate a portion of the \$7,400 in grants already received towards a Vancouver Island Chamber Music Festival, and that it would take two to three days to receive their response. The deadline for the application is 2011-APR-01 and while she could submit the application without confirmation, if there is no seed support, Ms. Darby does not feel it would be a good use of her time to make the application. The Federal deadline is set approximately 16 months in advance of the event. If the Commission is not prepared to commit to the contribution, Ms. Darby felt that she would wait and submit for the next year's application time frame.

7. CHAIRMAN'S REPORT:

- (a) 2011 B.C.R.P.A. Local Government Membership (2 spaces available).

It was determined that the two additional members for the 2011 BCRPA Local Government membership would be Commissioner Avis and Commissioner Meunier.

- (b) Symposium Registration (Richmond, 2011-MAY-11 to 2011-MAY-13).

Commissioners were provided with the "At-A-Glance" sessions list and reminded to submit their applications and preferences for the 2011 B.C.R.P.A. Symposium prior to the "Early Bird" registration deadline of 2011-APR-11.

- (c) Pacific Sport - Status of Funding.

Chair Johnstone provided an update on the status of funding for Pacific Sport. On 2011-MAR-21 funding in the amount of \$15,000 for 2011, 2012, 2013 was approved by Council, with funds to come from Council Contingency, and with a requirement that Pacific Sport provide Council with an annual report.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. Commissioner Sparkes reported on the meeting held on 2011-MAR-10, touching on the Dog Off-Leash and Signage matters.

- (b) Recreation Committee. No meeting held.

- (c) Cultural Committee. Commissioner Pattje reported on the meeting held 2011-FEB-02 on behalf of the Chair, Eveline O'Rourke, and reviewed the minutes from that meeting with Commission.

- (i) 2011 Temporary Public Art.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the Temporary Public Art selections for 2011.

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

- (d) Grants Advisory Committee. Commissioner Burnett reported on meetings held since 2011-JAN-26. Continued to meet in March. Will continue meetings until recommendations were finalized. Recommendations put forward to Council to date were all adopted. Commissioner Burnett was not able to attend the meeting held today, 2011-MAR-23; however, Chair Johnstone advised that the Committee worked on criteria to present to Council.

- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on meetings held since 2010-JAN-26. Mostly the Brechin + Newcastle Plan. Last week's meeting was mostly re-zoning.

- (f) Social Planning Advisory Committee. In Commissioner Cowling's absence, the report on meetings held since 2011-JAN-26, was deferred to the next meeting of the Parks, Recreation and Culture Commission.
- (g) Port Theatre. Monthly reports for January, 2011, and February, 2011.
- (h) Nanaimo Art Gallery. Monthly reports for January, 2011, (revised), and February, 2011.
- (i) Nanaimo District Museum. Monthly report for February, 2011. ***[Presentation provided under Item 5.(a) in lieu of January, 2011, monthly report.]***

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

9. STAFF REPORTS:

(a) **District 68 Sports Field & Recreation Services Agreement 2011-2015.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council renew the "District 68 Sports Field and Recreation Services Agreement 2011 – 2015" with the Regional District of Nanaimo and the District of Lantzville, which provides access to sports fields and recreational facilities within the City of Nanaimo and sports fields within Electoral Areas B and C; and that the Mayor, and, the Manager of Legislative Services be authorized to sign the agreement on behalf of the City of Nanaimo.

It was moved and seconded that the recommendation be adopted.

Commissioner Burnett requested that a friendly amendment be made to the motion to include Electoral Area A, with motion to read:

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council renew the "District 68 Sports Field and Recreation Services Agreement 2011 – 2015" with the Regional District of Nanaimo and the District of Lantzville, which provides access to sports fields and recreational facilities within the City of Nanaimo and sports fields within Electoral Areas A, B and C; and that the Mayor, and, the Manager of Legislative Services be authorized to sign the agreement on behalf of the City of Nanaimo. The motion carried unanimously.

(b) **DOG OFF LEASH PARKS.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend Council approve making the following pilot sites permanent and approve the implementation of new pilot sites for 2011.

2010 pilot sites (make permanent):

- Colliery Dam Park (Schedule A) (6 a.m. to 10 a.m. daily, as well as 4 p.m. to park closing)
- Beaufort Park (Schedule B)
- Diver Lake Park (Schedule C) (Seasonal: October 1 - March 31)

2011 pilot sites (2011):

- forested area adjacent to May Richards Bennett Park (Schedule E)
- Invermere Beach (Schedule F)
- St. George Ravine Park (Schedule G)

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

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

- (a) Senior Manager - Parks & Civic Facilities. Monthly reports for January, 2011, and February, 2011.

In discussion with Bowen Lions Club with regard to the intention to take the barn down – the Club will be canvassing their members to determine if any of them wish to have any of the materials. PRC would like to improve accessibility and number of handicapped parking spots. The barn will be coming down in April.

Merle Logan tender for artificial turf field going ahead in April. Field will be open for use in September 2011.

Dog Off-Leash at Beban – will be closed for a brief time period in April while it is resurfaced. Other options were looked at; however, the requests have been for turf and it will be tried.

Entranceway to the Port Theatre – a partnership to improve the entranceway. There is a security issue with not having an “Administration Only” entrance. That project will start fairly soon.

Kin Hut park hedge taken out and neighbourhood association has made some complaints. PRC is looking at more appropriate plantings for the area.

Remediation on the waterline through Colliery Dam is growing making the recent construction less visible.

- (b) Senior Manager - Recreation & Culture Services. Monthly reports for January, 2011, and February, 2011.

Will be coming forward with a pilot project for a Grade 6 "Stay Active" pass for the fall.

Have had a number of requests for programs on demand for international students given the status of the VIU negotiations.

Planning team was a bit disappointed in the numbers that attended the Picnic in the Park. Will be looking for a major sponsor for the next event and if the attendance does not improve, the event may not be continued.

Ceiling repair tender for Cliff McNabb arena due to moisture issues. The intent is to have the work done in April before it gets warm outside.

Frank Crane floor is going down for the first time since the renovations – floor had been modified for Cliff McNabb, so there will be some adjustments to compensate for.

- (c) Recreation & Parks BC Magazine article "Getting Social with the City of Nanaimo: One Community's experience with Social Media" featuring PRC staff member, Megan Noakes, Recreation Coordinator.

It was moved and seconded that the Parks, Recreation and Culture Commission send a letter to the Marketing Team for their excellent work. The motion carried unanimously.

- (d) Training Program in Weight Rooms.

Over the years, there have been a number of external trainers using the weight rooms without formal agreements. There have been complaints from users that some trainers are setting up shop doing private business in the City venues while the users are working out on equipment. The Coordinator has formalized some agreements including our code of conduct and ensuring that the trainers have the certification and qualifications that the City is looking for.

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

11. CORRESPONDENCE: (Action Required.)

- (a) Thank you note received on 2011-FEB-07 addressed to Mr. Gary Paterson, Recreation Coordinator, Arenas Section, from Ms. Lurene Haines, Marketing Communications Specialist, Vehicle Mounted Air Compressors (VMAC), 1333 Kipp Road, Nanaimo, BC, V9X 1R3, regarding their sponsorship of the "Winter Wonderland Ice Rental" and their offer to sponsor this event again next year.

It was moved and seconded that the Parks, Recreation and Culture Commission send a letter of thanks. The motion carried unanimously.

- (b) Letter dated 2011-FEB-14, to Mr. Richard Harding, and the Parks, Recreation and Culture Commission regarding the proposed cell tower adjacent to Neck Point Park, and e-mail to Mayor and Council, and RDN, requesting that the Commission take up discussions with the RDN Board of Directors to ensure that the Telus application is not approved on the property at 4600 Hammond Bay Road. *[Note: since the submission of the letter and e-mail, the proposed cell tower at 4600 Hammond Bay Road was not approved – no further action required with regard to this correspondence.]*

CORRESPONDENCE: (Information)

- (c) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2011-FEB-04 and 2011-MAR-11.

Last summer two VIU Nursing Students were appointed to the Board and have assisted the Board and group greatly over the past year, have been very valuable.

- (d) Letter dated 2011-FEB-18, to Diana Johnstone, Chair, Parks, Recreation and Culture Commission, from Mr. James A. Duthie, Treasurer, A Cappella Plus, regarding the grant received for their choir, thanking the Commission for their support.
- (e) Letter dated 2011-MAR-08, to Diana Johnstone, Chair, Parks, Recreation and Culture Commission, from Ms. Sara Frisch, President, Malaspina Choir, regarding the 2011 Cultural Operating Grant received for their choir, and thanking the Commission for their continued support.

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. Kathleen Darby - Nanaimo Conservatory of Music.**

Commissioner Pattje felt that they should wait until Ms. Darby advises if the Board is in agreement to using a portion of the funds allocated from the 2011 Cultural Operating Grants.

It was moved and seconded that the Parks, Recreation and Culture Commission allocate \$500 from the 2012 Arts, Cultural, and Festival Events Grants Funds to the Nanaimo Conservatory of Music for the Vancouver Island Chamber Music Festival. The motion carried unanimously.

15. UNFINISHED BUSINESS:

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

(Note: If removing items from "Unfinished Business" a Motion is required.)

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 8:22 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2011-APR-27; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2011-APR-06; 4:15 p.m., if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2011-APR-13; 3:00 p.m., if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-APR-14; 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



Suzanne Samborski for:
R. Harding, Director
Parks, Recreation and Culture