

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

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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-OCT-27, at 5:00 p.m., in the Bowen Park Complex Conference Room.

*Pgs.*  
956-962

*(Motion required to adopt minutes of 2010-OCT-27 as circulated.)*

5. **PRESENTATIONS: (None.)**

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

*(Motion required to receive the delegations.)*

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

*Pgs.*  
963-970

**LATE DELEGATIONS: (5 MINUTES)**

7. **CHAIRMAN'S REPORT:**

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

*Pg.* 971

*(Motion required to adopt the Key Date Calendar for 2011.)*

- (b) Cultural Committee Membership.

*(Motion required to appoint member to vacancy for remainder of term to 2012-MAR-31.)*

*(Motion required to receive the Report.)*

8. **REPORTS OF ADVISORY BODIES:**

- (a) Parks Committee. No meeting held.

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

Pgs.  
972-974

Sport Tournament Grant Allocations.

(Pg. 973)

*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:*

<b>Sport Tournament Grant Applications 2008 - 2011</b>					
GROUP	2008 GRANT	2009 GRANT	2010 GRANT	2011 REQUEST	2011 RECOMMENDED
Canoe & Kayak Club			500	1,750	600
Diamonds Synchronized Swimming Club				3,000	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 requesting \$1,500)	950	950		LATE	1500
<b>TOTALS</b>		<b>12,300</b>	<b>22,650</b>	<b>25,400</b>	<b>15,000</b>

(Motion required to adopt recommendation.)

- (c) **Cultural Committee.** Commissioner Avis to report on the meeting held 2010-NOV-17.
- (d) **Grants Advisory Committee.** Commissioner Burnett to report on the meetings held since 2010-OCT-27.
- (e) **Plan Nanaimo Advisory Committee.** Commissioner Lance to report on the meetings held since 2010-OCT-27.

Pgs.  
974-977

- (f) **Social Planning Advisory Committee.** Commissioner Cowling to report on the meetings held since 2010-OCT-27.

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

Pgs.  
978-980

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

Pg. 981

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

Pgs.  
982-983

*(Motion to receive all Advisory Body reports.)*

9. **STAFF REPORTS:**

- (a) **Updated Neck Point Park Master Plan.**

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984-985

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

*(Motion required to adopt recommendation.)*

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

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986-989

*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".

*(Motion required to adopt recommendation.)*

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

- (a) Monthly Report – Senior Manager of Parks – October, 2010.

Pgs.  
990-995

- (b) Monthly Report – Senior Manager of Recreation and Culture Services – October, 2010.

Pgs.  
996-1000

- (c) Lease Agreement with Double H Holdings – Verbal Update

- (d) PRC Snow & Ice Priorities / Facility Closure Procedures - Verbal

*(Motion to receive all Information Only Items.)*

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.

Pg. 1001

- (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.

Pgs.  
1002-1003

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

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1004-1006

*(Motion required to receive all Correspondence.)*

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"

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-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; 3:00 p.m. Bowen Park Complex Conference Room
Parks Committee	Thursday, 2011-JAN-13; 5:00 p.m. – if required Bowen Park Complex Conference Room

2010-NOV-18

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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, 2010-NOV-24  
LOCATION: ROOMS 1 & 2, BEBAN PARK SOCIAL CENTRE  
TIME: 6:30 p.m.

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):

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.



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Richard Harding, Director,  
Parks, Recreation and Culture.

**MINUTES OF THE REGULAR MEETING OF THE  
PARKS, RECREATION AND CULTURE COMMISSION  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
ON WEDNESDAY, 2010-OCT-27, COMMENCING AT 5:00 P.M.**

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**PRESENT:** Commissioner D. Johnstone, Acting Chair

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

**Regrets:** Commissioner L. McNabb, Chair

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

**1. CALL THE OPEN MEETING TO ORDER:**

The Regular Meeting was called to order at 5:00 p.m.

Acting Chair, Diana Johnstone, made introductory remarks with regard to the absence of the appointed Chair, Larry McNabb, and advised that until Chair McNabb was able to resume his duties as Chair, she and Commissioner Fred Pattje would serve as Chair in rotation as per Bylaw No. 7020, Section 6.

**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 MINUTES:**

(a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2010-SEP-22 at 7:00 p.m. in the Bowen Park Complex Conference Room.

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

5. PRESENTATIONS: (None.)

6. DELEGATIONS:

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

- (a) Ms. Tiara Moyen, Chairperson, Applegreen Park Committee, 293 Applegreen Avenue, Nanaimo, BC, V9R 0A7, requesting VIP funding in the amount of \$25,000 for the purposes of Applegreen Park improvement completions.

Ms. Moyen, Chairperson, introduced Ms. Kelly Devries, Fund Raising & Treasurer. Ms. Moyen advised that they have raised about \$6,000 to date – through beer and burger nights, hot dog sales, bottle drives, as well as donations. They are asking for \$25,000 in VIP funds to add to their \$15,000 that they intent to fund raise.

It was moved and seconded that this matter be moved up in the Agenda for decision making. The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Culture Commission approve the allocation of \$25,000 in VIP funds for the Applegreen Park playground development. The motion carried unanimously.

- (b) Mr. Drew Cooper, General Manager, Pacific Sport Vancouver Island, 900 - 5<sup>th</sup> Street, Nanaimo, BC, V9R 5S5, thanking the Parks, Recreation and Culture Commission for their support over the past year, updating them on the successes of the past year and their new initiatives for the coming year and requesting funding for 2011.

Mr. Cooper provided a financial statement and a power point presentation providing information on the year's highlights and Pacific Sport Vancouver Island's athlete performance results and thanked Commission for their ongoing support. He reviewed the financial statement with the Commission.

It was moved and seconded that this matter be moved up in the Agenda for decision making. The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve \$15,000 in funding for Pacific Sport Vancouver Island for 2011. The motion carried unanimously.

It was moved and seconded that Item 9.(a) the staff report entitled "Vancouver Island Raiders Training Building at Comox Field" be moved forward on the Agenda. The motion carried unanimously.

7. STAFF REPORTS:

(a) Vancouver Island Raiders Training Building at Comox Field.

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission support the placement of a building on the South sideline of the newly upgraded Comox Field for use by the Vancouver Island Raiders Junior Football team.

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

Mr. Abassi advised the Commission members to the playoff game against Hamilton at 1:00 p.m., at Caledonia Field on Saturday, 2010-OCT-30. This will be the Raiders last home game this year.

8. CHAIRMAN'S REPORT:

(a) PRCC Certificate & Medallion Presentations.

- Wednesday, 2010-NOV-17
- 6:00 p.m. - 8:00 p.m
- Beban Social Centre Lounge. (new location)
- RSVP by Friday, 2010-OCT-29.

(b) Commission Christmas Social.

- Wednesday, 2010-DEC-01
- 6:30 p.m. - 9:30 p.m
- Bowen Park Auditorium
- RSVP by Friday, 2010-NOV-12.

(c) Motion Tabled from PRCC Meeting of 2010-SEP-22.

Update - Resignations from the Cultural Committee.

*Cultural Committee's Recommendation:* That the Parks, Recreation and Culture Commission receive the correspondence from Ms. D.R. George McGladrey dated 2010-AUG-11; the correspondence from Ms. Lynne Fraser dated 2010-AUG-11; and the correspondence from Chair Eveline O'Rourke dated 2010-AUG-02.

Chair Johnstone advised that she and Richard Harding had met with Eveline O'Rourke, George McGladrey, and Lynne Fraser to discuss their possible return to the Cultural Committee. Eveline O'Rourke and George McGladrey have reconsidered their decision and returned to the Committee; however, Lynne Fraser has taken on other commitments and will not be returning. The vacant position will be advertised.

It was moved and seconded that the Parks, Recreation and Culture Commission receive Lynne Fraser's letter of resignation. The motion carried unanimously.



It was moved and seconded that Commission send a letter to Lynne Fraser thanking her for all her service to the community through the Cultural Committee. The motion carried unanimously.

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

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.
- (b) Recreation Committee. No meeting held.
- (c) Cultural Committee. Commissioner Lance reported on the meeting held 2010-OCT-13 on behalf of the Chair, Eveline O'Rourke.
  - (i) City Purchase of Temporary Public Art.

Cultural Committee's Recommendation: *That the Parks, Recreation and Culture Commission:*

- a) *keep temporary and permanent public art commissioning processes separate*
- b) *repeat the temporary art program in accordance with the request by the Nanaimo Art Gallery and as approved by the Cultural Committee motion of 2010-SEP-08 and the Parks, Recreation and Culture Commission motion of 2010-SEP-22; and,*
- c) *consider commission of a permanent public art piece in accordance with the Community Plan for Public Art from the 2011 Funds.*

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

Commissioner Lance requested that a Cultural Committee motion made during the Question Period portion of the meeting of 2010-OCT-13, (see Page 905 of the Agenda) be brought before the Parks, Recreation and Culture Commission. At that meeting, the Cultural Committee, had made a motion that, "the Cultural Committee involve the community by having them vote to select the most popular piece of temporary art."

It was moved and seconded that the Parks, Recreation and Culture Commission involve the community by having them vote to select the most popular piece of temporary public art. The motion carried unanimously.

- (d) Grants Advisory Committee. Commissioner Burnett reported on the meetings held since 2010-SEP-22. On 2010-OCT-13, the criteria for awarding permissive tax exemptions was brought forward and there will be additional meetings to review it.
- (e) Plan Nanaimo Advisory Committee. No meeting held.

- (f) Social Planning Advisory Committee. Commissioner Cowling reported on the meeting held since 2010-SEP-22. On 2010-OCT-05 the Committee met and awarded \$60,000 to applicants, ensuring it was equal for all.
- (g) Port Theatre. Monthly report for September, 2010.
- (h) Nanaimo Art Gallery. Monthly report for September, 2010.
- (i) Nanaimo District Museum. Monthly report for 2010-SEP-10 to 2010-OCT-06.

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

9. STAFF REPORTS (continued):

- (b) Bowen Road – Quarterway Bridge Project  
- Bowen West Field Redevelopment -

Staff's Recommendation: That the Parks, Recreation and Culture Commission support the closing of Bowen West Field during the construction period of the Bowen Road – Quarterway Bridge Project.

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

It was agreed that this matter should go forward as an Information Only Report to Council.

10. INFORMATION ONLY ITEMS (staff reports):

- (a) Senior Manager of Parks. Monthly report for September, 2010.

Gathering survey results from Neck Point Open House and will bring forward in November. Park has ongoing upgrading underway as part of the phased in improvements previously identified. There continue to be issues with graffiti.

- (b) Senior Manager of Recreation and Culture Services. Monthly report for September 2010.

Update on Beban Park – advised it is at 98% completion, some re-work underway on concrete in breezeway. Feedback has been great. On 2010-NOV-24, there will be an Open House “Rediscover Beban Park” before the Parks, Recreation and Culture Commission meeting. Commission requested that staff determine if it would be possible to book the November meeting of Commission at Beban Park. Art Auction – attendance was low; however artist community interest has been increased, four pieces sold, two still to sell. Vandalism over the weekend affecting the pieces and Frank Ney Statue sword. Art Gallery will make \$1500, and City will get back approximately the same to reinvest in the rental of art.

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

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

CORRESPONDENCE: (Information)

- (a) Letter dated 2010-SEP-14 received from Daurel Neve, General Manager, Theatre One, 150 Commercial Street, Nanaimo, BC, V9R 5G6, enclosing the final report for funding, advising of the productions during the past season, and thanking the City of Nanaimo and the Cultural Committee for their support of Theatre One's activities over the years.
- (b) Letter to Mayor Ruttan and Council dated 2010-SEP-15, received from Danyta Welch, Policy & Programs Officer, Local Government Program Services, regarding Community Tourism Program (Phase 2) – Aquatic Centre LED Sign & Score Clock, providing funding information and congratulating the City of Nanaimo on the successful completion of the project.
- (c) Letter dated 2010-SEP-17 received from Michael Wright, Arts Alive, P.O. Box 2085, Station A, Nanaimo, BC, V9R 6X5, providing the report on the 2010-JUL-05 to 2010-JUL-30 Summer School made possible in part by the grant, enclosing a copy of their brochure, a copy of the "Thank You" advertisement published in the local newspaper, and thanking the City of Nanaimo for their support.
- (d) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2010-OCT-08.

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

12. NOTICE OF MOTION: (None.)

13. CONSIDERATION OF OTHER BUSINESS:

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Ms. Tiara Moven - Applegreen Park Committee.

*[Dealt with under Item 6.(a).]*

- (b) Mr. Drew Cooper – Pacific Sport Vancouver Island.

*[Dealt with under Item 6.(b).]*

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: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 5:59 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2010-NOV-24; 7:00 p.m. Beban Park Complex (if available)
Cultural Committee	Wednesday, 2010-NOV-03; 4:15 p.m., if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2010-NOV-10; 3:00 p.m., if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2010-NOV-04; 5:00 p.m., if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:

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D. Johnstone, Acting Chair  
Parks, Recreation and Culture Commission

R. Harding, Director  
Parks, Recreation and Culture

2010-NOV-09  
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PARKS, RECREATION AND CULTURE COMMISSION

REQUEST TO APPEAR AS A DELEGATION

ON 2010 - November - 24  
year month day

NAME OF PERSON MAKING PRESENTATION:

Josiah and/or Carolanne

Print

PATTON

ADDRESS:

1194 Kentucky Place Nanaimo BC

street address

City

Province

V9X1C6  
Postal Code

PHONE:

250 716-1141

home

250 713 5892

business

FAX:

NAME OF APPLICANT IF OTHER THAN ABOVE:

DETAILS OF PRESENTATION:

Proposal for "Bowen Wild Edible Garden"

- presentation of rationale for the garden site
- presentation of concept and design plans
- discussion of community sponsors and volunteer helpers and services
- request for funds for construction of Phase I
- development of partnering relationship with Partners in Parks.

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

RECEIVED

NOV 15 2010

DEPARTMENT OF  
PARKS RECREATION AND CULTURE

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

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# Bowen

## Wild Edibles Garden





# BOWEN WILD EDIBLE GARDEN

The *Bowen Wild Edible Garden* is an educational native plant garden using Vancouver Island native plants suited to this microclimate. The existing topography and vegetation is maintained as much as possible in the goal of creating the 'wild woodland atmosphere,' and minimizing costs of construction. Seating is arranged in a variety of locations throughout the garden for viewing and meditation. Signage is minimal, a pamphlet with map and plant descriptions and their uses will be used to guide people to specific areas of interest. The plants are arranged in groupings according to plant families. A large information bulletin board and map is situated at the entrance and gathering area to give people guidelines and directions for using the garden.

## Rationale:

The site will appeal to a broad audience with varied interests

- ☐ School groups learning about native plants
- ☐ Eco-tourists
- ☐ People interested in the 100km diet
- ☐ Local culinary programs and restauranters
- ☐ People interested in preserving the diversity of our forests
- ☐ People interested in the economic viability of multi-use forests
- ☐ First Nations groups promoting traditional forest management
- ☐ Homeowners, landscapers interested in low-maintenance landscapes

## Site:

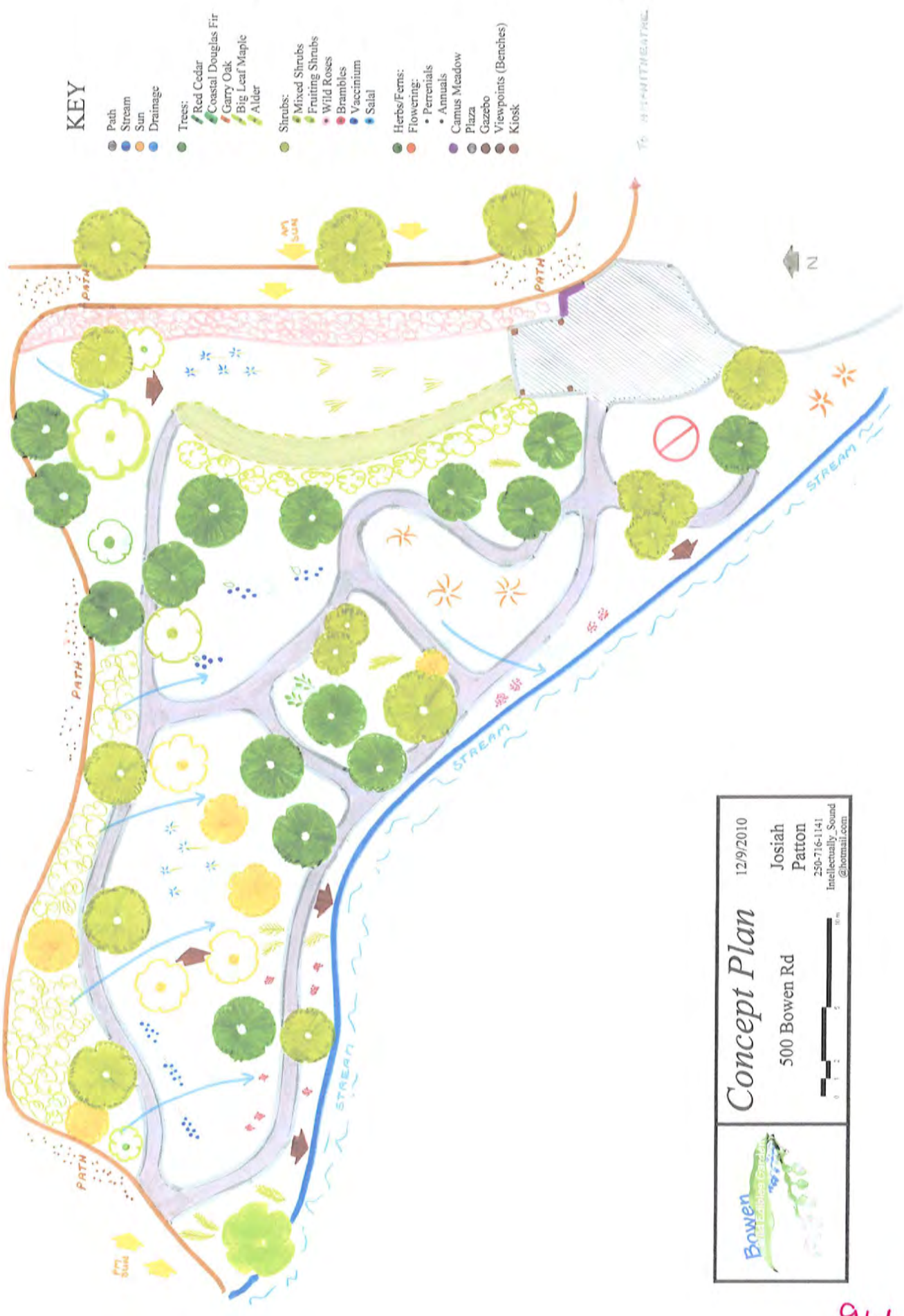
The garden will be located in Bowen Park adjacent to the new amphitheatre and between the newly constructed salmon run and the main pathway to the river. The old petting barn/parking lot and the rhododendron garden are south of the edibles garden.

The site consists of coniferous forest: red cedar, coastal douglas fir, with the rare gary oak tree. The understory varies with the following areas: grassy meadow, moss covered glen, sword fern, english ivy, holly, and several larger woody shrubs

There is a gentle slope up from the salmon run to the maximum height at the northwestern corner of the garden.

## Project history:

After talking to the city planning department about the concept of a wild edibles garden, I was encouraged to talk to Kirstie at Parks & Recreation in regards to a suitable site for such a project. Kirsty was enthusiastic about the concept and recommended sites near the newly created amphitheatre. After exploring the sites we selected the one to the north and west of the amphitheatre for ease of access and well-defined perimeter and also because the area already had the microclimate suitable for wild edibles, and a number of the plants we were interested in preserving. No irrigation system will be needed but in extreme dry conditions water can be pumped from the adjacent stream.



# KEY

- Path
- Stream
- Sun
- Drainage
- Trees:
  - Red Cedar
  - Coastal Douglas Fir
  - Garry Oak
  - Big Leaf Maple
  - Alder
- Shrubs:
  - Mixed Shrubs
  - Fruiting Shrubs
  - Wild Roses
  - Brambles
  - Vaccinium
  - Salal
- Herbs/Ferns:
  - Flowering:
    - Perennials
    - Annuals
  - Camus Meadow
  - Plaza
  - Gazebo
  - Viewpoints (Benches)
  - Kiosk



**Concept Plan**

12/9/2010

Josiah Patton

250-716-1141

Intellectually Sound

@hotmail.com

500 Bowen Rd

0 1 2 3 4 5 6 ft



# Plant List

Zone	Tree	Shrub
3.1	Shrub: <i>Amelanchier</i>	
3.4	Shrub: <i>Amelanchier</i>	
3.5	Shrub: <i>Amelanchier</i>	
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## Design Plan

500 Bowen Rd

12/9/2010

Josiah Patton

250-716-1141

Intellectually\_Sound

@hoemall.com

# **Bowen Wild Edibles Garden**

Josiah Patton in concert with Kirsty MacDonald will provide the vision, design concept, and liason between the community partners and the Parks, Recreation and Culture Department to guide the development and implementation of the garden in Bowen Park.

The garden will complement and support the recently added features of salmon stream and amphitheatre in providing a comprehensive learning centre for youth and adult groups.

## ***BWEG Possible Community Partners***

### **NALT – Susan Fisher**

- Volunteer labour
- Plant selection
- Plant propogation

### **VIU Horticulture Program – Mike Girard and students**

- Site clean-up: removal of dead trees, ivy, and other invasive plants
- Planting beds, planting, and plant propagation
- Pathway construction

### **VIU Construction Program**

- Build pergola and kiosk
- Benches
- Brickwork

### **VIU Graphic Design Program – Karen Hodgson**

- Brochure design and production
- Information kiosk design and production

### **VIU Culinary Program**

- Recipes with wild edibles

### **Nanaimo Community Gardens**

- Volunteer labour

### **BC Youth Parliament**

As a member of the 2010 youth parliament in December, I will be presenting a private members bill to recommend the BWEG project as a youth parliament project for the central island.

## ***Bowen Wild Edible Garden - Phase 1***

### **Areas 1-5 to be constructed in 2010-11:**

#### **Plaza**

Pathway – phase 1 loop

Pergola and kiosk

Rose hedge

Trees – phase 1 (north east edge

of garden)

Volunteer labour to do site preparation, install hardscape, and planting

Fruiting shrub garden

Vaccinium garden

Camus meadow

Benches

### **Estimated materials costs: \$15 000**

Sand, bricks for plaza

Gravel for pathways

Cedar, cement for pergola, benches, and kiosk

Plants: roses, fruiting shrubs, trees, vacciniums, camus bulbs

Kiosk signage materials

Pamphlets





## ***Bowen Wild Edible Garden - Phase 2***

### **Completion of gardens:**

Pathways – loops 2-5

Signage

Benches

Planting areas 6-12

- Brambles

- Salal

- Streamside mints and brambles

- Woodland herbs

- Meadow flowering plants

- Poisonous and invasive plant displays

### **Estimated materials costs: \$15 000**

Gravel for pathways

Cedar, cement for benches, and small kiosk (at back entry)

Plants and planting amendments: for areas 6-12

Kiosk signage materials

Pamphlets

### ***Total Project Budget: \$30 000***

**2011 PRC COMMISSION / COMMITTEE MEETING DATES/TIMES**

Unless otherwise noted in the published Agendas, all Parks, Recreation and Culture Commission and Committee meetings are held in the Bowen Complex Conference Room, 500 Bowen Road (Lower Level), Nanaimo.

<b>JAN</b>	Wed., 2011-JAN-05; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-JAN-12; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-JAN-13; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-JAN-26; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>FEB</b>	Wed., 2011-FEB-02; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-FEB-09; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-FEB-10; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-FEB-23; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>MAR</b>	Wed., 2011-MAR-02; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-MAR-09; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-MAR-10; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-MAR-23; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>APR</b>	Wed., 2011-APR-06; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-APR-13; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-APR-14; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-APR-27; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>MAY</b>	Wed., 2011-MAY-04; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-MAY-11; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-MAY-12; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-MAY-25; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>JUN</b>	Wed., 2011-JUN-01; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-JUN-08; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-JUN-09; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-JUN-22; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>JUL</b>	Wed., 2011-JUL-06; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-JUL-13; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-JUL-14; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-JUL-27; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b><i>There are no Regular meetings held in August.</i></b>		
<b>SEP</b>	Wed., 2011-SEP-07; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-SEP-14; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-SEP-08; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-SEP-21; 7:00 p.m.</b>	<b>COMMISSION MEETING (UBCM Sept 26-30)</b>
<b>OCT</b>	Wed., 2011-OCT-05; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-OCT-12; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-OCT-13; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-OCT-26; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b>NOV</b>	Wed., 2011-NOV-02; 4:15 p.m.	Cultural Committee <i>(if required)</i>
	Wed., 2011-NOV-09; 3:00 p.m.	Recreation Committee <i>(if required)</i>
	Thurs., 2011-NOV-10; 5:00 p.m.	Parks Committee <i>(if required)</i>
	<b>Wed., 2011-NOV-23; 7:00 p.m.</b>	<b>COMMISSION MEETING</b>
<b><i>There are no Regular meetings held in December.</i></b>		

**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2010-NOV-10, COMMENCING AT 3:00 P.M.**

---

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

Staff: S. Samborski  
E. Williams

Bob Kuhn  
Robin Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:05 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) Notes of the Regular Recreation Committee Meeting held Wednesday, 2010-JUN-09 at 3:00 p.m. in the Bowen Park Complex Conference Room.

(b) Notes of the Sport Tournament Grant Allocations meeting of the Recreation Committee held Tuesday, 2010-JUN-15 at 3:00 p.m. in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2010-JUN-09 and 2010-JUN-15 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (No delegations.)

6. CHAIR'S REPORT: (No report)

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) Grant Allocations.

The Committee was advised that \$986 of the remaining \$9,604 in funds from the 2010 Sport Tournament Grant Fund had been utilized for the Events Kit replenishment, resulting in an actual budget transfer of \$8,618. It was recommended that \$3,158 be reserved for the Events Kit replenishment for 2011.

It was moved and seconded that \$3,158 be allocated for the Events Kit replenishment and that \$12,500 be used for each of the intakes in 2011. The motion carried unanimously.

It was moved and seconded that a letter be sent to those organizations that have not submitted their previous year evaluations advising that their organization has been recommended for a grant, but that the cheque for 2011 will be held pending receipt of their previous year evaluations. The motion carried unanimously.

It was moved and seconded that the Recreation Committee recommend 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:

<b>Sport Tournament Grant Applications 2008 - 2011</b>					
<b>GROUP</b>	<b>2008 GRANT</b>	<b>2009 GRANT</b>	<b>2010 GRANT</b>	<b>2011 REQUEST</b>	<b>2011 RECOMMENDED</b>
Canoe & Kayak Club			500	1,750	600
Diamonds Synchronized Swimming Club				3,000	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 requesting \$1,500)	950	950		LATE	1500
<b>TOTALS</b>		<b>12,300</b>	<b>22,650</b>	<b>25,400</b>	<b>15,000</b>

<b>2011 Budget</b>	<b>\$19,540.00</b>
Add/Subtract: Budget Transfer	\$ 8,618.00
Less: Reserved for 2011 Events Kit	\$ 3,158.00
Less: Recommended/Approved Grants	\$15,000.00
<b>Remaining Budget for 2<sup>nd</sup> Intake of 2011:</b>	<b>\$10,000.00</b>

The motion carried unanimously.

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

It was moved and seconded at 4:24 p.m. that the meeting adjourn, with the next meeting of the Recreation Committee 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.



---

Diana Johnstone, Acting Chair  
Recreation Committee

CERTIFIED CORRECT:



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S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



---

Richard Harding, Director  
Parks, Recreation and Culture



**NOTES  
REGULAR CULTURAL COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2010-NOV-17, COMMENCING AT 4:00 P.M.**

---

PRESENT: Eveline O'Rourke, Chair

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

Regrets: Ms. George McGladrey

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:02 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) Meeting Notes of the Regular Cultural Committee Meeting held Wednesday, 2010-OCT-13, at 4:15 p.m., in the Bowen Park Complex Conference Room.

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

5. DELEGATIONS: (None.)

6. COMMISSION REPORT: (Commissioner Lance.)

Commissioner Lance advised that three matters related to the Cultural Committee were reviewed by the Parks, Recreation and Culture Commission at their regular, open meeting held on Wednesday, 2010-OCT-27:

- (a) Acceptance of Lynne Fraser's letter of resignation from the Cultural Committee;
- (b) Adoption of the Cultural Committee Recommendation on City Purchase of Temporary Public Art; and,
- (c) Motion by the PRCC to involve the community by having them vote to select the most popular piece of Temporary Public Art.

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

7. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee.
- (b) Art in Public Places Project Committee.

The Temporary Public Art Auction was held at Maffeo Sutton on 2010-OCT-22. There was a low turn out; however, it was a first event and needs to build momentum by being held on a consistent date and time in future years. First year was a learning curve for everybody.

Palm trees were purchased and will be removed when all the art gets removed. The small one that was at Maffeo Sutton was auctioned off. There was a reserve on the larger one and the reserve was not met; therefore, not sold.

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

- (c) Cultural Forum Project Committee. (Membership to be revisited in January 2011)

8. STAFF REPORTS: (None.)

9. INFORMATION ONLY ITEMS (staff reports): (Verbal)

Marketing team is working on the 2011 PRC Marketing Plan. With regard to the Cultural Committee, Hannah King, Marketing and Communications Specialist, would like to attend the 2011-JAN-05 Cultural Committee meeting and give a presentation on a marketing plan proposal and brain-storm for input on how to highlight the Cultural Committee to the community. There will be information coming out in mid-December in preparation for the 2011-JAN-05 meeting.

10. CORRESPONDENCE: (Action)

- (a) Correspondence from Ms. Sara Frisch, President, Malaspina Choir, to members of the Cultural Committee, advising of the 40th anniversary celebration of the Choir, including the 2010-2011 Choral Series brochure, and extending an invitation to the Committee for two of their members to attend as guests of the Choir at the anniversary Concert and Gala Reception at the Port Theatre on Sunday, 2010-NOV-14 at 2:00 p.m.

(Note: Tickets for the Concert and Gala Reception following were utilized by Shirley Lance and guest.)

Commissioner Lance advised that it was a marvellous event. The organizers asked every single person who had ever sung in the Choir to come up and sing the very last song – a song of freedom. Everyone was thrilled to be so included.

CORRESPONDENCE: (Information) (None.)

11. GRANT REVIEWS:

It was moved and seconded that the late applications for both the Arts, Cultural and Festival Events grants, and the Cultural Operating grants, would be accepted for review, and that the application form and criteria for both grant processes will be amended to clarify the deadline. The motion carried unanimously.

(a) Arts, Cultural and Festival Events Grants.

It was determined that the following groups would be interviewed:

- Nanaimo African Heritage Society;
- The Beat of the Street;
- Blues Festival Society;
- Celtic Performing Arts (Celtfest);
- FRINGETASTIC! (Nanaimo's Fringe Festival);
- Nanaimo Musicians Association Society (Pygmy Ballroom);
- Nanaimo Sings! Choral Festival Society;
- Vancouver Island Children's Book Festival; and,
- L'Association des francophone de Nanaimo.

(b) Cultural Operating Grants.

It was determined that the following groups would be interviewed:

- Nanaimo Blues Society;
- British Columbia Boys Choir;
- FRINGETASTIC!;
- Nanaimo Theatre Group; and,
- L'Association des francophone de Nanaimo.

(c) Set meeting dates for interviews.

Meeting dates for the interviews were set as follows:

- Monday, 2010-NOV-29, 3:00 p.m. - 5:00 p.m. (6 groups to be interviewed)
- Tuesday, 2010-DEC-07, 4:00 p.m. - 6:30 p.m. (5 groups to be interviewed)

All candidates will be advised that 20 minutes is being allocated for each interview and that they have 10 minutes to present to the Committee with the remaining 10 minutes utilized as a question period by the Committee.

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

- (a) Open House & Fund Raising Event for Nanaimo Centre Stage on 2010-NOV-23.

Gerda Hofman wished to advise the Cultural Committee members of the upcoming Nanaimo Centre Stage "120 for 120" Open House and Fundraising Campaign Launch event to be held on 2010-NOV-23, 5:00 p.m. to 7:00 p.m., at 25 Victoria Road.

Centre for the Arts – Nanaimo is endeavouring to raise \$120,000 in 2011 for Nanaimo Centre Stage celebrating it's 120<sup>th</sup> birthday. Proceeds will go towards renovations and equipment for this small performance space, with local, small performance groups (theatre, dance, music) and non profit groups benefiting from this campaign.

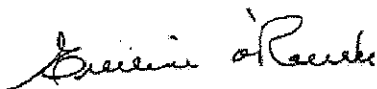
14. BUSINESS ARISING FROM DELEGATIONS:

15. UNFINISHED BUSINESS:

16. QUESTION PERIOD:

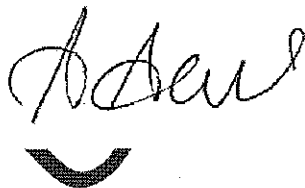
17. ADJOURNMENT:

It was moved and seconded at 5:04 p.m. that the meeting adjourn, with the next regular 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:



S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director  
Parks, Recreation and Culture



## MONTHLY ACTIVITY REPORT

**RECEIVED**

NOV 01 2010

DEPARTMENT OF  
PARKS RECREATION AND CULTURE

October 2010

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Building Tour	1:30 PM	Building Tour	4	1
2	4	Studio Series	7:30 PM	Music	47	6
3	5	Studio Series	12:15 PM	Music	20	19
4	5	Studio Series	7:30 PM	Theatre/Music	34	
5	6	Studio Series	12:15 PM	Music/Dance	45	11
6	6	Studio Series	7:30 PM	Comedy/Music	40	
7	7	Studio Series	12:15 PM	Music	25	10
8	7	Studio Series	7:30 PM	Comedy/Music	18	
9	8	Red Chamber	7:30 PM	Music	232	7
10	13	H&S Building Tour	10:00 AM	Building Tour	2	1
11	15	BJM Danse	8:00 AM	Tech Rehearsal	0	31
12	16	BJM Danse	7:30 PM	Dance	342	31
13	17	Robert Munsch	1:00 PM	Family	283	5
14	17	Robert Munsch	3:30 PM	Family	197	5
15	18	Sprott-Shaw	7:00 PM	Graduation	100	46
16	20	CCCU - David Chilton	7:30 PM	Speaker	500	4
17	21	VIS	7:30 PM	Rehearsal	0	59
18	22	VIS	3:00 PM	Rehearsal	0	59
19	23	VIS	7:30 PM	Music	671	59
20	26	Legendary Platters	7:30 PM	Music	249	14
21	27	Stuart McLean - Vinyl Café	7:00 PM	Storytelling	787	13
22	28	RBC Workshop in Harmac	8:30 AM	Private Function	23	1
23	28	VIU Tourism Class	3:00 PM	Building Tour	20	1
24	28	Stuart McLean - Vinyl Café	7:00 PM	Storytelling	804	13
25	29	Investor's Group	2:00 PM	Private Function	400	9
26	29	Investor's Group - Reception	6:30 PM	Private Function	50	1
27	29	Investor's Group	8:00 PM	Private Function	775	9
28	30	Up There	7:30 PM	Storytelling/Poetry	270	6

**TOTALS**

Number of Events: 28

Estimated Audience Attendance: 5938

Estimated Number of Artists/Crew: 421

Total people through the building: 6359



## 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		14,392	9,765	14,306	10,083	
Dec	31	14	24	22		15,378	5,049	9,302	8,516	
<b>TOTALS</b>	<b>257</b>	<b>218</b>	<b>268</b>	<b>227</b>	<b>205</b>	<b>112,475</b>	<b>91,259</b>	<b>101,392</b>	<b>84,819</b>	<b>81,350</b>

Comparison of attendance for the same month last year

Comparison of events for the same month last year

-18%	decrease
12%	increase

Five year average attendance for same month

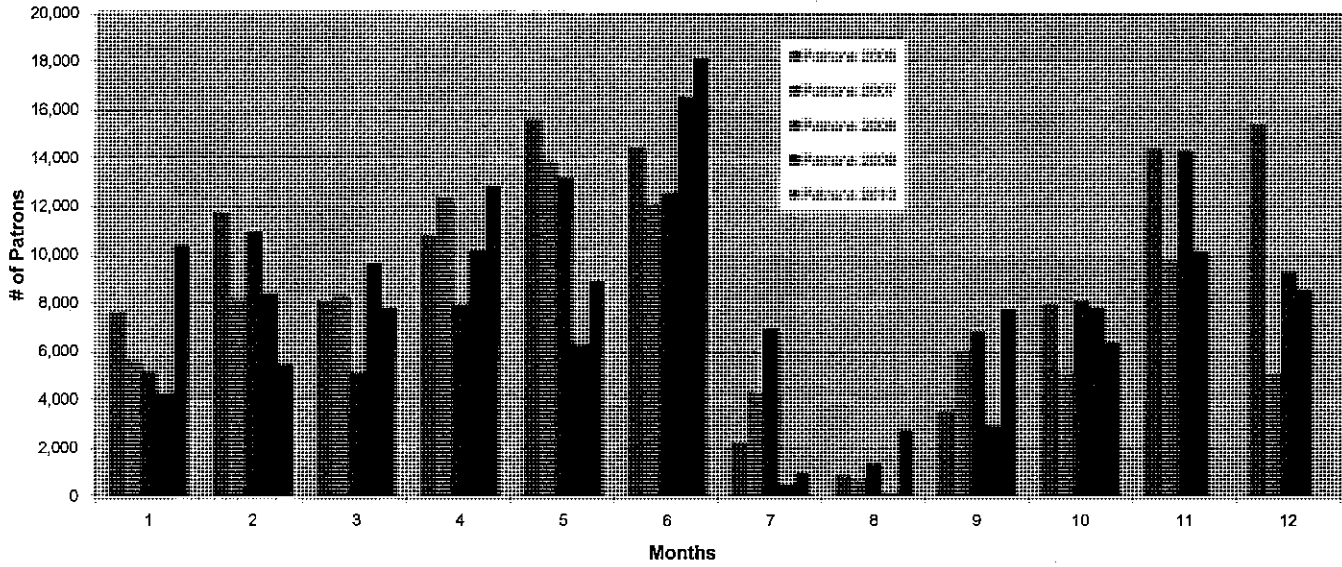
Five year average number of events same month

7,051
22

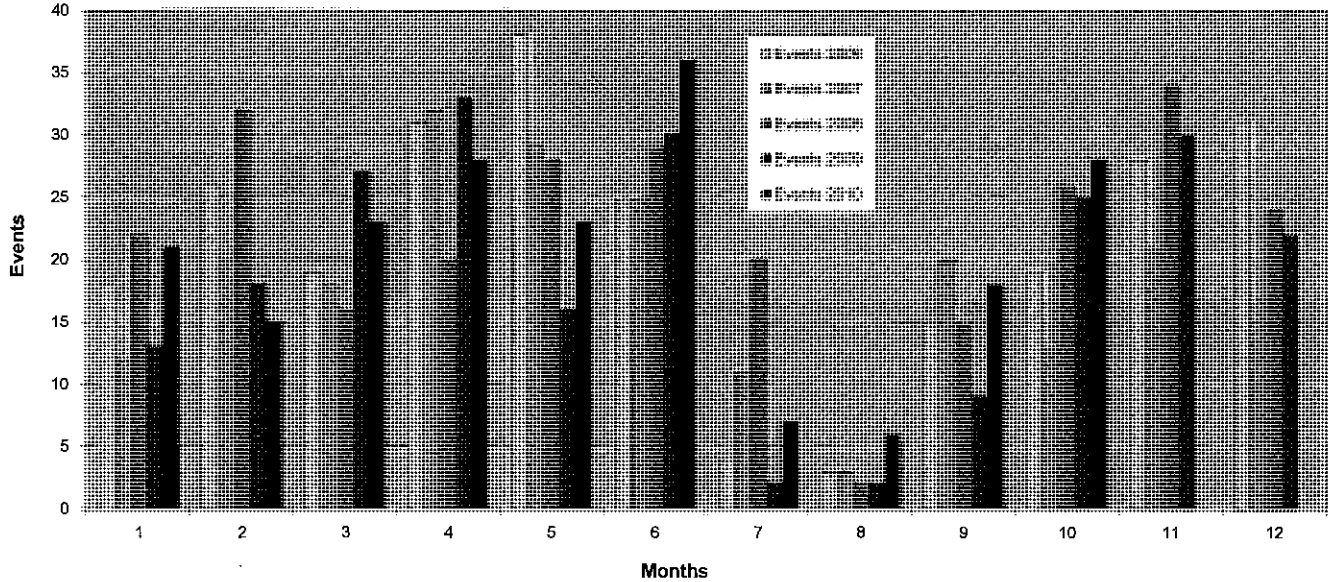


## Monthly Event Report

### Patron Attendance Comparison



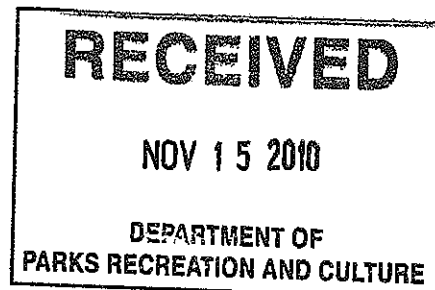
### Event Comparison





## ACTIVITY REPORT

October 1, 2010 to October 31, 2010  
Submitted by Ed Poli, Gallery Manager



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.
- **Art Education** - The Gallery presented educational workshops in Painting and Drawing and an Artist Talk by Leslie Clarke. The Gallery's *Artists in the Schools* program presented workshops in numerous classrooms in SD 68 & 69 as well as a number of Gallery tours.

**Campus Gallery Attendance**

**468**

The Downtown Gallery (150 Commercial Street) presented:

- **Art Sales and Rental Showcase** - From June 24<sup>th</sup> to November 13<sup>th</sup>, 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.
- **Artrageous Saturdays** - The Gallery presented two *Artrageous Saturday* art workshops for children.
- The Downtown Gallery space was used by a number of organizations and community groups and for various community events.

**Downtown Gallery Attendance**

**902**

**Total Attendance:**

**1370**

**Auction of Temporary Public Art** - On Friday, October 29<sup>th</sup>, 2010, in Maffeo Sutton Park, the Gallery presented the auction of the Temporary Public Art that had been on display in Maffeo Sutton and McGregor Parks throughout the summer through the Public Art Partnership between the Gallery and the City of Nanaimo (Parks, Recreation and Culture).





# NANAIMO MUSEUM

Report to Parks Recreation and Culture Commission

October 8, 2010 - November 15 2010

Submitted November 16, 2010 by Debbie Trueman

**RECEIVED**

NOV 15 2010

DEPARTMENT OF  
PARKS RECREATION AND CULTURE

## Administration:

- Exhibit Development - Statements and exhibit development costs are in line with budget.
- Planned Giving/Sponsorship Development – The two Board members directing this begin work next month with printed materials ready to go.
- Staffing – Great news - due to funding overages at YCW we have 260 hours of funding available for two students which will start this week.
- BC Arts Council Operating Grant – News that an expected cut for this grant may not happen as their funding has been restored.
- Financial Position in general continues to be very stable pending 2012 reduction of gaming funding. Plans are in the works to address the projected shortfall.

## New Gallery (all text now available in French):

- Retail/Service/Downtown - Planning has begun with projected open date of summer 2012.
- Additions to Permanent Gallery – Will include video interviews, more artifacts and other text additions.
- Discovering Chinatown Feature exhibit – This exhibit was critiqued in a session at the recent BC Museums Association Conference held here at the end of October. The exhibit was very well received with small changes suggested that have been addressed where possible.
- 2011 Feature exhibits – 2011 exhibits will include a Hallway Gallery exhibit for Black History month created with that society, an exhibit about South Wellington with Claire Singleton and several members of the community and a textile exhibit with award winning fashion Curator Ivan Sayers from Vancouver. Summer exhibit is the Ansel Adams/Leonard Frank photography exhibit about Japanese internment.

## Programs and Events:

- Bastion Repair Project - November 27<sup>th</sup> unveiling of the building only during the Princess Royal celebrations featuring the documentary produced about the project.
- November 11<sup>th</sup> – The exhibit done in partnership with the VI Military Museum which included veterans talking to students was very well received and will happen again next year for the full month of November.
- School Programs – This is our busiest season for these programs, including the K-3 Christmas program. Numbers will be down however due to decreased enrolment and full day Kindergarten.

- BCMA Conference – We were closed to the public for 2.5 days during the Conference. The museum was very well received by museum professionals from around the province.
- Venue Rental – Groups using and booked for next few weeks include: DNBIA Board meetings; Arts Council board meetings; Unitron private company booking; VIEA conference reception; Canadian Power & Sail Squadron Conference multi day booking; CCCU training session.
- Museum People – This photo exhibit is up in the Hallway Gallery until the end of the year.

#### **Community Partnerships:**

- The VI Military Museum joint exhibit went very well and will be an annual event.
- We have bid on the 2013 Canadian Museum Association Conference (approx. 400 delegates).
- Woodgrove Mall – Has asked us to produce an exhibit for their 30<sup>th</sup> anniversary next summer.
- Art Gallery collaboration - joint marketing/programming planned for two matched theme exhibits next year
- 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:**

Adrian, Nottingham "A lovely treasure of a museum. The mining exhibit was fantastically well done. Superb."

Stephanie, Nanaimo "It's fantastic. Everyone in Nanaimo needs to check it out."

B. Hovdebo(sp?) family, Nanaimo "It took an out of province relative to get us here-so glad we came, we learned something (s) and were impressed and proud to be Nanaimoites!"

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION  
FROM: RICHARD HARDING, DIRECTOR, PARKS RECREATION AND CULTURE  
AUTHORED BY: KIRSTY MACDONALD, PARKS AND OPEN SPACE PLANNER  
**RE: UPDATED NECK POINT PARK MASTER PLAN**

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RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council adopt the Updated Neck Point Park Master Plan.

EXECUTIVE SUMMARY:

Neck Point Park is a destination natural waterfront park for Nanaimo and the region. The park is recognized as an environmentally sensitive area and is well known in the community for its historic, scenic and natural features.

Neck Point Park was originally acquired as a City park in 1996. In June of 2009, an additional 3.1 acres of land adjoining the park was acquired. Since the acquisition, the existing residence and outbuildings have been removed, new trails and walkways have been established, and a railing has been installed along the water's edge within the new portion of the waterfront park. The addition was officially opened to the public on 2009-DEC-17.

The current master plan for the park has been in place since 1999 and states that the park is to be *"a quiet waterfront park which offers opportunities to enjoy and appreciate the unique natural attributes of the site through restoring and maintaining the natural habitat values for present and future generations."*

The updated plan revisits the 1999 Neck Point Park Master Plan, records what has been accomplished in the park over the last ten years, and looks forward into priorities for future park construction and management. The updated plan includes the 2009 acquisition area, addresses newly emerging management issues, accommodates increasing recreational use in the park and strives to maintain the existing park vision and to protect park features for long term enjoyment.

BACKGROUND:

The original Neck Point Park Master Plan was developed over two years with a significant amount of public input including a number of community surveys, an open house, and two public meetings.

The updated Master Plan was developed according to the following process:

*Stage 1: Review of Existing Conditions*

- Updated base mapping—new acquisition area, existing trail network GPS - November 2009
- Review of the Current Neck Point Park Master Plan to determine plan strengths and weaknesses
- Review of current park use (trail counters, special event bookings etc.)
- Site preparation—the new acquisition area was made safe for the public - November 2009 through January 2010

*Stage 2: Assess Priorities for Park Use and Improvements*

- Open house #1 regarding the new acquisition area and review of the park over the last 10 years to determine park strengths and weaknesses – 2010-JAN-23
- Public survey regarding park strengths, weaknesses, and future directions - January and February, 2010

*Stage 3: Plan Preparation*

- Assessment of survey results—March 2010
- Draft plan prepared for Parks, Recreation and Culture Commission review - May 2010
- Draft plan presented to public at Open House #2 – 2010-SEP-18
- Plan presented to Parks, Recreation and Culture Commission for approval and forwarded on to City Council - November, 2010

Two Open Houses were held at Hammond Bay Elementary School Gymnasium to discuss the park and park improvements. The first Open House was held on Saturday, 2010-JAN-23, from 10:00 a.m. to 4:00 p.m., with approximately 400 people attending. The second Open House was held Saturday, 2010-SEP-17 from 10:00 a.m. to 2:00 p.m., with approximately 300 attendees. Display materials at both Open Houses focused on the current park master plan, park use patterns and emerging trends, and improvement concepts for the new acquisition area and park entrance.

A survey was distributed to attendees at both Open Houses and was made available online and at recreation facilities to gauge public feedback regarding the future of Neck Point Park. Between the two open houses, about 350 people responded to the surveys. The "hot" topics were different at each open house.

- 43% of respondents visit the park more than one time a week with 21% visiting daily
- Most popular activities in the park were as follows: walking, nature appreciation, beachcombing, on-leash dog walking, picnicking, off-leash dog walking, swimming, running, special events, cycling, and scuba diving
- 96% believe that the "quiet waterfront park vision" is being achieved
- 99% are in support of the vision as the future direction of the park

The draft, updated Neck Point Master Plan includes updated management strategies to maintain the park vision for the coming years.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

AUTHORED BY: SUZANNE SAMBORSKI, SENIOR MANAGER, RECREATION & CULTURE

RE: VIEX / BEBAN PARK - MULTI-USE FACILITY

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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"*.

EXECUTIVE SUMMARY:

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

On 2006-MAY-24, the VIEx presented to the Parks, Recreation and Culture Commission the idea that VIEx work with the City to develop a Vancouver Island Exhibition Agricultural Community Centre. After clarifying that the building would be owned by the City and a management agreement would be developed for all partners involved; it was moved and seconded that staff initiate a process, with VIEx, to develop the concept and determine the feasibility of constructing a multi-use facility at Beban Park.

There is currently \$20,000 in the 2011 for an initial feasibility study and \$300,000 in the 2015 budget for planning and development.

VIEx has worked hard to develop new partnership and programs to expand their service delivery outside Exhibition weekend. They currently partner to provide weekly Farmer's Markets, the Community Gardens at Beban, Haunted House, Pumpkin Festival and working with the Cedar & District 4-H Club throughout the summer. Staff and VIEx are in conversation with the Nanaimo Kennel Club and plan to approach others to partner in the development of the multi-use facility.

The concept drawings of the facility have been updated (attached).

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

Attachments (3) – Drawings - Main Floor, Second Floor, Elevations

**MAIN FLOOR:** Concept Drawing of VIEX and NKC Building - drawn from hand sketch provided to Del by VIEX.

SCALE: 1:1000

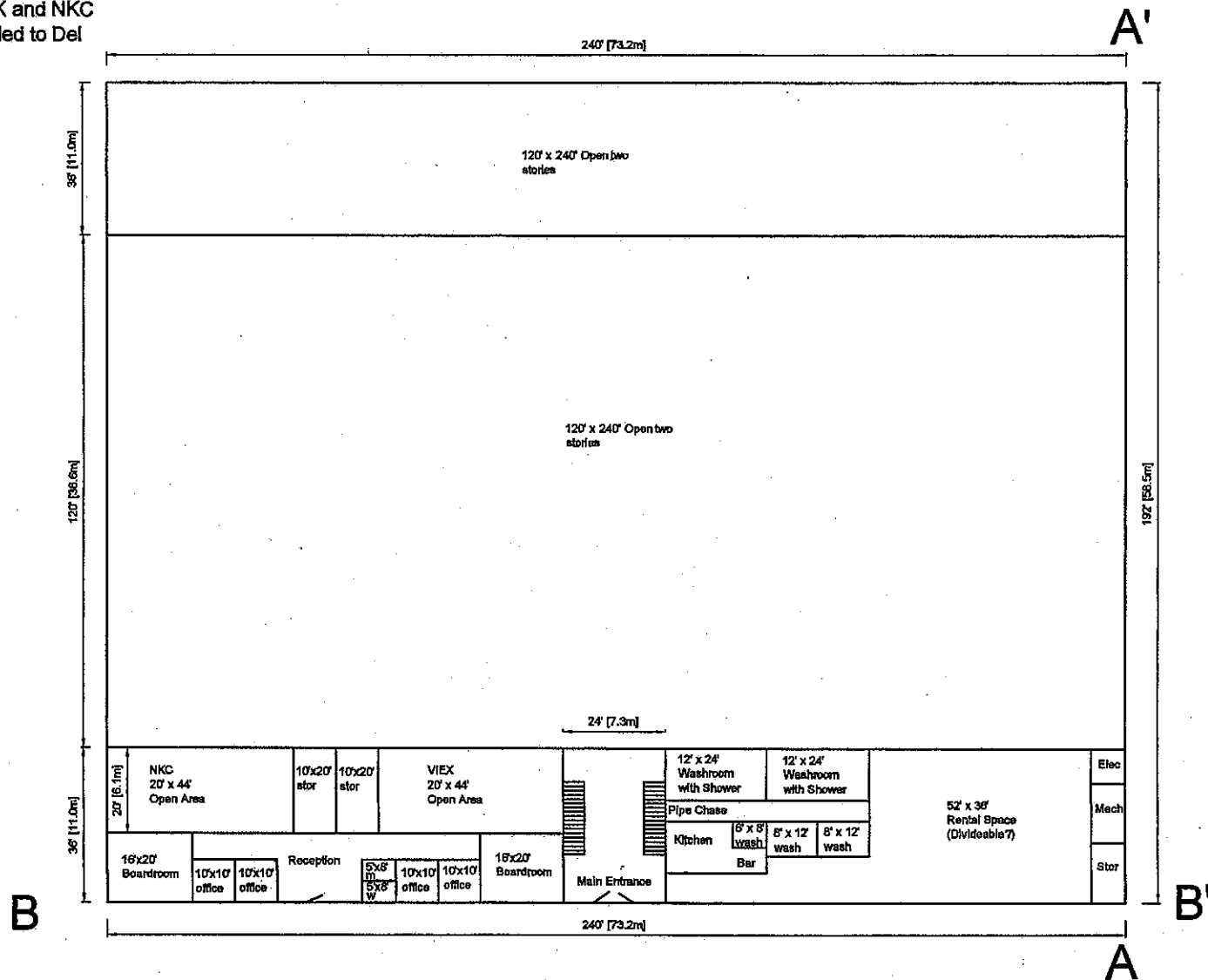


(ALL DIMENSIONS ARE IN FEET  
UNLESS OTHERWISE NOTED)

**Notes:**

REV. 1 - Based only on sketch provided to president of NKC by VIEEX. No input from NKC at present.

THIS PLAN HAS BEEN PREPARED FOR DISCUSSION PURPOSES ONLY AND IS NOT INTENDED TO BE USED FOR LAYOUT OR APPLICATION PURPOSES.



**SECOND FLOOR: Concept Drawing of VIEX and NKC Building - drawn from hand sketch provided to Del by VIEX.**

PAGE 2 of 3

SCALE: 1:1000

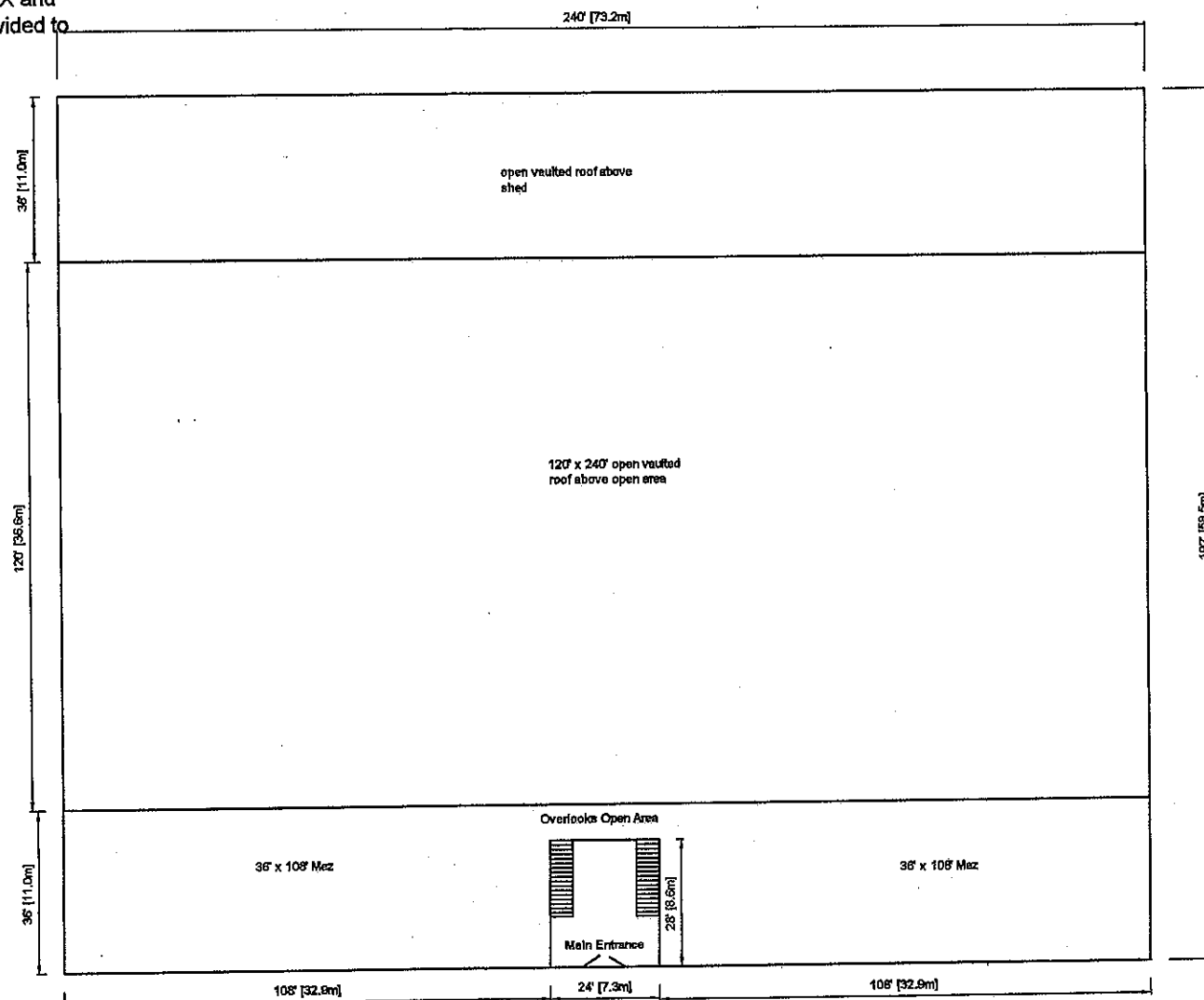


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ELEVATIONS: Concept Drawing of VIEX and NKC  
Building - drawn from hand sketch provided to Del  
by VIEX.

PAGE 3 of 3

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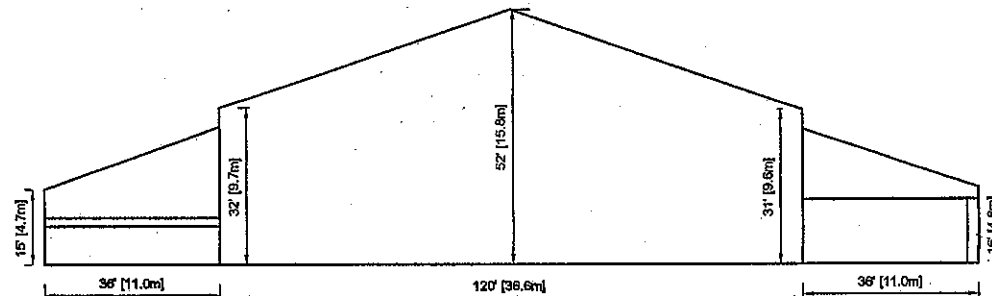


(ALL DIMENSIONS ARE IN FEET  
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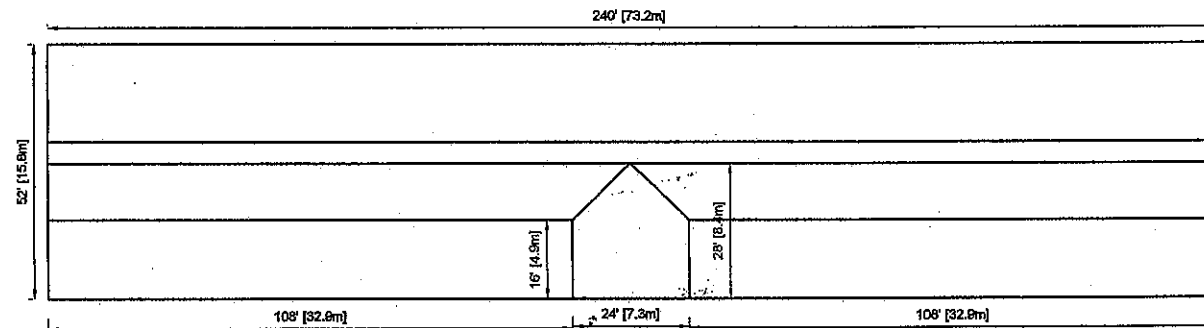
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APPLICATION PURPOSES.



A-A' Section



B-B' Section



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

**FROM: JEFF RITCHIE, SENIOR MANAGER OF PARKS**

**RE: MONTHLY REPORT – OCTOBER 2010 – PARKS OPERATIONS**

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

#### **PARK DEVELOPMENT AND SPECIAL PROJECTS**

- The Neck Point Plan update draft is complete.
- Staff have begun an improvement plan for Pawson Park and are working with the surrounding neighbours and Malaspina Gardens staff to choose the best elements from three concept plans. Their choice will make up the final concept plan that will begin to be implemented in 2011.
- The Harewood Centennial Park Improvement process has begun. Meetings have been scheduled with park stakeholders and the first of a few open houses with the neighbourhood is planned for 2010-NOV-17.
- The Nanaimo Art Gallery held an auction for the sale of the temporary art from Maffeo Sutton and McGregor Parks on 2010-OCT-22. Proceeds to date totalled \$3000 and will be shared by the art gallery and City. Two pieces are still for sale at the art gallery. A Request For Proposals for next year's temporary art pieces has gone out to artists. Submissions are being accepted until 2011-JAN-11. Next year's winners will be selected in early 2011 for anticipated display in May.
- 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.
- 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.
- 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 PARK**

- Residents around Cariboo Park are continuing with park fundraising. Staff have tendered out the playground equipment and are aiming for installation in Spring 2011.
- 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.
- Now that they have Commission's approval, residents of the Applegreen area are moving ahead on their proposal and fundraising.

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- Rock Ridge Park volunteers are continuing with their fundraising for more park improvements in 2011.
- Staff have been working with residents around Allison Way Park to clean up the urban forest and remove hazardous trees and branches.

### **MAINTENANCE AND CONSTRUCTION**

- The Nanaimo Bastion restoration has been completed, except for some minor deficiencies. The grand re-opening will coincide with the Princess Royal ceremonies at the end of November.
- The Newcastle Island mooring buoys have been installed. This now creates 43 set mooring sites that will be managed through BC Parks.
- Roofs at Comox and Sid Clark Gyro Park have been replaced.
- Upgrades to Neck Point Park are under way with completed items including the following: landscaping of the old house site; new cedar fencing beside the caretaker's house; benches installed on the lower concrete seawall; new park ID sign; relocation of concrete outdoor toilet; new trailways; and, site clearing.
- Kitchen renovations and a new lockup were installed at the Rotary Field House for use by the Rotary Club.
- Site furniture was installed at Beaufort, Theresa Terrace, and Bob-o-Link Parks.

### **TURF AND PARKS**

- VIP work at Rock Ridge Park was completed and the final touches were put on the area around the playground which included levelling of 4" of top soil, seed application and the area rolled. Irrigation was installed and the area was put on a seed establishment watering program. Surprisingly, the area has some green fuzz growing despite being seeded late in the year.
- All field lights for practice fields were recently wired to the sentinel unit so scheduling of lights can be done through the computer system.

### **TRAILS**

- Completed the floating bridge and boardwalk at Witchcraft Lake

### **HORTICULTURE**

- Landscape Horticulturists have been planting spring bulbs and installing the winter annuals.
- A new partnership between the Downtown Nanaimo Business Improvement Association and the Parks Operations will create Christmas hanging baskets for the downtown. Parks Operations will supply the greens, baskets, and other supplies, and the downtown partnership volunteers will put the baskets together.
- Planted five trees for either memorial or replacement street trees.
- Seasonal displays were installed at Beban and Bowen for Halloween and Remembrance Day.
- Work is continuing at Oliver Woods. Native plants are being increased in the planting beds as well as adding new mulch for weed suppression and moisture retention.

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- New plantings at Beban Park have been designed and are now being installed by our landscape Horticulture staff.
- Staff has installed the LED seasonal lights on the trees at Spirit Square. Unfortunately, they have been subjected to vandalism and will have to be raised higher in the tree canopy.
- Landscape Horticulturists are experimenting with the product Corn Gluten to use as a pre-emergent weed control. The gluten is applied to weeded garden beds and its purpose is to act as a barrier so the weed seeds cannot germinate.
- Staff are working at the College Heights Reservoir installing the landscaping to complete the City project.

### **UTILITY**

- The two cannons were moved from Pioneer Plaza to the Parks Yard for the winter.
- A safety guard rail was installed on the roof of one of the buildings at the number one reservoir as per Work Safe requirements. There is a rain gauge on the roof which must be inspected.
- Five existing irrigation and lighting systems have been hooked up to the Parks Sentinel Irrigation System.
- Eight new concrete picnic tables were assembled at Beban Park.
- The seasonal lighting was installed on top of the Lions Pavilion at Maffeo Sutton Park.
- The Italian Fountain was drained, cleaned and refilled.

### **URBAN FORESTRY**

- First draft of updated Tree Management and Protection Bylaw completed for review by senior Parks staff.
- Work in process of re-landscaping the College Heights pump station.
- Preparation of Colliery Dam for reforestation post water line installation in process.
- Boulevard tree annual inspection in process.
- One Tree Removal Permit processed.
- Working with Development Services on several folders regarding Tree Management plans. These include a subdivision at 2360 Extension Road, a housing development on Wesley Street and a subdivision on Hillside Avenue.
- Working with Bylaw Services on several bylaw infractions regarding covenants, riparian zone encroachments and tree removals without permits.

### **PARKS AND OUTDOOR SPACES**

- Play, Discover and Learn Programs - 50 children from Bayview School and 23 from Randerson Ridge.
- Weed Buster Work Parties - 8 new volunteers registered
- Park Warden Program - 7 new Park Wardens.
- Community Garden Programs: Green pesticide alternatives cancelled however Tree Pruning program is almost full.
- Salmon spawning in Bowen Park: Several potential bookings for when the Coho salmon arrive in Bowen Park.
- Millstone River Group - Rolf Philips from I.T. is keeping us updated on the progress of the website connection in Bowen Park. It may not be completed for this year's Coho run.

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- Concert in the Parks - Proposing new name of the Nanaimo Concert Series, aligning with the cruise ships and adding Diana Krall to the concert location list. Keeping Maffeo Sutton concerts in August and Bowen Amphitheatre in July.
- Summer playground program: Looking closely at this program for possible improvements.

#### **TRAIL COUNTS FOR OCTOBER 2010**

<b>Park Sites</b>	<b>August Daily Average</b>	<b>September Daily Average</b>	<b>October Daily Average</b>	<b>Peak Time Of Use</b>
Bowen Side Channel	139	137	128	12pm – 1pm
Westwood Lake Entrance (Vehicle Count)	389	327	288	4pm – 5pm
Oliver Woods Playground (Side Entrance)	71	69	64	3pm – 4pm
Oliver Woods Playground (Front Entrance)	84	80	72	3pm – 4pm
Pipers Spit	357	324	278	4pm – 5pm
Pipers Knoll	187	165	133	4pm – 5pm
Wellness Park	64	62	56	2pm – 3pm
Oliver Woods Trail	59	57	54	3pm – 4pm
Richards Marsh	61	58	46	2pm – 3pm
Third Street Park	199	196	181	12pm – 1pm
Neck Point Entrance (set for Vehicle count only)	188	165	156	1pm – 2pm
Neck Point (new trail)	270	245	213	1pm – 2pm
Off-Leash Dog Park Little Dogs	69	79	66	4pm – 5pm
Off-Leash Dog Park Big Dogs (side)	91	101	96	4pm – 5pm
Off-Leash Dog Park Big Dogs (main)	112	122	107	4pm – 5pm

<b>City of Nanaimo            Animal Services Division - Park Report            October 2010</b>					
<b>Park/Beach</b>	<b># of Patrol s</b>	<b>Dogs Encountere d</b>	<b>Verbal Warnings</b>	<b>Written Warnings</b>	<b>Tickets Issued</b>
Beban	0	0	0	0	0
Bowen Park	0	0	0	0	0
Brannen Lake	1	0	0	0	0
Colliery Dam	9	12	4	0	0
Departure Bay	6	17	0	1	2
Divers Lake	6	4	0	0	0
Groveland Park	0	0	0	0	0
Gyro # 1	0	0	0	0	0
Gyro #2 (Haliburton)	0	0	0	0	0
Long Lake	1	0	0	0	0
Mansfield	1	0	0	0	0
McGirr Sports Field	2	0	0	0	0
May Richards Bennett	5	1	0	0	0
Neck Point	6	25+	3	0	0
Pipers Lagoon	4	17	7	1	1
Westwood Lake	2	2	2	0	0
Parkway Trail	1	0	0	0	0
Harewood Centennial	0	0	0	0	0
Cathedral Grove	0	0	0	0	0
Chase River Estuary	0	0	0	0	0
Mcgregor	0	0	0	0	0
Jack Point	0	0	0	0	0
Serauxman	0	0	0	0	0
Brannen	0	0	0	0	0
Wheatcroft	0	0	0	0	0
<b>Totals</b>	<b>44</b>	<b>78</b>	<b>16</b>	<b>2</b>	<b>3</b>

## **VANDALISM REPORT FOR OCTOBER 2010**

### **BUILDING AND ENGINEERING R&M**

- Graffiti removal and painting \$ 2,862.23
- Graffiti supplies \$ 637.22
- Electrical repairs \$ 807.75

**COST \$ 4,307.20**

### **MATERIALS AND SUPPLIES**

- Misc Supplies \$ 876.64

**COST \$ 876.64**

### **LABOUR AND FLEET (City Vehicles)**

**COST \$ 2,119.86**

**TOTAL COST \$ 7,303.70**

The tower at Caledonia Park was broken into. The VI Raiders had audio and computer equipment stored in the office which was stolen. The doors were damaged and an electrical fixture on the building was torn off. Graffiti at many locations including: Swy-a-Lana Bridge; Maffeo Sutton Salmon mural; Waddington Park; May Bennett dugouts and skate park; Nicol Street; Caledonia Trail; Barsby Bridge; Bob-o-Link Park; Bowen Park; and, others.

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

FROM: SUZANNE SAMBORSKI, SENIOR MANAGER  
RECREATION AND CULTURE SERVICES

**RE: MONTHLY REPORT – OCTOBER 2010 – RECREATION AND CULTURE SERVICES**

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***Recreation and Culture***

Staff met to discuss and evaluate summer programs and redistribute summer responsibilities for 2011. Part of the discussion focuses on rotating summer and special event responsibilities to put new eyes on program and services to ensure we are delivering the most effective and efficient programs to the community.

A total of 1872 Senior's memberships have been sold since 2009-NOV-01. A total of 58 memberships were sold in October 2010. Four Thursday Special events had an average attendance of almost 100 participants. Thirty-two (32) seniors programs started in October.

Popular recreation programs in October included: Ballroom Dance (6 classes offered with a total of 114 registrants); Watercolours (9); Punjabi Cooking (full at 10); The Risotto Experience (full at 10); Discover Your Psychic Self (full at 26); and, Kundalini Yoga (13). Pottery classes in October were also popular! Adult Pottery Wheel (all three classes were full with waitlists); Hairy Potters (6); and, Mud Pies (11). A Pro D day "Clay Creations" half-day camp was offered for the first time with 11 of 12 spaces registered.

520 youth enjoyed the Teen Dance at Beban on 2010-OCT-08.

300 Grade 5 Get Active! passes have been issued to date.

Oliver Woods' drop-in gym sessions are well attended and, due to restricted numbers, there is a demand for more drop-in opportunities. Staff are working to find the balance between PRC programs and community access to this popular facility.

***Arenas***

Nanaimo Ice Centre (NIC) hosted the first mid-island Ladies (only) Hockey Tournament 2010-OCT-22 to 2010-OCT-24.

Private Hockey lessons are very successful this fall with 39 lessons, an increase from 15 in 2009.

There were 682 program registrations in 2010, with 618 in 2009. Registered Program numbers are up to 1,985 in 2010 from 1,805 in September 2009.

## **Aquatics**

Attendance numbers in October 2010 (50,070) exceeded attendance numbers in October 2009 (47,724). The lesson programs at NAC and Beban are 90% full and the swim teams are filling the lanes at NAC every day of the week.

250 swimmers attended the Riptides Fall Invitational Meet at Nanaimo Aquatic Centre (NAC) on 2010-OCT-23 and 2010-OCT-24. A few issues with the score clock and timing system were fixed before the meet started and all worked fine throughout the weekend.

There were 395 participants enrolled in lessons at Beban and NAC in the October set of lessons compared to 385 participants in 2009. Special Events in October were "Sailing Away Family Fun" at Beban and "Fall Family Fun" at NAC.

## **Maintenance**

Social Centre renovations are coming to an end. Still some small repairs to be done but for the most part the big jobs are all done. Overall feedback on the renovations is positive. Staff have moved back into the new Social Centre offices.

## **Marketing**

Marketing projects included:

- Continued "Nanaimo... It's a Lifestyle" messaging.
- Submitted draft 2011 Marketing Plan.
- Updated Activity Guide Sales Plan.
- Booked Fitness Sampler Pass ads (radio, harbourliving.ca).
- Booked Cultural Committee ad (newspapers, web, Facebook, Twitter).
- Booked Aquatics ad in Oceanside Star (eight weeks)
- Arranged for filming for various department presentations - VIVID photography.

Communications projects included:

- Maintained regular Facebook/Twitter communications.
- Currently 2,668 fans on Facebook with 419 active users this month.
- One deleted comment from Facebook this month for private promotion.
- Picture Your Parks Facebook contest final two installments - 30+ comments in total.
- Twitter - 933 followers.
- Foursquare check-ins: NAC 81; Beban 84; Oliver Woods 22; Bowen 66; and, NIC 37.
- Issued October/November e-newsletter via website, Facebook, and Twitter.

Media promotions and/or releases:

- News Bulletin monthly-feature articles - Guy Yarmack (Lifeguard) & 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 meeting 2010-OCT-13. Arts Alive held their first monthly meeting outside of City of Nanaimo facilities as part of the new agreement. The meeting was held in the community room at Save-On-Foods Woodgrove free of charge. Their AGM will be held on 2010-NOV-17 at Beban Park Social Centre in a meeting room they have rented.
- Staff attended a Harewood Inter Agency Team (HIAT) meeting 2010-OCT-26 at John Barsby Community School. This group meets monthly to share information on activities taking place in the Harewood area.

## October Statistics

### Front Desk:

	2009	2010	Difference
<u>Numbers</u>			
Registrations	2,647	2,644	-3
REC Passes	234	467	233
Economy Tickets	10,917	9,653	-1,264
<b>TOTAL:</b>	<b>13,798</b>	<b>12,764</b>	<b>-1,034</b>
<u>Sales</u>			
Registrations	\$124,216	\$128,693	\$4,477
REC Passes	45,569	42,418	-3,151
Economy Tickets	39,711	35,062	-4,649
<b>TOTAL:</b>	<b>\$209,496</b>	<b>\$206,173</b>	<b>-\$3,323</b>

	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	174.25	193.5	3,537	3,632
Lessons: Department programs and Schools:	200.75	204.5	3,075	2,147
League Rentals:	833.75	840.5	41,135	44,902
Other/Casual:	205.75	208.75	11,284	5,141
<b>TOTAL:</b>	<b>1414.50</b>	<b>1,447.25</b>	<b>59,031</b>	<b>56,281</b>
<u>Hours:</u>	<u>Attendance:</u>			
FCA – 339.50	FCA –	18,207		
NIC 1 – 338.75	NIC 1 –	12,267		
NIC 2 – 382.00	NIC 2 –	15,437		
CMM – 354.25	CMM –	13,120		
<b>Total – 1,414.50</b>	<b>Total –</b>	<b>59,031</b>		

### Receipts:

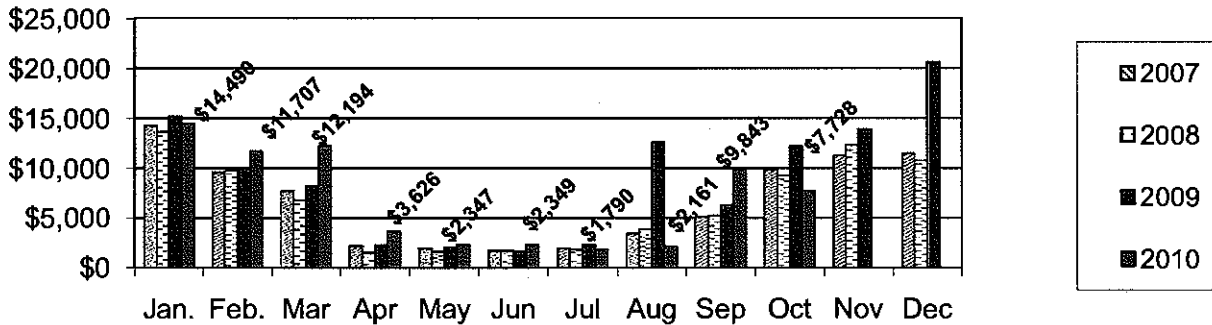
October 2009: \$528,457

October 2010: \$452,615

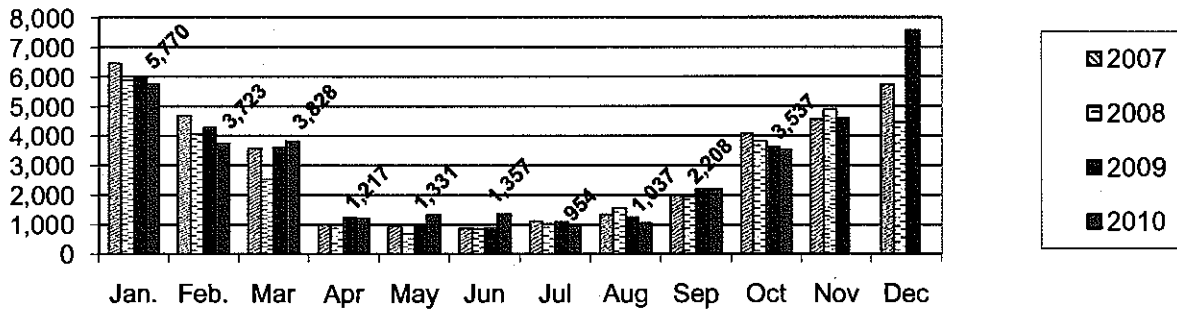
## Summary of Recreation And Culture Services - October 2010

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

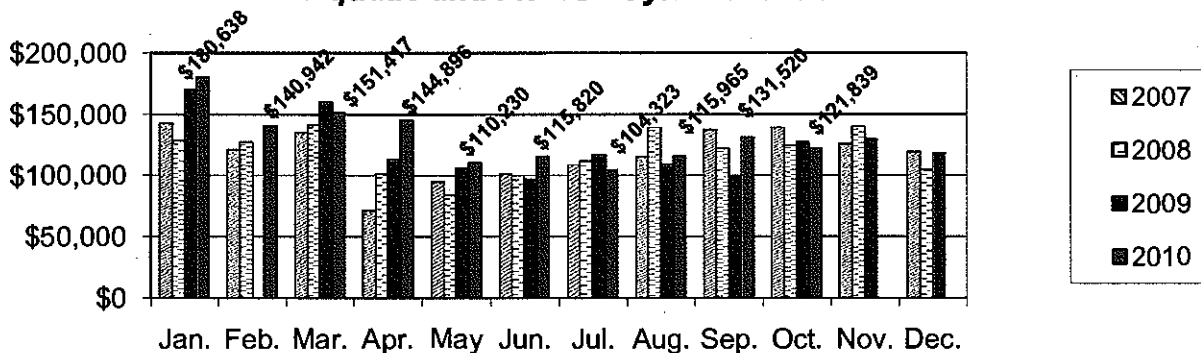
### Arena Public Skate Revenue



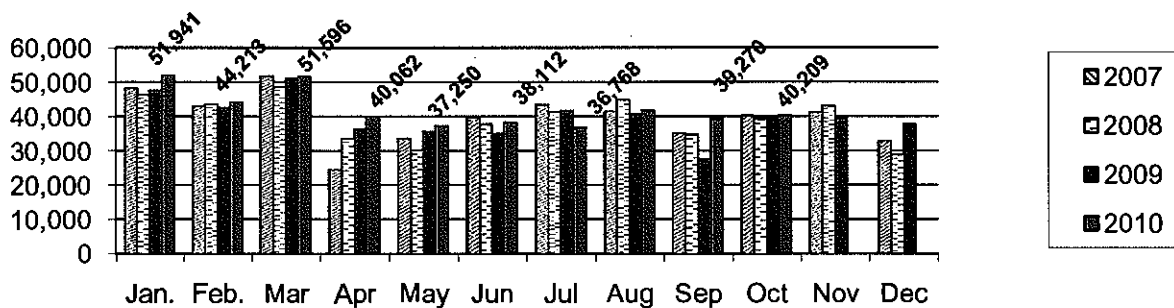
### Arena Public Skate Admissions



### Aquatic and Fitness Gym Revenue

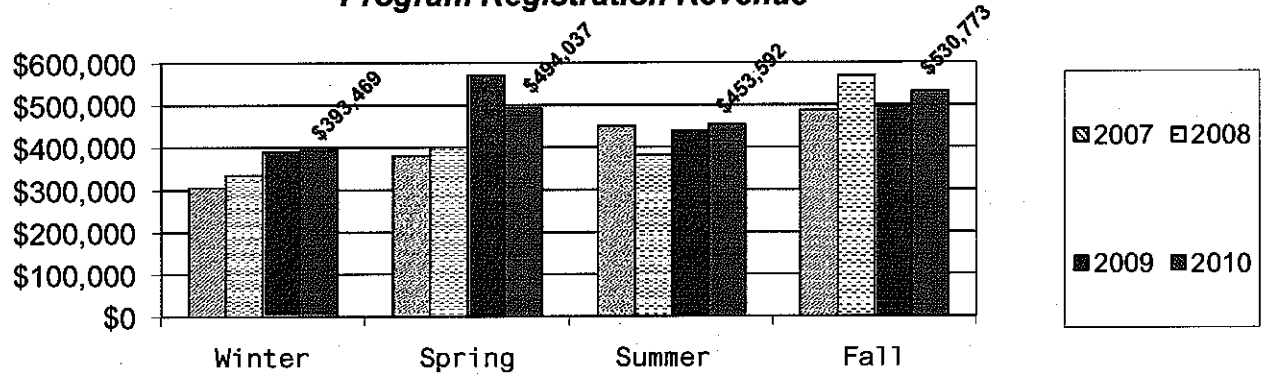


### Aquatic and Fitness Gym Public Admissions

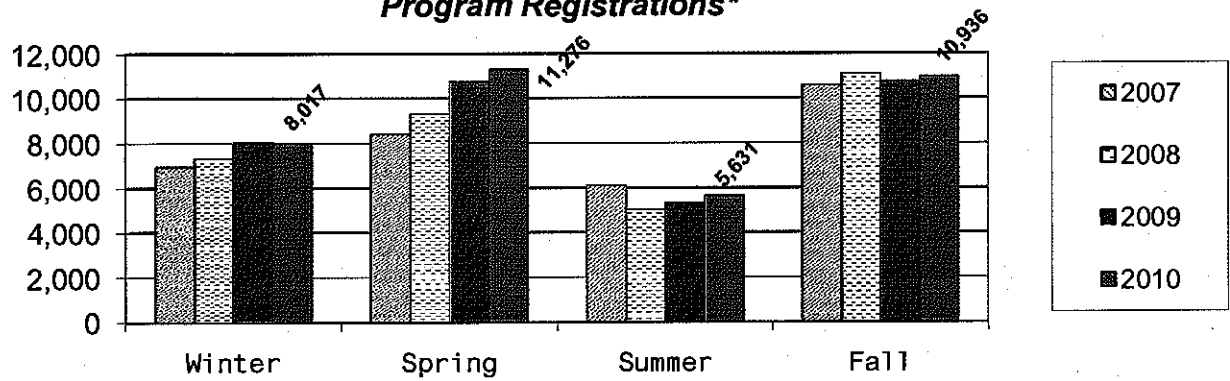


## 2007 to 2010 Recreation and Culture Programs Registrations and Revenues

**Program Registration Revenue**



**Program Registrations\***



**John Allen**

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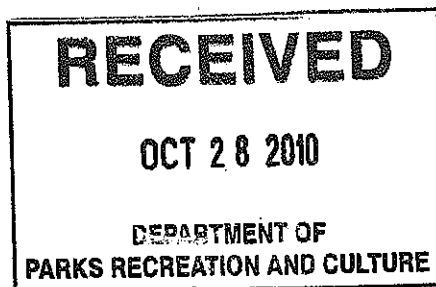
**From:** "John Allen" <j2ja@shaw.ca>  
**To:** <letters@nanaimodailynews.com>  
**Sent:** Monday, October 25, 2010 9:34 AM  
**Subject:** Re; Parks, Recreation and Culture. Nanaimo.

First. A big thanks to the construction, renovation's done at the Nanaimo Ice Centre, Frank Crane arena, Social Centre, and the Swimming pool at the Beban Complex. All the workers deserve a pat on the back.

The staff at all of the buildings mentioned above really did a great job doing their daily responsibilities while the construction was happening all around them, pillar to post so to speak at times, I seen this so I know.

A special note again this year to all the Olympian Senior Skater's, were at it again and having a great time. Also again it is real nice to see everyone from last year and of course some new faces. Don't forget we can retire from the workforce, but also remember we should not retire from life. So lets keep active at whatever we do, retirement is better if we keep busy. Everyone take care. ( See you at the arena )

John Archie Allen  
693 Park Ave  
Nanaimo B.C.  
V9R 4H5  
250 754 0127

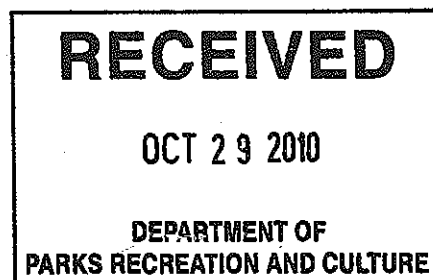


1001

**Robin Tweed**

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**From:** Centre for the Arts - Nanaimo (CAN) [artsnan@island.net]  
**Sent:** Friday, 2010-October-29 3:37 PM  
**To:**  
**Subject:** Nanaimo Centre Stage News - October  
**Importance:** High



We are very excited about some of the improvements we've been making to the theatre...

**New sound and lighting equipment!** We have recently purchased some new sound and lighting equipment, which includes a 12-channel dimmer pack, two 12" inch Yamaha speakers, and a 16-channel Yamaha mixing board. With the purchase of this equipment we are now able to offer the basics for in-house sound and lighting with our rentals.

**You can now enter (and exit) stage left!** We now have two 13' black velvet masking curtains that provide a corridor along the entire width of the stage allowing access to stage left.

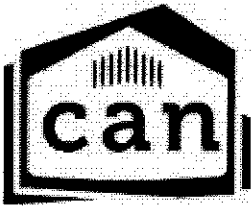
**Freshly painted offices for rent!** Did you know we have monthly office spaces available for rent, with beautiful views of downtown Nanaimo and Newcastle Island? We have two spaces available; one 100 sq ft office and another 300 sq. ft office with attached managers suite available to non-profit organizations, with heat and hydro included! Please email [artsnan@island.net](mailto:artsnan@island.net) for more information.

*We would like to offer our sincere thanks to **Nanaimo Community Foundation, Schmooze Productions, and Robin Boxwell** for their generous contributions which have made these improvements possible.*

The **ROCKY HORROR SHOW** opens **TONIGHT**, October 29 and runs through until November 13. There are still tickets left for some shows, but they are selling fast! For more information and to purchase tickets please visit, [www.SchmoozeProductions.com](http://www.SchmoozeProductions.com) If you would also like to assist as a volunteer for this event we still have a few positions to fill. Please contact [artsnan@island.net](mailto:artsnan@island.net) for more information.

Stay tuned for more exciting news coming in November!

If you would like to be added to or removed from this mailing please send a reply to [artsnan@island.net](mailto:artsnan@island.net)  
Would you like to follow Nanaimo Centre Stage on facebook? If so, please visit  
<http://www.facebook.com/NanaimoCentreStage>



**C.V.I. Centre for the Arts - Nanaimo**  
**Nanaimo Centre Stage**

250.754.2264

[artsnan@island.net](mailto:artsnan@island.net)

TO THE PUBLIC  
DEPARTMENT OF  
CULTURE AND HERITAGE

1003

## MINUTES OF BOARD OF DIRECTORS' MEETING – NANAIMO HARBOUR CITY SENIORS

November 5<sup>th</sup>, 2010

### In Attendance:

President Lynda Avis in the Chair, Pat Foley, Colleen Evans, Hale Yardley, Jane Adkins, Miriam Peacock, Bob Davies, Michele Duerksen, Ashley from VIU Nursing Program, Guest Member – Margaret Dyke.

Regrets: Anne Smith

### Call to Order

President Lynda called the meeting to order at 9:05 a.m. Margaret Dyke was welcomed to the meeting. She was present as an interested NHCS member and is already involved in the monthly proofreading of our newsletter.

### Changes/Additions to the Agenda

- 1) Charges to non-members at events – was 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 October 8<sup>th</sup>, 2010 meeting be adopted as read.

### Business Arising from the Minutes

- 1) Christmas Bazaar Invitations for NHCS groups – these have been given out to the various groups.
- 2) AED Workshops – Lynda has spoken to the City employee responsible for emergency programs and was told the following workshops are scheduled: November 17<sup>th</sup> – Breathing Emergency, and January 12<sup>th</sup> – Circulatory Emergency. Cost for the workshops – \$10.00.
- 3) Travel Surveys – will be discussed under the Program Report.
- 4) Board Photo – this year's photo has been hung in the lobby. Photographer Terry Paterson gave us a CD and Colleen will get copies made for the Board as requested.

### Correspondence

- 1) Lynda received a Reminder Letter to Registered Charities re filing a return. This has already been dealt with.
- 2) Bill for the Board Photos – \$112. – has been received and paid.

### Financial Report

M/S/C The Financial Report be accepted as distributed.

210X

1004

**COMMITTEE REPORTS:**

**Program**

- 1) Miriam reported on the surveys returned re a trip for seniors. The British Isles and the Maritimes were the most popular choices. It was suggested that an event similar to the Mediterranean Medley held last year could focus this year on the Maritimes. Miriam will contact one or two travel agents regarding the cost, itinerary, etc. of a trip to this region. Sally noted a list of proposed participants could be gathered at the "Maritime" event. Michele will also insert a note in the newsletter prior to this event, with the express purpose of gathering contact information from interested parties.
- 2) The Healthy Living/Stress Reduction Workshop has been arranged for Friday, November 26<sup>th</sup>, 10 a.m. to noon, in the Bowen Clubhouse. Miriam has distributed posters advertising the workshop, and information has appeared in the newsletter and on the website. Members free - non-members \$5.00.

**Publicity**

- 1) Sally said the 50/50 draws continue to do well.
- 2) The Theatre Angels program is blossoming and the tickets are being used and much appreciated.
- 3) David Burns will no longer have time to proofread the newsletters so Margaret Dyke's offer to help was well-received. Ashley said, depending on her schedule at the university, she also might be able to give assistance, and if not, then Jane will help out.

**City Seniors Coordinator**

- 1) Michele said we currently have 1872 memberships, with 58 taken out in October.
- 2) Thursday events continue to be well-attended - i.e., 110 people attended the Andy Andraschek show.
- 3) The Wood Carvers Club is holding a show on November 20<sup>th</sup>.
- 4) The New Members Tea was well-attended.
- 5) Sally commended Michele for doing an excellent job as coordinator and said that members have expressed how they appreciate her interest.
- 6) Lynda will buy approximately 12 cake servers which are needed by the hostesses at the Thursday events.

**New Business**

- 1) Lynda has received a request from Long Lake Chateau to come to Bowen Park to make a presentation on their facility and what they offer. It was decided this would show favouritism to one facility so it will not be allowed. They are allowed to advertise in our newsletter whereby they could invite people to go to their facility to see what is available.

....cont'd.



New Business (....cont'd.)

- 2) Christmas Dinner entertainment donation – discussion was held re the amount to be given towards the evening's entertainment.  
M/S/C            That the NHCS Board of Directors contribute \$200.00 towards the cost of the entertainment for the 2010 NHCS Christmas Dinner.
- 3) VIU History Department/Nursing Uniform Fashion Show – is scheduled for Monday, November 15<sup>th</sup>, 10:00–11:30 a.m.
- 4) New Horizons for Seniors Application Grant Committee – Lynda said we need a project in order to apply for a grant. It was suggested that we partner with the John Howard Society and Citizens Advisory Committee and arrange a workshop on Security for Seniors at Risk. Sally and Hale volunteered to help out on the committee.
- 5) Poinsettia Sale – scheduled for Thursday, December 2<sup>nd</sup>, starting at 9 a.m. Bob has ordered 125 plants this year at a cost to us of \$6.50 which will then be sold for \$7.00. Volunteers will help out with the pick-up of plants and security of same before the sale starts.
- 6) Brian Sugiyama's Retirement Party – was a great success, with about 60 people attending. Skits put on by the staff were excellent!
- 7) Non-members charge for programs and activities – with specific reference to the Thursday Night Dance Group – was discussed. Currently members pay \$5.00, non-members pay \$7.00, and \$50.00 punch passes are sold at the door to non-members. Michele will take a look at streamlining procedures.
- 8) Honorarium for Dr. Hare, chiropractor – it was determined that, since he approached us to hold the workshop on November 26<sup>th</sup>, an honorarium would not be required.
- 9) Christmas Dinner – discussion re the decorating, etc. will take place at the next meeting.
- 10) Connection of NHCS to the City of Nanaimo – Margaret Dyke noted that she and other members were not sure of the exact purpose and responsibilities of the NHCS Board of Directors, and the connection to the City of Nanaimo. Lynda explained the Board's mandate and will include this information in the next President's Message so all members will be aware.

Adjournment

Meeting adjourned at 10:20 a.m.

Next Meeting

Friday, December 3<sup>rd</sup>, 2010, at 9 a.m. in the Board Room.

/pf

2010.11.08

1006