

**AGENDA FOR THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
TO BE HELD IN THE
BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2011-JAN-26, 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:

3. ADOPTION OF AGENDA:

(Motion required to adopt the Agenda.)

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2010-NOV-24, at 7:07 p.m., in Rooms 1 & 2, Beban Park Social Centre. Pgs.
001 - 006

(Motion required to adopt minutes of 2010-NOV-24 as circulated.)

5. PRESENTATIONS:

- (a) Mr. Ian Naimath, President, and Mr. Paul Fudge, Vice President, Nanaimo Art Gallery Board, and Mr. Ed Poli, Manager, Nanaimo Art Gallery, seeking approval to proceed with a detailed feasibility assessment of a future Art Gallery at the old Nanaimo Museum site. Pgs.
007 - 008

6. DELEGATIONS: (10 MINUTES) *(Motion required to receive the delegations.)*

- (a) Ms. Karen Streeter, Co-Vice President and Director of Sponsorship, Vancouver Island Exhibition (VIE), #4-2300 Bowen Road, Nanaimo, BC V9T 3K7, requesting that the Parks, Recreation and Culture Commission approve funding under the Volunteer in Parks (VIP) program for the VIE - Beban Urban Garden. Pgs.
009 - 024

- (b) Mr. Jerry Hannah, Director, Just for Kicks – Nanaimo Youth Soccer Club (a program for players with Intellectual or Developmental Disabilities), 6036 Carlton Road, Nanaimo, BC V9T 5N6, regarding his letter of 2010-NOV-10 to Councillor Diana Johnstone about rental of Oliver Wood Community Centre. Pg. 025

LATE DELEGATIONS: (5 MINUTES) *(Motion required to allow late delegations.)*

7. CHAIR REPORT:

On 2011-JAN-10, Council appointed Councillor Diana Johnstone as Chair of the Parks, Recreation and Culture Commission, and Councillor Jim Kipp as the 3rd Council representative for the remainder of the term.

- (a) Review PRC Committee Membership

(Motion required to receive the Report.)

8. **REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee.** No meeting held.
- (b) **Cultural Committee.** Commissioner Johnstone to report on the meetings held 2010-DEC-07, 2010-DEC-08, 2010-DEC-15, and 2011-JAN-05.

Pgs.
026 - 046

From the meeting notes of 2010-DEC-15:

GRANT ALLOCATIONS

(Pgs.
039 - 040)

- (i) **Arts, Cultural and Festival Events Grants:**

GROUP	REQUESTED	RECOMMENDED
Nanaimo African Heritage Society	2,000	800
Art Gallery Festival of Banners	6,000	1,650
Nanaimo Arts Council	3,000	1,900
Nanaimo Ballroom Dance Society (Island Fantasy Ball)	5,000	2,450
The Beat of the Street	3,000	600
Blues Festival Society	1,500	1,125
City of Nanaimo - Canada Day Organizing Committee	2,500	2,000
Celtic Performing Arts (Celtfest)	10,000	1,850
Central Vancouver Island Botanical Garden Society	1,500	850
Crimson Coast Dance Society	3,800	2,675
FRINGETASTIC! (Nanaimo's Fringe Festival)	7,500	2,482
Nanaimo Musicians Association Society (Pygmy Ballroom)	5,000	3,150
Nanaimo Sings! Choral Festival Society	2,500	1,775
Vancouver Island Children's Book Festival	1,000	1,000
Vancouver Island Exhibition	4,263	2,650
Vancouver Island Symphony (Symphony in the Harbour)	10,000	7,000
Nanaimo Highland Dancing Association	2,500	1,025
L'Association des francophone de Nanaimo	3,595	2,525
TOTALS:	\$80,658	\$37,507

The 2011 Arts, Cultural and Festival Events Grant Funds available were \$34,582, plus funds carried over from 2010 in the amount of \$2,925, for a total of \$37,507. Requests for Arts, Cultural and Festival Events Grant Funds were \$80,658.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the Arts, Cultural and Festival Events Grants recommendations in the total amount of \$37,507.

(Motion required to adopt recommendation.)

(ii) **Cultural Operating Grants.**

(Pg. 040)

GROUP	REQUESTED	RECOMMENDED
A Cappella Plus Choral Society	3,000	2,050
The Nanaimo Arts Alive Summer School	2,900	2,300
Nanaimo Arts Council	15,000	10,550
Nanaimo Blues Society	10,000	7,000
British Columbia Boys Choir	2,000	1,956
C.V.I. Centre for the Arts - Nanaimo Society	8,000	6,000
Nanaimo Chamber Orchestra	4,500	3,300
Nanaimo Concert Band Society	7,000	4,800
Nanaimo Conservatory of Music	10,000	7,400
Crimson Coast Dance Society	18,000	14,400
FRINGETASTIC!	2,000	1,300
Malaspina Choir	2,600	2,200
Pacific Institute of Bagpiping and Celtic Music Society	6,000	2,200
Nanaimo Theatre Group	10,000	5,400
TheatreOne	28,000	28,000
Nanaimo (BC) Chapter of SPEBSQSA (Tidesmen Barbershop Chorus)	2,000	1,400
Tozan Cultural Society	7,500	6,300
Vancouver Island Symphony	59,300	59,300
L'Association des francophones de Nanaimo	10,000	5,800
TOTALS:	207,800	\$171,656

The 2011 Cultural Operating Grant Funds available were \$171,656, including \$101,700 in approved, three-year funding amounts to the Crimson Coast Dance Society, Theatre One, and the Vancouver Island Symphony. Requests for Cultural Operating Grants were \$207,800.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the Cultural Operating Grant recommendations in the total amount of \$171,656.

(Motion required to adopt recommendation.)

- (c) **Recreation Committee.** Commissioner Johnstone to report on the meeting held 2010-DEC-08 (no meeting held January 2011).

Pgs.
047 - 048

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

(Pg. 048)

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the Community Program Development Grant Application submitted by the Cedar 4-H Sr. Advisory Council in the amount of \$5,000 for the 2011 year.

(Motion required to adopt recommendation.)

- (d) **Grants Advisory Committee.** Commissioner Burnett to report on the meetings held since 2010-NOV-24.
 - (e) **Plan Nanaimo Advisory Committee.** Commissioner Lance to report on the meetings held since 2010-NOV-24.
 - (f) **Social Planning Advisory Committee.** Commissioner Cowling to report on the meetings held since 2010-OCT-27.
 - (g) **Port Theatre.** Monthly reports for November and December, 2010. Pgs. 049 - 054
 - (h) **Nanaimo Art Gallery.** Monthly report for 2010-NOV-01 to 2010-DEC-31. Pg. 055
 - (i) **Nanaimo Museum.** Monthly report for 2010-NOV-15 to 2011-JAN-14. Pgs. 056 - 065
- (Motion to receive all Advisory Body reports.)

9. **STAFF REPORTS:**

- (a) **Nanaimo Youth Soccer Club – Just for Kicks Soccer Clinic.** Pgs. 066 - 067

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that staff maintain the general principal as outlined in the Parks, Recreation & Culture Bylaw 7073, Schedule B, Fees and Rental Policy, that Department programs take precedence over rental allocations.

(Motion required to adopt recommendation.)

- (b) **License of Occupation - Nanaimo Canoe and Kayak Club at 1844A Stewart Avenue.** Pgs. 068 - 080

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approves a License of Occupation for a portion of City property located at 1844A Stewart Avenue to the Nanaimo Canoe and Kayak Club (NCKC) for a term of ten (10) years, ending on 2020-NOV-30.

(Motion required to adopt recommendation.)

- (c) **License of Occupation - Nanaimo Marine Rescue Society for the Canadian Coast Guard Auxiliary Boathouse at 1844B Stewart Avenue** Pgs. 081 - 093

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approves a License of Occupation for a portion of City property located at 1844B Stewart Avenue to the Nanaimo Marine Rescue Society (NMRS) for a term of ten (10) years, ending on 2020-AUG-31.

(Motion required to adopt recommendation.)

(d) **Management and Operating Agreement – Nanaimo Museum.**

Pgs.
094 - 107

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the Nanaimo Museum Management and Operating Agreement for a five (5) year term with an option to renew for another five (5) year term.

(Motion required to adopt recommendation.)

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

- (a) Monthly Report – Senior Manager of Parks for November and December 2010. Pgs. 108 - 114
- (b) Monthly Report – Senior Manager of Recreation and Culture Services for November and December 2010. Pgs. 115 - 122
- (c) Hammond Bay – Place Road Watermain. Pgs. 123 - 124

(Motion to receive all Information Only Items.)

11. **CORRESPONDENCE:** (Action Required.)

- (a) Letter dated 2010-NOV-10 to Councillor Diana Johnstone, Parks Recreation and Culture Commission, from Mr. Jerry Hannah, Director, Nanaimo Youth Soccer Club, regarding facility booking and use by and for the "Just for Kicks" soccer clinic for players with intellectual or developmental disabilities. Pgs. 125 - 132

CORRESPONDENCE: (Information Only.)

- (b) Letter dated 2010-NOV-18 to Ms. Liz Williams from Ms. June Montgomery, President, Nanaimo Islanders Female Hockey Association, thanking the City of Nanaimo and the Parks, Recreation and Culture Commission for the \$1,400 grant supporting their first women's recreational hockey tournament, the "Harbour City Hockey Classic". Pg. 133
- (c) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meetings, held 2010-DEC-03 and 2011-JAN-07. Pgs. 134 - 138
- (d) Letter dated 2010-NOV-30 to Mr. Richard Harding, Director, Parks, Recreation and Culture, from Mr. Ed Poli, Manager, Nanaimo Art Gallery, 900 Fifth Street, Nanaimo, BC, V9R 5S5, regarding the feasibility of a future Art Gallery at the old Nanaimo Museum site. Pg. 139

(Motion required to receive all Correspondence.)

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

14. **BUSINESS ARISING FROM DELEGATIONS:**

- (a) Ms. Karen Streeter, VIEEx – VIP funding - VIEEx – Beban Urban Garden.
- (b) Mr. Jerry Hannah – Just For Kicks – Nanaimo Youth Soccer Club.

15. **UNFINISHED BUSINESS:**

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

(Note: Motion is required to remove items from "Unfinished Business".)

16. **QUESTION PERIOD:**

17. **ADJOURNMENT:**

Motion to adjourn with next regular meetings as follows:

COMMISSION	Wednesday, 2011-FEB-23; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2011-FEB-02; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2011-FEB-09; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-FEB-10; 5:00 p.m. – if required Bowen Park Complex Conference Room

1.

NOTICE IS HEREBY GIVEN pursuant to "COUNCIL PROCEDURE BYLAW 2007 NO. 7060", OF AN "In Camera" Meeting of the Parks, Recreation and Culture Commission to be held:

DATE: Wednesday, 2011-JAN-26
LOCATION: Bowen Park Complex Conference Room
TIME: Immediately following the regular Commission meeting

The purpose of the "In Camera" Meeting is to discuss matters pertaining to items that may be closed to the public as per *Community Charter* Section 90(1):

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;



Richard Harding, Director,
Parks, Recreation and Culture.

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN ROOMS 1 & 2, BEBAN PARK SOCIAL CENTRE
WEDNESDAY, 2010-NOV-24, COMMENCING AT 7:00 P.M.**

PRESENT: Commissioner F. Pattje, Chair

Members: Commissioner D. Johnstone
Commissioner L. Avis
Commissioner D. Burnett
Commissioner J. Cowling
Commissioner B. Dempsey
Commissioner S. Lance
Commissioner B. Meunier
Commissioner B. Sparkes

Regrets: Commissioner L. McNabb
Commissioner G. Rudischer
Commissioner M. Young

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:07 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, 2010-OCT-27, at 5:00 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: None.

6. DELEGATIONS:

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

- (a) Mr. Jeff and Mrs. Carolanne Patton, on behalf of Mr. Josiah Patton, 1894 Kentucky Place, Nanaimo, BC, V9X 1C6, presenting a proposal for "Bowen Wild Edible Garden" to the Parks, Recreation and Culture Commission.

Mrs. Patton provided a PowerPoint presentation and a detailed synopsis of the plan for establishing a "Bowen Wild Edible Garden" at Bowen Park. The area selected is currently an underutilized portion of Bowen Park of approximately one acre. The intent is to establish and maintain the "Bowen Wild Edible Garden" for educational purposes and will include a selection of edible plants, as well as poisonous plants and invasive species. Not all partners have been contacted as of yet. Due to vandalism concerns, it was felt that pamphlets rather than signage would be used and would provide more specific information to help people understand the garden's components and plants. This is a very tangible example of partnerships with VIU students and would include the Horticultural Program and fits within the management strategy of the parks as well as within the overall objectives of Parks, Recreation and Culture and partnerships with VIU. The group also made a request that the Parks, Recreation and Culture Department approach VIU on behalf of Josiah Patton with this proposal.

7. CHAIRMAN'S REPORT:

- (a) 2011 PRCC & Committee Key Date Calendar.

It was moved and seconded that the 2011 Parks, Recreation and Culture Commission and Committee Key Date Calendar be adopted as circulated. The motion carried unanimously.

- (b) Cultural Committee Membership.

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

It was moved and seconded that a letter be sent to all applicants thanking them for their submissions and encouraging them to reapply in when the positions were again advertised. The motion carried unanimously.

It was moved and seconded that the Chairman's Report be adopted. The motion carried unanimously.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.

- (b) Recreation Committee. Commissioner Johnstone reported on the meeting held 2010-NOV-10.

Sport Tournament Grant Allocations.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve and recommend that Council approve the expenditure of \$15,000 for the first intake of the 2011 Sport Tournament Grant allocations as follows:

Sport Tournament Grant Applications 2008 - 2011					
GROUP	2008 GRANT	2009 GRANT	2010 GRANT	2011 REQUEST	2011 RECOMMENDED
Canoe & Kayak Club			500	1,750	600
Diamonds Synchronized Swimming Club				2,000	1500
Kennel Club		2,500	1,500	4,650	1800
Nanaimo & District Lacrosse Assn. (Bantam Tournament)	950	950	950	1,000	850
Minor Hockey Assn. (Midget Tier 1) (Provincial Championship)				2,000	2000
Minor Hockey (2010 PeeWee Hockey Tournament)	950	950	1,000	1,000	1000
Nanaimo Ice 2010 (Novice/Invitation Hockey Tournament)				1,200	1050
Nemesis Roller Girls (1st Annual V.I. Roller Derby Tournament)				5,050	2600
Riptides Swim Team Association	1,200	1,250	900	1,500	1050
Squash Club Open Tournament				2,750	750
Wellington Pleasant Valley League (WPVL) Softball Association			750	1,500	750
Atom Development Spring Hockey Tournament (Late application)	950	950		1,500	1500
TOTALS		12,300	22,650	25,400	15,000

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

- (c) Cultural Committee. Commissioner Avis reported on the meeting held 2010-NOV-17, on behalf of Eveline O'Rourke, Chair.

Commissioner Avis advised that discussions were held regarding late applications and it was determined that they would be accepted for review and that the application form and criteria for both grant processes will be amended to clarify the deadline. Interviews have been set for grant groups for 2010-DEC-07, at 4:00 p.m., and 2010-DEC-08, at 3:00 p.m. to be held in the Bowen Complex Conference Room.

Commissioner Johnstone advised that at the "Freedom of the City" celebration held Monday, 2010-NOV-22, she had been approached with regard to issues surrounding funding for the Nanaimo Empire Days Society. To date they have not submitted an application to the Cultural Committee and may approach the Cultural Committee with a late application. They are no longer eligible for funding through the "Grants in Aid" Committee.

It was moved and seconded that the Parks, Recreation and Culture Commission allow late applications for PRC Grant Programs. The motion was unanimously defeated.

It was moved and seconded that should the Nanaimo Empire Days Society apply for funding they appear directly before Council to make their submission. The motion carried unanimously.

- (d) Grants Advisory Committee. Commissioner Burnett reported on the meetings held since 2010-OCT-27.

Have been reviewing permissive tax exemptions requests and the processes of other jurisdictions with the intention of making a presentation to the Council.

- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2010- OCT-27.

Reviewing re-zoning applications. Planning Department showed how they are mapping the City to come within the Plan Nanaimo areas.

- (f) Social Planning Advisory Committee. Commissioner Cowling did not attend the 2010-NOV-02 meeting; however, will report on this meeting and meetings held since 2010-NOV-24 at the next Commission meeting.

- (g) Port Theatre. Monthly report for October, 2010.

- (h) Nanaimo Art Gallery. Monthly report for October, 2010.

- (i) Nanaimo District Museum. Monthly report for 2010-OCT-08 to 2010-NOV-15.

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

9. STAFF REPORTS:

- (a) Updated Neck Point Park Master Plan.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council adopt the Updated Neck Point Park Master Plan.

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

(b) **VIEx / Beban – Multi-Use Facility.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission endorses the 2006-MAY-24 motion supporting "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".

It was moved and seconded that the recommendation be adopted.

There was a friendly amendment to the motion, to read:

It was moved and seconded that the Parks, Recreation and Culture Commission endorses the 2006-MAY-24 motion supporting "staff initiate a process, with the Vancouver Island Exhibition (VIEx), to develop the concept and determine the feasibility of constructing a multiple-use facility at Beban Park." The motion carried unanimously.

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

- (a) Senior Manager of Parks - Monthly report for October, 2010.
- (b) Senior Manager of Recreation and Culture Services - Monthly report for October, 2010. Commissioner Burnett has requested that staff provide information on the number of Grade 5 Get Active! participants that live outside of the City of Nanaimo.
- (c) Lease Agreement with Double H Holdings - Verbal Update. This matter went through the alternative approval process. Mr. Hurd is working on plans and will be submitting through the City in the spring.
- (d) PRC Snow & Ice Priorities / Facility Closure Procedures – Verbal. Provided for information only.

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

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

CORRESPONDENCE: (Information Only)

- (a) E-Mail correspondence dated 2010-OCT-25 to Nanaimo Daily News from Mr. John Archie Allen, 693 Park Avenue, Nanaimo, BC, V9R 4H5, regarding Parks, Recreation and Culture, Nanaimo, and expressing appreciation and thanks to all the staff and workers involved in the upgrades to Nanaimo Ice Centre, Frank Crane Arena, the Social Centre and the swimming pool at the Beban Complex.
- (b) E-mail correspondence dated 2010-OCT-29 from the Centre of the Arts – Nanaimo with an update on Nanaimo Centre Stage news providing information on some of the recent improvements to the building and amenities.

- (c) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2010-NOV-05.

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

12. NOTICE OF MOTION:
13. CONSIDERATION OF OTHER BUSINESS:
14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Mr. Josiah and/or Carolanne Patton - "Bowen Wild Edible Garden"

It was moved and seconded that this matter be referred to the Parks Committee with a written report being provided to that Committee by staff prior to their meeting. The motion carried unanimously.

15. UNFINISHED BUSINESS:

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

16. QUESTION PERIOD: No questions.

17. ADJOURNMENT:

It was moved and seconded at 8:33 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2011-JAN-26, 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2011-JAN-05; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2010-DEC-08; 2:00 p.m. Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-JAN-06; 5:00 p.m. (rescheduled from 2011-JAN-13) Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:

F. Pattje, Acting Chair
Parks, Recreation and Culture Commission

R. Harding, Director
Parks, Recreation and Culture



Submitted by Ed Poli, Gallery Manager

Nanaimo Art Gallery Position Regarding the Old Museum Building

The Gallery has developed a vision for a new state of the art "Category A" public Art Gallery for Nanaimo. The vision is for a facility located in the downtown Arts District and providing the people of the Central Island region with the highest quality exhibitions, programs and services that a top grade art gallery can give to citizens of all ages. We presented the full vision document to the Commission some time ago and a one-page summary of the Vision is attached for reference.

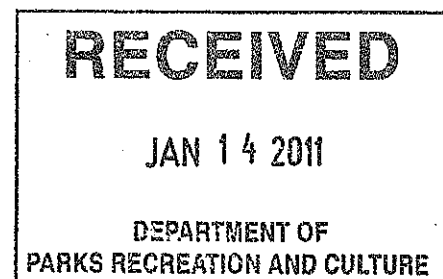
The next step in the process is to identify potential sites in the downtown area and conduct a feasibility study. The first preference obviously is for a site that is City owned that could be donated to the Gallery or leased long term for a nominal fee or for a site that would be provided by a private sector partner in return for a tax receipt or other consideration.

During the course of discussion one site that presented itself for consideration was that of the old Museum building in Piper Park. This site's prominent downtown location, its history as the location of a cultural institution and the fact that City Council has expressed a desire to keep the building made it an obvious candidate and the Gallery conducted an initial assessment of the building to determine its suitability to be developed as a future site for the new Nanaimo Art Gallery. That assessment determined that the building could work well for the new Gallery if significant interior renovations were done and an addition was permitted. Development of the site for the new Gallery would be a 2 phase process; Phase 1 would be a redevelopment of the existing building to house Gallery staff and services from the two current locations with upgraded exhibition and education space and Phase 2 would involve the construction of an addition to house the "Category A" exhibition space.

While this is by no means the only possible site, it is definitely one that could work and it is one that may present a fast track option if use of the site as a new Public Art Gallery resonates with the City's plans for redevelopment the Piper Park site. In addition the fact that the City has funds budgeted for redevelopment of the site together with the fact that there will be Community Contribution funds available from private sector development on the adjacent Port Place Mall site provide a positive financial starting point.

City Staff (Richard Harding, Al Kenning, Andy Laidlaw, etc.) have been kept aware of our interest in and assessment of the building but City Council and the Parks, Recreation, and Culture Commission have not been advised as of yet.

The purpose of our presentation to the Parks, Recreation and Culture Commission on January 26, 2011, is to bring the Commission up to date on what we have done, to present our concept for redevelopment of the Old Museum building, and to seek the Commission's approval to proceed with a detailed feasibility assessment of the building.





Submitted by Ed Poli, Gallery Manager

Synopsis of the Vision for a New Nanaimo Art Gallery

1. The new Nanaimo Art Gallery is a state of the art institution, designated as a CATEGORY "A" PUBLIC ART GALLERY. Situated in the arts district, close to other cultural institutions, it provides the people of this region with the highest quality exhibitions, programs and services that a top grade art gallery can give to citizens of all ages. It was built and continues to operate as a result of key partnerships with both public and private supporters who are committed to ensuring the sustainability of the institution and its programs. It is an icon in the community and a DESTINATION POINT for visitors and tourists.
2. The gallery's PERMANENT COLLECTION continues to grow under its collection policy. New work is added through purchases (whenever possible) and through donations.
3. There are several EXHIBITION AREAS that provide enough space for:
 - a) major traveling shows;
 - b) local and regional artists;
 - c) the permanent collection shown on a rotating basis;
 - d) contemporary art embracing new directions;
 - e) a gallery for students and emerging artists, and,
 - f) micro spaces available for small exhibits – suitable for school work or community projects.
4. The gallery has a STRONG COMMITMENT TO EDUCATION. There is a LEARNING CENTRE, with a large, well-equipped work area for classes and workshops and a well-equipped RESOURCE CENTRE housing catalogues, books, and other materials available for research. Classes and workshops take place throughout the year and involve people of all ages. The education activities provided by the gallery are seen to be accessible, creative and fun!
5. Working closely with other galleries and First Nations the gallery develops PROGRAMS that are designed to increase the awareness, understanding and appreciation of art. Together with the exhibitions, the programs provide a window on the world of art for people of all ages. The programs are accessible to people regardless of their ability to pay.
6. There is a strong ART SALES AND RENTAL PROGRAM and the gallery has the facility to package and ship works of art as required.
7. There is a MULTI-PURPOSE SPACE that can be rented by community groups for meetings, seminars, receptions or special events. The gallery uses the space for its film and lecture programs.
8. The Gallery has a STRONG BOARD AND EXCELLENT PROFESSIONAL STAFF. It also enjoys the commitment of many VOLUNTEERS, and has an effective Volunteer Recognition Program.



REQUEST TO APPEAR AS A DELEGATION

ON 2011 - January - 26
year month day

NAME OF PERSON MAKING PRESENTATION: KAREN STREETER
Print

ADDRESS: #4-2300 BOWEN RD, NANAIMO, BC V9T 3K7
street address City Province Postal Code

PHONE 250-390-4245 250-758-3247 FAX: 250-758-3277
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: _____

DETAILS OF PRESENTATION:

Applying for a grant through the
 Volunteer in Parks program for the
 VIEX - Belton Urban Garden

RECEIVED

NOV 03 2010

DEPARTMENT OF
 PARKS RECREATION AND CULTURE

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

009

Beban Urban Gardens



B.U.G.S. Are Good!

Submitted by:
Vancouver Island Exhibition
January 26, 2011

BACKGROUND

In November 2009, the Vancouver Island Exhibition approached the City of Nanaimo with the idea of building a community garden at Beban Park. A presentation was made to the Parks & Recreation Commission in May 2010 and a \$20,000 grant was received through the Volunteers in Parks program.

With this grant, Phase 1 of the garden was completed which consisted of: thirty two allotment beds, eight specialized handicapped allotment beds, three large communal beds, compost bins, planter boxes, three concrete pads, archways, driveway chips spread on all walkways and hundreds of daffodil bulbs and grass was planted.

To date (see Appendix #2-Budget) with the completion of Phase 1, the garden has a value of \$71,000.

GARDEN NAME

As gardeners, we were adamant that the garden needed a name and not just any name but one that reflected our goals and philosophies. We wanted to recognize

1. the Beban name,
2. that we are in an urban setting,
3. we didn't want to be confused with other community gardens as we are our own entity.

Hence, it evolved into Beban Urban Gardens or B.U.G.S., which lead to "Bugs are Good."

One of our mandates is to promote organic gardening with the use of natural pest controls and not pesticides. Ladybugs, dragonflies and the green lacewing bugs are beneficial predator insects. Their use is part of our integrated pest management program (IPM), thereby creating sustainable agriculture which is especially relevant in an urban environment.

We are requesting authorization to have our name "Beban Urban Gardens" recognized as the official name of our garden.



BEBAN URBAN GARDENS

"BUGS ARE GOOD"

MISSION STATEMENT

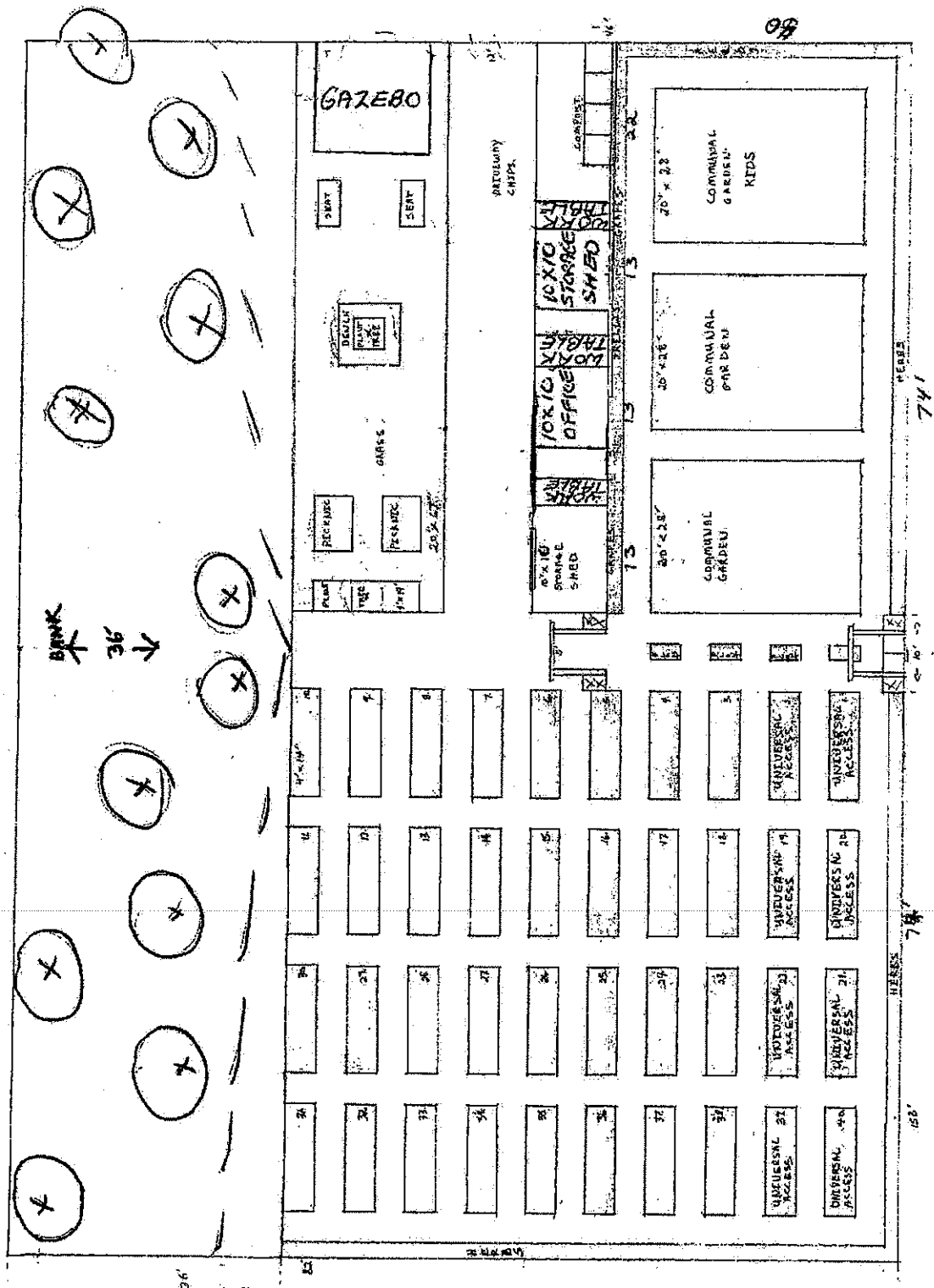
Our purpose is to create a self regulating Community Garden at Beban Park, Nanaimo, that will promote organic gardening, contribute to community development, foster positive social interaction, increase environmental awareness and provide educational opportunities to the public.

OBJECTIVES

1. Use a portion of Beban Park, Nanaimo, for a Community Garden.
2. The Vancouver Island Exhibition, which is a non-profit society, will administer the Community Garden and in conjunction with the "Beban Urban Gardens" Committee, will set out policies and procedures.
3. Design a garden which offers all the necessary amenities and includes space for communal and private garden plots, as well as providing universal access to the garden and specifically designed beds.
4. Set out a budget that includes contributions from municipal government and private organizations as well as contributions in kind and labour from the community.
5. Implement a phased construction plan, with the first phase commencing in the summer of 2010 and the second phase commencing in the spring of 2011.

LOCATION IN BEBAN PARK





⊗ Trees

PROCESS

The following process was followed in the development of this proposal:

- Initial meeting of interested parties: November, 2009
- Presentation to the Parks & Recreation Commission: May, 2010
- Site preparation, installation of waterline and fencing: June, 2010
- Construction of allotment beds: July, 2010
- Presentation to the Parks & Recreation Commission: January, 2011

BUDGET

PHASE 2 – 2011

CITY CONTRIBUTIONS VIP FUNDING

Electrical	9,400.00
Buildings	5,000.00
Lumber	3,100.00
Soil	1,500.00
Plants/Trees	<u>1,000.00</u>

TOTAL: \$20,000.00

IN-KIND CONTRIBUTIONS BY THE BEBAN URBAN GARDENS COMMITTEE

Labour - Construction (see Appendix #1)	24,620.00
- Committee (see Appendix #1)	21,640.00
Membership (40 beds @ \$30.00 per year)	1,200.00
Sponsorship from Mike Gogo (delivery/skid 2x4)	<u>550.00</u>

TOTAL: \$48,010.00

PHASE 2 – 2011 – CONSTRUCTION

- Build a 10x10 office
- Install electricity to office
- Build two 10x10 storage sheds
- Build perimeter herb boxes
- Build planter boxes and arbors
- Build a gazebo
- Build three work tables

APPENDIX

APPENDIX #1

BUDGET

PHASE 2 – 2011

LABOUR COSTS FOR PHASE 2 CONSTRUCTION

Landscape design	2,500.00
Building perimeter herb boxes, planters, arbors @ 120 hrs @ \$20.00 hr for 3 tradesmen	7,200.00
Laborers to fill herb boxes and planters – 7 persons – 4 hrs – 7 days @ \$20.00 per hr	3,920.00
Bruce McNab Contracting to supply labor to construct Gazebo – 2 persons 20 hours	2,000.00
Garden Supervisor @ \$40.00 per hr for 120 hrs	4,800.00
Landscape Designer @ \$30.00 per hr for 120 hrs	3,600.00
Occupational Therapist Consultant – specialized design @ \$30.00 per hr for 20 hrs	<u>600.00</u>
TOTAL:	\$24,620.00

COMMITTEE MEETINGS & WORK PARTIES

June 2, 2010	4 members x 2 hours	8 hours
June 8, 2010	4 members x 2 hours	8 hours
June 9, 2010	4 members x 2 hours	8 hours
June 10, 2010	4 members x 2 hours	8 hours
June 14, 2010	4 members x 2 hours	8 hours
June 16, 2010	4 members x 2 hours	8 hours
June 23, 2010	4 members x 2 hours	8 hours
June 24, 2010	4 members x 2 hours	8 hours
July 7, 2010	4 members x 2 hours	8 hours
July 10-14, 2010	15 members x 6 hours	450 hours
July 17-21, 2010	15 members x 6 hours	450 hours
July 24, 2010	4 members x 2 hours	8 hours
July 25, 2010	4 members x 2 hours	8 hours
Aug 31, 2010	4 members x 2 hours	8 hours
Sep 15, 2010	7 members x 2 hours	34 hours
Sep 25, 2010	12 members x 3 hours	36 hours
Oct 20, 2010	4 members x 2 hours	8 hours
Jan 7, 2011	4 members x 2 hours	8 hours

TOTAL COST: 1082 hours x \$20 = \$21,640.00

APPENDIX #2

BUDGET

PHASE 1 - 2010

CITY CONTRIBUTIONS

Capital materials (see Appendix #1)	\$ 245.00
Fencing	6,794.00
Waterline Hookup & land prep & irrigation CON	6,591.00
Lumber	5,040.00
Soil	<u>3,540.00</u>
TOTAL:	\$22,210.00

CONTRIBUTIONS BY "THE GARDEN" COMMITTEE

Labour – Construction (see Appendix #1)	\$34,570.00
- Committee (see Appendix #1)	4,040.00
Membership (40 beds @ \$30.00 per year \$1,200	
SPENT \$987 on lumber balance	400.00
Sponsorship from Art Knapp-communal garden bed	650.00
Sponsorship from Canadian Tire – communal garden bed	650.00
Mayco Mix concrete plus delivery	740.32
Mike Gogo lumber (delivery/skid 2x4)	550.00
Lumber purchased by garden membership funding	800.00
Island Aggregate 25 yards driveway chip plus delivery	1375.00
Bruce McNab Contracting (Appendix #1)	4000.00
Tool Donations	500.00
Bobcat/tractor 2 days (Steve)	800.00
TOTAL:	\$ 49,075.32

PHASE 1 - 2010 - CONSTRUCTION

1. Land clearing, land preparation, install culverts
2. Install fencing
3. Install water line and 2 outside taps
4. Build 40 allotment beds and 3 communal garden beds
5. Fill all beds with soil
6. Lay down pathway mix so garden is wheel chair accessible
7. Build 2 entrance gateways
8. Form and pour concrete pads for 2011 storage sheds
9. Improve aesthetics of landscape not used for gardening purposes

APPENDIX #1

CAPITAL COSTS FOR PHASE 1

Screws - 3 boxes @ \$75.00	\$ 225.00
Drill bits	20.00
TOTAL:	<u>\$ 245.00</u>

LABOUR COSTS FOR PHASE 1 CONSTRUCTION

Landscape design	\$ 2,500.00
Building 40 beds @ 3 hrs per bed @ \$20.00 hr for 3 tradesmen	7,200.00
Laborers to fill garden boxes 7 persons- 4 hrs/ 14 days @\$20 130 yards of topsoil spread	7,840.00
Building 3 communal beds @ 4 hrs per bed @ \$20.00 per hr	240.00
Laborers for spreading 25 yards pathway mix 10 days 7 persons x 4 hours	5,600.00
Garden Supervisor @ \$40.00 per hr for 120 hrs	4,800.00
Landscape Designer @ \$25.00 per hr for 120 hrs	3,000.00
Occupational Therapist Consultant - specialized bed design @ \$30.00 per hr for 20 hrs	600.00
Building compost box system 3 persons 8 hours Includes picking up pallets	480.00
Beautification of existing lands (establish Turfgrass, tree planting, wildflower and spring bulb planting,	

lining pathways with bricks, painting picnic tables)
64 man hours @20.00 1,280.00

Bruce McNab Contracting to supply material and
labour to Frame 3 10x10 concrete pads and
build 2 archways and 3 planters 2 persons 40 hours. 4,000.00

Donation of shovels .hoses, wheel barrow's etc 500.00

Feral rabbit control – install fencing labour & material 530.00

TOTAL: \$38,570.00

BANK ACCOUNT BALANCE

November 1 2010 \$1,200.00

COMMITTEE MEETINGS

1. Nov, 2009	10 members x 2 hours	20 hours
2. Jan 19, 2010	13 members x 2 hours	26 hours
3. Feb 10	6 members x 2 hours	12 hours
4. Feb 26	6 members x 2 hours	12 hours
5. Mar 3	6 members x 2 hours	12 hours
6. Mar 20	21 members x 2 hours	42 hours
7. Apr 16	12 members x 2 hours	24 hours
8. Apr 23	8 members x 2 hours	16 hours
9. May 5	7 members x 2 hours	14 hours
10. May 12	6 members x 2 hours	12 hours
11. May 19	6 members x 2 hours	12 hours

202 hours

TOTAL COST: 202 hours x \$20 = \$4,040.00



BEBAN URBAN GARDENS AGREEMENT - 2011

1. Registration fees and allotment reservation:

- the garden is open to all residents of Nanaimo to rent a plot if space is available.
- annual allotment fees are \$30 per plot. These fees are non refundable.
- the fee includes use of water, compost and soil.
- allotment rentals are good for 1 year only (March 1 to February 28). The "Garden" reserves the right to change location and availability of allotments in future years. The "Garden" retains the right to refuse to rent allotments if there is just cause.
- all allotment registrations are to be renewed annually by March 1. Registration reminders will be posted at the garden site at the beginning of each year. Any plot not registered and the fee not paid by March 1 will be made available to new gardeners.
- allotments must be cleared of weeds regularly. Failure to do so will result in the plot being reassigned to another gardener.
- after April 1, current gardeners may rent additional plots if they are available.
- if, for any reason, a renter finds that they cannot care for their plot, they are required to notify the allotment coordinator and make arrangements for the care of their garden during their absence.
- Gardeners registering after August 15, for fall and winter gardens, will pay ½ the annual fee (\$15).
- approval must be obtained from the allotment coordinator prior to use of the three (3) communal garden beds.

2. Watering - the rental fee includes the use of water. A gardener must remain in the garden while his/her garden is being watered. Gardeners must monitor their water use to avoid flooding of his/her garden and neighbouring gardens.

3. Planting Restrictions:

- only organic methods of growing are permitted – no toxic chemicals, fertilizers, pesticides or herbicides. Gardeners using these items will lose their gardening privileges.
- no trees are allowed due to shade and root problems.
- no invasive species (ex: bamboo, scotch broom, purple loose-strife)

- care must be taken with hard-to-eradicate plants such as bird-weed and berry vines. If not kept in check they may be treated as weeds.
 - tall plants can only be planted where they will not shade neighbouring plots or in the communal space allotted for tall plants.
 - no plants to be grown with known toxic properties (ie: foxglove, monkshood, etc).
4. Smoking - smoking is not permitted in the garden area. This is a safety issue and a means of preventing the spread of the tobacco mosaic virus.
 5. Weeds and trash - it is the gardener's responsibility to control the weeds and trash in their own plots and adjacent pathways, and to clear their plot of trellis and staking material, plastic mulching, decorations and plant debris by April 1.
 6. Rebar - exposed rebar is not allowed for staking or trellising for safety reasons. Pets - Pets are not allowed in the garden.
 7. Storage - storage on site for gardeners' tools or supplies will be provided. The "Garden" will not be responsible for the loss of tools.
 8. Gates - gardeners are asked to close all gates when leaving.
 9. Compost and garbage - A refuse bin (for non organic garbage), a closed or sealed compost bin (for fruits and other organic foodstuffs) and an open compost bin (for leaves, stem and root material) will be available on site. Gardeners are encouraged to recycle their garden wastes in the garden's compost bins.
 10. Harvesting - no one may pick another gardener's crop unless he/she has been given permission by that plot user.
 11. Cooperation, community and Volunteer requirements - this project will be more successful if we, the gardeners work together. In addition to the annual fee, gardeners are asked to make a contribution of their time by participating in the following communal tasks:
 - spring and fall cleanup
 - construction tasks and maintenance tasks
 - watering – gardeners will be asked to water the communal beds once during the season.
 - conflicts or concerns with other gardeners should be worked out privately. If not, the coordinator will arbitrate.
 - all children under the age of 10 years, must be under the supervision of an adult.
 12. Privacy of personal information - all information collected on registration forms will be compiled in a database and will be kept confidential. This information will not be lent, rented or sold.

13. Please remember - the purpose of the "Garden" is to provide access to land and water in an environment that promotes positive social interaction. Its success is a collective responsibility.

14. Food must be grown for private use only and not for resale.

These rules will be reviewed annually and may be improved.

Reviewed and revised on January 7, 2011





REQUEST TO APPEAR AS A DELEGATION

ON 2011 - JAN - 26
year month day

RECEIVED

JAN 20 2011

DEPARTMENT OF
PARKS RECREATION AND CULTURE

NAME OF PERSON MAKING PRESENTATION: Jerry Hannah Just for Kicks Nanaimo Youth Soccer Club_
Print

ADDRESS: 6036 Carlton Road Nanaimo B.C. V9T 5N6
street address City Province Postal Code

PHONE: 250-758-2776 FAX:
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: _____

DETAILS OF PRESENTATION:

Diana Johnstone asked me to make a presentation with regards to a letter I sent her about rental of Oliver Woods Community Centre. The letter detailed how I run a program for special needs players through Nanaimo Youth Soccer and had used the Oliver Woods for a period of time two years in a row. It also detailed how my request to use the facility for a similar time period in 2011 was denied even though the request was made in February 2010. The program had been denied use to facilitate City programs that were put in place in July 2010, at the time the Leisure Guide was established.

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

025
Phone: (250) 755-7511
Fax: (250) 753-7277
parks@nanaimo.ca

NOTES
SPECIAL GRANT INTERVIEW MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
TUESDAY, 2010-DEC-07, COMMENCING AT 4:00 P.M.

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone (to 5:38 p.m.)
Commissioner Shirley Lance
Commissioner Fred Pattje
Commissioner Lynda Avis (at 4:07 p.m.)
Ms. Joanne Husband
Ms. George McGladrey
Ms. Gerda Hofman
Mr. Simon Schachner
Ms. Julie Bevan

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:06 p.m.

2. INTRODUCTION OF LATE ITEMS: None.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

(a) Notes of the regular Cultural Committee Meeting held Wednesday, 2010-NOV-17, at 4:02 p.m. in the Conference Room of the Bowen Park Complex.

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

5. DELEGATIONS: No delegations.

6. COMMISSION REPORT: (Deferred to January 2011 meeting.)

Chair O'Rourke introduced Julie Bevan to the Committee.

7. GRANT INTERVIEWS:

a) The Beat of the Street - EVENTS

Presentation:

- Cathy Davis – Event Planning, Grant Coordinator and Treasurer; John Corbett – President; Tina Marchand – Vice President; and, Gail Collins – Secretary.
- Mandate: bringing the street to the community, and the community to the street.
- Partnered with Women's Resource Centre for fund raising.
- They seek sponsorship from local organizations, businesses, and individuals.
- Very inclusive of all community members.
- Lots of planning for children's activities this year.

Questions:

- How many attended in 2010? At least 100 musicians, minimum was 500 attendees.
- Food & Beverage – budget of \$500? Volunteers meals and beverages. Also need to have a celebration at end of event to recognize volunteers.
- Security? Do not plan to transport and remove on a daily basis – would like to have security in order to maintain equipment on site.
- Marketing and communication? Beat of the Street website, Facebook, Posters (a lot have been removed by vandals), looking into Shaw Cable spot, recognize they need more than what they have had in the past, and are looking at additional advertising.
- Have been talking to Gary Fjellgaard, have contacted Valdy via Facebook, have sent a letter to Ellen Degeneres, and have contacted Ferron. The Committee suggested that the group contact Tourism Nanaimo.
- Membership? Membership is \$10 and they currently have 13 paid members. Additionally there are 26 people that are quite involved and regarded as members.
- Budget – expenditures – running deficit budget next year? The group advised they still have \$1,371 from last year.
- Will be having fund raising events coming up. Will have silent auctions – they have been advised that they were exempt from the requirement of a Gaming Licence.
- What does the budgeting for recycling costs include? Charge for the bins and bags – placement and removal.
- Can the recycling costs be reduced? They will explore the possibility of approaching the community to remove at no charge.
- Fund raising projection – is the amount realistic? They feel certain that they will get the funds from the Credit Union.

b) Nanaimo Theatre Group - OPERATING

Presentation:

- Ron McAfee - President; and, Sheila Coultish - Vice-President.
- Community Theatre Company who present live theatre productions for family entertainment
- They do not pay staff; however, they sometimes pay professionals to provide workshops.
- Have tried to operate independently over the past number of years.
- No longer have gaming funds.
- One of the largest community theatre groups in the Province.
- Membership of approximately 200.
- Wish to maintain 5 shows annually - that will put them at a break even point.

Questions:

- If you are able to make the changes that you hope to make will that relieve the \$3,000 operating? They are looking at a new heating system; however, this is a long term proposition that will save them considerable money over the years.
- The Committee wished to address the "family theatre" label as they were aware that the group had put on a production with nudity.
- 2009-2010 decrease of \$25,000 in profits? They explained that they went from 5 shows to 4, and there had been an economic downturn in the Province resulting in less attendance.
- The Committee advised that Permissive Tax Exemptions are not considered as Grants and are treated separately from Grant money.
- Surplus from last year? From Gaming and many improvements needed that will eliminate that fund.
- Last year part of the difficulty – was it due to play choices? One play put on was called "Doubt" and while it made a lot of people very uncomfortable and did not draw local audiences, it did receive several provincial awards. This season is all comedies. Reviewing of material is still underway.

c) Celtic Performing Arts (Celtfest) - EVENTS

- NO SHOW.

d) British Columbia Boys Choir - OPERATING

Presentation:

- Margot Holmes - Executive Director.
- The British Columbia Boys Choir has been in operation for 43 years.
- Last fall the British Columbia Boys Choir funded and formed a Choir in Nanaimo as pilot project. The Nanaimo Choir consists of approximately 26 boys that, with the exception of one from Parksville, all come from Nanaimo.
- Last year they presented four shows in different schools; a Christmas Concert in downtown Nanaimo; and, a Spring Concert in Nanoose. This December the Nanaimo Choir will sing with the Vancouver Island Symphony.

Questions:

- How many of the boys are on bursary? Four boys at this time, they usually receive \$300 - \$400 in bursary funds, although they are generally not fully funded.
- Was there enthusiasm right from the start? Yes, it was overwhelming.
- Were any children turned away? The philosophy of the choir is that every boy can sing, some just take longer.

e) Nanaimo Musicians Association Society (Pygmy Ballroom) – EVENTS

Presentation:

- Cynthia Cormier – Organizer; Brian Stovell - VIU Music Department; Greg Bush - Instructor, VIU Music Department; and Bridgett Dayton - Secretary-Treasurer.
- A copy of the programme from the previous year was distributed.
- Tommy Banks was quoted as saying that music did not come up the Mississippi, it came across the Strait of Georgia.
- Historically, band music in Nanaimo began with the coal miners.
- It was named the Pygmy Ballroom because it was next to a Pygmy Golf Course, on Chapel Street in downtown Nanaimo.

- Over the years the group has played for all sorts of service clubs and at their installation events.
- The alumni list, which includes Diana Krall, Ingrid Jensen, Christine Jensen and Phil Dwyer, is pretty impressive.
- The level of students continues to rise with the degree granting status at VIU.
- Students play downtown in the evening in various venues – giving back to the community.
- In 1986 a number of the original dancers from the Pygmy Ballroom had a reunion which was covered by CBC. In 2009, this event was held again.

Questions:

- Last year your total expenses were over \$10,000. This year you are looking at \$20,000. What are you doing differently? They will be moving the celebration to Beban Park to accommodate a greater attendance.
- Is it expected that ticket revenue will not offset costs? In the event there are profits, they will be going back into student education.

8. STAFF REPORTS:

Staff provided a verbal report on the Cultural Awards Ceremony: The 2011-MAR-09 date will not work as Sandra Thompson is away. The Port Theatre is willing to donate the venue. Possible alternative dates are 2011-APR-15 or 2011-MAY-04. The photographer is available 2011-MAY-04. There is the possibility of combining two events to include Sandra Thompson's retirement from the Port Theatre with the Awards Ceremony. The Port Theatre would also like to make a presentation to Ms. Thompson. The other alternative is that the Port Theatre is willing to pay for her air flight back. The photographer is to confirm his schedule. The Ceremony is open to friends and families of the winners as well as the general public.

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

10. CORRESPONDENCE: (Action)

- (a) Late application, received 2010-NOV-23, from the Nanaimo Child Development Centre Society requesting funding in the amount of \$1,000 under the Arts, Cultural and Festival Events Grant program.

It was moved and seconded that the application not be accepted for this year and they be invited to apply for next year's grant process. The motion carried unanimously.

Staff to advise the Nanaimo Child Development Centre Society of the Committee's decision.

CORRESPONDENCE: (Information) None.

11. NOTICE OF MOTION: None.

12. CONSIDERATION OF OTHER BUSINESS: None.

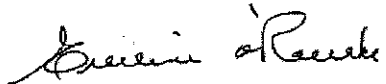
13. UNFINISHED BUSINESS: None.

14. QUESTION PERIOD: No questions.

15. ADJOURNMENT:

It was moved and seconded at 5:57 p.m. that the meeting adjourn with the next Grant Interview meeting to be held on Wednesday, 2010-DEC-08, commencing at 3:00 p.m. in the Bowen Park Complex Conference Room.)

The motion carried unanimously.



Eveline O'Rourke, Chair
Cultural Committee


CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

2010-JAN-19
File: A2-11
G:\Admin\PRCC\CulturalCommittee\MeetingNotes\CC101207SM.doc

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

NOTES
SPECIAL GRANT INTERVIEW MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2010-DEC-08, COMMENCING AT 3:00 P.M.

PRESENT: Eveline O'Rourke, Chair

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

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 3:03 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: None.

5. DELEGATIONS: None.

6. COMMISSION REPORT: (deferred to January meeting.)

7. GRANT INTERVIEWS:

a) Nanaimo African Heritage Society – OPERATING

Presentation:

- Shalema Gantt – Executive Director; and Devlon Wyatt-Production Manager.
- Hand outs were distributed to the Committee Members.
- The mandate of the Society is to promote African Heritage Culture in society and to share the rich African heritage with the community.
- Black History Month is celebrated in February each year.
- February 2010 marked the Tenth Anniversary of Black History Month celebrations in Nanaimo.

Questions:

- Was there a Finale event for last year's celebration? Yes, but the date was changed to April 2010 due to funding issues.
- How are you going to get more people involved? The Society is implementing new marketing strategies to get new ideas.
- What are the event dates this year? The Society extended an Open Invitation to the Committee to come out and enjoy the celebrations. There will be displays at Museum beginning 2011-FEB-01; on 2011-FEB-06 there will be a concert at Brechin United; on 2011-Feb-12 there will be Music & Prose at Hope Lutheran Church; the following week the Board of Directors will travel to Victoria; and, the Finale is scheduled for 2011-FEB-26 from 3:00 p.m. to 6:00 p.m. The funding request is to assist with the Grand Finale event.
- The Film Festival is ongoing? The Society has not had a lot of good response to the Film Festival and is considering the possibility of joining up with the International Film Festival.
- Are all the venues booked? Yes, the venues have been booked.
- Who is performing at the Finale and what is the venue? Kenny "Blues Boss" Wayne is performing and the event is to be held at Bowen Park although the Society is looking into another venue.
- Will there be a Gospel Component? Yes, always.
- When do you send out invitations? Invitations are sent in January.
- Where do people come from? From Vancouver Island, the lower mainland, and Alberta.
- Are you in the red after last year? Yes the year ended with a \$10,000 deficit; it was a rough year due to changes and moving.
- How does this event compare to other celebrations in Canada? The event is very well attended. When people come from other places they are surprised, they found the events were professionally done.
- Is your Non Profit status in good standing? There is some outstanding paper work that needs to get caught up, reports for a couple of years, which has been discussed with the Corporate Registry and an extension has been granted.
- But you still have your number? Yes.

b) FRINGETASTIC! – EVENTS & OPERATING

Presentation:

- Jeremy Banks – Artistic Producer.
- Recent graduate of the Theatre program at VIU; has worked with other Fringe Festivals across Canada.
- Nanaimo had a successful Fringe Festival in 1996 and 1997 but there has not been one since.
- Proposes to establish and produce an annual Fringe Theatre Festival and to cultivate and support local emerging artists.
- There would be six to twelve shows depending on capacity. It is not traditional theatre, casts are one to three people and the shows are low tech and low budget.
- Potential shows pay a fee to get them into a "lottery", once selected in the "lottery" the winner pays a full fee to put on their production.
- The event would be designed for emerging artists and theatre groups.
- There has been a lot of support within the local theatre community.
- The first one in 2011 would be a flagship event.

Questions:

- Have you submitted your application to Province? Rob Mowbray, following the AGM, intends to move the Pacific Coast Theatre non-profit number to FRINGTASTIC!
- Are you applying for municipal grants from other municipalities? Intend to try but not confident the grants will be forthcoming as the Theatre will not be performing in other municipalities. One future plan is to have an Island Touring Route, which potentially will include Campbell River, Comox, Parksville, etc.
- You intend to give 100% of gate to artists? Yes. There would be a membership fee of \$5.00 and a requested donation for a button. There is no intention to set a fee for the performers as that scares people off.
- How will you sustain your organization then? Through Corporate donations and sponsorships, the volunteer core, co-productions, fundraising, audience building, and exposing people to shows. The membership fee goes to building audiences in the long term, and that will be the proof it is having an effect and is growing.
- Your budget indicates you expect generous Corporate Donations Corporate Sponsorships - is that guaranteed? Yes, VICC has made a donation of space.
- You have a Board of Directors of five people? Yes, the individuals are committed but the Board has not started up because we do not have the Non-Profit number yet.
- You mentioned discussions with VICC, was it Shaw Auditorium? Not confirmed as we do not know the capacity or dollar values yet.

c) Vancouver Island Children's Book Festival – EVENTS

Presentation:

- Paige Fisher and Diedre Bjornson - co chairs.
- This is the 25th year for the Book Festival in Nanaimo, the event began as group of teachers and those interested in literature.
- Focus on family, not just children or adults.
- 9 or 10 authors and illustrators participate from across the country.
- Venue is usually VIU; children can go to three 45-minute presentations by authors and illustrators; arrangements are also made for authors and illustrators to visit various schools.
- Mission Statement of the Vancouver Island Children's Book Festival.
- "We believe all children are inspired and enriched by opportunities that bring children and the creators of Canadian Children's literature together in an atmosphere of celebration and family fun."
- The event is of benefit to Canadian Literature Community.
- The Festival will move to the downtown core this year with events taking place at the Museum, the Library and Diana Krall Plaza.
- Incredible support for the move has been received from the downtown community; the group will be meeting with the Downtown Business Association to discuss what they can do around the Festival.
- The hope is that moving the event downtown will open the event to broader demographic in the community.

Questions:

- Where are the Liaison Committee members from? Certain municipalities on the Island (Nanaimo, Qualicum, Cowichan etc.), School District 68; funding is received from the different jurisdictions.

- We note that the funding assistance from the Canada Council for the Arts is \$7,650 whereas it was \$6,856 for the 2009/2010 season, what is the difference? There is a complex formula, based on a number of factors, although the difference can be associated to where the authors and illustrators are travelling from. Each year we apply for as much as we can.
- Why are you applying for a grant this year when you did not need it previously? This year we are trying to target more children in the community, the scholarships offered depends on funding. Also because of moving the venue combined with rising costs this year.
- Is there sponsorship of meals? On Friday evening we host a potluck dinner for the authors and illustrators. On Saturday there is a dinner for everyone including all the volunteers. The Committee members drive the authors and illustrators to their reading venues and provide them with a lunch.
- Is the venue space downtown free? Yes, the Museum has offered space for readings and the dinner. The only rental cost previously was the hall for the dinner; there was no charge for the presentations at VIU.
- How many people attend the dinner? At least 75.

d) Nanaimo Sings! Choral Festival Society – EVENTS

Presentation:

- Linda Dier - Chair; James Duthie – Vice Chair & Finance Chair.
- All volunteers.
- The theme for the three-day festival, scheduled for 2011-APR-07 to 2011-APR-09, is "Community through Song".
- The first year, 2008, there were 13 choirs, this year there are 16.
- There is a Festival Partners program to involve downtown businesses and restaurants. This was successful in 2008 although we found restaurants were the most popular so we did not go with retailers this year. Most of the Festival Partners are located in close proximity to the Port Theatre. One other change is that the Festival Partners have agreed to extend the date of their offerings past the end of the event to allow singers to partake.
- Flyers will be completed in time for the choirs to have them at their Christmas Concerts.
- The last event left a small surplus which is seed money for this year.

Questions:

- What is the cost of a membership to the Society? \$5 per person.
- Have you considered increasing the membership dues? No, when participants register for the festival they pay a registration fee of \$15 per person.
- Will the brochures be ready for the Messiah performance this weekend? The brochures will be dropped off at the Beban Pool Lobby on Thursday, 2010-DEC-09, and staff will ensure they get to Chair O'Rourke.

e) L'Association des francophone de Nanaimo – EVENTS & OPERATING

Presentation:

- Catharine Keown – Director and Lise Leblanc-Quinn - Vice President.
- A Power Point presentation was given:
- Mandate is to respond to the needs and expectations of the Francophone and Francophile population of the region.
- Annual activities offered include library/video/internet access for members; gatherings for seniors, women, and the five to seven year old age group; French courses and resource fairs; St Jean Baptiste and Christmas celebrations; summer camps and the Maple Sugar Festival.
- The Cabane a Sucre 2011 event, planned for February, is open to everyone and offers interactive dancing, violin performances, activities and entertainment for children as well as offers cultural cuisine at a breakfast and dinner, in addition to snow taffy throughout the day.

Questions:

- The event is being held at a school, are you receiving funding from the School District? The School is giving a discount, of approximately \$1,000, on the rental.
- We note that there is an increase in the cost of cultural products? The ten year contract with previous sponsor has expired, so we now have to purchase the maple syrup at wholesale cost.
- What is your organizational structure? The Association is currently in the process of changing, reorganizing and restructuring. There will be an open house this week. They are seeking suggestions for more activities and hoping to gain more members.
- Why are you reorganizing? We would like the focus to be on Community, not just the festival.
- You receive \$2,650 in-kind funding from Tourism Nanaimo? Yes, it pays for publicity with them.
- Your rent has increased to about \$1,000? Yes, it increased from \$800 to \$900 per month, due to HST.
- You are running a deficit of \$10,000? Yes, this year we are trying to keep minimal costs by purchasing fewer maple products.
- How many members do you have? 148, we gained members in the last few months and grew from 107 members.
- Do you pay property taxes? No, we pay rent.
- When is the open house? 2010-DEC-06 to 2010-DEC-10, 9:00 a.m. to 5:00 p.m.

f) Nanaimo Blues Society – EVENTS & OPERATING

Presentation:

- Keith Davenport - President; Eric McLean - founder of the Blues Society.
- Both are volunteers of the Society.
- Summer festival was held five years in a row - but had to skip 2010 due to cut backs.
- Want to take the festival to a new level this year and are planning to have it at Maffeo Sutton Park, not at Diana Krall Plaza as in previous years.
- In the past the event was free, in 2011 it will be a ticketed event.
- The Festival will be a three-day, ticketed festival (Friday to Sunday) and will be held the last weekend in August. We plan to involve local clubs, local bands and some big name bands.

- There will be a fourth day, involving Lantzville to Ladysmith, to bring in performers.
- Want to reach out to Lower Mainland and Victoria but previous did not have the budget.

Questions:

- Does the Society have a current Form 11 (Reporting form for the Society's Act)? If so please send it to Bob Kuhn, Manager, Recreation and Culture Services.
- Do you have an active Board of Directors? Yes, the last meeting was on Monday, 2010-DEC-06.
- How are you going to handle security to enforce ticketing for the event? They will be installing some type of fencing – possibly snow or construction fencing, and approach local companies for in-kind contributions. They may also advertise on fencing.
- According to your budget, you anticipate ticket sales of \$65,000? We are planning to market an event pass, at \$80 for the weekend (up to 1,000 passes), as well as the daily ticket sales. Moving the venue is a result of the size of the last event. Also, they had a trial "Blues in the Park" that was very well attended.
- How do you plan to increase marketing? Are you only marketing locally? The desire is to bring more people from out of town as well as more recognizable performers. Heard that Victoria will not put on a Blues Festival this year so want to market to the Lower Mainland and Victoria. Also would like to advertise on every Blues Festival site, and in HarbourLiving.ca which advertises Island-wide.
- How many volunteers do you have? Not enough; currently there is a pool of about 100, but we anticipate getting more volunteers. We want to attract bigger names that will create more excitement, which will entice more volunteers. There is core group of twelve people, working on the planning stages; and we have an e-mail group of 600 followers; about June we will send an invite to get volunteers for the various activity areas.
- Have you applied for funding assistance anywhere else? No, just the two proposals that you see in the application package.
- Keith Davenport asked when the Committee anticipated having final decisions regarding the grant requests; the Committee advised it would be after the 2011-JAN-26 Parks, Recreation and Culture Commission meeting. Mr. Davenport provided both his business and personal contact information to the Committee and Staff.

Questions Regarding Other Applications That Were Not Interviewed:

a) Festival of Banners

Ms. Bevan left the meeting, at 5:03 p.m, prior to discussions regarding the Festival of Banners grant application commencing.

- The Committee noted increases in certain line items: Staffing \$5,000; Materials & Supplies \$4,900; Marketing \$700. It was noted that the indicated amount for mileage works out to 800 km of travel, based on the usual \$.50 per km rate – which seemed excessive.
- The City pays for putting up and taking down the banners.
- Last year the group had difficulties getting funding, they re-used banners from previous years because they could not afford to get new banners.

- Concern that without funding assistance the program will not go ahead.
 - Banners are \$48 each, the Society puts the cost of banners at \$100 each; there is a meeting next week to clarify some issues.
 - \$17,000 in Government and Municipal Revenues.
 - Important to remember this is a City beautification project that is known across Canada as an example of what banners can do.
 - The banners are created by children and sold at the end of the season; perhaps they could consider selling the banners to families of the artists and charge \$50 per banner.
 - Suggestions have been made to do more fundraising but the Festival of Banners group feel the Art Gallery should be doing the fundraising. There is concern that the Festival of Banners is not a high priority for the Art Gallery; it is the Art Gallery that has the equipment to make the banners, so it would be difficult for another group to take this on.
 - They could also consider partnering with VIU.
 - City Visual ID Program.
8. STAFF REPORTS: None.
9. INFORMATION ONLY ITEMS (staff reports): None.
10. CORRESPONDENCE: (Action) None.
- CORRESPONDENCE: (Information) None.
11. NOTICE OF MOTION: None.
12. CONSIDERATION OF OTHER BUSINESS:
- (a) Celtic Performing Arts (Celtfest) - EVENTS

Staff advised that Carolyn Phillips Cusson was in bed ill 2010-DEC-07 and slept through the Grant Interview meeting and the telephone call. She advised that the group was performing in Victoria on 2010-DEC-08, and would not be able to attend a Grant Interview with the Committee.

Staff advised that the group has been running a huge deficit. The deficit was also discussed last year. Should the Committee be recommending funding for a group that perhaps cannot be sustained? When asked if the group has always operated in a deficit, Staff advised that they believed so.

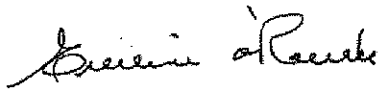
Staff suggested that the Committee could consider the request for funding but also include a clause that should the Celtic Performing Arts not follow through with their event the Grant funding must be returned.

It was moved and seconded that the Cultural Committee will consider the request for funding support. The motion carried unanimously.

13. UNFINISHED BUSINESS: None.
14. QUESTION PERIOD: No questions.
15. ADJOURNMENT:

It was moved and seconded at 5:14 p.m. that the meeting adjourn, with the Special Grant Allocations Meeting of the Cultural Committee to be held on Wednesday, 2010-Dec-15, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room, and the next Regular Meeting of the Cultural Committee to be held on Wednesday, 2011-JAN-05 at 4:15 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

NOTES
SPECIAL GRANT ALLOCATIONS MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2010-DEC-15, COMMENCING AT 3:00 P.M.

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone
 Commissioner Fred Pattje
 Commissioner Shirley Lance
 Ms. Julie Bevan
 Ms. Gerda Hofman
 Ms. Joanne Husband
 Mr. Simon Schachner

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

Staff: B. Kuhn R. Tweed
 M. Tanner, recording

1. CALL THE OPEN MEETING TO ORDER:

The Special Grant Allocations Meeting of the Cultural Committee was called to order at 3:03 p.m.

2. GRANT ALLOCATIONS:

(a) Arts, Cultural and Festival Events Grants:

GROUP	REQUESTED	RECOMMENDED
Nanaimo African Heritage Society	2,000	800
Art Gallery Festival of Banners	6,000	1,650
Nanaimo Arts Council	3,000	1,900
Nanaimo Ballroom Dance Society (Island Fantasy Ball)	5,000	2,450
The Beat of the Street	3,000	600
Blues Festival Society	1,500	1,125
City of Nanaimo - Canada Day Organizing Committee	2,500	2,000
Celtic Performing Arts (Celtfest)	10,000	1,850
Central Vancouver Island Botanical Garden Society	1,500	850
Crimson Coast Dance Society	3,800	2,675
FRINGETASTIC! (Nanaimo's Fringe Festival)	7,500	2,482
Nanaimo Musicians Association Society (Pygmy Ballroom)	5,000	3,150
Nanaimo Sings! Choral Festival Society	2,500	1,775
Vancouver Island Children's Book Festival	1,000	1,000
Vancouver Island Exhibition	4,263	2,650
Vancouver Island Symphony (Symphony in the Harbour)	10,000	7,000
Nanaimo Highland Dancing Association	2,500	1,025
L'Association des francophone de Nanaimo	3,595	2,525
TOTALS:	\$80,658	\$37,507

The 2011 Arts, Cultural and Festival Events Grant Funds available were \$34,582, plus funds carried over from 2010 in the amount of \$2,925, for a total of \$37,507. Requests for Arts, Cultural and Festival Events Grant Funds were \$80,658.

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Arts, Cultural and Festival Events Grants recommendations in the total amount of \$37,507. The motion carried unanimously.

b) **Cultural Operating Grants.**

GROUP	REQUESTED	RECOMMENDED
A Cappella Plus Choral Society	3,000	2,050
The Nanaimo Arts Alive Summer School	2,900	2,300
Nanaimo Arts Council	15,000	10,550
Nanaimo Blues Society	10,000	7,000
British Columbia Boys Choir	2,000	1,956
C.V.I. Centre for the Arts - Nanaimo Society	8,000	6,000
Nanaimo Chamber Orchestra	4,500	3,300
Nanaimo Concert Band Society	7,000	4,800
Nanaimo Conservatory of Music	10,000	7,400
Crimson Coast Dance Society	18,000	14,400
FRINGETASTIC!	2,000	1,300
Malaspina Choir	2,600	2,200
Pacific Institute of Bagpiping and Celtic Music Society	6,000	2,200
Nanaimo Theatre Group	10,000	5,400
TheatreOne	28,000	28,000
Nanaimo (BC) Chapter of SPEBSQSA (Tidesmen Barbershop Chorus)	2,000	1,400
Tozan Cultural Society	7,500	6,300
Vancouver Island Symphony	59,300	59,300
L'Association des francophones de Nanaimo	10,000	5,800
TOTALS:	207,800	\$171,656

The 2011 Cultural Operating Grant Funds available were \$171,656, including \$101,700 in approved, three-year funding amounts to the Crimson Coast Dance Society, Theatre One, and the Vancouver Island Symphony. Requests for Cultural Operating Grants were \$207,800.

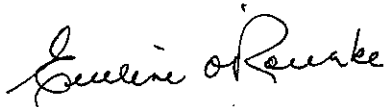
It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Cultural Operating Grant recommendations in the total amount of \$171,656. The motion carried unanimously.

14. **QUESTION PERIOD:** No questions.

15. ADJOURNMENT:

It was moved and seconded at 4:08 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2011-JAN-05, 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:



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

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

2011-JAN-19

File: A2-11

G:\Admin\PRCC\CulturalCommittee\MeetingNotes\CC101215SM.doc

**NOTES
REGULAR CULTURAL COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2011-JAN-05, COMMENCING AT 4:15 P.M.**

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone
Commissioner Fred Pattje
Commissioner Shirley Lance
Ms. Julie Bevan
Ms. Joanne Husband
Ms. George McGladrey
Mr. Simon Schachner

Regrets: Commissioner Lynda Avis
Ms. Gerda Hofman

Staff: S. Samborski B. Kuhn
K. MacDonald H. King
C. Kuziw, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:15 p.m.

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

(a) It was moved and seconded that the meeting notes of 2010-DEC-07, be amended to reflect the correct spelling of the name of the Nanaimo Theatre Group President as "Ron McAfee". The motion carried unanimously.

(b) It was moved and seconded that the meeting notes of 2010-DEC-15 be amended to reflect that both George McGladrey and Lynda Avis sent in their numbers to be tallied. The motion carried unanimously.

(c) It was moved and seconded that the meeting notes of 2010-DEC-07, 2010-DEC-08, and 2010-DEC-15 be adopted. The motion carried unanimously.

5. DELEGATIONS:

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

- (a) Mrs. Lee-Anne Stark, President, and, Mr. Warren Jaques, Secretary, Newcastle Neighbourhood Association (NNA), 184 Mt. Benson Street, Nanaimo, BC V9S 1B3, requesting that the Cultural Committee support them in their desire to donate a large Palm tree (temporary art) to the City of Nanaimo with the placement of same to be in a prominent location in Newcastle north. The delegation requires financial assistance to complete this project and is proposing a partnership with the City.

Mrs. Stark and Mr. Jaques advised that they would like to donate a large Palm tree to the City as public art and would like to see the piece located in the Newcastle area. Locations near the Nanaimo Yacht Club and Pearson Bridge intersection have been considered with the intersection at the north end of Pearson Bridge being the preferred site of installation. The owner of the Husky Station has no challenge with the proposed installation. The palm tree is approximately 18 feet tall and would be installed in the location of the recently removed totem. It is expected that there will be some engineering involved in setting the piece in place but there should be no maintenance costs involved with the piece once it has been installed. It is hoped that the City would assist with the installation of the piece to help in the reduction of the costs associated with placement of the palm.

6. BUSINESS ARISING FROM DELEGATION

- (a) Mrs. Lee-Anne Stark and Mr. Warren Jaques – Palm Tree Donation.

Discussion on this topic was moved forward on the agenda with the agreement of the Committee. The intention of this donation is wonderful but this piece was built as, and meant to be, temporary and not permanent. The structural integrity of the piece is unknown. Further investigation should be made into the structural integrity before making the decision on this donation.

Discussion continued regarding City policy regarding donations of public art. Policy suggests that the Newcastle Neighbourhood Association (NNA) would be responsible for the costs of ensuring the piece is structurally sound. Once the structural soundness of the piece has been verified, the Committee will need to determine if the proposed location is best suited for the piece, what the installation requirements will be, and what the cost of the installation will be. Consideration will also be given to charging the installation costs back to the NNA. An independent panel could be appointed in accordance with the Community Plan for Public Art to oversee this donation.

It was moved and seconded that a letter be sent to the Newcastle Neighbourhood Association thanking them for this generous donation offer and, prior to possible acceptance of the donation by the City, outlining the steps that will need to be taken, with the following criteria to be met:

- (i) the Newcastle Neighbourhood Association (NNA) engage a private engineer, at their own cost, to confirm the structural integrity of the piece, with written confirmation to the City;
- (ii) correspondence from the NNA confirming that the neighbourhood is in favour of acceptance and placement of this piece;
- (iii) NNA to provide possible alternate placement locations;
- (iv) all expenses related to the piece rest with the sponsor;
- (v) an independent panel may be required to review the design and merit of the proposed donation;
- (vi) a technical review by City staff of the site and the work; and,
- (vii) a public consultation, if required.

The motion was carried unanimously.

7. COMMISSION REPORT: Commissioner Johnstone

Commissioner Johnstone reported on the following matters:

- Julie Bevan was appointed as a member of the Cultural Committee for the remainder of the term to 2012-MAR-31.
- Sport Tournament Grant Allocations in the total amount of \$15,000 for the first intake were approved.

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

8. REPORTS OF PROJECT COMMITTEES:

(a) Cultural Award Committee.

- (i) Staff provided a verbal update advising that both recipients have been contacted. The Cultural Award Ceremony is set for 2011-MAY-04, 7:00 p.m., at The Port Theatre. Both recipients are available. No details have been set for the evening.
- (ii) The Awards Committee members will be Commissioner Johnstone, Joanne Husband, Lynda Avis, and Julie Bevan.
- (iii) A meeting date for the Committee will be set for February.

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

(b) Art in Public Places Project Committee.

- (i) Staff provided a verbal report. The Art in Public Places Project Committee will include: Commissioner Lance; Joanne Husband; Simon Schachner; and, Chair O'Rourke. The Committee will also have three members from the Art Gallery. Kirsty MacDonald will contact the committee members once those members have been determined. A meeting date will be set at that time.

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

(c) Cultural Forum Project Committee.

Members for 2011 will be selected at the next Committee meeting.

8. STAFF REPORTS: (None.)

9. INFORMATION ONLY ITEMS (staff reports):

(a) 2011 Marketing Plan.

Staff provided a verbal report on the 2011 Marketing Plan for information and discussion purposes with the following being reviewed:

- *What do you consider the key messages you would like the department to focus on over the course of 2011 as they relate to the work you do as a Committee?*

After discussion, it was decided that staff will develop a list of items for the Commission to review at the next meeting before it is submitted to Hannah King for the 2011 Marketing Plan.

- *What is the timeline of the Committees projects?*

Not discussed.

It was moved and seconded that staff would create a list of items for the committee to review at the next meeting. The motion carried unanimously.

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

10. CORRESPONDENCE: (Action) (None.)

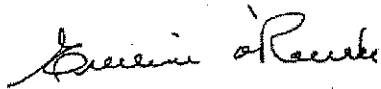
CORRESPONDENCE: (Information) (None.)

11. NOTICE OF MOTION: (None.)

12. CONSIDERATION OF OTHER BUSINESS: (None.)
14. UNFINISHED BUSINESS: (None.)
14. QUESTION PERIOD: (No questions.)
15. ADJOURNMENT:

It was moved and seconded at 5:54 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2011-FEB-02, 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:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2010-DEC-08, COMMENCING AT 2:00 P.M.**

PRESENT: Commissioner Diana Johnstone, Chair
Commissioner Shirley Lance
Commissioner Dawn Burnett
Commissioner Janet Cowling

REGRETS: Commissioner Gisele Rudischer

Staff: S. Samborski
M. Smith

R. Tweed
M. Tanner, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 2:02 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) Notes of the Regular Recreation Committee Meeting held Wednesday, 2010-NOV-10, at 3:05 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2010-NOV-10 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: None.

6. CHAIR'S REPORT: None.

7. REPORTS OF ADVISORY BODIES: None.

8. STAFF REPORTS: None.

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

10. CORRESPONDENCE: (Action) None.

CORRESPONDENCE: (Information) None.

11. NOTICE OF MOTION: None.

12. OTHER BUSINESS:

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

Cedar 4-H met with staff throughout the year and submitted a Community Program Development Grant Application for \$5,000 for 2011.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Community Program Development Grant Application submitted by the Cedar 4-H Sr. Advisory Council in the amount of \$5,000 for the 2011 year. The motion carried. *Opposed: Commissioner Cowling.*

The Committee requested that Staff meet with the Cedar 4-H Sr. Advisory Council and are also to facilitate a meeting between VIEx and Cedar 4-H to explore the possibility of an on-going working partnership between the two groups. If the grant is approved by Council the Committee has requested that staff indicate in their notification letter that the Cedar 4-H group seek other sources of funding. Committee has also requested that Staff provide the name and contact information for Gyro Club in order that the Cedar 4-H can explore their willingness to assist in funding the organization.

13. UNFINISHED BUSINESS: None.

14. QUESTION PERIOD: No questions.

15. ADJOURNMENT:

It was moved and seconded at 2:34 p.m. that the meeting adjourn, with the next Regular Meeting of the Recreation Committee to be held, if required, Wednesday, 2011-FEB-09, commencing at 3:00 p.m. in the Bowen Park Complex Conference Room. The motion carried unanimously.



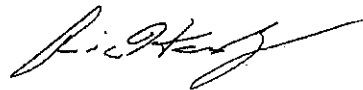
Diana Johnstone, Acting Chair
Recreation Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture



MONTHLY ACTIVITY REPORT

RECEIVED

DEC 01 2010

DEPARTMENT OF
PARKS RECREATION AND CULTURE

November 2010

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	4	DNBIA Meet & Greet	5:30 PM	Reception	100	4
2	5	SD 68	12:30 PM	Art Changeover	0	6
3	5	The Trews	7:30 PM	Music	716	18
4	6	Tidesmen Chorus	2:00 PM	Music	561	93
5	6	Tidesmen Chorus	7:30 PM	Music	446	93
6	7	Nanaimo Concert Band	2:30 PM	Music	708	47
7	8	SD 68 Art Opening	7:00 PM	Reception	50	1
8	9	John McDermott	7:30 PM	Music	293	12
9	10	Chicks & Chocolate	6:00 PM	Fundraiser	214	24
10	12	Guitar Summit	7:30 PM	Music	581	10
11	13	Barra MacNeils	7:30 PM	Music	641	22
12	14	Malaspina Choir	2:00 PM	Music	412	70
13	14	Malaspina Choir	4:30 PM	Gala Reception	171	1
14	18	VIS	7:30 PM	Rehearsal	0	81
15	19	VIS	7:30 PM	Rehearsal	0	81
16	20	VIS	7:30 PM	Music	558	81
17	21	VIS	2:00 PM	Music	474	81
18	22	DNBIA	2:00 PM	Memorial Service	525	12
19	23	Banff Mountain Film Festival	7:00 PM	Film	665	6
20	24	Banff Mountain Film Festival	7:00 PM	Film	759	6
21	25	Bill Perison	10:00 AM	Piano Recording	0	3
22	26	Ed Sullivan Caravan of Stars	7:30 PM	Music	804	22
23	28	Robert Bateman	2:00 PM	Speech & Book Signing	241	5
24	29	Shrine Fantasy Show	7:30 PM	Magic/Variety	350	10
25	30	Kirkwood's The Nutcracker	5:00 PM	Rehearsal	0	12

TOTALS

Number of Events: 25

Estimated Audience Attendance: 9269

Estimated Number of Artists/Crew: 801

Total people through the building: 10070

049



Monthly Event Report

	# Events 2006	# Events 2007	# Events 2008	# Events 2009	# Events 2010	# Patrons 2006	# Patrons 2007	# Patrons 2008	# Patrons 2009	# Patrons 2010
Jan	18	12	22	13	21	7,609	5,626	5,126	4,191	10,368
Feb	26	20	32	18	15	11,692	8,161	10,911	8,308	5,455
Mar	19	18	16	27	23	8,075	8,305	5,078	9,604	7,808
Apr	31	32	20	33	28	10,784	12,389	7,888	10,137	12,803
May	38	29	28	16	23	15,615	13,851	13,173	6,254	8,917
Jun	25	25	29	30	36	14,408	12,055	12,507	16,465	18,127
Jul	4	11	20	2	7	2,191	4,304	6,908	457	994
Aug	3	3	2	2	6	865	701	1,339	85	2,793
Sep	15	20	15	9	18	3,551	5,934	6,787	2,925	7,726
Oct	19	13	26	25	28	7,915	5,119	8,067	7,794	6,359
Nov	28	21	34	30	25	14,392	9,765	14,306	10,083	10,070
Dec	31	14	24	22		15,378	5,049	9,302	8,516	
TOTALS	257	218	268	227	230	112,475	91,259	101,392	84,819	91,420

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

0%	
-17%	decrease

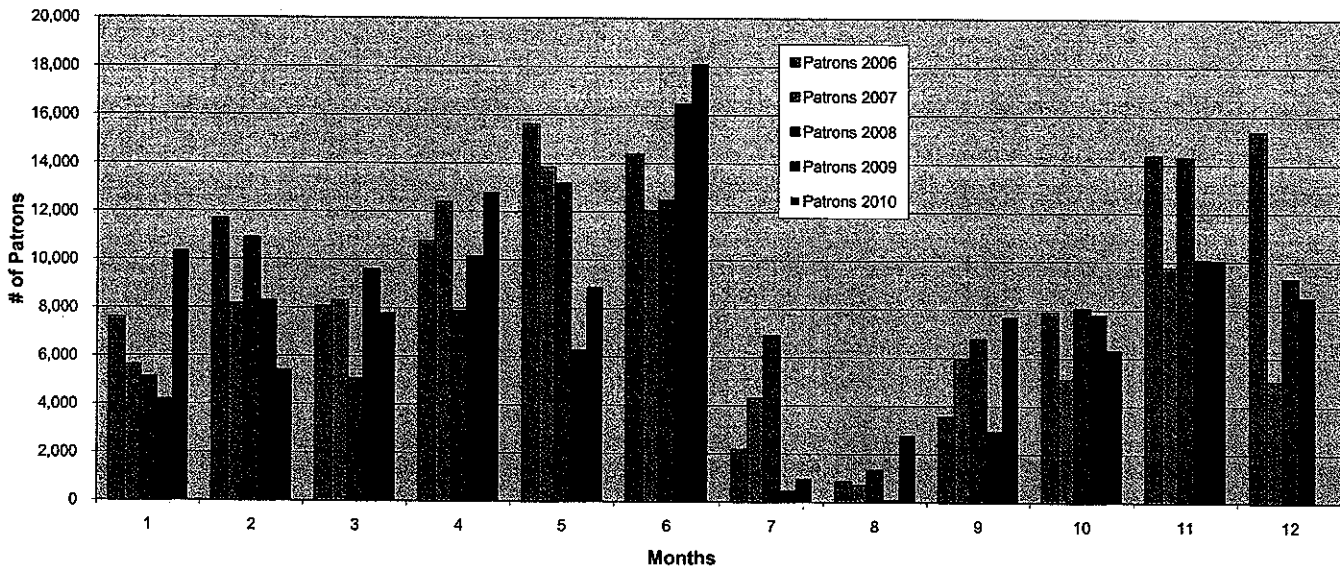
Five year average attendance for same month
 Five year average number of events same month

11,723
28

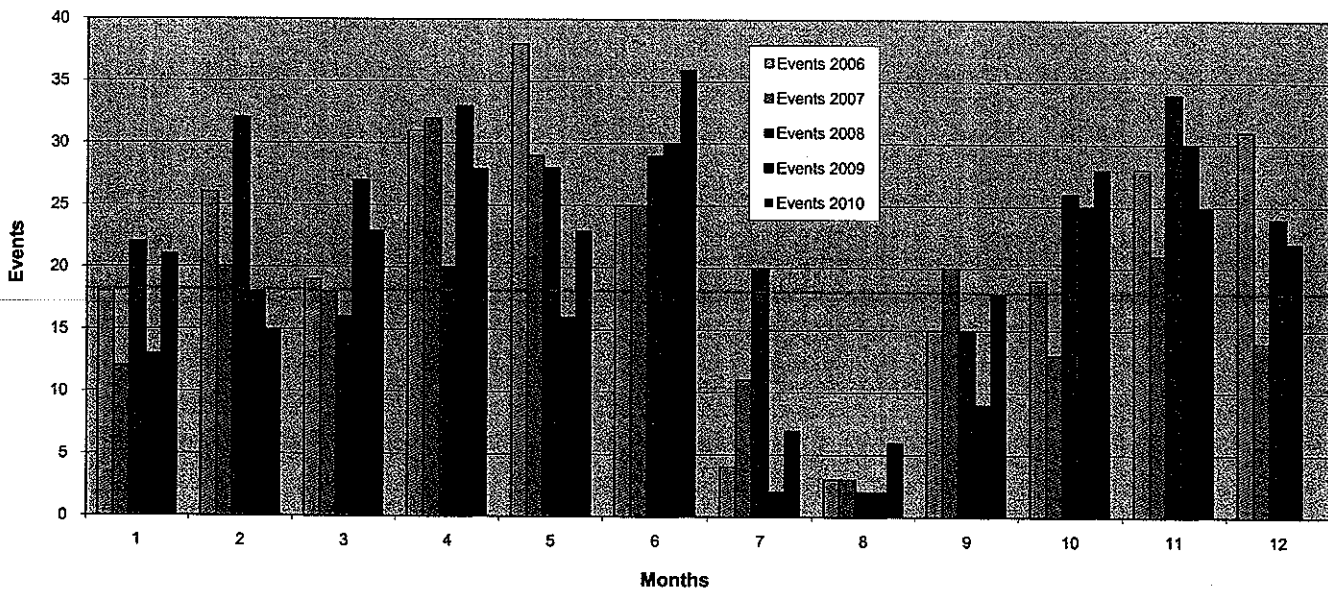


Monthly Event Report

Patron Attendance Comparison



Event Comparison





MONTHLY ACTIVITY REPORT

RECEIVED

JAN 03 2011

**DEPARTMENT OF
PARKS RECREATION AND CULTURE**

December 2010

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	PRCC	8:00 AM	Workshop	25	1
2	1	Kirkwood Dance Academy	8:00 AM	Rehearsal	0	90
3	2	Kirkwood Dance Academy	9:00 AM	Rehearsal	0	90
4	3	Kirkwood Dance Academy	9:30 AM	School Show	804	90
5	3	Kirkwood Dance Academy	11:00 AM	School Show	804	90
6	3	Kirkwood Dance Academy	7:00 PM	Dance	722	90
7	4	Kirkwood Dance Academy	2:00 PM	Dance	789	90
8	4	Kirkwood Dance Academy	7:00 PM	Dance	800	90
9	5	George Canyon	7:30 PM	Music	497	14
10	7	VIU Theatre Department	9:30 AM	Backstage Tour	4	1
11	8	Ken Lavigne	7:00 PM	Music	377	13
12	11	Winter Harp	3:30 PM	Music	476	8
13	11	Winter Harp	7:30 PM	Music	525	8
14	12	Christmas Eve in Scotland	2:30 PM	Music	632	69
15	13	Jazzy Nutcracker	7:30 PM	Music	430	10
16	14	Irish Rovers	7:30 PM	Music	640	14
17	15	VIU Nursing Department	11:00 AM	Building Tour	5	1
18	16	Nanaimo Arts Council	9:30 AM	Art Changeover	0	3
19	17	VIS	8:00 AM	Rehearsal	0	97
20	18	VIS	7:30 PM	Music	632	97
21	19	VIS	2:00 PM	Music	630	97
22	20	Gabriola Palette People	9:30 AM	Art Takedown	0	2

TOTALS

Number of Events: 22

Estimated Audience Attendance: 8792

Estimated Number of Artists/Crew: 1065

Total people through the building: 9857

052



Monthly Event Report

	# Events 2006	# Events 2007	# Events 2008	# Events 2009	# Events 2010	# Patrons 2006	# Patrons 2007	# Patrons 2008	# Patrons 2009	# Patrons 2010
Jan	18	12	22	13	21	7,609	5,626	5,126	4,191	10,368
Feb	26	20	32	18	15	11,692	8,161	10,911	8,308	5,455
Mar	19	18	16	27	23	8,075	8,305	5,078	9,604	7,808
Apr	31	32	20	33	28	10,784	12,389	7,888	10,137	12,803
May	38	29	28	16	23	15,615	13,851	13,173	6,254	8,917
Jun	25	25	29	30	36	14,408	12,055	12,507	16,465	18,127
Jul	4	11	20	2	7	2,191	4,304	6,908	457	994
Aug	3	3	2	2	6	865	701	1,339	85	2,793
Sep	15	20	15	9	18	3,551	5,934	6,787	2,925	7,726
Oct	19	13	26	25	28	7,915	5,119	8,067	7,794	6,359
Nov	28	21	34	30	25	14,392	9,765	14,306	10,083	10,070
Dec	31	14	24	22	22	15,378	5,049	9,302	8,516	9,857

TOTALS	257	218	268	227	252	112,475	91,259	101,392	84,819	101,277
---------------	------------	------------	------------	------------	------------	----------------	---------------	----------------	---------------	----------------

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

16%	increase
0%	

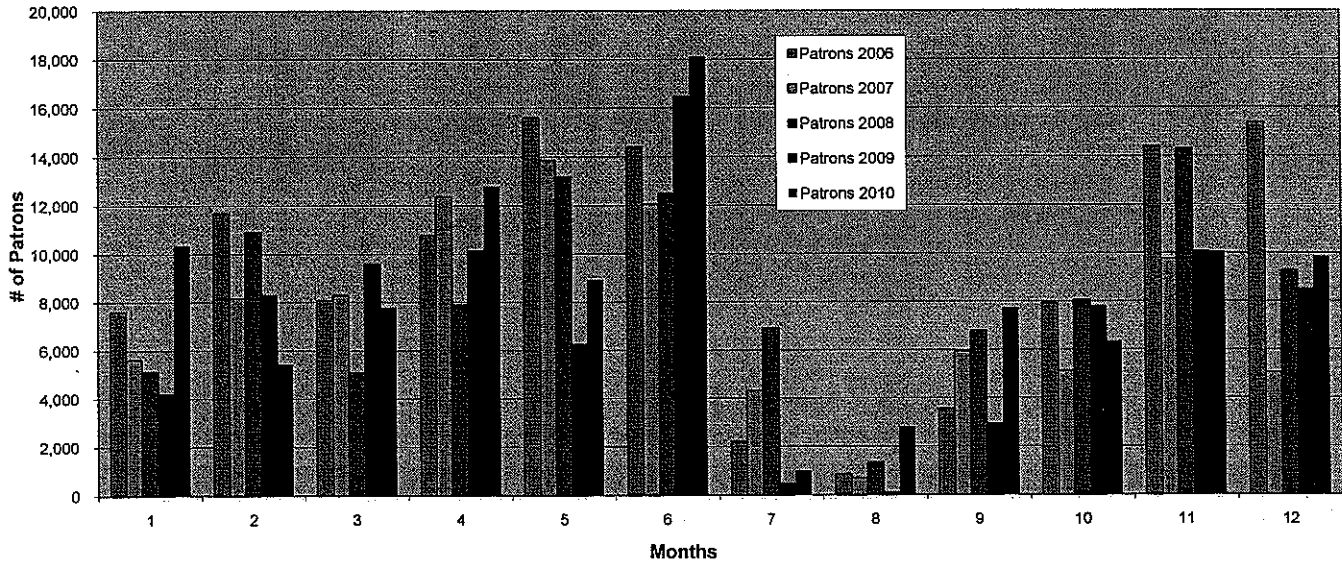
Five year average attendance for same month
Five year average number of events same month

9,620
23

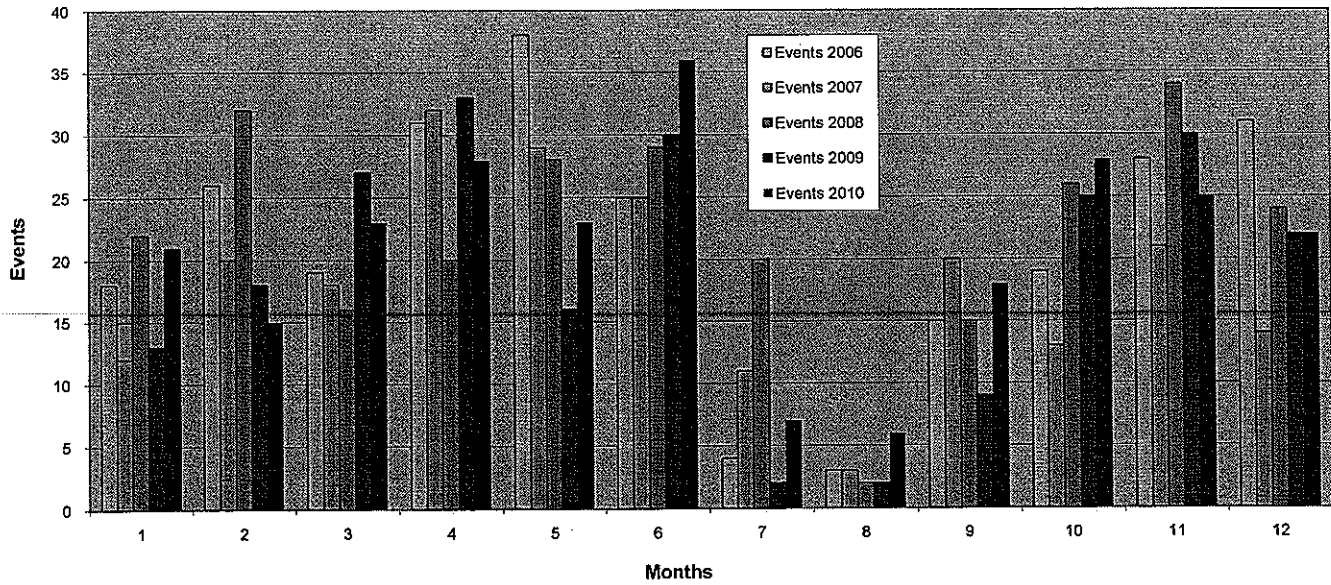


Monthly Event Report

Patron Attendance Comparison



Event Comparison





ACTIVITY REPORT

November 1, 2010 to December 31, 2010

Submitted by Ed Poli, Gallery Manager

RECEIVED

JAN 05 2011

**DEPARTMENT OF
PARKS RECREATION AND CULTURE**

The Campus Gallery (900 Fifth Street) presented:

- **The Animal Other** - from September 10th to November 6th, 2010 - a group exhibition featuring the work of artists: Kitty Blandy, Lesley Clarke, Jan Gates, Chris Gillespie, Mary-Anne McTrowe, and Pamela Speight. The theme of the exhibition is the animal human interface and it includes a variety of different works that reflect the nature of interactions between animals and humankind.
- **Mappings: Departure Points** - from November 12th, 2010 to January 8th, 2011 - an exhibition featuring the work of artists Bettina Matzkuhn and Robert Naish who both work within the context of the fascinating visual idiom of cartography. Each artist has charted and explored their own interior and exterior geographies and allow us to consider, perhaps even question, the constructed spaces we inhabit and often take for granted in our everyday lives. In this exhibition the map itself invariably becomes a vehicle for communication, interaction, and self reflection in its provocation of narratives and various departure points.
- **Art Education** - The Gallery presented educational workshops, gallery tours, and Artist Talks by Bettina Matzkuhn and Robert Naish. The Gallery's *Artists in the Schools* program presented workshops in numerous classrooms in SD 68 & 69.

Campus Gallery Attendance

November - 570

December - 232

The Downtown Gallery (150 Commercial Street) presented:

- **Art Sales and Rental Showcase** - From June 24th to November 13th, 2010 and from December 1st to 31st, 2010 - a showcase of works by local artists who are part of our Art Sales and Rental program with regular feature artist exhibitions highlighting the work of various artists in the program. A large range of works and media are on display and for sale.
- **Turning the Tide One Ripple at a Time** - from November 16th to 30th, 2010 - a 52 piece exhibit of textile art created by the North Island Quilters for Community Awareness. The exhibit, initiated by the Glacier Grannies and presented by local grandmother groups, is travelling Western Canada raising funds for the Stephen Lewis Foundation that is committed to turning the tide of the AIDS pandemic in Africa.
- **Artrageous Saturdays** - The Gallery presented several *Artrageous Saturday* art workshops for children.
- The Gallery participated in the Annual Art Walk and presented a Christmas Art Market.
- The Gallery space was used by a number of organizations and community groups and for various community events.

Downtown Gallery Attendance

November - 1224

December - 1095

Total Nov / Dec Attendance: 3121

055



NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission
November 15, 2010 – January 14, 2011
Submitted January 14, 2011, by Debbie Trueman

RECEIVED

JAN 14 2011

**DEPARTMENT OF
PARKS RECREATION AND CULTURE**

Administration:

- Planned Giving/Sponsorship Development – printed materials ready to go.
- Staffing – extra summer student hours were very useful in December for events. I am now paying for some Monday coverage (she also does merchandising) as we have decided to be open Monday to Saturday in the winter as downtown is definitely getting busier, especially at Serious Coffee. The Shop did very well in December-including Mondays. Sales this December were up about 33% from last December.
- Strategic Planning Session – Board retreat will be February 16, 2011, facilitated by Patricia Blakney-Huntsman to update where we go from here.
- Financial Position in general continues to be stable pending 2012 reduction of gaming funding. Plans are in the works to address the projected shortfall.
- Jim Pattison visit – in December - lead to a donation. We asked for Major Sponsor (\$50,000) for Retail section of permanent gallery which I didn't expect to get without a "face to face" request. We did however receive a cheque last week for \$10,000!

New Gallery (all text now available in French, German translation in progress):

- See attached newsletter for upcoming Feature Exhibits, two with other community groups.
- Exhibit Development – the past two months have been used for "catch-up" in the gallery and moving workshop equipment to make room for final.
- We have made a few changes to open up some space in the center of the room for events as the lobby is now less roomy. This will allow for planning of Retail section placement.

Programs and Events:

- Bastion Project – November 27, 2010, unveiling of the building only during the Princess Royal celebrations featuring the documentary produced about the project went very well. The "real" reopening with the updated exhibit will be the May long weekend.
- Christmas school programs were full and went well.
- BCMA Awards – we have received excellent coverage of these by all media and are now enjoying using the phrase "award winning Coal Mine exhibit"! See letter from Spencer Chandra Herbert, MLA, who attended BCMA.
- Venue Rental – groups using and booked for next few weeks include: DNBIA Board meetings; Arts Council board meetings; Infringing Dance; VICC tours with potential clients (these happen quite regularly); Island Radio meeting (with Jim Pattison) and party; Nanaimo Association for Community Living Gingerbread House Event; Carol Mathews book launch; and, White Spot party. Coming up is a tweetup meeting and Probus club event.
- Bobbi and David have done some outreach presentations. Bobbi will be talking to some school principals here about the heritage fair and our other programming later this month.
- Sports Hall of Fame – call is in newsletter. We are planning exhibit changes - more at meeting.

330

056

Community Partnerships:

- Imogene Lim – will be doing another class project this term using the Chinese collection.
- I will be applying for a Heritage BC award for the City (and others) for the Bastion project.
- We have bid on the 2013 Canadian Museum Association conference (approx. 400 delegates).
- BNBIA – possible use of our space for Santa's workshop next year (1500 people this year)
- Island Radio – paid for their venue rental in air time - hopefully ongoing collaboration.
- VIU Gathering Place Committee – ongoing.
- City of Nanaimo Marketing Committee – Summer of Festivals – ongoing.
- Partnerships with African History Society and South Wellington Community Association for future exhibits.

Recent Comments:

"A really fine small museum, so glad we came", Craig Andrews, Vancouver.

"Our children had a great time exploring the exhibits-especially the school and the mining cave.
The human stories are a wonderful touch!" Valentina Cardinalli, Nanaimo



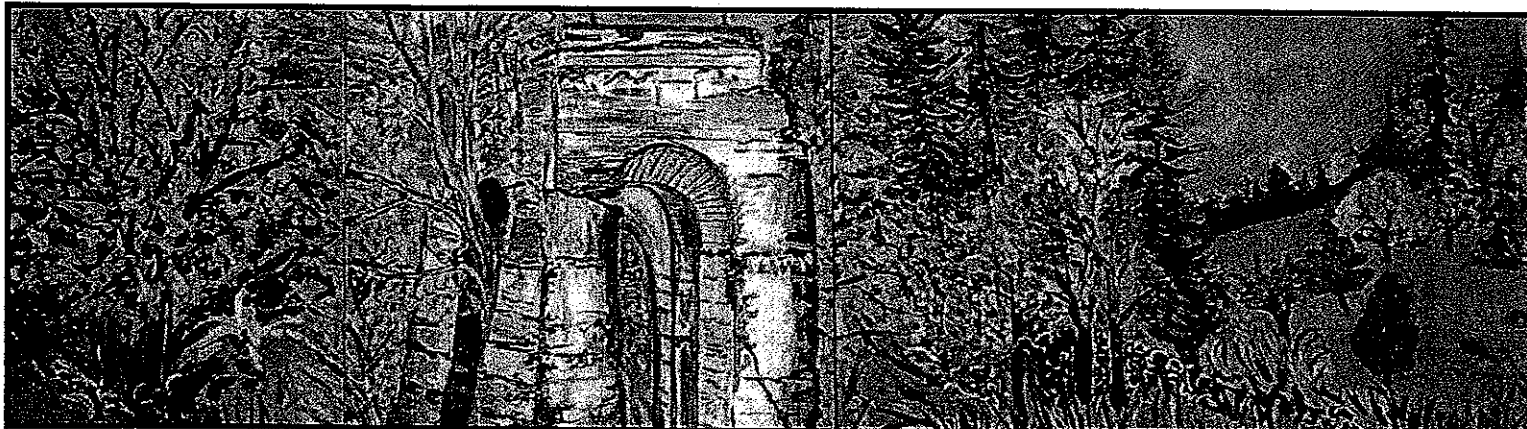
NANAIMO MUSEUM

January 2011

timelines

MAKE A DISCOVERY at Your Museum in the VANCOUVER ISLAND CONFERENCE CENTRE

This April 'The Discovery' Continues



Clare Singleton's "PCCM Ruins"

Feature Exhibit: *Discovering South Wellington*, April 6 to May 14

Discover historic South Wellington, an enterprising community in a valley south of Nanaimo where coal mines, railways, farming and families once created a bustling community.

The exhibit is based on Clare Singleton's book *Treasures of South Wellington*. Her art is the centre of the exhibit, to be complemented with photos and artifacts. Clare lives in South Wellington and describes herself as an "on location" artist who paints from life. She likes to be there and live the experience. Moving to South Wellington in 2007 from Ladysmith, to be closer to her subject matter, her book forms the basis of the exhibit's storyline. Her work highlights the generations of mining families and the lives they still lead.

We are proud to work with and showcase a local community in our exhibit gallery. Join us also for the Speaker Series that has been organized by the South Wellington Historical Committee in conjunction with Clare Singleton's exhibit of her paintings of South Wellington.

Discover South Wellington Speakers Series - At the Nanaimo Museum - All presentations are 2 to 4 pm

April 9 *South Wellington, Its History and Early Families*: South Wellington Historical Committee (SWHC)

April 16 *Black Track Mines Tour*: TW. Paterson, historian and author.

Join us to discover the story behind the trail of coal that linked the five mines of South Wellington to Nanaimo.

April 30 *South Wellington*: Peter Culley, Author and photographer; *Treasures of South Wellington*, Clare Singleton, Artist

May 7 *Walking Tour of South Wellington*: South Wellington Historical Society (SWHC)

In conjunction with the South Wellington School's PAC annual plant sale, join the SWSC for a walking tour of the community. Please pre-book with Nanaimo Museum (250.753.1821) for one of the tours at 10 am or 12 pm. The \$10 fee will go to supporting South Wellington's heritage. The tour starts at South Wellington School across from the Fire Hall at 1555 Morden Road. Refreshments will be available.

May 7 *Saving Morden*: Friends of Morden Mine - Morden Mine is a designated Provincial Historic Park where some of the last physical remains of Nanaimo's mining heritage can be seen. The society has been working with BC Parks to raise awareness of the site and develop a conservation plan for the surviving concrete head frame and tippie.

May 14 *The Spirit of South Wellington*. Krista Saggi & South Wellington and Area Community Association

058

Students Explore Heritage

Heritage Fair

In cooperation with the BC Heritage Fairs Program the museum is hosting our first annual Heritage Fair and has invited all grades four to nine students in SD# 68 to participate.

The BC Heritage Fairs program is part of national educational initiative that encourages students to explore Canadian heroes and legends, milestones and achievements and then proudly present their findings in a medium of their choice. Winning exhibitors will attend the North Island Regional Fair.

Deadline for applications is January 31st.

Applications and handbooks for students, parents and teachers are available at the museum or on the website www.nanaimomuseum.ca

Heritage Fair will take place on Friday, February 11 and Saturday, February 12 and the projects will be displayed in the museum gallery February 11 to 26.

Conference Highlights

Nanaimo Museum Opens its Doors to the BC Museum Association

Nanaimo Museum played host to the 54th Conference of the BC Museum Association from Wednesday, October 26 until Saturday the 29th. The BCMA Conference I, *Museum – Community, Technology, Opportunity* focused on the directions for museums in the future.

There were keynote speakers, ceremonies and a wide range of workshops. The Keynote Address, "The Participatory Museum" by Nina Simon developed the theme of how museums function, and how they present themselves for their specific audiences. Special thanks goes out to the businesses that supported this event!

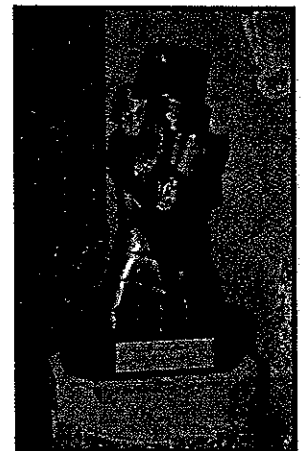
The Nanaimo Museum wins Award of Merit for their Coal Mine Experience.

The Nanaimo Museum won an Award of Merit for its 'Coal Mine Experience'. This "Museums in Motion" award is cast bronze and reflects the nature of the British Columbia Museums Association.

The museum's recreation of a coal mine is, in the words of a former inspector of mines "impressive". This realistic exhibit is a testament to the innovation, ingenuity and skill set of staff, volunteers and contractors who developed the project over a period of eight months. The Committee noted how crucial it is for a museum to feel community ownership.

The Golden Anniversary Service Award was presented to Museum General Manager Debbie Trueman in recognition of her work in the building of museums and for the betterment of the British Columbia Museum Association.

Joyce Hardcastle was also on hand to accept the Golden Anniversary Service Award that was awarded posthumously to her husband Barry Hardcastle last year.



Now on display in the Coal Mine



Debbie Trueman and Richard Slingerland celebrate the museum staff's achievement.



Lunar New Year at Your Museum Saturday, January 29, 2011, from 1 to 3 pm

Welcome in the Lunar New Year with the Nanaimo Chinese Society, Vancouver Island Multi-Cultural Society and Nanaimo Museum.

Celebrations will take place here at the Nanaimo Museum on Saturday January 29, 2011 from 1-3 pm. Admission will be by donation. Refreshments will be provided.

The highlight of this 19th annual event will be the Chinese Lion Dance. There will also be traditional crafts and cultural games such as Mah Jong. Entertainment from China, Thailand, Philippines and the Caribbean will begin at 1 pm.

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

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

The Rabbit is the fourth sign in the cycle of the Chinese Zodiac, which consists of 12 animal signs.

Born in the Year of the Rabbit?

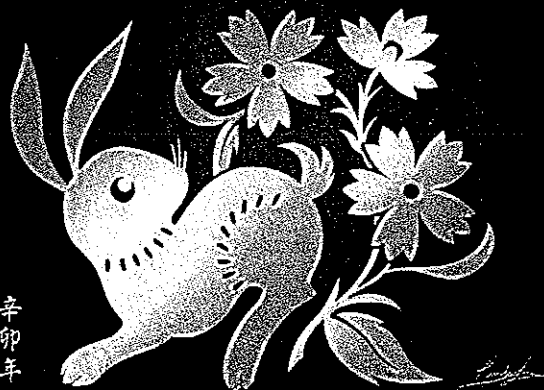
(1915, 1927, 1939, 1951, 1963, 1975, 1987, 1999, 2011)

Rabbit people are usually kind and sweet and of course, popular people. Nobody ignores them, for they are good company and know how to make the best of themselves.

Calm as they are, it is not easy to provoke Rabbit people. They don't like to argue and enjoy quiet, peaceful lives. They are also sentimental and compassionate. Yes, and they cry easily too. They can be moved by personal problems you share with them. Check out your year of the Chinese Calendar at www.chinesezodiac.com.



2011



060

Heritage Week at the Nanaimo Museum

Heritage Day 2011: Historic Parks and Landscapes

Heritage Day is celebrated across British Columbia on National Heritage Day, the third Monday in February. Originally established in 1973 by the Heritage Canada Foundation as an opportunity to recognize community places and history, it exists to organize special events and build partnerships with local interests.

The Department of Canadian Heritage, along with national museums and the National Library and Archives of Canada, works with diverse parties across Canada to ensure that our heritage is not only preserved, but also promoted and enhanced. All Canadians are invited to celebrate Heritage Day by learning about Canada's immense historical, cultural and natural heritage.

This Heritage Day, February 21, 2011, the Heritage Canada Foundation theme coincides with Parks Canada celebrating 100 years as the world's first parks service. To celebrate Heritage Day the museum will host special events during the week and launch the annual photo contest.

Literary Luminaries

Nanaimo Museum

Saturday, February 26, 11 am to 3 pm

As part of National Heritage week at Nanaimo Museum we are once again hosting twelve local authors with a range of writing styles. They will speak about their work and be available for questions and book signings. They said how much they enjoyed the opportunity last year to learn about each others different writing styles and our visitors stayed to listen to all of them.

Works being presented this year include history, poetry, culture, children's stories and books for young adults. The authors include Peggy Grigor, Carol Matthews, Mary Murphy, Joyce Yardley, Lyn Hancock, Emily Madill, Mary Palmer, Jan Peterson, Tom Roulstone, Ken Joubert, and Charles Reid.



Schedule of Readings

- 11:00 Peggy Grigor - *The Pottery Class: Life Lessons in the Studio*
- 11:20 Carol Matthews - *Dog Days, Questions for Ariadne, The First Three Years*
- 11:40 Mary Murphy - *The Emerald Diaries, Secrets of an Irish Clan*
- 12:00 Joyce Yardley - *Crazy Cooks and Gold Miners, Yukon Riverboat Days, Yukon Tears and Laughter*
- 12:30 Lyn Hancock - *Tabasco: The Saucy Raccoon, There's a Seal in My Sleeping Bag, The Ring: Memories of a Metis Grandmother*
- 12:50 Emily Madill - *Captain Joe to the Rescue, Captain Joe Saves the Day, Captain Joe's Gift, Captain Joe's Choice*
- 1:10 Mary Palmer - *Jedediah Island*
- 1:30 Jan Peterson - *A Place in Time: Nanaimo Chronicles, Black Diamond City, Harbour City, Hub City*
- 2:00 Tom Roulstone - *Last Wish, Home to Wyoming*
- 2:20 Ken Joubert - *Escape to Freedom, Follow the Wind*
- 2:40 Charles Reid - *Ghosts of Hereos Past, Hurricanes Over London*

061

Heritage Through the Lens



Photo Contest: Parks, Places & Things

"For generations, parks have offered Canadians grand vistas to ponder, dear lakes to swim in, pathways to meander, manicured gardens to admire, and impressive structures to take shelter in."

Heritage Canada Foundation

In celebration of Heritage Week the museum is announcing their annual photo contest theme. Photograph your favourite park, place or thing that celebrates Nanaimo's cultural landscape and enter the Nanaimo Museum's Photo Contest.

Two categories: Youth (18 and under) and Adults (18+). Applications are available at the Nanaimo Museum. Contact Bobbi at 250.753.1821.

Contest closes July 26 at 5 pm. Winners will be announced on August 6 at Chowder Fest.

Spring Into Your Museum

Spring Break Program Monday, March 14 to Friday, March 25

A variety of interesting programs will be offered at the museum.

All programs are \$25 each or all five for \$100. Workshops are from 10 am to 4 pm.

Students will need a lunch. Refreshments are provided. Ages 8 to 12. Space is limited.

Book early by contacting Bobbi, the Program Coordinator at Nanaimo Museum 250 753 1821 or visit the museum website for more details.

Monday, March 14

Brick Houses

Build a cottage using brick and mortar.

Wednesday, March 16

First Nation Carving

Carve an eagle head letter opener.

Friday, March 18

Bird Houses

Build and paint your own bird house.

Tuesday, March 22

Magic Lanterns

Paint animated slides and construct a sliding slide show.

Thursday, March 24

First Nation Art

Learn about First Nations art and paint a wall plaque.



"A wonderful small museum - covering all aspects of Nanaimo's development in just enough detail to enlighten, not bore, the visitor."
Anonymous - Windsor, ON

"Dean was wonderful. Loved backpack for kids."
Louise Ihaagaard, Nanaimo, BC

"I want to thank you for making the museum space available for my reading. We had about 50 people attend and everyone spoke to commented on what a wonderful setting it was and also on how helpful the staff and volunteers were. It was all just great."
Carol Matthews, Nanaimo, BC

As a Museum Member,
we invite you to join us for the

Nanaimo Museum's 43rd Annual General Meeting

on Tuesday, March 8, 7 pm

at the Nanaimo Museum

100 Museum Way: 250.753.1821

Calling for Nominations



Send in your Sports Hall of Fame Nominations

Nominations for the 4th annual Sports Hall of Fame Induction Ceremony will open January 31, 2011.

Nominations for this fourth round of inductees will close on March 31, 2011.

The 2011 Sports Hall of Fame inductees will be announced in June and the Induction Ceremony & Reception will take place on Saturday, September 17 this year.

An inductee could be an individual athlete, a team, or a builder (an official, coach, administrator, media member, etc.) who has made a significant contribution to sport in Nanaimo and elsewhere. The type of sport could run the gamut from boxing to lawn bowling.

Although the Hall of Fame operates under the directorship of the museum, the nominee does not have to be a historical figure. Decisions are made by a Sports Hall of Fame Committee and a Selection Committee comprised of individuals from the Nanaimo Community.



Nomination forms and criteria will be posted on the museum's website www.nanaimomuseum.ca after January 27. For more details please contact the museum's general manager Debbie Trueman at 250-753-1821.

"Congratulations on this year's event. It went over very well and I for one thought the change in format encouraged a lot of people to attend. The bios of the inductees were excellent and gave a clear picture of why these individuals were chosen."
Sports Hall of Fame Alumnist - Donn Sherry

A Fond Farewell

Special thanks to Mark Corbett



Mark may be gone from our doors but he continues to work his magic on our behalf. He started work with Debbie Trueman in 1995, on special programs, later on as Bastion coordinator and then marketing, media and events coordinator.

Still very much a part of the museum's story and success, Mark continues to promote the museum through all his connections around the city. He now holds a

fulltime position with the DNBIA. He says he is proud to have helped the museum achieve such a high profile in downtown Nanaimo.

Our New Wordsmith

Welcome Angela Kinsella-Jones



Originally growing up in Quebec and Ontario, Angela is a teacher who has worked in England and Africa. Joining the Museum as a volunteer in 2008 to become 'Volunteer of the year' Angela has loved every minute of her time working on and researching exhibits. She loves the Museum because it allows her to really delve into the history of Nanaimo and listen to the rich narrative heritage of the community.

As our new press officer she will work closely with Arvon on communications projects for the museum.

063

Support Continues for the Nanaimo Museum



November 25, 2010

Dear Debbie,

Thank you for hosting the Broadcast Divisional Meeting last week. It was wonderful to be back in Nanaimo and see firsthand the development that continues to take place throughout the city. Thank you again for the personal tour of your new Nanaimo Museum. You and your team have done a great job at preserving the past and identifying the role Nanaimo has played in the growth of our province.

The award winning "Coal Mine" display was a highlight of the visit and left a lasting impression on our group. As we made our way through the reproduction of the mine shaft, it was certainly clear how difficult and dangerous the mining industry was in the early years.

Once again, congratulations to you and your Team and my best wishes on your future projects.

Sincerely,

Jimmy Pattison

Just before going to press the museum received a cheque from Jim Pattison Foundation for \$10,000 toward the museum's initiatives. Thank you so much for the support Mr. Pattison.



Debbie Trueman shows Jimmy Pattison the Feature Exhibit. The Jim Pattison Broadcasting Group hosted their Broadcast Divisional Meeting at the museum in November.



Marg Atkinson of the Nanaimo Downtown Farmers Market Society presents Debbie Trueman with a cheque for \$1,000. This money was raised by the NDFMS for the Bastion Restoration Fund.

Funding Helps with Seasonal Staffing

Nanaimo Museum has received an extension of their funding from the Young Canada Works (YCW) program that offers students and recent graduates the chance to put their skills to the test, build career equity, earn money for their education or get started on the right career path.

YCW granted the museum an additional 320 hours for two students until the end of 2010. This program's summer jobs and internships give young people access to unique opportunities to learn and work, whether it be to practise their second language, work in a museum, an Aboriginal friendship centre or even travel abroad. This year the museum students included Jessica Skelton, Ethan Meservia, Karine Jolicoeur and Amy Klonowski.



Karine Jolicoeur

Karine joined us last summer as Museum Translation and Summer Assistant, and as a Bastion Summer Student. Karine is bilingual in English and French and she will shortly complete her Tourism Management and Recreation degree at VIU.

Karine joined us again at Christmas, working a total of 80 hours. Her efforts enabled the museum to offer its Christmas programs and special events.



Amy Klonowski

Joining us for our Christmas season of programs Amy brought her cheerfulness and experience in customer service and special events. Working at the front desk she made everyone feel welcome and helped the smooth running of our Christmas programs.

She praised the staff at Nanaimo Museum for making her feel so welcome and said that the museum had been a wonderful experience.

064

Museum Happenings at a Glance

Open until March 5 - Discovering Chinatown

January 29 - Lunar New Year - 11am to 3pm (Pg.3)

In partnership with Nanaimo Chinese Cultural Society and Vancouver Island Multi-Cultural Society

January 31 - Sports Hall of Fame Nominations Open (Pg.6)

February 11 to 26 - Heritage Fair - 10am to 5pm (Pg.2)

In cooperation with the BC Heritage Fairs Program SD#68 students in grades four to nine present displays.

February 26 - Literary Luminaries - 10am to 3pm (Pg.4)

Presentations by local area writers. More than 10 authors will join in this 2nd annual literary event.

February 26 to August 6 - Photo Contest: *Parks, Places & Things* (Pg.5)

March 8 - Nanaimo & District Museum Society AGM - 7pm (Pg.5)

March 14 to March 25 - Spring Break Programming (Pg.5)

A variety of interesting programs will be offered at the museum.

March 15 to 22 - Visiting Exhibit - Diversity Photography Finalists

Presented by the Central Vancouver Island Multi-Cultural Society

April 5 to May 14 - Feature Exhibit - *Discovering South Wellington* (cover)

Discover historic South Wellington, an enterprising community in a valley south of Nanaimo where coal mines, railways, farming and families once created a bustling community.

April 6 to May 14 - Speakers Series: *Discovering South Wellington* - 2 to 4pm (cover)

April 9: South Wellington, Its History and Early Families

April 16: Black Track Mines Tour

April 30: Treasures of South Wellington.

May 7: Walking Tour of South Wellington.

May 7: Saving Morden

May 14: Spirit of South Wellington.

Board of Directors

President	John Manning
VicePresident	Bruno Dragani
Treasurer	Douglas Peterson
Secretary	Eveline O'Rourke
Directors	

Rob Fletcher
Maira Jenkins
Shirley Lance
Geraldine Manson
Dr. Ralph Nilson
Ed Yewchin

Staff

General Manager	Debbie Trueman
Curator	David Hill-Turner
Assistant Curator/ Exhibit Designer	Richard Slingerland
Program/Volunteer Coordinator	Bobbi Williamson
Communications/ Rental Coordinator	Arvon Brunt
Maintenance	Darrell Bell
Admin/Curatorial Assistant	Jordan Johns
Press Officer	Angela Kinsella-Jones

Thank you to our Supporters!

Funders



Canadian
Heritage

Patrimoine
canadien



BRITISH COLUMBIA
ARTS COUNCIL

We acknowledge the financial assistance of the
Province of British Columbia ~ Gaming Funds

Major Sponsors



Nanaimo
Port Authority



COASTAL
COMMUNITY



Rotary Club of Lantzville
Rotary Club of Nanaimo
Rotary Club of Nanaimo Daybreak
and Rotary Club of Nanaimo North

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

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

**For a complete list visit:
www.nanaimomuseum.ca**

Museum Hours

**Now Open
Monday to Saturday
10 to 5pm**

The Bastion

Opens May 20, 2011

Find us on the web at www.nanaimomuseum.ca

065



REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

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

RE: NANAIMO YOUTH SOCCER "JUST FOR KICKS" SOCCER PROGRAM

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that staff maintain the general principal as outlined in the Parks, Recreation & Culture Bylaw 7073, Schedule B, Fees and Rental Policy, that Department programs take precedence over rental allocations.

EXECUTIVE SUMMARY:

The Nanaimo Youth Soccer Club has requested priority access for use of the two (2) Oliver Woods Community Centre gymnasiums from 3:00 p.m. to 4:00 p.m. for eight (8) weeks in January and February for a "Just for Kicks" special needs youth Soccer Program. The hours requested are in addition to 5.75 hours per week already booked by Nanaimo Youth Soccer during the winter months, January through March. The Friday time slot they have requested is presently allocated for Department children's programs. Nanaimo Youth Soccer was offered alternate gym times on Mondays, Tuesdays and Thursdays for them to run the "Just for Kicks" program.

Approximately 42% of winter weekday gym time is allocated to community rentals, 42% is allocated to Department programs and the remaining 16% is allocated to drop-in sports. Priority access for the 42% allocated to rentals is given to community organizations such as Youth Soccer, so those groups can plan their season in advance. Requests for rentals that fall within the 42% allocated to Department programs are considered only after programs have been inputted by Recreation Coordinators. Program inputting occurs twice a year in preparation for the next Activity Guide season. Once the deadline for inputting has passed any unused time is made available to rental groups. It is rare that renters give up their gym time, so if all requests for rentals were approved on a "first come, first served" basis it would quickly erode the available time slots for Department programs.

Bylaw 7073 Consolidated (Bylaw 7073.03) (Bylaw 7073.04) GENERAL PRINCIPLES FOR FEES, CHARGES AND RENTALS # 5; Department programs to take precedence over rental allocations. Consideration for exceptions will be given to multi-day special events. Priority given to, but not restricted to, events occurring over two or more consecutive days, events sponsored by local organizations or having direct local economic impact, or events open to the general public or having a clear benefit to the community at large.

When the Oliver Woods Community Centre opened in February 2008, requests for access to the gyms far exceeded the time available. Gym time was divided into three (3) main categories; Department recreation programs, community sport drop-in and community rentals. Prior to the facility opening, all community gymnasium sport groups were invited to submit schedule requests and while no single group got everything they asked for, every group got some gym time. Currently groups using the facility provide programs for all age and ability demographics. The times most in demand are weekday late afternoon and early evening during the fall and winter

7700

066

seasons. Recreation Coordinators and Allocation Clerks work closely to maximize overall gym usage and to meet community needs but unfortunately not every rental request can be accommodated.

Based on use to date, the need to balance community groups, programs and rentals, and the current Fees and Rental Policy, staff recommend that the Parks, Recreation and Culture Commission recommend that staff maintain the general principal as outlined in the Parks, Recreation and Culture Bylaw 7073, Schedule B, Fees and Rental Policy, that Department programs take precedence over rental allocations.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2011-JAN-20
File: A2-4 / C5-5 / J12-8
G:\Admin\PRCC\RptComm\PRCCRPT110126NanaimoYouthSoccerJustForKicksSoccerProgram.docx

11.2.20

067

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

AUTHORED BY: JEFF RITCHIE, SENIOR MANAGER, PARKS & CIVIC FACILITIES

**RE: LICENSE OF USE - NANAIMO CANOE AND KAYAK CLUB
AT 1844A STEWART AVENUE**

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approves a License of Use for a portion of City property located at 1844A Stewart Avenue to the Nanaimo Canoe and Kayak Club (NCKC) for a term of ten (10) years, ending on 2020-NOV-30.

EXECUTIVE SUMMARY:

The City has a thirty (30) year Head Lease with the Province for the area which includes the Brechin Boat Ramp, the Community Paddling Dock and Canadian Coast Guard Auxiliary (CCGA) Dock. NCKC has been operating from the Paddling Dock since 2008, as well as from Loudon Park at Long Lake for many years. NCKC is comprised of experienced volunteers who offer both recreational opportunities and structured competitive paddling programs to the public of all ages and skill levels.

NCKC has requested a ten (10) year License of Use to secure its float to the dock for the purpose of a marshalling and watercraft storage location within the lease area for nominal rent (see Attachment).

BACKGROUND:

The City entered into a thirty (30) year lease with the Province for 1.15 hectares of water covered and filled foreshore for nominal rent. The tenure commenced on 2010-SEP-01. The lease area includes the Brechin Boat Ramp, the Community Paddling Dock and CCGA Dock.

NCKC has requested a ten (10) year License of Use with the City. A nominal annual license fee reflects a partnership between the City and the NCKC.

The Parks, Recreation and Culture (PR&C) Department recognize the increase in public involvement with paddling sports and partnered with NCKC to jointly fund the float used as boat storage and a marshalling area. PR&C are responsible for all maintenance and repairs to the floats.

Community Safety and Development Staff are supportive of this License of Use.

Salient terms and conditions of the License of Use Agreement are as follows:

Licensee:	Nanaimo Canoe and Kayak Club
Property Address:	1844A Stewart Avenue
Use:	Boat ramp and canoe and kayak storage
License Fee:	\$10 for term
Occupancy Term:	Ten (10) years ending 2020-NOV-30
Termination:	Thirty (30) day reciprocal termination clause

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachment – License of Use Agreement and Schedule

2010-DEC-13
File: A2-4 / C2-5
Prospero File: LD002357
G:\Admin\PRCC\RptComm\PRCCRPT110126LicenseOfUse-NanaimoCanoeAndKayakClubAt1844A-StewartAvenue.docx

LICENCE OF USE

THIS AGREEMENT made the day of 20 .

BETWEEN:

CITY OF NANAIMO

455 Wallace Street
Nanaimo, BC V9R 5J6

(the "City")

OF THE FIRST PART

AND:

NANAIMO CANOE KAYAK CLUB (No. S-0025265)

1 – 5765 Turner Road
Suite 179
Nanaimo, BC V9T 6M4

(the "Licensee")

OF THE SECOND PART

WHEREAS:

- A. The City is the lessee of certain land, including land covered by water under a lease from Her Majesty the Queen in Right of the Province of British Columbia, legally described as follows:

Those parts of DISTRICT LOT 2092, BLOCK L OF DISTRICT LOT 227
AND BLOCK M OF DISTRICT LOTS 227 AND 2092, NANAIMO
DISTRICT shown outlined in bold on Plan EPC579

(the "Land")

- B. The Licensee wishes to be granted this licence of use to use that portion of the Land shown outlined in bold and hatched on the sketch plan attached to this Agreement as Schedule "A" (the "Licence Area") and the City has agreed.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the licence fee to be paid by the Licensee to the City and in consideration of the premises and covenants and agreements contained in this agreement (the "Agreement"), the City and the Licensee covenant and agree with each other as follows:

1.0 RIGHT TO OCCUPY

- 1.1 The City, subject to the performance and observance by the Licensee of the terms, conditions, covenants and agreements contained in this Agreement and to earlier termination as provided in this Agreement, grants to the Licensee the non-exclusive right by way of licence for the Licensee, its agents, employees, and invitees to use the Licence Area for the purpose of a boat ramp and canoe and kayak storage and for no other purpose.
- 1.2 This Agreement does not grant any interest in the land comprising the Licence Area to the Licensee.

2.0 RESERVATION OF RIGHTS

- 2.1 The City hereby reserves to itself from the grant and the covenants made by it to the Licensee under section 1 above the right for the City, its agents, employees, contractors and subcontractors to have full and complete access to the Land, including the Licence Area, to carry out any operations associated with the City's use of the Land.

3.0 LICENCE FEE

- 3.1 In consideration of the right to use granted under this Agreement the Licensee must pay to the City the sum of TEN DOLLARS (\$10.00) for the Term payable on the 1st day of December, 2010.
- 3.2 The Licensee must pay the City an additional licence fee of One Hundred Twenty-Five Dollars (\$125.00) upon execution of this Agreement.

4.0 TERM

- 4.1 The Term of the Licence granted under this Agreement is from the 1st day of December 2010 to the 30th day of November 2020 (the "Term") unless earlier terminated under this Agreement.

5.0 TAXES

- 5.1 The Licensee must pay all taxes, rates, duties and assessments whatsoever, whether federal, provincial, municipal or otherwise charged

upon the Licensee or the City as a result of the Licensee's occupation of or use of the Licence Area. Without in any way restricting the generality of the foregoing, the Licensee must pay to the City Harmonized Sales Tax on the licence fee.

6.0 CONSTRUCTION

- 6.1 The Licensee must not construct or place any buildings or structures or make any improvements on the Licence Area without the prior written approval of the City.

7.0 INSURANCE

- 7.1 (a) The Licensee must take out and maintain during the Term a policy of comprehensive general liability insurance against claims for bodily injury, death or property damage arising out of the use of the premises by the Licensee in the amount of not less than Five Million Dollars (\$5,000,000.00) per single occurrence or such greater amount as the City may from time to time designate, naming the City as an additional insured party thereto and must provide the City with a certified copy of such policy or policies.
- (b) All policies of insurance must contain a clause requiring the insurer not to cancel or change the insurance without first giving the City thirty days prior written notice.
- (c) If the Licensee does not provide or maintain in force the insurance required by this Agreement, the City may take out the necessary insurance and pay the premium for periods of one year at a time and the Licensee must pay to the City as additional licence fees the amount of the premium immediately on demand.
- (d) If both the City and the Licensee have claims to be indemnified under any insurance required by this Agreement, the indemnity must be applied first to the settlement of the claim of the City and the balance, if any, to the settlement of the claim of the Licensee.
- (e) The deductible on the policy of insurance must not be more than Five Thousand Dollars (\$5,000.00).

8.0 INDEMNIFICATION

- 8.1 The Licensee releases and must indemnify and save harmless the City, its elected officials, appointed officers, employees and agents from and against all lawsuits, damages, costs, expenses, liability or fees (including fees of solicitors on a solicitor and own client basis) which the Licensee or any of them or anyone else may incur, suffer or allege by reason of the

072

use of the Licence Area by the Licensee or by any person or the carrying on upon the Licence Area of any activity in relation to the Licensee's use of the Licence Area.

9.0 NOTICES

9.1 Notices

- (a) Each notice sent pursuant to this Agreement ("**Notice**") shall be in writing and shall be sent to the relevant party at the relevant address, facsimile number or e-mail address set out below. Each such Notice may be sent by registered mail, by commercial courier, by facsimile transmission, or by electronic mail.
- (b) The contact information for the parties is:

City of Nanaimo	Nanaimo Canoe and Kayak Club
455 Wallace Street Nanaimo, BC V9R 5J6 <u>Attention: Manager, Real Estate</u> Fax: (250) 755-4421	1 – 5765 Turner Road Suite 179 Nanaimo, BC V9T 6M4 <u>Attention: Commodore</u> Email: headcoach@NCKC.ca

- (c) Each Notice sent by electronic mail ("**E-Mail Notice**") must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such Notice, including all addressing and transmission details, delivered (including by commercial courier) or sent by facsimile transmission.
- (d) Subject to section 9.1(e) through (g) each Notice shall be deemed to have been given or made at the following times:
- (i) if delivered to the address (including by commercial courier), on the day the Notice is delivered;
 - (ii) if sent by registered mail, seven (7) days following the date of such mailing by sender;
 - (iii) if sent by facsimile transmission, on the date the Notice is sent by facsimile transmission; or

- (iv) if sent by electronic mail, on the date the E-Mail Notice is sent electronically by e-mail by the sender.
- (e) If a Notice is delivered, sent by facsimile transmission or sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of a Notice falls upon a day that is not a business day, then the Notice shall be deemed to have been given or made on the next business day following.
- (f) Notice given by facsimile transmission in accordance with the Terms of this section 9.1 will only be deemed to be received by the recipient if the sender's facsimile machine generates written confirmation indicating that the facsimile transmission was sent.
- (g) If normal mail service, facsimile or electronic mail is interrupted by strike, slow down, force majeure or other cause beyond the control of the parties, then a Notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the Notice shall utilize any other such services which have not been so interrupted or shall personally deliver such Notice in order to ensure prompt receipt thereof.
- (h) Each party shall provide Notice to the other party of any change of address, facsimile number, or e-mail address of such party within a reasonable time of such change.

10.0 TERMINATION

- 10.1 If the Licensee is in default on the payment of licence fees, or the payment of any other sum payable under this Agreement, or is otherwise in breach of this Agreement, and if the default continues for a period greater than ten (10) days after the giving of notice in writing by the City to the Licensee, then the City may immediately terminate this Agreement and reenter the Licence Area and the rights of the Licensee with respect to the Licence Area shall thereupon lapse and be absolutely forfeited.
- 10.2 Either party may, upon thirty (30) days written notice to the other party, terminate this Agreement.

11.0 FORFEITURE

- 11.1 The City, by waiving or neglecting to enforce the right to forfeiture of this Agreement or the right of reentry upon breach of this Agreement, does not waive the City's rights upon any subsequent breach of the same or any other provision of this Agreement.

074

12.0 FIXTURES

- 12.1 That, unless the Licensee upon notice from the City removes them, all buildings, structures or improvements constructed on the Licence Area by the Licensee will, at the termination of the Agreement, become the sole property of the City at no cost to the City.

13.0 REPAIRS AND MAINTENANCE

- 13.1 The City will repair and maintain the Licence Area.
- 13.2 In making the repairs or doing the maintenance the City may bring and leave upon the Licence Area the necessary materials, tools and equipment and the City is not liable to the Licensee for any inconvenience, annoyance, loss of business or other injuries suffered by the Licensee by reason of the City effecting the repairs or maintenance.
- 13.3 The Licensee must ensure that the Licence Area is clean and litter-free after every use of the Licence Area.

14.0 ENVIRONMENTAL MATTERS

- 14.1 For the purposes of paragraph 14.2 below:

- (a) **"Contaminants"** means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, asbestos materials, hazardous, corrosive, or toxic substances, special waste or waste of any kind, or any other substance which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and
- (b) **"Environmental Laws"** means any statutes, laws, regulations, orders, bylaws, standards, guidelines, permits, and other lawful requirements of any governmental authority having jurisdiction over the Licence Area now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, or transportation of dangerous goods, including the principles of common law and equity.

- 14.2 The Licensee covenants and agrees as follows:

- (a) not to use or permit to be used all or any part of the Licence Area for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the City, which consent may be unreasonably withheld;

- (b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Licence Area;
- (c) to promptly provide to the City a copy of any environmental site assessment, audit, report, or test results relating to the Licence Area conducted by or for the Licensee at any time;
- (d) to maintain all environmental site assessments, audits, reports, and test results relating to the Licence Area in strict confidence and not to disclose their Terms or existence to any third party (including without limitation any governmental authority) except as required by law, to the Licensee's professional advisers and lenders on a need-to-know basis, or with the prior written consent of the City, which consent may be unreasonably withheld;
- (e) to promptly notify the City in writing of any release of a Contaminant or any other occurrence or condition at the Licence Area or any adjacent property which could contaminate the Licence Area or subject the City or the Licensee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- (f) on the expiry or earlier termination of this Licence, or at any time if requested by the City or required by any governmental authority under Environmental Laws, to remove from the Licence Area all Contaminants, and to remediate by removal any contamination of the Licence Area or any adjacent property resulting from Contaminants, in either case brought onto, used at, or released from the Licence Area by the Licensee or any person for whom it is in law responsible. The Licensee shall perform these obligations promptly at its own cost and in accordance with Environmental Laws. All such Contaminants shall remain the property of the Licensee, notwithstanding any rule of law or other provision of this Licence to the contrary and notwithstanding the degree of their affixation to the Licence Area; and
- (g) to indemnify the City and its elected officials, appointed officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties, and expenses whatsoever (including all legal and consultants' fees and expenses and the cost of remediation of the Licence Area and any adjacent property) arising from or in connection with:
 - (i) any breach of or non-compliance with the provisions of this paragraph 14.2 by the Licensee; or

- (ii) any release or alleged release of any Contaminants at or from the Licence Area related to or as a result of the use and occupation of the Licence Area or any act or omission of the Licensee or any person for whom it is in law responsible.

14.3 The obligations of the Licensee under paragraph 14.2 above shall survive the expiry or earlier termination of this Agreement.

15.0 REMEDIAL ACTION

- 15.1 (a) If the Licensee fails to do anything required of the Licensee under this Agreement, (the "**Licensee Requirement**") the City may fulfill or complete the Licensee Requirement at the cost of the Licensee and may, if necessary, by its agents, officers, employees or contractors enter onto the Land to fulfill and complete all or part of the Licensee Requirement as the City determines in its sole discretion.
- (b) The Licensee releases the City, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Licensee may have against any or all of them in respect of an act of the City under this section or section 13 except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of the City, its elected officials and appointed officers, employees, agents or contractors.

16.0 REGULATIONS

16.1 The Licensee must:

- (a) comply promptly at its own expense with the legal requirements of all authorities, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the City or the Licensee; and
- (b) indemnify the City from all lawsuits, damages, loss, costs or expenses that the City may incur by reason of non-compliance by the Licensee with legal requirements or by reason of any defect in the Licence Area or any injury to any person or damage to any personal property brought on to the Licence Area. The Licensee is responsible for any damage to the Licence Area occurring while the Licensee is exercising its rights under this Agreement.

17.0 NO COMPENSATION

- 17.1 The Licensee is not entitled to compensation for any loss, including economic loss, or injurious affection or disturbance resulting in any way from the termination of this Agreement or the loss of the Licensee's interest in any building, structure or improvement built or placed on the Licence Area.

18.0 MISCELLANEOUS

- 18.1 The Licensee warrants and represents that it has authority to enter into this Agreement, has taken all corporate steps necessary to authorize this Agreement and to authorize the execution of this Agreement by the person signing it.
- 18.2 The Licence is personal to the Licensee and the Licensee may not assign its interest to any other person without the written consent of the City, which consent may be withheld by the City in its sole discretion.

19.0 INTERPRETATION

- 19.1 (a) When the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.
- (b) The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.
- (c) This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.
- (d) This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.
- (e) All provisions of this Agreement shall be construed as covenants and agreements as though the word importing covenants and agreements were used in each separate paragraph.

- (f) A provision in this Agreement granting the Municipality a right of approval shall be interpreted as granting a free and unrestricted right to be exercised by the Municipality in its discretion.
- (g) This is the entire agreement between the parties.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

CITY OF NANAIMO,
by its authorized signatories

Mayor

Manager of Legislative Services

NANAIMO CANOE KAYAK CLUB,
by its authorized signatories

Name:

Name:

SIGNED, SEALED AND DELIVERED
in the presence of:

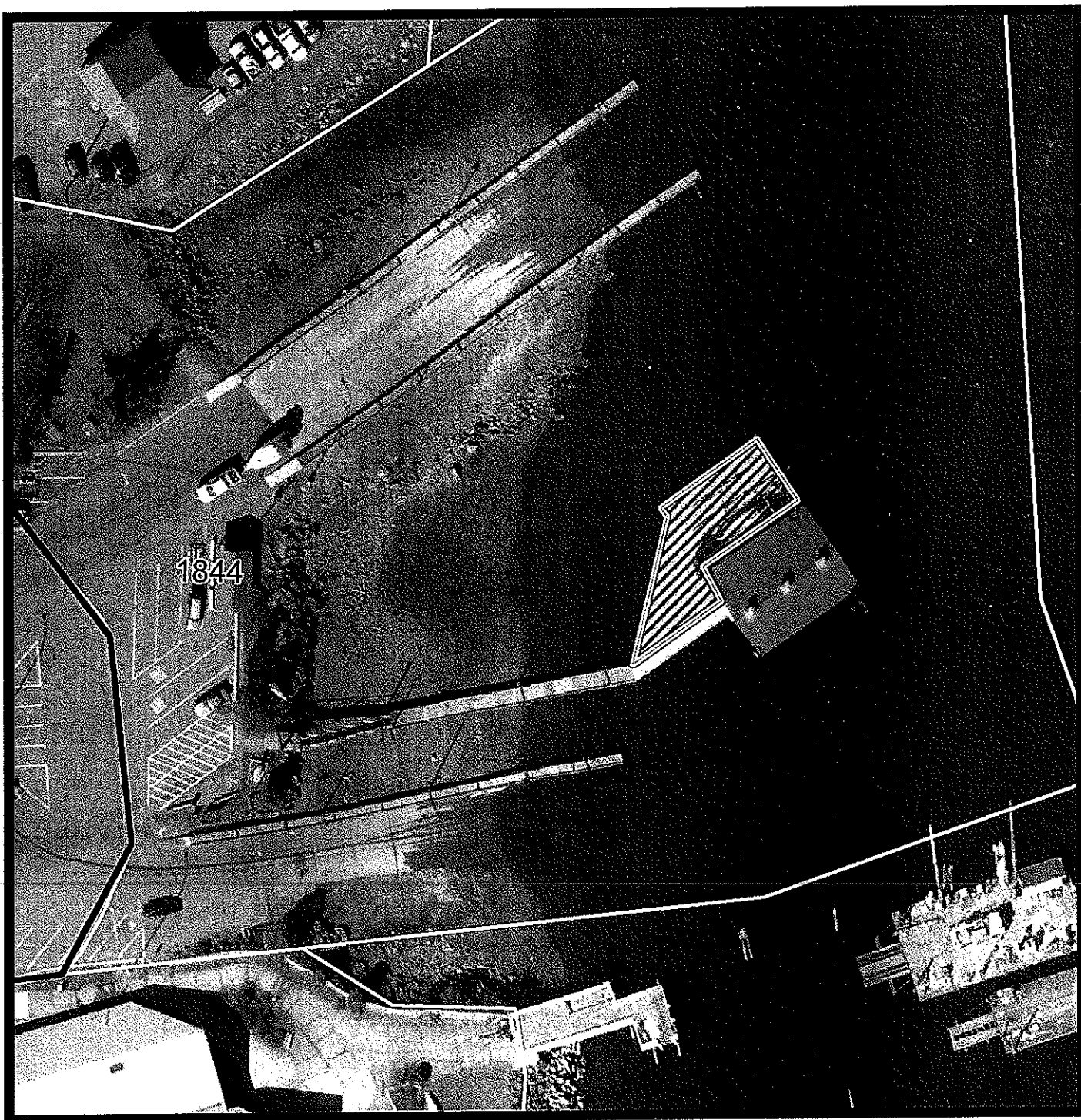
Witness (please print)

Address

Occupation

Witness Signature

SCHEDULE A



LICENSE AREA

 **Subject
Property**

Nanaimo Canoe and Kayak Club
Civic: 1844 Stewart Avenue, Nanaimo BC

080

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
AUTHORED BY: JEFF RITCHIE, SENIOR MANAGER, PARKS & CIVIC FACILITIES
RE: LICENSE OF USE - NANAIMO MARINE RESCUE SOCIETY FOR THE
CANADIAN COAST GUARD AUXILIARY BOATHOUSE AT
1844B STEWART AVENUE

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approves a License of Use for a portion of City property located at 1844B Stewart Avenue to the Nanaimo Marine Rescue Society (NMRS) for a term of ten (10) years, ending on 2020-AUG-31.

EXECUTIVE SUMMARY:

The City has a thirty (30) year Head Lease with the Province for the area which includes the Brechin Boat Ramp, the Community Paddling Dock and Canadian Coast Guard Auxiliary (CCGA) Dock. NMRS has been operating the Coast Guard Auxiliary Search and Rescue facility at the CCGA Dock since 2007. The CCGA is a Canada-wide organization made up of trained marine-certified volunteers on call to provide search and rescue services.

NMRS has requested a ten (10) year License of Use to secure the CCGA boathouse to the dock within the City lease area for nominal rent (see Attachment).

BACKGROUND:

The City entered into a thirty (30) year Lease with the Province for 1.15 hectares of water covered and filled foreshore for nominal rent. The tenure commenced on 2010-SEP-01. The lease area includes the Brechin Boat Ramp, the Community Paddling Dock and CCGA Dock.

NMRS has requested a ten (10) year License of Use with the City. A nominal annual license fee reflects a partnership between the City, the NMRS and CCGA. The search and rescue facility has operated at the Community Paddling and CCGA Dock since 2007.

The CCGA will be responsible for all maintenance and repairs to the boathouse. The boathouse, built with NMRS funds, houses rescue boats as well as marine safety equipment ancillary to its operation.

Staff is supportive of this License of Use.

Salient terms and conditions of the License of Use Agreement are as follows:

Licensee:	Nanaimo Marine Rescue Society
Property Address:	1844B Stewart Avenue
Use:	Coast Guard Auxiliary Search and Rescue
License Fee:	\$10 for term
Occupancy Term:	Ten (10) years ending 2020-AUG-31
Termination:	Thirty (30) day reciprocal termination clause

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachment – License of Use Agreement and Schedule

2010-DEC-13
File: A2-4 / C2-5
Prospero File: LD002343
G:\Admin\PRCC\RptComm\PRCCRPT110126LicenseOfUse-NanaimoMarineRescueSocietyFor
TheCanadianCoastGuardAuxiliaryBoathouseAt1844B-StewartAvenue.docx

LICENCE OF USE

THIS AGREEMENT made the day of 20 .

BETWEEN:

CITY OF NANAIMO
455 Wallace Street
Nanaimo, BC V9R 5J6

(the "**City**")

OF THE FIRST PART

AND:

NANAIMO MARINE RESCUE SOCIETY
(No. S-0038743)
Box 134, #4 – 1150 North Terminal Avenue
Nanaimo, BC V9S 5L6

(the "**Licensee**")

OF THE SECOND PART

WHEREAS:

- A. The City is the lessee of certain land, including land covered by water under a lease from Her Majesty the Queen in Right of the Province of British Columbia, legally described as follows:

Those parts of DISTRICT LOT 2092, BLOCK L OF DISTRICT LOT 227
AND BLOCK M OF DISTRICT LOTS 227 AND 2092, NANAIMO
DISTRICT shown outlined in bold on Plan EPC579

(the "**Land**")

- B. The Licensee wishes to be granted this licence of use to use that portion of the Land shown outlined in bold and hatched on the sketch plan attached to this Agreement as Schedule "A" (the "**Licence Area**") and the City has agreed.

083

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the licence fee to be paid by the Licensee to the City and in consideration of the premises and covenants and agreements contained in this agreement (the "Agreement"), the City and the Licensee covenant and agree with each other as follows:

1.0 RIGHT TO OCCUPY

- 1.1 The City, subject to the performance and observance by the Licensee of the terms, conditions, covenants and agreements contained in this Agreement and to earlier termination as provided in this Agreement, grants to the Licensee the exclusive right by way of licence for the Licensee, its agents, employees, and invitees to use the Licence Area for the purpose of a boat house and auxiliary coast guard facility and for no other purpose.
- 1.2 This Agreement does not grant any interest in the land comprising the Licence Area to the Licensee.

2.0 RESERVATION OF RIGHTS

- 2.1 The City hereby reserves to itself from the grant and the covenants made by it to the Licensee under section 1 above the right for the City, its agents, employees, contractors and subcontractors to have full and complete access to the Land, including the Licence Area, to carry out any operations associated with the City's use of the Land.

3.0 LICENCE FEE

- 3.1 In consideration of the right to use granted under this Agreement the Licensee must pay to the City the sum of TEN DOLLARS (\$10.00) for the Term payable on the 1st day of December, 2010.
- 3.2 The Licensee must pay the City an additional licence fee of One Hundred Twenty-Five Dollars (\$125.00) upon execution of this Agreement.

4.0 TERM

- 4.1 The Term of the Licence granted under this Agreement is from the 1st day of December 2010 to the 30th day of November 2020 (the "Term") unless earlier terminated under this Agreement.

084

5.0 TAXES

- 5.1 The Licensee must pay all taxes, rates, duties and assessments whatsoever, whether federal, provincial, municipal or otherwise charged upon the Licensee or the City as a result of the Licensee's occupation of or use of the Licence Area. Without in any way restricting the generality of the foregoing, the Licensee must pay to the City Harmonized Sales Tax on the licence fee.

6.0 CONSTRUCTION

- 6.1 The Licensee must not construct or place any buildings or structures or make any improvements on the Licence Area without the prior written approval of the City.

7.0 INSURANCE

- 7.1 (a) The Licensee must take out and maintain during the Term a policy of comprehensive general liability insurance against claims for bodily injury, death or property damage arising out of the use of the premises by the Licensee in the amount of not less than Five Million Dollars (\$5,000,000.00) per single occurrence or such greater amount as the City may from time to time designate, naming the City as an additional insured party thereto and must provide the City with a certified copy of such policy or policies.
- (b) All policies of insurance must contain a clause requiring the insurer not to cancel or change the insurance without first giving the City thirty days prior written notice.
- (c) If the Licensee does not provide or maintain in force the insurance required by this Agreement, the City may take out the necessary insurance and pay the premium for periods of one year at a time and the Licensee must pay to the City as additional licence fees the amount of the premium immediately on demand.
- (d) If both the City and the Licensee have claims to be indemnified under any insurance required by this Agreement, the indemnity must be applied first to the settlement of the claim of the City and the balance, if any, to the settlement of the claim of the Licensee.
- (e) The deductible on the policy of insurance must not be more than Five Thousand Dollars (\$5,000.00).

185

085

8.0 INDEMNIFICATION

- 8.1 The Licensee releases and must indemnify and save harmless the City, its elected officials, appointed officers, employees and agents from and against all lawsuits, damages, costs, expenses, liability or fees (including fees of solicitors on a solicitor and own client basis) which the Licensee or any of them or anyone else may incur, suffer or allege by reason of the use of the Licence Area by the Licensee or by any person or the carrying on upon the Licence Area of any activity in relation to the Licensee's use of the Licence Area.

9.0 NOTICES

9.1 Notices

- (a) Each notice sent pursuant to this Agreement ("**Notice**") shall be in writing and shall be sent to the relevant party at the relevant address, facsimile number or e-mail address set out below. Each such Notice may be sent by registered mail, by commercial courier, by facsimile transmission, or by electronic mail.
- (b) The contact information for the parties is:

City of Nanaimo	Nanaimo Marine Rescue Society
455 Wallace Street Nanaimo, BC V9R 5J6 <u>Attention: Manager, Real Estate Section</u> Fax: (250) 755-4421	Box 134, #4 – 1150 North Terminal Avenue Nanaimo, BC V9S 5L6 <u>Attention: President</u> Fax: (250) 363-2944 Email: nmrspresident@nmrs.nisa.com

- (c) Each Notice sent by electronic mail ("**E-Mail Notice**") must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such Notice, including all addressing and transmission details, delivered (including by commercial courier) or sent by facsimile transmission.
- (d) Subject to section 9.1(e) through (g) each Notice shall be deemed to have been given or made at the following times:

- (i) if delivered to the address (including by commercial courier), on the day the Notice is delivered;
 - (ii) if sent by registered mail, seven (7) days following the date of such mailing by sender;
 - (iii) if sent by facsimile transmission, on the date the Notice is sent by facsimile transmission; or
 - (iv) if sent by electronic mail, on the date the E-Mail Notice is sent electronically by e-mail by the sender.
- (e) If a Notice is delivered, sent by facsimile transmission or sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of a Notice falls upon a day that is not a business day, then the Notice shall be deemed to have been given or made on the next business day following.
- (f) Notice given by facsimile transmission in accordance with the Terms of this section 9.1 will only be deemed to be received by the recipient if the sender's facsimile machine generates written confirmation indicating that the facsimile transmission was sent.
- (g) If normal mail service, facsimile or electronic mail is interrupted by strike, slow down, force majeure or other cause beyond the control of the parties, then a Notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the Notice shall utilize any other such services which have not been so interrupted or shall personally deliver such Notice in order to ensure prompt receipt thereof.
- (h) Each party shall provide Notice to the other party of any change of address, facsimile number, or e-mail address of such party within a reasonable time of such change.

10.0 TERMINATION

- 10.1 If the Licensee is in default on the payment of licence fees, or the payment of any other sum payable under this Agreement, or is otherwise in breach of this Agreement, and if the default continues for a period greater than ten (10) days after the giving of notice in writing by the City to the Licensee, then the City may immediately terminate this Agreement and reenter the Licence Area and the rights of the Licensee with respect to the Licence Area shall thereupon lapse and be absolutely forfeited.
- 10.2 Either party may, upon thirty (30) days written notice to the other party, terminate this Agreement.

087

11.0 FORFEITURE

- 11.1 The City, by waiving or neglecting to enforce the right to forfeiture of this Agreement or the right of reentry upon breach of this Agreement, does not waive the City's rights upon any subsequent breach of the same or any other provision of this Agreement.

12.0 FIXTURES

- 12.1 That, unless the Licensee upon notice from the City removes them, all buildings, structures or improvements constructed on the Licence Area by the Licensee will, at the termination of the Agreement, become the sole property of the City at no cost to the City.

13.0 REPAIRS AND MAINTENANCE

- 13.1 The Licensee must repair and maintain the Licence Area, including the boat house, to a good standard of repair and cleanliness.

14.0 ENVIRONMENTAL MATTERS

- 14.1 For the purposes of paragraph 14.2 below:

- (a) **"Contaminants"** means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, asbestos materials, hazardous, corrosive, or toxic substances, special waste or waste of any kind, or any other substance which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and
- (b) **"Environmental Laws"** means any statutes, laws, regulations, orders, bylaws, standards, guidelines, permits, and other lawful requirements of any governmental authority having jurisdiction over the Licence Area now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, or transportation of dangerous goods, including the principles of common law and equity.

- 14.2 The Licensee covenants and agrees as follows:

- (a) not to use or permit to be used all or any part of the Licence Area for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the City, which consent may be unreasonably withheld;
- (b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Licence Area;

- (c) to promptly provide to the City a copy of any environmental site assessment, audit, report, or test results relating to the Licence Area conducted by or for the Licensee at any time;
 - (d) to maintain all environmental site assessments, audits, reports, and test results relating to the Licence Area in strict confidence and not to disclose their Terms or existence to any third party (including without limitation any governmental authority) except as required by law, to the Licensee's professional advisers and lenders on a need-to-know basis, or with the prior written consent of the City, which consent may be unreasonably withheld;
 - (e) to promptly notify the City in writing of any release of a Contaminant or any other occurrence or condition at the Licence Area or any adjacent property which could contaminate the Licence Area or subject the City or the Licensee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
 - (f) on the expiry or earlier termination of this Licence, or at any time if requested by the City or required by any governmental authority under Environmental Laws, to remove from the Licence Area all Contaminants, and to remediate by removal any contamination of the Licence Area or any adjacent property resulting from Contaminants, in either case brought onto, used at, or released from the Licence Area by the Licensee or any person for whom it is in law responsible. The Licensee shall perform these obligations promptly at its own cost and in accordance with Environmental Laws. All such Contaminants shall remain the property of the Licensee, notwithstanding any rule of law or other provision of this Licence to the contrary and notwithstanding the degree of their affixation to the Licence Area; and
-
- (g) to indemnify the City and its elected officials, appointed officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties, and expenses whatsoever (including all legal and consultants' fees and expenses and the cost of remediation of the Licence Area and any adjacent property) arising from or in connection with:
 - (i) any breach of or non-compliance with the provisions of this paragraph 14.2 by the Licensee; or
 - (ii) any release or alleged release of any Contaminants at or from the Licence Area related to or as a result of the use and occupation of the Licence Area or any act or omission of the Licensee or any person for whom it is in law responsible.

- 14.3 The obligations of the Licensee under paragraph 14.2 above shall survive the expiry or earlier termination of this Agreement.

15.0 REMEDIAL ACTION

- 15.1 (a) If the Licensee fails to do anything required of the Licensee under this Agreement, (the "**Licensee Requirement**") the City may fulfill or complete the Licensee Requirement at the cost of the Licensee and may, if necessary, by its agents, officers, employees or contractors enter onto the Land to fulfill and complete all or part of the Licensee Requirement as the City determines in its sole discretion.
- (b) The Licensee releases the City, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Licensee may have against any or all of them in respect of an act of the City under this section or section 13 except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of the City, its elected officials and appointed officers, employees, agents or contractors.

16.0 REGULATIONS

- 16.1 The Licensee must:

- (a) comply promptly at its own expense with the legal requirements of all authorities, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the City or the Licensee; and
- (b) indemnify the City from all lawsuits, damages, loss, costs or expenses that the City may incur by reason of non-compliance by the Licensee with legal requirements or by reason of any defect in the Licence Area or any injury to any person or damage to any personal property brought on to the Licence Area. The Licensee is responsible for any damage to the Licence Area occurring while the Licensee is exercising its rights under this Agreement.

17.0 NO COMPENSATION

- 17.1 The Licensee is not entitled to compensation for any loss, including economic loss, or injurious affection or disturbance resulting in any way from the termination of this Agreement or the loss of the Licensee's interest in any building, structure or improvement built or placed on the Licence Area.

18.0 MISCELLANEOUS

- 18.1 The Licensee warrants and represents that it has authority to enter into this Agreement, has taken all corporate steps necessary to authorize this Agreement and to authorize the execution of this Agreement by the person signing it.
- 18.2 The Licence is personal to the Licensee and the Licensee may not assign its interest to any other person without the written consent of the City, which consent may be withheld by the City in its sole discretion.

19.0 INTERPRETATION

- 19.1 (a) When the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.
- (b) The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.
- (c) This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.
- (d) This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.
- (e) All provisions of this Agreement shall be construed as covenants and agreements as though the word importing covenants and agreements were used in each separate paragraph.

091

- (f) A provision in this Agreement granting the Municipality a right of approval shall be interpreted as granting a free and unrestricted right to be exercised by the Municipality in its discretion.
- (g) This is the entire agreement between the parties.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

CITY OF NANAIMO,
by its authorized signatories

Mayor

Manager of Legislative Services

NANAIMO MARINE RESCUE SOCIETY,
by its authorized signatories

Name:

Name:

SIGNED, SEALED AND DELIVERED
in the presence of:

Witness (please print)

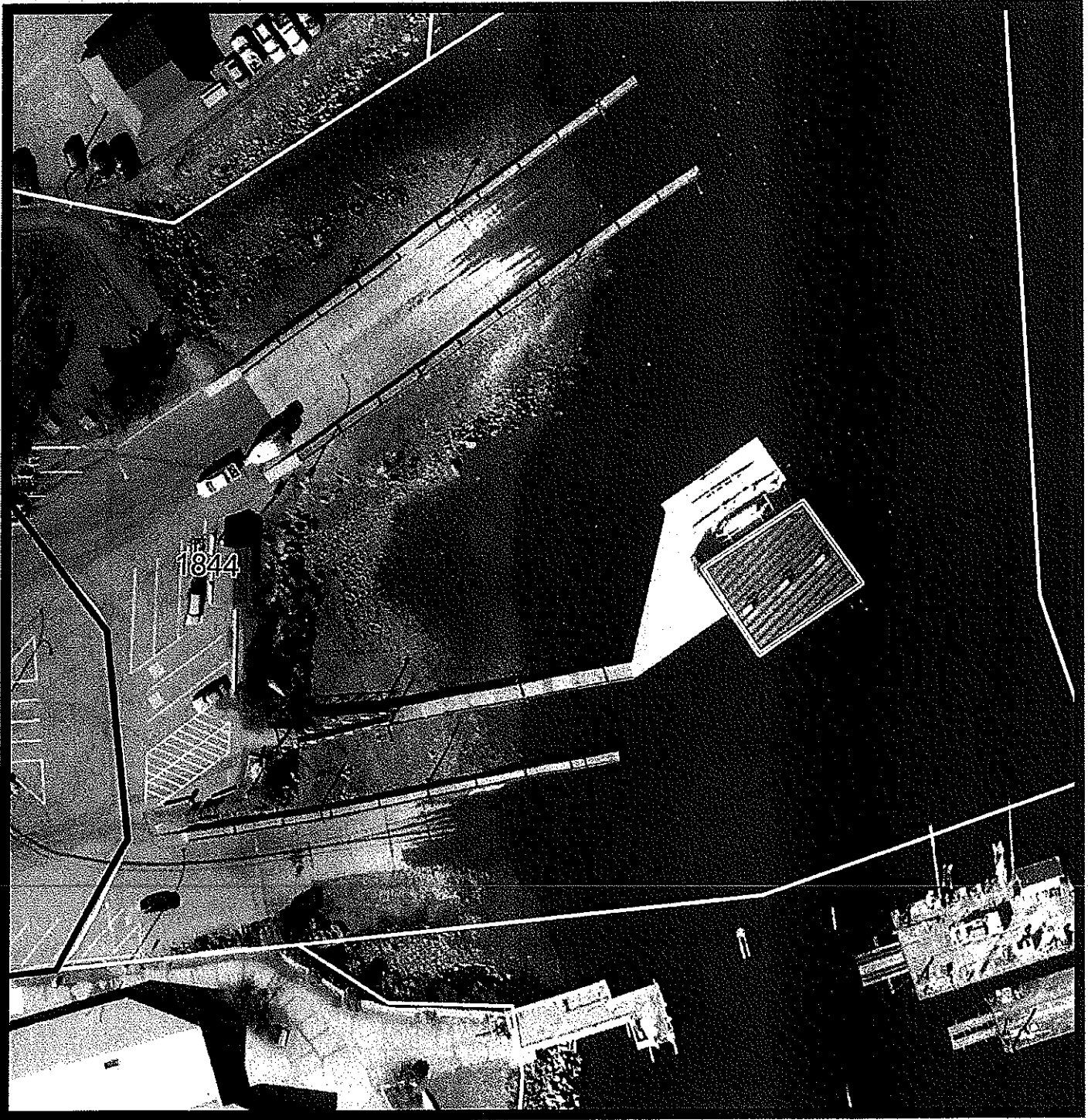
Address

Occupation

Witness Signature

092

SCHEDULE A



LICENSE AREA



**Subject
Property**

Nanaimo Marine Rescue Society
Civic: 1844 Stewart Avenue, Nanaimo BC

093

REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
RE: MANAGEMENT AND OPERATING AGREEMENT -
NANAIMO MUSEUM IN THE PORT OF NANAIMO CENTRE

STAFF'S RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the Nanaimo Museum Management and Operating Agreement for a five (5) year term with an option to renew for another five (5) year term.


EXECUTIVE SUMMARY:

With the relocation of the Nanaimo Museum to in the Port of Nanaimo Centre the Museum continued to operate the facility under the previous Licence Agreement.

A new Management and Operating Agreement is attached which clarifies the responsibilities of both the Nanaimo & District Museum Society and the City of Nanaimo in the operation and financing of the Museum. The Nanaimo Museum and City Staff worked together to develop this Agreement.

The Nanaimo & District Museum Society has reviewed the Agreement and support it.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachment - 1

2011-JAN-19
File: A2-4 / C2-5 / M1-18
G:\Admin\PRCC\RptComm\2011\PRCCRPT110126ManagementAndOperatingAgreement-
NanaimoMuseumInThePortOfNanaimoCentre.docx

MANAGEMENT AND OPERATING AGREEMENT

THIS AGREEMENT made the day of 2011.

BETWEEN:

CITY OF NANAIMO
455 Wallace Street
Nanaimo, British Columbia
V9R 5J6

(the "**Municipality**")

OF THE FIRST PART

AND:

NANAIMO & DISTRICT MUSEUM SOCIETY
100 Museum Way
Nanaimo, British Columbia
V9R 5J8

(the "**Society**")

OF THE SECOND PART

WHEREAS:

- A. The City of Nanaimo (herein called the "City") and the Nanaimo & District Museum Society (herein called the "Society") by Agreement September 2004 agreed that there would be constructed the Vancouver Island Conference Centre (herein called the "Land") a Museum (herein called the "Museum").
- B. It was further agreed that the City shall be the owner of the Land and the Museum and that the Museum be managed and operated by the Society under terms and conditions of a Management and Operating Agreement between the City and the Society.
- C. This Management and Operating Agreement (herein called the "Agreement") is intended to provide the terms of reference for the occupancy, operation and management of the Museum and the obligations of the Society and City in that regard.
- D. This Agreement is intended to provide sufficient flexibility so as to satisfy the Society's mandate and the City's ownership of the Land and the Museum.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the foregoing and the mutual covenant and Agreements set out in this Agreement, the parties covenant and agree each with the other as follows:

1.0 LICENSE TO OCCUPY

- 1.1 The City hereby grants to the Society the right to occupy the Museum upon the Land subject to all of the terms and conditions including earlier termination as set out in this Agreement and as illustrated in Appendix 4.

2.0 TERM

- 2.1 The Society shall have the right to occupy the Museum for a term of five consecutive years commencing January 01, 2011, and ending December 31, 2015, unless earlier terminated in accordance with the terms and conditions of this Agreement at which date the right to occupy shall cease.

2.2 Renewal Options

Provided that the Society is not in default under this Agreement, the Society may, by delivering notice in writing to the City ninety (90) days before the 5th anniversary of the Commencement Date, renew this Agreement for a further term of five (5) years on the same terms and conditions as are herein contained save and except for the renewal option. The City and the Society shall meet at least one (1) year prior to the termination of the Agreement and negotiate the provisions for a further term, or terms, subject to the approval of City Council to renewal. If Agreement has not been reached by the expiry date of this Agreement, then the Society will continue to remain in occupation of the Museum, on a month to month basis, on the terms and conditions set out in this Agreement.

3.0 THE SOCIETY AS MANAGER AND OPERATOR (See appendix 2 for other sites)

- 3.1 The City hereby grants to the Society the right to manage and operate all aspects of the Museum for the Term in accordance with and subject to the terms and conditions set forth in this Agreement. The Nanaimo & District Museum Society collection shall be collected, preserved, insured and interpreted by the Society on behalf of the City of Nanaimo and its citizens. The City will designate a representative to deal on its behalf with the affairs of the Museum, herein after called the City Representative.

3.2 Rules and Regulations

The Society shall make such rules and regulations as are required to provide for the proper operation and management of the Museum provided that such rules and regulations shall not be inconsistent with:

- a) the bylaws of the Society;
- b) the provisions, terms and conditions of this Agreement; and
- c) all applicable Federal, Provincial and City laws, by-laws and regulations.

3.3 Access and Use

The Society shall use the Museum to accommodate all types of temporary and permanent exhibits, public and school programming, gift shop and venue rental for public and private assembly activities. Access to and use of the Museum by members of the Society and by the general public shall be in accordance with guidelines developed by the Society for the operation of the Museum, drawing where appropriate on relevant guidelines contained in City documents.

3.4 Programming and Operation

The Society shall be responsible for all aspects of the operation of the Museum (save those exclusively to be performed by the City as described in this Agreement) including without limitation:

- a) all programming and booking of events in the Museum;
- b) all responsibilities and functions delegated by the Society to the General Manager of the Museum, herein after called the General Manager.
- c) Appendix 2 describes the Museum interpretation responsibilities for the Bastion, the locomotive shelter and the Miners cottage in Piper Park. The City will be responsible for all maintenance with these buildings and the Museum shall assist wherever possible.

3.5 Ownership

The Society shall own and be responsible for all exhibit, shop, office and other fixtures and furnishings of the Museum as listed in Appendix 1.

3.6 Powers and Duties of the Society Negotiation and Signing of Agreements

The Society shall be responsible for the negotiation of all Agreements with third parties for the use or occupancy of the Museum. Except as otherwise provided in this Agreement, the Society shall have the power to make any Agreement in respect of the Museum which relates to the long-term operation, use or occupancy of the Museum during the period of time that the Society has the right to occupy the Museum under this Agreement.

3.7 Payment of Expenses and Operating Costs

The Society shall be responsible for the general administration of the Museum and, without limiting the generality of the foregoing; this shall include all expenses incurred in the operation and management of the Museum.

3.8 Museum Policy

All policy governing the operations of the Museum shall be in accordance with the provisions of this Agreement and shall be approved and determined by the Society with the Society being responsible for initiating such policy. The Society shall inform the City Representative with respect to policy matters and shall keep the City Council advised.

4.0 REPAIR AND MAINTENANCE OF THE MUSEUM (see Appendix 1, 2 & 3 for Detail)

- 4.1 (a) The Nanaimo & District Museum Society is responsible for all Museum furnishings, fixtures and equipment purchase, repair and maintenance. (see appendix 1 for detail.)

- (b) The City is responsible for maintaining and repairing the roofs, exterior walls and windows, external horticulture, outside sidewalks, foundations and electrical, heating, ventilation and air conditioning units.

4.2 Entrances, Sidewalks, Snow and Ice Removal

The City shall be responsible for the maintenance of and snow removal from the access roads, walkways, plaza and sidewalks. The Society will be responsible for the cleaning of and snow removal from the sidewalk directly adjacent to the Commercial St. entrance of the Museum.

4.3 Liens

In the event that any claim of builders lien is registered against the title of the Land pursuant to the provisions of the Builders Lien Act with respect to any work performed pursuant to Item 7.1 herein, then the Society shall, within 30 days notification thereof, cause any such claim to be discharged from the title of the Lands. Should the Society fail to discharge any such lien within the time aforesaid, the City shall have the right to make application pursuant to Section 32 of the Builders Lien Act to have sufficient funds paid into Court to cause any such lien to be discharged from the title of the Land and the Society shall be responsible for payment to the City of any such sum, together with the costs thereof calculated on a solicitor and own client basis.

5.0 MAINTENANCE OF INSURANCE

5.1 Property Insurance

The City shall insure the Museum building and fixtures against the perils and under the terms and conditions that the City insures other similar types of buildings and fixtures owned by the City. The Society shall insure the contents and equipment of the Museum.

5.2 Liability Insurance

The Society shall provide and maintain comprehensive General Liability Insurance, with the City to be an additional named insured to cover the functions of both parties in the management and operation of the Museum and its various facilities in the minimum amount of THREE MILLION (\$3,000,000) DOLLARS. Such liability insurance shall be in the standard form carried by the City, and approved through the City Representative. The policy shall provide for 30 days notice to the City before cancellation and should such policy lapse or be cancelled the City may, at the cost of the Society, place insurance as provided in this section.

5.3 Effects Insurance

The Society shall not, without the prior consent of the City, permit anything to be brought into the Museum that would invalidate or increase the premium payable for policies of insurance held by the City or the Society in relation to the Museum or that would injure or deface the Museum. The Society in its contractual arrangements will undertake to assign culpability to contractual users of the Museum, and ensure that adequate Effects Insurance is provided.

5.4 Indemnification of City

The Society will indemnify and save harmless the City from and against any and all liabilities, obligations, damages, penalties, claims, costs (including reasonable solicitors' fees), fines, suits, demands and causes of action to, by or on behalf of any person, group, firm or corporation arising from the occupation or use of the Museum by the Society or its invitees, employees, agents, members or any other person or persons for whose acts the Society is liable in law, or from any breach of the Society of any covenant, term or provision of this Agreement by the Society or its members, servants or agents or that might arise during the occupancy of the Museum by the Society under this Agreement; save and except where any such matter is the cause of an act by the City or anyone for whom the City is in law responsible.

5.5 Strikes

The Society in its contractual arrangements with users will absolve itself of liability arising out of strikes or lockouts and thereby release the City from any responsibility or liability whatsoever that might arise out of the City failing to provide the Museum or any services to the Museum under the terms of this Agreement arising out of any strike or lockout between the City and its employees or as a result of any other labour dispute, provided reasonable notice of any situation that might give rise to a labour action has been provided to the Society such that the Society has had the opportunity to modify its operations to minimize its risk.

6.0 ACCOUNTING, FINANCES AND REPORTING

6.1 Financial Records

Proper and separate books of account and financial records of the Museum's operation, as required by the Society Act, shall be kept by the Society at its expense during the occupancy by the Society of the Museum. The City Representative or any person authorized by the City shall have free access to the Society's financial records at all reasonable times and notice.

6.2 Budget

The Society's Board of Directors shall approve its annual Operating and Capital Budgets. The budget shall be submitted to the City Representative.

6.3 Annual Audit Statement

The Society will prepare and deliver to the City on an annual calendar year basis an audited statement of expense and income with respect to all revenues from and expenses for the use and operation of the Museum as well as an audited statement of all related assets and liabilities. The Society will cause such annual financial statements to be audited by its auditor and thereafter submitted to the City Representative for consideration no later than April 30th in each year.

6.4 Financial Statements

The Society shall provide quarterly unaudited financial statements to the City's Representative and Director of Finance.

6.5 Annual Report

The Society shall submit an annual report to the City Council's Parks, Recreation and Culture Commission stating the previous year's operating and capital results and the previous year's operation statistics.

6.6 City's Financial Contribution

The City will consider each year the inclusion in its budget a 2% increase to the annual management fee to the Society to be paid in equal quarterly amounts at the beginning of the quarter. The Society may submit a request for consideration to increase the amount of the annual fee for a higher service level need. The Society shall participate in the City budget preparation process through the City's Parks, Recreation and Culture Commission.

6.7 Revenue

All revenue obtained from operations shall become the property of the Society. The Society covenants and agrees that all revenue shall be used exclusively for the Museum operations.

6.8 Surplus

Should there be a surplus in any year as a result of operating revenues and the City contribution exceeding operating costs, the Society shall be entitled to retain the surplus for operations and reserves. The Society will not incur a deficit in excess of available accumulated surpluses. The City will be aware of the Society's financial performance during a year through the quarterly reporting mechanism outlined in Item 13.1.

6.9 Adjustments

The City will consider requests from the Museum for adjustments regarding the overhead billings from the Vancouver Island Conference Centre to be determined at annual review.

6.10 Storage

The Old Museum building shall be available to the Society for storage and workshop space on an interim basis. The City will work with the Society for supplementary space for these needs as to maintain the "A" status of the new Museum facility.

7.0 EVENTS OF DEFAULT AND REMEDIES

7.1 Termination

This Agreement may be terminated by the Society or the City upon giving to the other party six months notice of its intention to terminate, such notice to be given in writing on the last day of any month.

7.2 Termination for Breach

Upon breach by the Society of any term or condition of this Agreement, the City may give to the Society 30 days notice to commence action to correct such breach to the satisfaction of the City, and if such breach is not corrected within an agreed reasonable period, the City may without further notice declare this Agreement terminated and may enter into possession of the Museum and retain all moneys received by the Society under this Agreement and may recover all fees, costs and damages due to the City under this Agreement by suit or otherwise.

7.3 Termination for Other Reasons

In the event that:

- (a) The Society shall make an assignment for the benefit of creditors; or
- (b) The Society, for an unjustifiable reason fails to hold a general meeting of members for a period of eighteen (18) months or longer; or
- (c) The Society becomes bankrupt or insolvent or takes the benefit of any Act now or hereafter in force for bankrupt or insolvent debtors; or
- (d) Any order shall be made for the winding up of the Society; or
- (e) The Society is struck off the Register by the Registrar for any just reason whatsoever;

the City may give to the Society 30 days notice to rectify the matter in question after which time, if the problem is not rectified to the satisfaction of the City, the right to occupy the Museum by the Society shall be terminated.

7.4 Vesting on Termination

In the event that the City terminates this Agreement in accordance with the terms and conditions contained herein, or in the event this Agreement expires without further renewals, then the City will assume all outstanding contractual obligations and debts.

7.5 Tenders

The Society agrees that it shall adhere to a competitive system of tendering for purchased goods and services for the Museum. Purchasing Policy shall be as approved by the Society. The Society shall have the option of joining with the City on tenders or to purchase merchandise from City suppliers.

7.6 Amendments

All amendments proposed to the terms and conditions of this Agreement shall be submitted in writing for consideration.

7.7 Communications

All communications relating to this Agreement between the Society and the City (apart from the ongoing exchange of operating information), shall be done in writing.

7.8 Notices

Any notice herein provided or permitted to be given by the Society to the City shall be sufficiently given if delivered to the City at:

City Hall
455 Wallace Street,
Nanaimo, BC V9R 5J6
Attention: Director, Parks, Recreation and Culture.

Any notice herein provided or permitted to be given by the City to the Society shall be sufficiently given if delivered to the Society addressed to:

Nanaimo & District Museum Society
100 Museum Way
Nanaimo, BC V9R 5J8
Attention: General Manager

Either party may at any time give notice in writing to the other of any change of address of the party giving such notice and from and after the giving of such notice the address therein specified shall be deemed to be the address for such party for the giving of notice there under. The word "notice" in this paragraph shall be deemed to include any request, statement or other writing in this Agreement provided or permitted to be given by the City to the Society or by the Society to the City. Such notices may be given by personal delivery, mail or by fax and if given by mail shall be deemed to have been received five days after the date of mailing.

7.9 Conflict of Interest

Society Board Members and Staff shall be subject to the Society's "Conflict of Interest" policies.

7.10 Appeals

In the event that Agreement between the City Representative and the Society cannot be reached on matters involving the City's and/or Society's interests, the Society or the City Representative may appeal the matter to the City Council. A decision of the Council shall be final and be binding on all matters which require City consent or approval.

7.11 Agents

It is understood and agreed that the Society and all agents, servants and employees of the Society are not and shall not be deemed to be agents, servants or employees of the City.

7.12 Assignment

This Agreement shall enure to the benefit of and be binding upon the parties hereto.
This Agreement is personal to the Society and cannot be assigned to any other person.

7.13 Interpretation

Wherever the singular and masculine are used throughout this Agreement the same shall be constructed as meaning the plural or feminine or the body corporate or politic as the context requires.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as on the _____ day of _____ 2011.

by its authorized signatories)

Mayor)

Manager of Legislative Services)

by its authorized signatories)

President of the Board)
NANAIMO & DISTRICT MUSEUM SOCIETY)

General Manager)
Nanaimo Museum)

SIGNED, SEALED AND DELIVERED
in the presence of:)

Witness (please print))

Address)

Occupation)

Witness Signature

Appendix 1

Equipment/Fixtures Owned and Maintained by Museum

- All shelving and other storage contents of Artifact Storage area.
- All exhibit and display components including non track lighting fixtures and all video/audio components and monitors and signage in building.
- All cupboards and counters in all areas of Museum.
- All Lighting and track systems.
- All office, kitchen, gift shop and other furniture and fixtures except for VICC chairs and tables.
- All carpentry and maintenance equipment and supplies.
- All computer equipment.

Appendix 2

The Bastion, Locomotive Shelter and Miners Cottage

The Museum responsibilities for these sites include:

- Interpretation and admittance to the public during times set by the Museum.
- Notice to the City of any recognized maintenance needs.
- Installation and maintenance of all exhibit materials.
- Posted summer hours open to the public for the Bastion including regularly scheduled cannon firings.
- Cannon maintenance.
- Fundraising for all interpretive and exhibit costs.
- Insure contents.

City Responsibilities for these sites includes:

- All building maintenance.
- Annual contribution for Bastion summer program of \$15,000 to be included in annual operating grant total.
- Moving and storage of cannons as requested by Museum.
- Insure the buildings.

Appendix 3

Repair and Maintenance Detail Museum Area

The Society takes responsibility for notifying the City of any system failure, anticipated failure or damage in a timely fashion. The City shall have a representative meet with the Society on a regular basis to ensure that communication and planning coordination is current.

All planning and execution of these repairs / replacement jobs shall be done by the Society, or in coordination with the Society, to ensure that operational impact is kept to a minimum.

1. Electrical

The City is responsible for:

- Maintenance of all electrical feed to the museum space.

The Society is responsible for:

- Maintenance of all breaker panels, all electrical equipment and distribution at 120volt.
- Installation of additional circuits as required.

2. HVAC

The City is responsible for:

- Maintenance contract for HVAC system.
- Inspection, maintenance (routine and annual) and repair of all working parts.

3. Plumbing / Water

The City is responsible for:

- Maintenance and repair of all water connections leading to and from the Museum.
- Maintenance, repair and inspection of pipes involved in building systems located within Museum space.

The Society is responsible for:

- Ongoing maintenance of hot and cold water systems within the museum, for all plumbing fixtures and water connections within the museum space.
- Replacement of domestic hot water tanks.

4. Structural

The City is responsible for:

- Maintaining and repairing exterior walls and building foundations.
- Elevators repair and maintenance.

5. Fire Suppression / Fire Alarm / Sprinkler

The City is responsible for:

- All components of fire alarms and suppression systems within and leading to museum.
- Ongoing maintenance and care.
- Annual testing and inspection.

6. Interior Surfaces

The Society is responsible for:

- Maintenance and repair of all interior surfaces as required, including all interior doors and hardware.

7. Exterior

The City is responsible for:

- All exterior wall finishes, plaster, paint.
- All window repairs due to breakage and system failure.
- Window maintenance and trim.
- Landscaping and sidewalk maintenance.
- Garbage pick-up of sidewalk trash cans.
- Painting of all exterior handrails.
- Maintenance of exterior doors including automatic doors.

The Society is responsible for:

- Snow removal on sidewalks directly adjacent to Commercial Street entrance door.
- Window cleaning of museum windows inside and out.
- Our share of garbage and recycling contract for removal.

8. Alarm and Security

The City is responsible for:

- Repair and maintenance of alarm and security systems.

The Society is responsible for:

- Security costs within the museum space.

9. Janitorial/Housekeeping

The City is responsible for:

- Exterior wall and sidewalk cleaning including graffiti removal.

The Society is responsible for:

- All interior janitorial cleaning within Museum space.

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

FROM: JEFF RITCHIE, SENIOR MANAGER OF PARKS

RE: MONTHLY REPORT – NOVEMBER AND DECEMBER 2010 – PARKS OPERATIONS

The following highlights are the park initiatives for November and December. Regular maintenance tasks are not listed.

PARK DEVELOPMENT AND SPECIAL PROJECTS

- Implementation of the Neck Pont Plan update has continued. Improvements have been made to the trailhead and parking area, and park entrance, along with restoration planting in the meadow. New interpretive signage is anticipated soon throughout the park.
- The Harewood Centennial Park Improvement process has begun. Stakeholder meetings and open houses are planned for February 2011.
- Two open houses regarding dog off-leash parks are planned for February 2011. Public input into the pilot projects will be encouraged as well as options for additional pilot project locations to try out in 2011. The findings will be reported to the Commission for evaluation. Current pilot off-leash sites were endorsed by Commission until 2011-APR-30.
- A Request for Proposals for next year's temporary art pieces has gone out to artists as a joint project between the Nanaimo Art Gallery and the City of Nanaimo. Submission deadline was 2011-JAN-14 and next year's winners will be selected in early 2011 for anticipated display in May. Both exterior and interior sites will be considered for this year's display.
- Staff are continuing to work with consultants on further improvements in Maffeo Sutton Park including design of the amenity building and modifications to the Spirit Tent. Staff have also applied for a Federal grant under the *Enabling Access Fund* to potentially assist in construction costs for the amenity building project.
- Staff have begun an improvement plan for Pawson Park and are working with neighbours and Malaspina Gardens staff to choose the best elements from three concept plans for the park that will make up the final concept plan that will begin to be implemented in 2011.
- Staff are working on an overall concept plan for improvements to the north east portion of Beban Park. This site includes parking adjacent to the artificial turf field(s), trail networking, grading, re-vegetation plans, and the dog off-leash site.
- A Request for Proposals for next year's street banner design went out to artists (both professional and amateur) with a closing date of 2011-JAN-16. The project falls under the Visual Identity Committee, but staff drafted the proposal and will assist in selection. Previous banner designs have not gone out to the public for submissions.
- Several documents prepared by the Development Services Department are being reviewed by the Parks, Recreation and Culture Department including Design Guidelines for Landscaping, and Neighbourhood Plans for the Newcastle/Townsite neighbourhood and South End neighbourhood.
- Work to improve the marketing of parks and trails through the online PARKS GO software is ongoing. Staff are meeting with IT in hopes that this program will be an easy to use online resource for the public with data about Nanaimo's parks, trails and facilities.

VOLUNTEERS IN PARKS

- Residents around Cariboo Park are continuing with park fundraising. Staff tendered out the playground equipment with a mid-January closing date. The equipment will be ordered at the end of January with a projected spring 2011 installation.
- A start-up meeting was held at Shadow Mountain Park on 2010-OCT-12. About 25 residents attended and gave input on park landscaping and amenity improvements. Work will begin in the spring of 2011.
- Equipment for Salal Park has been tendered and awarded. It is expected that the playground will be installed in spring 2011 as weather permits.
- Residents of the Applegreen area are moving ahead on their VIP proposal and fundraising, now that they have Commission approval.
- Rockridge Park volunteers are continuing with their fundraising for more park improvements in 2011. They made about \$800 on a New Years bottle drive.
- Staff have been working with residents around Allison Way Park to clean up the urban forest and remove hazard trees and branches. More work will continue in spring 2011.

MAINTENANCE AND CONSTRUCTION

- Staff worked to finish the Frank Crane Arena and Beban Park Social Centre renovations.

TURF AND PARKS

- General park clean-up including pruning of trees and removing invasive plants.
- Snow and ice clearing (SNIC) as required throughout parks and facilities.
- Grading of parking lots.

TRAILS

- Staff worked at Neck Point Park installing a new trail, split rail fence and parking area.

HORTICULTURE

- The restoration planting, where the water line was installed at Colliery Dam, was completed.
- The landscaping for the College Heights water tower upgrade project was completed.
- Christmas displays were installed at Beban Park, Bowen Park, Oliver Woods Community Centre, NIC, NAC, City Hall, and Pearson Park. This season the vandalism was extremely low in all locations with the exception being the lights at Maffeo Sutton Park. Lighting displays were vandalized and many strings had to be replaced due to vandals cutting the wires throughout the Spirit Square in the park.
- 30 hanging evergreen baskets were built by staff and volunteers from the DNPS and another 24, built by staff only, were installed throughout the downtown streets.
- Staff continue to experiment with alternative methods for weed control by using heat to torch young weed seedlings at this time of year.
- All Parks Operations Yard small and large equipment inventories have been updated.
- Doumont Farms have been awarded the contracts to be the supplier for the City of Nanaimo annual bedding plants and hanging baskets.

UTILITY

- Staff installed five benches at Beban Park.
- Staff completed the shop renovations at the Parks Operations Annex.

URBAN FORESTRY

- Three tree removal permits were processed, including one for tree removals at the Beban Park Pitch and Putt.
- Investigation commenced after a report was received regarding the illegal topping and removal of trees in Rafter Park on Icarus Road.
- 22 site visits occurred following 34 phone calls regarding questions and concerns about tree removals.
- Review and updates to the Tree Management and Protection Bylaw nears completion. The Draft Bylaw will then be reviewed by City staff.
- The Urban Forestry Coordinator has moved offices from the Parks Operations Yard on Prideaux Street to the Development Services Department (Current Planning) on Franklyn Street.

PARKS AND OUTDOOR SPACES

- NALT and the Parks, Recreation and Culture Department will be working on Earth Day together on 2011-APR-16 at Bowen Park Complex. Staff met with NALT on Monday, 2011-JAN-17.
- The Good Neighbour Dog Program will be offered in spring 2011 for two sessions. The first will be in April at the Centennial Building at Beban Park and the second one in July at Diver Lake Park.
- To date, the Snow Shoe Tour to Mount Washington has sold 9 of the 12 spots available.

TRAIL COUNTS FOR NOVEMBER/DECEMBER 2010

Park Sites	October Daily Average	November Daily Average	December Daily Average	Peak Time Of Use
Bowen Side Channel	128	116	104	1 pm – 2 pm
Westwood Lake Entrance (Vehicle Count)	288	260	239	3 pm – 4 pm
Oliver Woods Playground (Side Entrance)	64	54	49	2 pm – 3 pm
Oliver Woods Playground (Front Entrance)	72	67	64	2 pm – 3 pm
Pipers Spit	278	214	191	3 pm – 4 pm
Pipers Knoll	133	104	94	3 pm – 4 pm
Wellness Park	56	54	49	12 pm – 1 pm
Oliver Woods Trail	54	46	40	2 pm – 3 pm
Richards Marsh	46	43	38	11 am – 12 pm
Third Street Park	181	168	149	2 pm – 3 pm
Neck Point Entrance (set for Vehicle count only)	156	147	138	12 pm – 1 pm
Neck Point (new trail)	213	201	193	10 am – 11 am
Off-Leash Dog Park Little Dogs	66	64	57	3 pm – 4 pm
Off-Leash Dog Park Big Dogs (side)	96	87	75	3 pm – 4 pm
Off-Leash Dog Park Big Dogs (main)	107	104	90	3 pm – 4 pm

111

**City of Nanaimo
 Animal Services Division-Park Report
 November 2010**

Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beban	7	24	4	0	1
Bowen Park	6	9	0	0	1
Brannen Lake	0	0	0	0	0
Colliery Dam	6	11	0	0	0
Departure Bay	3	4	2	0	0
Divers Lake	10	9	1	0	0
Groveland Park	2	0	0	0	0
Gyro # 1	0	0	0	0	0
Gyro #2 (Haliburton)	0	0	0	0	0
Long Lake	0	0	0	0	0
Mansfield	0	0	0	0	0
McGirr Sports Field	1	0	0	0	0
May Richards Bennett	4	2	1	1	0
Neck Point	5	19	2	0	0
Pipers Lagoon	5	2	1	0	0
Westwood Lake	4	12	0	0	1
Harry Wipper Park	3	0	0	0	0
Northfield Park	3	3	0	0	1
Loudon Park	2	0	0	0	0
Valley Oak Park	2	0	0	0	0
Morning Side	2	1	0	0	0
Saxter Park	1	1	0	0	0
Lost Lake	1	0	0	0	0
Robins	3	2	0	1	1
Trofton	2	0	0	0	0
TOTALS	72	99	11	2	5

**City of Nanaimo
 Animal Services Division-Park Report
 December 2010**

Park/Beach	# of Patrols	Dogs Encountered	Verbal Warnings	Written Warnings	Tickets Issued
Beban	0	0	0	0	0
Bowen Park	2	0	0	0	0
Brookwood	2	0	0	0	0
Colliery Dam	4	8	0	0	0
Departure Bay	2	5	0	0	0
Divers Lake	2	2	0	0	0
Groveland Park	2	0	0	0	0
Gyro # 1	0	0	0	0	0
Harewood Centennial	1	0	0	0	0
Long Lake	0	0	0	0	0
Mansfield	0	0	0	0	0
McGirr Sports Field	1	0	0	0	0
May Richards Bennett	5	4	0	3	1
Neck Point	2	27	0	1	0
Pipers Lagoon	3	18	0	0	0
Robins Park	1	0	0	0	0
Harry Wipper Park	3	2	0	0	0
James Park	1	0	0	0	0
Loudon Park	5	7	0	0	0
Planta	1	0	0	0	0
Haliburton	1	0	0	0	0
Saxter Park	1	0	0	0	0
Petroglyph Park	1	0	0	0	0
Spyro	1	0	0	0	0
Maffeo Sutton	3	10	1	0	0
TOTALS	44	83	1	4	1

VANDALISM REPORT FOR NOVEMBER AND DECEMBER, 2010

BUILDING AND ENGINEERING R&M

- Graffiti removal and painting \$2,109.85
- Plaque replacement \$ 137.26

COST **\$2,247.11**

MATERIALS AND SUPPLIES

- Misc Supplies \$2,204.78

COST **\$2,204.78**

LABOUR AND FLEET (City Vehicles)

COST **\$2,847.95**

TOTAL COST **\$7,299.84**

This is the cost of vandalism for both November and December, 2010. Graffiti throughout the City, including May Bennett, Bowen Park, Maffeo Sutton, Broadway Park, Parkway and E&N Trailways, Biggs Park, and many other locations. A dedication plaque was stolen from a bench at Georgia Park. Windows were broken at Departure Bay Activity Centre (invoice for glass not received yet).

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

FROM: SUZANNE SAMBORSKI, SENIOR MANAGER
RECREATION AND CULTURE SERVICES

**RE: MONTHLY REPORT – NOVEMBER/DECEMBER 2010
RECREATION AND CULTURE SERVICES**

Recreation and Culture

Popular North Nanaimo recreation programs in November/December included: Cooking Classes both full at 10 – All About Oysters & Thai Cooking, Yoga Classes all full at 15 – Hatha, Hatha Flow Yoga & Yoga Stretch, Yoga & Core Foundations, Pre & Post Natal Yoga, nearly full at 9. Other classes with a slightly lower attendance were Buns & Bellies (11), Total Body Workout (10), Pilates Intro and Mat (7) and Natural Treatments Weekend Workshop (6).

South Nanaimo offered 131 programs offered between September and December with 25 of these cancelled, totalling 81% of programs offered meeting their minimum registration. Out of those that ran, 689 participants registered out of 893 spaces offered with 31 people waitlisted, equaling a 77% registration rate. All four children's art programs in the South End were cancelled. These classes will be restructured, rebranded and marketed using our new south end connection to schools and services through the Harewood Inter-Agency Team. Both adult and children "Learn to Curl" ran with a total of 22/26 spaces filled between the two groups. Combining the two Friday Pooh Bears programs has been an enormous success with 26/26 spaces filled. Roaring Rascals at NAC had 24/28 registrations showing that there is a need for these types of programs in the south end. Last fall we scaled preschool music programs back as numbers were declining. This seemed to rejuvenate the programs resulting in three of four programs running with 28/30 spaces filled.

There were three LIT/Quest workshops in November: Camp Essentials; Bullying; and, Taking the Next Step after Quest. Staff attended a youth job fair at NDSS and promoted LIT/Quest to over 100 youth and did some mock interviews.

The City hired three Weight Room Attendant staff that started training and will begin working shifts in January. 43 Fitness/Yoga sampler passes were sold this fall. These passes were a new offering intended to allow people to try several types of classes and they seem to be a hit. The goal of 50 Fitness/Yoga sampler passes to be sold during the fall winter season has already been reached and a new goal of 100 has been set. Four extra yoga classes were scheduled over the Christmas break with a non perishable food item being part of the admission. Over 100lbs of food was collected for the food bank and 65 people attended.

There were four school pottery bookings in November. Christmas themed pottery classes for children and adults were full, with waitlists: Holiday Family Clay Art (5); Hairy Potters Holiday (12); and, Mud Pies Holiday Art (10 & 12).

There were eight Salmon Spawning workshops held for school groups in November. This outdoor Bowen Park program takes place at the Millstone Side Channel and was enjoyed by 200 children in total.

300 youth enjoyed the Teen Dance at Beban on 2010-DEC-03.

Arenas

Nanaimo Ice Centre (NIC) hosted Bantam House and Initiation hockey tournaments in December.

Special Events in November included: two Glow in the Dark public skates; seven Clipper home games; Kelsey's sponsored free skate; and, Beban Park Reopening. NIC hosted the Old-timers Coal Diggers Tournament, and Nanaimo Minor Hockey Pee Wee House Tournament.

Arena programs showed an increase in registrations from 2009: RecFigure Skate had 37 registrants (21 in 2009); Boots to Blades 216 (179 in 2009); Hockey Private Lessons 83 (23 in 2009); RecSkate Private Lessons 39 (19 in 2009); and, public skate sessions 9,143 (8,466 in 2009).

Aquatics

There were 408 participants enrolled in lessons at Beban and NAC in the November compared to 385 participants in 2009. In December, 367 participants enrolled in lessons at Beban and NAC compared to 410 participants in 2009.

Attendance numbers in Nanaimo Aquatics were up again in December 2010 and so were the year-end totals for 2010. In December 2010, there were 47,019 swimmers at NAC and Beban compared to 43,584 in 2009. In 2010, there were a total of 598,654 swimmers compared to a total of 564,291 in 2009. That is a 9.2% increase in December and a 9.4% increase over all for 2010.

In December a Red Cross Water Safety Instructor practicum took place at NAC with free lessons offered to the public. Overall the lessons were successful and there is a growing interest in Adult Learn-To-Swim. The lessons will be adjusted to include more adult based lessons for the spring and summer lesson sets. With the growing interest in water therapy, staff started more of these extra classes to meet the needs of our customers. The classes have been running for a few weeks now and the attendance has been very steady with approximately 20 participants each day.

There were three swim meets at NAC in November. Nanaimo Ebttides Masters Swim Club hosted their annual invitational meet with roughly 100 swimmers; the Riptides hosted a small one-day meet with roughly 100 swimmers - both of these meets went very well. Dawn Henderson hosted the BC High School provincials with close to 1000 swimmers registered. The aquatics staff had not hosted this type of event and a post-meet discussion identified issues and solutions. In the end, while NAC has never hosted a meet of that size, the meet was a success; however, more preparation work needs to take place prior to the event.

Program highlights included: First Aid for Seniors; Junior First Aid; and, "Space Explorers Family Fun". Other aquatic highlights for November included: finalizing the new signage for Beban Park Pool; organizing a wakeboarding demonstration for NAC during the Lifesaving showcase in January; touring a group from the VIU Facility Management class at NAC; and, completing interviews for casual/temporary lifeguard positions.

Marketing

Marketing projects included:

- Continued "Nanaimo...It's a Lifestyle" messaging.
- Finalized/implemented Christmas Craft Fair campaign elements.
- Began 2011 radio planning.
- Met with parks service area staff to review/compile Parks Section of Marketing Plan.
- Distributed Winter Break school flyers.
- Reviewed VIVID presentation - work in progress.

Communications projects included:

- Maintained regular Facebook/Twitter communications.
- Currently 2,758 fans on Facebook with 1,360 active users this month.
- Twitter- 1,041 followers.
- Foursquare check-ins: NAC – 24; Beban – 89; Oliver Woods – 4; Bowen – 7; NIC – 13.
- Prepared fact sheet for Beban Reopening Event.
- Coordinated release with MP's office re: Beban Reopening.
- Continued work on content update within PRC section of City of Nanaimo Website.

Media promotions and/or releases:

- News Bulletin monthly-feature articles - Guy Yarmack (Lifeguard) and Milestones Celebrated at Recreational Facilities.
- Press releases: Third Dog Off-Leash Park; Christmas Craft Bazaar (paid ad in Nanaimo Magazine); and, Public Art Auction.
- Media Opportunity: Invasive Plant Species Removal.
- Media Invite: Commission Awards.

Community Development

Arts Alive AGM 2010-NOV-17 at Beban Park Social Centre. Two board members resigned and three joined.

Staff attended a Harewood Inter Agency Team (HIAT) meeting 2010-NOV-23 at John Barsby Community School. Contacts made at this meeting by department staff resulted in a three-week pottery studio booking for Bayview Elementary. John Barsby also booked for December to build 120 bowls for a new years' fundraiser.

The Christmas Craft Bazaar held from 2010-NOV-19 to 2010-NOV-21 had 95 tables sold and 2000 shoppers. The number of shoppers was down about 500 people from 2009. Drop in attendance may have been partly due to the snowy weather; however, attendance has been declining for the past several years.

80 local athletes were acknowledged for their achievements at the 2010-NOV-17 PRCC awards presentation.

Several Coordinators attended the BCRPA (BC Recreation and Parks Association) Island Recreation Conference at VIU on 2010-NOV-04 and 2010-NOV-05. City of Nanaimo staff led a session on Social Media at this conference.

The Salute to Coho community event was cancelled at the last minute due to inclement weather. This outdoor event was a cooperative effort between several agencies including CON, VIU, and the BC Ministry of Fisheries. The event will be scheduled again in 2011. Staff are planning a new Earth Day community event for April.

Planning is underway for the second annual Picnic in the Park youth snowboard event to be held 2011-FEB-26 in Bowen Park.

Greater Nanaimo Early Years Partnership met in the middle of November. It appears that due to Government funding changes they are looking internally to find different ways to continue offering programs for children between 0-6 years of age in a more sustainable model. This group is responsible for the Mother Goose programs, Success by Six Initiative, Parent Magazine, and others. Members of the group include the City of Nanaimo, School District 68, VIHA, MCFD, CDC, the Multicultural Society, and others. There have also been many recent member changes to this group so information such as purpose, mission and objectives of the group has been distributed to new members.

Facility Highlights:

The handicapped parking project at Bowen is nearing completion with the paving being completed last week. Once the lines are painted this project will provide seven additional handicapped spaces close to the building. This was made possible because of a grant that was received from the Municipal Insurance Association of BC.

Significant events taking place in the Social Centre in November included: Nanaimo Professional Craft Fair, Nanaimo Pottery Coop Sale, Cystic Fibrosis Fundraiser, PRC Christmas Craft Bazaar, Pacific Salmon Foundation Dinner & Auction, Kiwanis Sunrisers Children's Christmas Party. In December events included: Celtic Performing Arts Christmas Ceilidh, Nanaimo Concert Band Christmas Concert, PRC Finale – family new years' celebration.

NOVEMBER Statistics

Front Desk:

November:	2009	2010	Difference
<u>Numbers</u>			
Registrations	2,181	2,182	1
FITT Passes	223	286	63
Economy Tickets	10,757	9,377	-1,380
TOTAL:	13,161	11,845	-1,316
<u>Sales</u>			
Registrations	\$ 93,165	\$ 99,969	\$ 6,804
FITT Passes	41,592	37,831	-3,761
Economy Tickets	39,282	32,858	-6,424
TOTAL:	\$174,039	\$170,658	(\$3,381)

Arenas:

November:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	170.50	193.5	4,412	4,594
Lessons: Department programs and Schools:	203.25	204.5	3,800	2,785
League Rentals:	810.00	840.5	34,045	35,447
Other/Casual:	177.25	281.5	7,420	10,760
TOTAL:	1,361.00	1,520.0	48,677	53,586

Hours:		Attendance:	
FCA –	316.25	FCA –	17,068
NIC 1 –	333.50	NIC 1 –	11,620
NIC 2 –	371.00	NIC 2 –	11,117
CMM –	339.50	CMM –	9,872
Total –	1,360.25	Total –	49,677

Receipts:

November 2009: \$489,503
 November 2010: \$498,891

DECEMBER Statistics

Front Desk:

December	2009	2010	Difference
Numbers			
Registrations	1,876	1,999	123
FITT Passes	152	208	56
Economy Tickets	10,220	10,358	138
TOTAL:	12,248	12,565	317
Sales			
Registrations	\$ 86,561	\$ 96,703	\$10,142
FITT Passes	29,373	34,026	4,653
Economy Tickets	37,240	53,761	16,521
TOTAL:	\$153,174	\$184,490	\$31,316

Arenas:

<i>December</i>	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	183.00	181.25	9,372	7,571
Lessons: Department programs and Schools:	141.25	136.00	2,553	2,096
League Rentals:	730.00	618.75	50,390	37,065
Other/Casual:	237.50	296.25	8,209	8,329
TOTAL:	1291.75	1232.25	70,524	55,061

Hours:

FCA - 298.25
 NIC 1 - 339.75
 NIC 2 - 339.00
 CMM - 314.75
Total - 1,291.75

Attendance:

FCA - 18,642
 NIC 1 - 21,928
 NIC 2 - 20,220
 CMM - 9,734
Total - 70,524

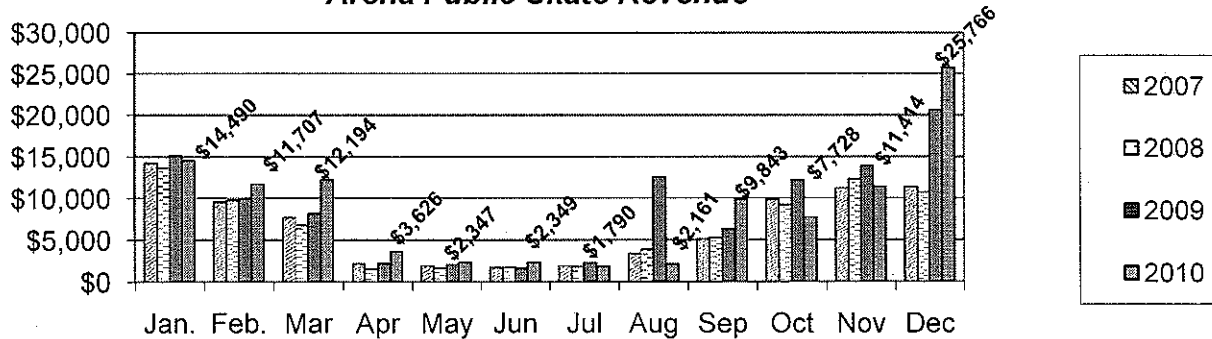
Receipts:

December 2009: \$476,561
 December 2010: \$461,101

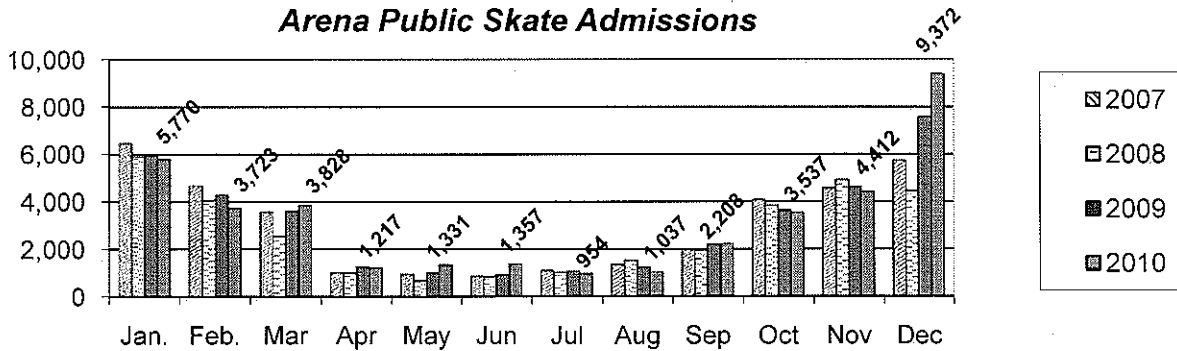
Summary of Recreation And Culture Services - November/December 2010

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

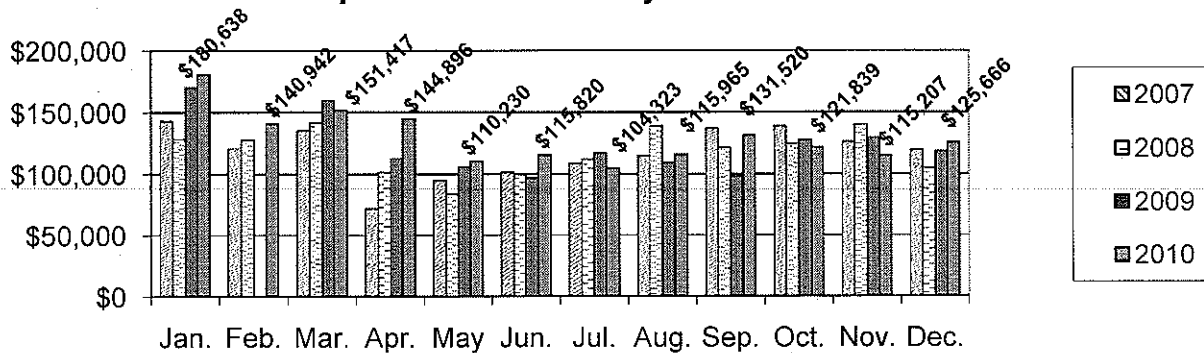
Arena Public Skate Revenue



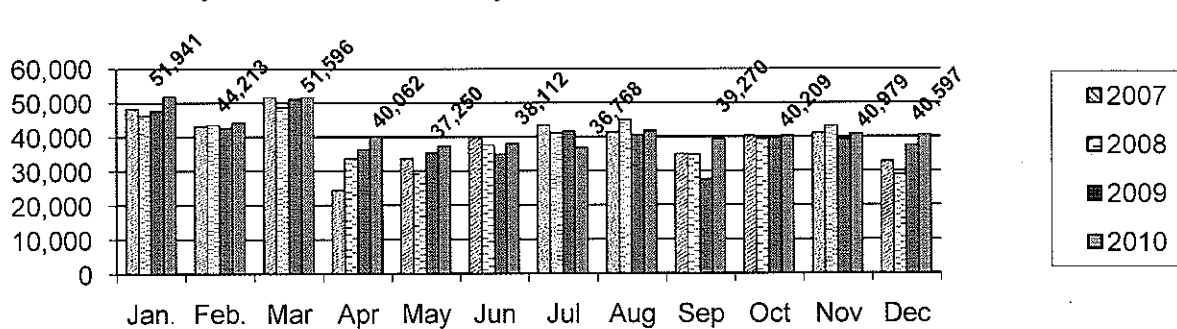
Arena Public Skate Admissions



Aquatic and Fitness Gym Revenue

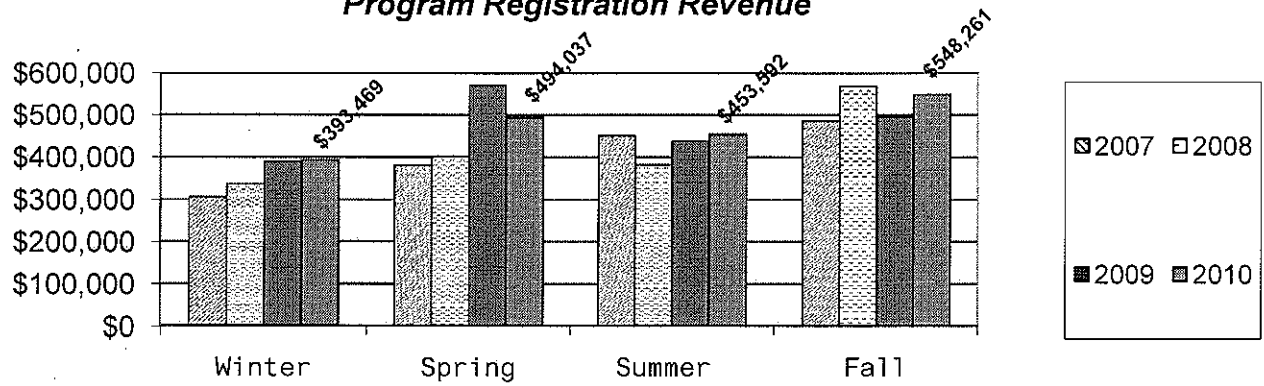


Aquatic and Fitness Gym Public Admissions

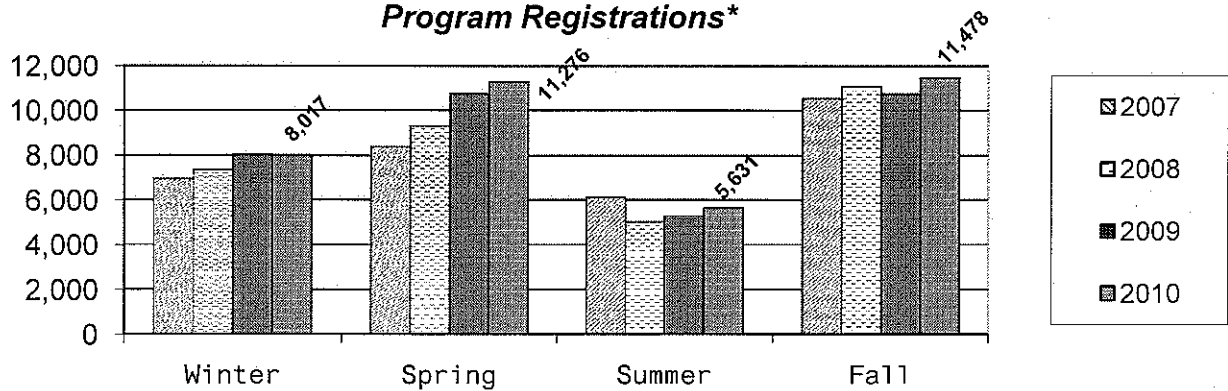


2007 to 2010 Recreation and Culture Programs Registrations and Revenues

Program Registration Revenue



Program Registrations*



INFORMATION ONLY

REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION

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

AUTHORED BY: POUL ROSEN, DESIGN ENGINEER

RE: HAMMOND BAY – PLACE ROAD WATERMAIN

STAFF'S RECOMMENDATION:

That Commission receive this report for information.

EXECUTIVE SUMMARY:

An existing 100mm (4") diameter City watermain located on private property adjacent to parkland between Hammond Bay Road and Place Road (see attached) is in need of upgrading. Installed in 1963, the main is undersized, has a history of breaks, and is not protected by a statutory right-of-way agreement where it runs through private property.

A new 200mm (8") diameter watermain on a new route through neighbouring parkland is proposed to replace the existing pipe. This will improve fire flows to the area as well as maintain looping of the water distribution system. Looping improves security of the local supply and is beneficial for water quality. It is expected that the cost savings with choosing the park alignment is in the range of \$45,000.

Scheduled for construction in 2011, the proposed watermain is 195 meters in length, 125 meters of which runs through a wooded section of park between Hammond Bay Road and Pipers Lagoon Park parking lot (see attached). While a detailed evaluation of the trees potentially impacted by this alignment has not yet been carried out, the primary consideration when selecting the route was to minimize tree loss. As a worst case, we believe up to 20 significant trees may be impacted by the alignment. However, the number could be much lower depending on the impact to the tree roots during construction. To minimize the impact, construction will be completed by the City of Nanaimo's own forces in close coordination with the City's Urban Forestry Coordinator.

Once construction is complete, a gravel pathway will be installed over a segment of the alignment connecting the existing park trail; this will improve the trail and park access from Hammond Bay Road. Also, trees will be replanted within the construction area at a 3 to 1 ratio to compensate for any significant trees loss. This planting will be carried out under the direction of the City of Nanaimo's Urban Forestry Coordinator.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Attachment

2011-JAN-20

File: A2-4 / D1-4-15

G:\Admin\PRCC\RptComm\PRCCRPT110126HammonBay-PlaceRoadWatermain.docx

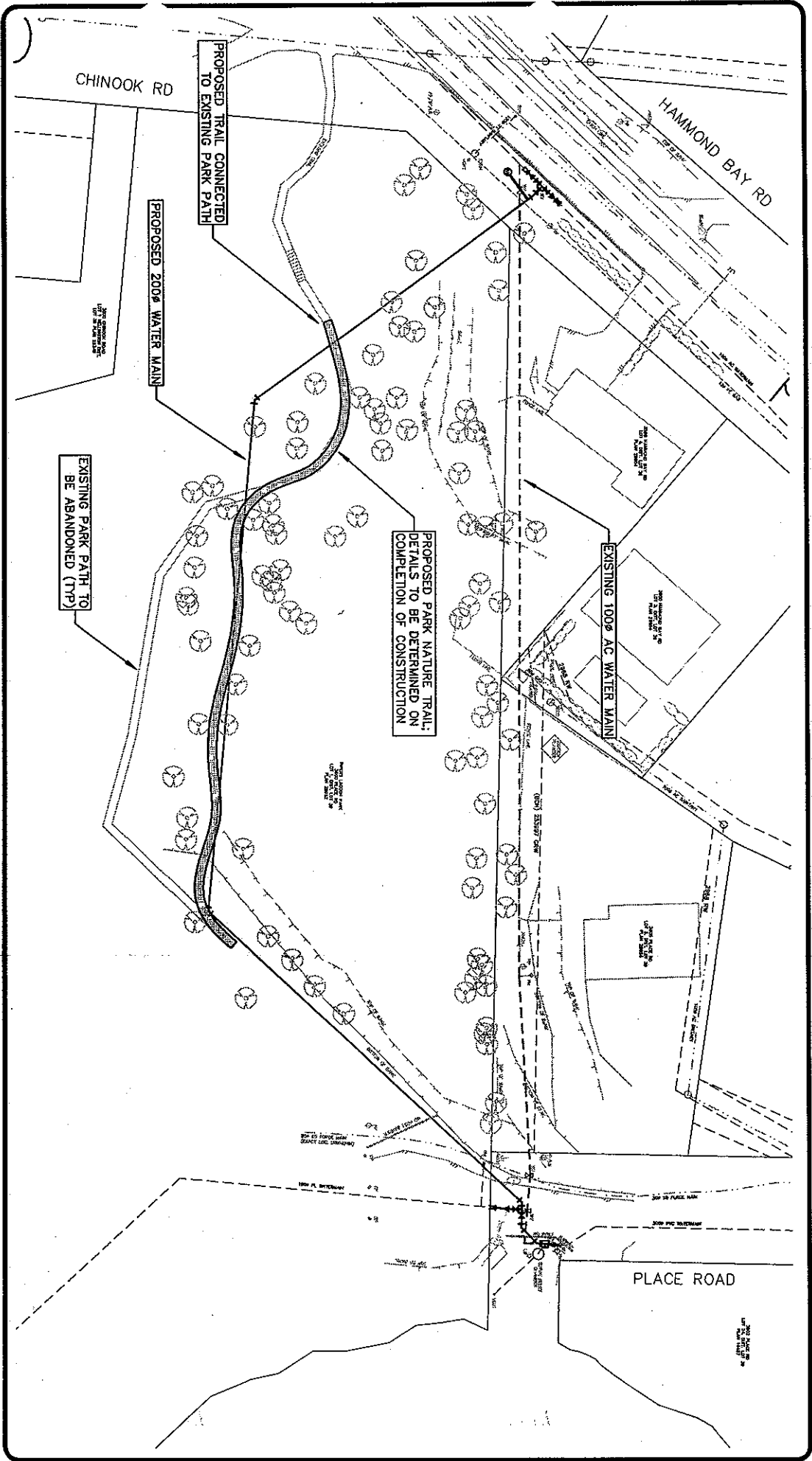
123

Design By: Date: 12/16/2010
 Drawn By: Date: 12/16/2010
 Checked By: Date: 12/16/2010
 Approved By: Date:



Scale: 1:500
 Map No.: N/A
 Sheet 11 of 11
 Civil Engineer: 12250-047
 Drawing No.:

Project: HAMMOND BAY - PLACE ROAD
 PIPERS LAGOON PARK WATERMAIN
 WATERMAIN UPGRADE: PRELIMINARY DESIGN
 STN 0+006 - 0+195



November 10 2010



RECEIVED

NOV 24 2010

DEPARTMENT OF
PARKS RECREATION AND CULTURE

Just for Kicks 

Councillor Diana Johnstone

Parks, Recreation, and Culture Commission

Ms. Johnstone

"Just for Kicks" is a soccer clinic for players with Intellectual or Developmental Disabilities. The goal of the clinic is to offer the opportunity for players to learn some soccer skills, to make new friends and to have fun. The clinic began in the spring of 2008 thanks to the support of Nanaimo Youth Soccer Club. We take a maximum of 25 players per clinic, and average 21 at each of the spring, fall and winter eight week sessions. The players age in range from 5 to 20 years old and have disabilities that encompass but are not limited to Down Syndrome, Autism, FAS and severe behaviour. We usually have as many volunteers as players; the volunteers are adults who work with special needs youth, senior high and college students volunteering their time, and professionals with an interest in helping out.

I spent a great deal of time in preparation before I began Just for Kicks, I looked at the facilities available and the cliental we would have, what the program would look like, and how it could be safe and successful. The only appropriate facility for outdoor soccer that met our needs was Merle Logan Field; it's fenced for security of the players, it has washroom facilities adjacent, and it has storage for the equipment we need, it was also available on Friday afternoons 3:30-4:30 which we felt was the best time.

In the fall of 2008 when we were running our second clinic the City of Nanaimo contacted Shawn Fiddick the Executive Director of Nanaimo Youth Soccer to inquire about special needs programs. Apparently the city had received funding to help support special needs programs. Shawn told them about this program and they wanted to come check it out. Shawn contacted me and I said sure come see what were doing. No one ever contacted me directly but Shawn followed up by passing on a request from the city for the program to be entered in the Leisure Guide. I declined as the promotions I had done for the program with the School District and the special needs community had produced few respondents, most of the initial response and the

current enrolment comes from word of mouth. I also felt that the program was being adequately promoted through the Soccer Club.

With the success of the program and the possible financial assistance of the City I decided to extend the program into the winter of 2009. I requested through the soccer club and received time January/February/March at Oliver Woods Recreational Centre, I believe we received a half price rental because of the grant. We had the full gym for all but one of the 8 sessions, the one Friday an event of some kind had been booked and we used half the gym. The club at my request booked the gym again for the winter of 2010, unfortunately it was late summer when I booked and was only able to get the first 4 weeks at Oliver Woods, and had to piece together time at John Barsby for the balance. Not ideal. (Note elementary school gyms are not large enough, 20+ players, 20+ volunteers, and parents and siblings watching). So to insure I would have it I put in a request in February 2010 for 8 Fridays of use starting January 7th 2011.

In July 2010 after I inquired if the dates were set up for the winter I was informed that the times I had requested were not available as the time was being used for *City Programs*. Numerous e-mails were sent back and forth with no change (Why would they? They had now published the Leisure Guide which they plan in July!). I have been scrambling around for a facility to use since and have a half baked solution with NDSS, as I have to work the clinics around basketball tournaments, which have yet to be scheduled.

As you can perhaps surmise I am not happy. In the city's vision statement it reads: support and foster community based initiatives Just for Kicks is just that "a community based initiative" but is being denied access to city facilities.


As a tax payer I'm horrified that a potential user of the facility who will supply their own leaders, own equipment and pay for the gyms use is being denied use to make room for City programs that require city employees, city equipment and a potential lack of enrolment to cover the costs incurred. As a potential customer of the City who had put in a request to utilize a facility well in advance of that use I am disappointed that the program wasn't looked at as something to have in the facility and to have the City programs work around it. The fact that I wasn't contacted in advance to see if another day or time would work indicates my request in February was ignored from the start. As an individual who works with people with disabilities I am appalled that once again a group of marginalized people have been set aside for no legitimate reason.

I have attached a copy of the City Vision Statement, please note the underlined areas. I have also attached copies of e-mails between the city, Shawn Fiddick and myself.

Note that one of my last questions to Danielle Tyre at Oliver Woods was what if I book now for the winter of 2012 will I get it? The response from Mary Smith in her e-mail is *"The earliest we are able to confirm fall/winter bookings is mid July after our Recreation Coordinator staff have completed Department program planning"*. It seems to me a lot

like the cart leading the horse, the decisions are made based on the needs of the city and its employees; they should be made based on the needs of the community.

What do I want from you? To be honest I have no expectations, there is an entrenched attitude of ownership within the City of Nanaimo. The City's lack of support for the resurfacing of the Rotary Bowl track a good example of that. I would like to continue to offer this program in the winter months, but I'm not going to put another winter session together piecemeal in 2012, which would be extremely unfortunate for the families whose children participate in Just for Kicks.



Jerry Hannah
Director: Just for Kicks - Nanaimo Youth Soccer Club
justforkicks@nanaimosoccer.ca
http://www.nanaimosoccer.ca/specialneeds/index_E.html
250-758-2776

Our Vision

1. Community Vision

Nanaimo will be a community that respects people. It will hold neighbourhoods as the building blocks of the city. Nanaimo will be safe and supportive for people of all ages and all income levels. It will be an attractive place to live with the historic downtown core forming the "heart" of the city. Change in the city will be based on the foundation of community participation. Nanaimo will be a community that respects and preserves the environment and one that is pedestrian friendly. It will be a city of social and economic opportunity that has a diverse economy and a wide range of social, recreational, cultural and artistic amenities and services.

2. Objectives (general criteria for determining wellness)

- provide leadership for change
- support and foster community based initiatives
- build partnerships to facilitate the growth of a healthy community
- work cooperatively to achieve the community vision

3. Mission

The City's purpose is to preserve, protect and enhance the quality of life in Nanaimo through the facilitation of municipal services in an equitable, efficient and effective manner.

4. Values

Honesty: We deal openly and directly with our peers and customers. ?????

Integrity: We do what we say, and we live by our values.

Quality: We provide the best possible service with the resources available.

Teamwork: We work together to achieve our common goals. ?????

Accountability: We accept responsibility for our decisions and actions.

Pride: We have a personal commitment and dedication to our work and customer

Respect: We treat our peers and customers with courtesy and dignity. ?????

Communication: We share information and gather feedback throughout the organization and with our customers.

Mary

Just for Kicks used Oliver Woods for 8 weeks in the winter of 2009 from 3-4 for 8 Fridays, I requested 8 weeks for winter of 2010, was only able to get the 4, that is why I requested in February 2010 the 8 weeks for 2011. You have not always offered the programs.

Jerry Hannah

Hi Shawn,

I'm sorry the alternative times we proposed for Just for Kicks Soccer at Oliver Woods won't fit into your schedule. Thanks for letting us know you won't be using the times we've had on hold for you, we've now cancelled them.

For your clarification, the Parks, Rec. & Culture programs we're offering on a Friday afternoons are not new programs, we've always offered them. In 2010 you booked a total of 4 hours (1 hour x 4 weeks) for Just for Kicks Soccer and we were able to fit that in before our programs started. In 2011 our program start dates are a bit earlier and that's why we are unable to fit you in to the same block as last year.

The earliest we are able to confirm fall/winter bookings is mid July after our Recreation Coordinator staff have completed Department program planning. We know it's disappointing when renters can't get the exact time they're hoping for but we think this allows enough time to find an alternate time or location. For your consideration I've checked the schedule at the Departure Bay Activity Centre and it is available on Friday afternoons in winter 2011. This space is not as large as Oliver Woods Gyms but it might be appropriate for your program. If you'd like more information about it please call Brenda Gallacher at 250-755-7517.

Mary

Mary B. Smith

Manager, Recreation & Culture Services

City of Nanaimo

Department of Parks, Recreation & Culture

phone 250-755-5201

mary.smith@nanaimo.ca

www.nanaimo.ca

From: Executive Director [mailto:exdirector@nanaimosoccer.ca]

Sent: August 22, 2010 5:43 PM

To: Danielle Tyre

Cc: Mary Smith; 'Hannah Family'; 'Trish Crumpton'

Subject: RE: Oliver Woods - 'Just for Kicks' Soccer

Good morning Danielle

Thank you for the follow up note below. Unfortunately the other days you have to offer us, don't work. We are not trying to be difficult with this, but because of the expansion and great opportunity this program offered to the children with learning challenges, for this program we relied completely on volunteers to run the program. The reason that we conduct it on Friday, is because Jerry who heads the program along with the many kids that volunteer all get out of school early Fridays so it is the only day that allows us to run this program (which is a non-profit program as well), so due to other part time jobs the kids have throughout the week, Friday is a great day as we can squeeze the volunteer times from them to do this program.

I am passing along some notes specifically for Mary, but we are not happy about this change at all. Not only did no one advise us the change was coming or when, but these are kids that have enough challenges in their lives and them and their parents have seen miraculous changes in these children from their social skills to their physical development over the time of the program. This change of day will become detrimental to the progress that Jerry has made with all these players in our community, regardless of their challenges. We will be passing the message along to the parents of these children that the city has removed the day and time for this program, because they are running their own kids soccer program and using the time that has been allotted in the past. It is with regret that this has occurred.

Regards,

Shawn Fiddick
Executive Director / DDC Director
Nanaimo Youth Soccer Club
P: 250-729-9400
F: 250-729-9404
C: 250-616-4377

Skype: shawn.fiddick

E: exdirector@nanaimosoccer.ca
W: www.nanaimosoccer.ca

DISCLAIMER: This email is privileged and confidential. Any dissemination or use of this information by a person other than the intended recipient(s) is not authorized. The sender accepts no responsibility or liability for any errors and omissions, loss or damage from use, including damage from viruses, or breach of any confidentiality related to the contents of this message which arise as a result of email transmission.

From: Danielle Tyre [mailto:Danielle.Tyre@nanaimo.ca]
Sent: Friday, August 20, 2010 11:02 AM
To: 'exdirector@nanaimosoccer.ca'
Subject: Oliver Woods - 'Just for Kicks' Soccer

Hi Shawn and Trish, can you let me know the status of the Just for Kicks soccer for Oliver Woods for January/February 2011. I have had the Mondays/Tuesdays/Thursdays for January and February blocked off for you just in case you were able to switch your schedule. Please let me

know by the end of next week if you would like any of these times and I can draw up a contract for you. Thanks, talk to you soon.

I believe Mary Smith may have been trying to reach you as well, I'm not sure if you are away on holiday. If you would like her to contact you further please don't hesitate to let me know your schedule and I can ask her to try you again, or you can contact her directly.

Thanks, hope you are both enjoying your summer.

Danielle Tyre
Allocation Clerk
Oliver Woods Community Centre
6000 Oliver Road
Nanaimo BC V9T 6T6
Phone: 250-760-1133, Fax: 250-751-2124

Danielle

I have been informed by Trish Crumpton that NYSC's request for use of Oliver Woods Fridays 3:30 - 4:30 January and February 2011 has been denied in order to accommodate City programming.

I run a program called Just for Kicks within Nanaimo Youth Soccer Club. Just for Kicks is a soccer program for players with developmental disabilities we average 20 players and 15 plus volunteers per clinic (8 week clinics in fall/winter/spring). It has been an extremely successful program since its inception in the spring of 2008.

In January and February of 2009 we rented your facility for this program. I requested too late to get it for both months in 2010 but we were able to get it for January. So I asked Trish to request this time slot for 2011 back in February of this year, which she did, I assumed that an early request would have insured us first chance to use that time slot. I never dreamed we would be competing for that space with the city and would have looked elsewhere before now to insure we had a place to meet.

I'm wondering why a city program would take precedent over an outside user group who's program will be on going and who's request was submitted eleven months prior. City programs require city employees, possible lack of enrollment and potential inadequate income, along with wear and tear on city equipment (balls, racquet's etc.). Other than the goals in the gym outside groups pay for the facility, use their own equipment, provide their own coaches/leaders at no additional cost to the city.

The participants of Just for Kicks are already marginalized by society. There are no facilities comparable to Oliver Woods in the City of Nanaimo. It is a safe, accessible, central location for the participants and for the high school students who make up the majority of the volunteers. Being able to hold our program at Oliver Woods has been a very positive experience for our participants, parents and caregivers and our volunteer coaches and staff

I am extremely disappointed in your decision to bump us out of our requested booking. If I

request today for January 6 - February 24 in 2012 are we still going to be relegated to those dates the city chooses not to use?

Jerry Hannah
hannahs@shaw.ca

cc. Trish Crumpton
cc. Shawn Fiddick

Trish Crumpton wrote:

I saw Danielle right away that day & she said that we were 1st up after any city programming
T

From: Hannah Family [<mailto:hannahs@shaw.ca>]
Sent: July-13-10 6:42 PM
To: Trish Crumpton
Subject: Re: FW: Special Needs Soccer

Trish,

I thought we had booked this time period when we got kicked out in February of this year??

Jerry

Trish Crumpton wrote:

Trish is Treasurer For NYSC

From: Danielle Tyre [<mailto:Danielle.Tyre@nanaimo.ca>]
Sent: July-13-10 2:29 PM
To: 'treasurer@nanaimosoccer.ca'
Subject: Special Needs Soccer

Hi Trish, I am reviewing the requests for the Fall/Winter upcoming season and you have requested Jan7-Feb25, Fridays, 3:30-4:30. I only have that spot available for two dates: Jan 7 (both gyms) & 14 (one gymnasium only). Do you have another choice that I can check on?

Thanks,

Danielle Tyre
Allocation Clerk
Oliver Woods Community Centre
250-760-1133

November 18, 2010

Attention: Liz Williams

Regarding : 2010 Sport Tournament Grant

On behalf of the Nanaimo Islanders Female Hockey Association I wish to thank the City of Nanaimo and the Parks, Recreation and Culture Commission for generously assisting us with a \$1400 grant in support of our first women's recreational hockey tournament the harbour City Hockey Classic now referred to as HCHC.

The feedback applauded the city for first class hockey, business and service facilities.

Three teams ultimately withdrew for financial reasons citing unemployment and financial hardship in some of the smaller communities.

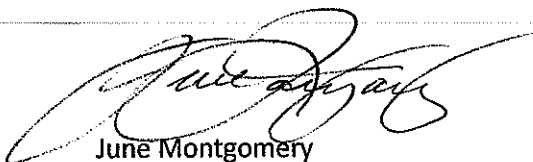
We came out with a small deficit, a lot of learning and the commitment to host another tournament in 2011. There is interest from the entire Vancouver Island women's hockey scene as well as the mainland and Washington and Oregon.

We do need to have the information out months in advance. The demand for the ice facilities and final appropriation is a challenge.

In short we are grateful and enthusiastic about creating a bigger and better annual event.

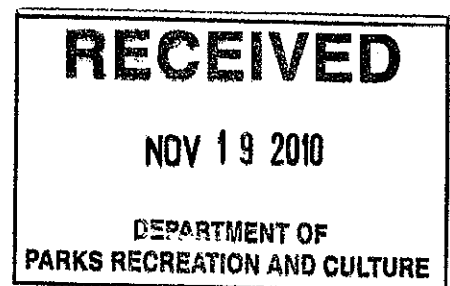
We received excellent support from Nanaimo businesses and Parks and Recreation staff at all points of interface.

With thanks and very best regards,



June Montgomery

President of NIFHA



MINUTES OF BOARD OF DIRECTORS' MEETING - NANAIMO HARBOUR CITY SENIORS
December 3rd, 2010

In Attendance:

President Lynda Avis in the Chair, Anne Smith, Jane Adkins, Miriam Peacock, Bob Davies, Michele Duerksen, Hale Yardley, Sally Monteith, Colleen Evans, Pat Foley, and Ashely Hughes from VIU Nursing Program.

Call to Order

President Lynda called the meeting to order at 9:00 a.m. and introduced two guests: Lionel Tanod and Roger Killin of the NHCS Chorus.

Changes/Additions to the Agenda

None.

Adoption of Agenda

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

Delegation

Lionel Tanod presented a proposal asking the NHCS Board of Directors to donate \$1,000. towards the purchase of a new Yamaha keyboard for the Chorus.

M/S/C That the NHCS contribute one-half the total cost of the keyboard, and that it would ultimately become an asset of NHCS.

Minutes of Last Meeting

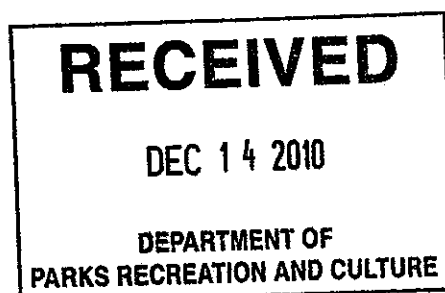
M/S/C That the minutes of the November 5th, 2010 meeting be adopted as amended.

Business Arising from the Minutes

- 1) Long Lake Chateau Request to make Presentation to NHCS - Lynda has contacted them and advised that they will not be allowed to make a presentation, but that they are welcome to advertise in our newsletter.
- 2) Christmas Dinner Entertainment Donation - Michele will give the \$200 cheque to the group entertaining.
- 3) New Horizons for Seniors Grant Application - the earliest an application can be made for a grant is the spring of 2011.
- 4) Poinsettia Sale - was a huge success and only 7 plants remained of the 125 we had for sale. Lynda will take these to NHCS Bridge. A deposit of \$944. was made yesterday.
- 5) Dr. Hare/Chiropractor Workshop - had to be cancelled due to lack of interest.
- 6) NHCS Christmas Bazaar - Lynda received a thank you letter from the Crafty Workers wherein it was noted they had proceeds of \$2,183. The proceeds are to be donated to the Nanaimo & District Hospital Foundation for the new E.R. and to the Nanaimo Telephone Visiting Society.
- 7) Proofreading of the newsletters - Jane has volunteered to help out.

Correspondence

- 1) Suggestion box contained a letter of commendation to the Board, sent by a member.



Financial Report

Treasurer Anne reported the following balances:

Savings account	\$ 12,435.01
Chequing account	2,287.24
GIC	28,538.00
Total:	\$ 28,538.00

Anne said the local Disability Society needs an accountant and also indicated a wish to partner with the NHCS. They will contact Lynda.

COMMITTEE REPORTS:

Program

- 1) Miriam said there is a possibility that the Wellness Workshop to have been put on by Dr. Hare could be re-scheduled for spring.
- 2) Bowen Clubhouse has been booked for our Maritime event in March.

Publicity

- 1) Sally said that Margaret Dyke's assistance with the proofing of the newsletter has been much appreciated.
- 2) 50/50 draws continue to do well.

City Seniors Coordinator

- 1) A total of 2019 memberships have been sold since Nov. 1st, 2009. A total of 147 memberships were sold in November 2010.
- 2) Attendance at Thursday Special Events has been good: 90 for The Rubber Band; 85 for Honey; and 30 for the Seniors Chorus and Piano Man.
- 3) Van trips continue to be popular.

New Business

- 1) Handicap Parking Additions to Bowen Parking Lot - coming along well.
- 2) Theatre Angel Program - Sally has received a letter from the Port Theatre requesting a donation for their Theatre Angel Program. As the City of Nanaimo already subsidizes the Port Theatre, it was felt this was not necessary. After a discussion of this request, it was decided not to make a donation.

M/S/C That the letter from the Port Theatre be received and filed.

Sally has received a thank you letter from Sharleen Lapadat for the Theatre Angel tickets she received.

- 3) Christmas Dinner/Table Decorating - Sally, Bob, Hale and Ashely volunteered to help with the decorating. To date, 53 tickets have been sold for the dinner.
- 4) Christmas Dinner/Liquor License/Wine-Beer Purchases/Bar Attendants - Anne will pick up the liquor license. Jane will look after the bar. Hale volunteered to help with the Bar Ticket Sales at the dinner.

Adjournment

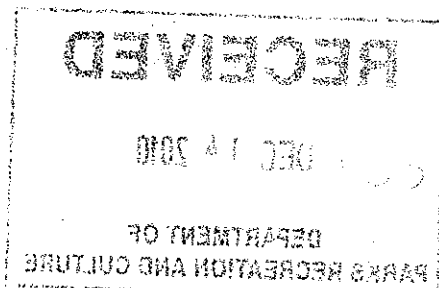
The meeting adjourned at 10:15 a.m.

Next Meeting

Friday, January 7th, 2011, at 9 a.m. in the Board Room.

/pf

2010.12.06



MINUTES OF BOARD OF DIRECTORS' MEETING - NANAIMO HARBOUR CITY SENIORS**January 7th, 2011****In Attendance:**

President Lynda Avis in the Chair, Jane Adkins, Miriam Peacock, Sally Monteith, Michele Duerksen, Hale Yardley, Colleen Evans, Pat Foley.

Regrets: Anne Smith, Bob Davies, Ashely Hughes, Ali Kerpan.

Call to Order

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

Changes/Additions to the Agenda

- 1) 50/50 Tickets - added to "New Business"

Adoption of Agenda

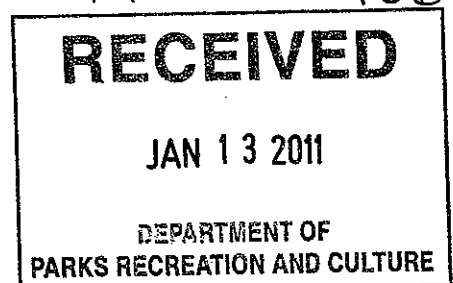
M/S/C That the agenda for the meeting be adopted as amended.

Minutes of Last Meeting

M/S/C That the minutes of the December 3rd, 2010 meeting be adopted as Amended.

Business Arising from the Minutes

- 1) Christmas Dinner/Dance - As so few tickets were sold (only 53 at the time of decision), it was decided not to sell wine or beer at the function. Sally and Bill made a non-alcoholic punch for attendees. Food and entertainment were excellent. Some suggestions for next year's dinner:
 - a) if number is smaller, hold dinner at Bowen Complex
 - b) change night - Sunday not a good night?
 - c) date be changed to earlier in December
 - d) more advance advertising be done, especially at Thursday Events which draw a lot of members
 - e) British Club be approached to do the entertainment
 - f) could be an afternoon, not evening event
 - g) no dancing after dinner
 - h) family members who attend with NHCS members be given a special rateIn view of the above, this item will be placed on the agenda for the next Directors' meeting in February.
- 2) Request by Lionel Tanod/NHCS Chorus - he will be contacted by Lynda to see if he was able to find a keyboard.
- 3) Handicap Parking Additions to Bowen Centre Parking Lot - are complete, with the exception of the handicap signs. Members seem very happy with these new handicap spots.



Correspondence

- 1) Letter received by Michele from a member expressing appreciation and praise for the trips offered to the seniors.
- 2) A suggestion from the suggestion box that we purchase a microwave oven for use by members who bring their lunch to the Centre. There is presently a microwave in the kitchen off Activity Room I that can be used by members. A sign to this effect will be placed near the coffee machine.
- 3) Secretary was asked to send a letter to David Burns thanking him for his diligence in making our website so useful.
- 4) Letter received from the Nanaimo Visiting Society who wish to partner with the NHCS. Lynda provided them with clarification of what the Board does and further discussions will follow.

Financial Report

No report. No activity, other than poinsettia sales and 50/50 draws, since last month's report.

COMMITTEE REPORTS:

Program

- Miriam said plans for the Maritime Medley event on March 26th are well underway. She will contact the chef at John Barsby Secondary School re the meal. Flags will be gathered from the various provinces being represented. A celtic dance instructor has been contacted and Bob Davies has contacted two fiddlers. The committee consists of Miriam, Colleen, Ali, Ashely, and Nora Nixon.
- Dr. Hare workshop will not be re-booked for the time being.

Publicity

- Sally said Jane and Margaret Dyke are helping proofread the newsletters.

City Seniors Coordinator

- A total of 2370 memberships have been sold since November 1st, 2009. A total of 351 memberships were sold in December 2010.
- Thursday Special Events continue to be well-attended – 200 came to the British Club Show.
- The number of van trips cancelled in December was very high and concerning. I hope offering fewer trips in February and March, along with other advertising efforts, will boost their numbers.
- Only 77 attended the NHCS Christmas Dinner/Dance. There could be a variety of reasons, including: economy, pricing, time of year, and day of event. The event will be reviewed and changes made for 2011.

New Business

- 1) Meeting date for New Horizons for Seniors Grant Application – Hale, Sally and Lynda will meet on January 20th in the lobby at 10:30 a.m. to discuss this.
- 2) 50/50 Tickets – Sally showed the new jar to be used, with prices included. Colleen volunteered to replace Sally for the draw on January 13th.

Adjournment

The meeting adjourned at 9:50 a.m.

Next Meeting

Friday, February 4th, 2011. at 9 a.m. in the Board Room.

/pf 2011.01.08

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

November 30, 2010

Dear Richard;

As you are aware the Nanaimo Art Gallery has developed a vision for a new state of the art "Category A" public art gallery for Nanaimo. We see this facility being located in the downtown Arts District and providing the people of this region with the highest quality exhibitions, programs and services that a top grade art gallery can give to citizens of all ages.

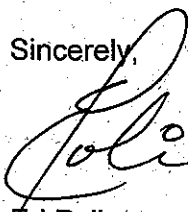
The next step for us in moving towards a new Gallery is to conduct a feasibility study on potential sites and we are now in the process of exploring sources of funding to help us conduct such a study.

As you know from our recent discussions the old Museum building in Piper Park is a site of great interest to us. We have conducted an initial assessment of the building and determined it's suitability to be developed as a future site for the Nanaimo Art Gallery. Phase 1 would be a redevelopment of the building to house Gallery staff and services from our two current locations with upgraded exhibition and education space and Phase 2 would involve the construction of an addition to house the "Category A" exhibition space.

Our president Ian Niamath has developed a computer design model of what the first phase redevelopment would look like and I'm writing to ask your permission to conduct a detailed costing of the work that would be required to effect that redevelopment. In the course of this costing work we would like to have access to any reviews or assessments of the building that the city has conducted as well as the ability to discuss the building with relevant City staff and any other consultants that have been involved in the City's assessment of the facility.

Depending on the results of our costing work on the old Museum site and the feasibility assessments of other potential sites the Gallery may decide to prepare and present a proposal to City Council regarding the use of the building and its role in moving toward the Gallery's vision of a new "Class A" Art Gallery in Nanaimo's Arts District.

Sincerely,



Ed Poli
Manager
Nanaimo Art Gallery

RECEIVED

DEC 01 2010

DEPARTMENT OF
PARKS RECREATION AND CULTURE

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