

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2010-SEP-22, COMMENCING AT 7:00 P.M.**

PRESENT: Commissioner L. McNabb, Chair

Members: Commissioner D. Johnstone
Commissioner F. Pattje
Commissioner J. Cowling
Commissioner B. Dempsey
Commissioner S. Lance
Commissioner B. Meunier
Commissioner B. Sparkes
Commissioner M. Young

Regrets: Commissioner L. Avis
Commissioner D. Burnett
Commissioner G. Rudischer

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:00 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-JUL-28, at 7:00 p.m., in Activity Room #1, Bowen Park Complex.

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

5. PRESENTATIONS:

Ms. Tanya Lebars, President, and Heather Wong, Vice President, Friends of Nanaimo Jazz Society, 3135 Mexicana Road, Nanaimo, BC, V9T 2W8, advised Commission of all the activities, events, and opportunities that the students have been able to participate in as a result of the support by the Commission and made a formal thank you presentation to Commission.

6. DELEGATIONS:

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

- (a) Ms. Camela Tang, Centre for the Arts Nanaimo, 5735 Malibu Terrace, Nanaimo, BC, V9T 5Y8, providing the Parks, Recreation and Culture Commission an update on Centre for the Arts Nanaimo and Nanaimo Center Stage.

Ms. Tang advised of their present position and their future plans. On behalf of the City, they operate the Nanaimo Arts Centre and Nanaimo Centre Stage. They have replaced and repaired as necessary with costs covered by their capital account. The City has replaced those items in keeping with the Agreement. The Nanaimo Centre Stage lease with Theatre BC was broken and CAN assumed the management. Since that time, poor rentals have occurred and as a result, CAN does not have the funding required for the numerous interior and exterior repairs required. There is a potential purchaser for the building who wants to turn it into a Church. Ms. Tang impressed upon the Commission the need within the community to have a place for smaller groups within the arts discipline. Estimated costs for the exterior of the building improvements are approximately \$25K. There is currently no resident tenant - CAN is managing the building. Surveys have been done to determine what prospective groups and/or organizations who may wish to use the building would like and it was found that more sound equipment and better lighting equipment as well as stage curtains are required and, in addition, the building needs to be more attractive - with both cosmetic and structural repairs made. CAN ran short of funding for the 2008 renovations due to building code requirements. CAN does not intend to have another resident tenant. It is recognized that rental of the space will be critical to its success - with no current funding available. A space needs to be available to the community that will be able to facilitate going from an idea to going to the Port Theatre. The Victoria Road location has benefitted the groups that have used it for vocal, stage, dance, performances and, as well the Symphony, radio, multi-cultural society, rotary - casino, have utilized the building. Without Nanaimo Centre Stage, the alternatives are using church basements, small dance studios, and other small places. CAN is working on a fund raising drive and plan to raise \$120K by the end of 2011 - which is the 120th birthday of the Nanaimo Centre Stage building. They have already raised \$12.5K and are optimistic about receiving a matching \$12.5K from the Canadian Heritage, Cultural Spaces program. It is anticipated that the needs identified could cost about \$109K - which would leave them with funds to begin a capital reserve for the future needs of the building. CAN asks that the Commission, as part of the budget deliberations, consider having an allocation for the City's responsibilities in these buildings as they may already have for the other buildings that the City owns.

7. CHAIRMAN'S REPORT:

- (a) Appointment of additional representative from the Parks, Recreation and Culture Commission to serve on the Cultural Committee for a term to end on 2011-DEC-31.

At 7:55 p.m. it was moved and seconded that the meeting be moved "In Camera" in order to deal with matters under the 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*". The motion carried unanimously.

The Regular meeting resumed at 8:32 p.m.

It was moved and seconded that Commissioner Diana Johnstone be the 4th Parks, Recreation and Culture Commission member appointed to serve on the Cultural Committee for a term to end on 2011-DEC-31. The motion carried unanimously.

8. REPORTS OF ADVISORY BODIES:

- (a) **Parks Committee.** Commissioner Sparkes reported on the meeting held 2010-SEP-09.

(i) City-Owned "Cinnabar Valley" Land.

Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission support the development of a Property Management Strategy for the city-owned land, Plecas Road, Electoral Area C.

(The Report to the Parks Committee of 2010-SEP-09 with the Schedules was provided to the members.)

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council support the development of a Property Management Strategy for the city-owned land, Plecas Road, Electoral Area C. The motion carried unanimously.

- (b) **Recreation Committee.** No meeting held.

- (c) **Cultural Committee.** Commissioner Pattje to report on the meeting held 2010-SEP-08.

(i) 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.

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

(ii) Public Art Partnership.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council continue the Public Art Partnership with the Nanaimo Art Gallery in 2011 for temporary public art with the following modifications:

- a. *Budget for temporary public art for 2011/12 to remain the same as 2010/11;*
- b. *The RFP will be issued on 2010-NOV-01 with proposals due on 2011-JAN-07 and Selection Committee decision by 2011-JAN-28. (Artists to complete work by 2011-APR-15 in time for installation in May, 2011);*

- c. *RFP to be modified to reflect standardized installation requirements developed by PR&C staff;*
- d. *Specific locations (including possible additional locations) to be determined by PR&C staff in consultation with the Gallery;*
- e. *The installation period will now be for one year from May, 2011, to May, 2012;*
- f. *Next RFP issued on 2011-NOV-01 for work to be installed in May, 2012;*
- g. *Next auction to be held in May, 2012.*

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

(iii) Vancouver Island Symphony Line Item Funding Request.

Cultural Committee's Recommendation: *That the Parks, Recreation and Culture Commission request that the Vancouver Island Symphony submit their request for approval of \$25,000 as a budget line item to the City of Nanaimo 2012 Budget.*

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

(iv) City Purchase of Temporary Public Art Pieces.

The Commission was advised that the motion regarding this matter was intended to read:

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

- a) *invite the Community to vote for their favourite piece of temporary public art each year; and further,*
- b) *recommend that Council approve the annual purchase by the City of that piece of temporary public art as selected by the community, for display as public art in the park.*

The motion carried unanimously."

It was moved and seconded that this matter be referred back to the Cultural Committee for discussion at their next meeting. The motion carried.

Opposed: *Commissioners Lance, Meunier, and Pattje.*

It was determined that Senior Staff and the Director would attend the next meeting of the Cultural Committee in order to facilitate discussion on this matter and to discuss the implications of the purchase of temporary public art.

- (d) Grants Advisory Committee. As Commissioner Burnett was absent, Commissioner Johnstone reported on her behalf. Some of the items discussed at the Grants Advisory Committee included the security cheques for Arts Alive, the request that the John Howard Society return for permissive tax exemptions, and that there will be a complete review of all permissive tax exemptions.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2010-JUL-28. A number of issues came up, but of particular concern was the fact that the South End Neighbourhood Association is very

much in need of some kind of space for their neighbourhood meetings – Princess Anne School is no longer suitable for their meetings for a number of reasons.

- (f) Social Planning Advisory Committee. Commissioner Cowling reported on the meeting held since 2010-JUL-28. On 2010-SEP-07, the Committee allocated \$10K. There was discussion regarding a new committee to replace the Social Development Steering Committee with a Social Development Strategy Committee.
- (g) Port Theatre. Monthly report for July and August, 2010.
- (h) Nanaimo Art Gallery. Monthly report for July and August, 2010.
- (i) Nanaimo District Museum. Monthly report for the period 2010-JUL-10 to 2010-SEP-10. The Sports Hall of Fame was very well attended, and as a change, and as a fiscal decision, was held as an afternoon reception, rather than as an evening banquet.

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

9. STAFF REPORTS:

(a) **Travel Assistance Application from the Nanaimo Blind Bowls.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the Nanaimo Blind Bowls in the amount of \$200.00. The application meets all of the grant criteria.

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

(b) **Parks, Recreation & Culture Financial Plan 2010-2014:**

- (i) Appendix A – 2011 – 2015 Draft Provisional Capital Plan;
- (ii) Appendix B – Park Development Cost Charges Reserve;
- (iii) Appendix C – Facility Development Reserve Fund;
- (iv) Appendix D – Net Operating Budget Summary;
- (v) Appendix E – 2011 Draft Provisional Operating Budget;
- (vi) Appendix F – 2011 Draft Provisional Operating Projects Summary.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council support the Parks, Recreation and Culture Department's 2011-2015 Financial Plan.

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

It was moved and seconded that, on behalf of Commission, staff are thanked for the creation of this budget. The motion carried unanimously.

(c) **Cultural Committee Mandate and Structure.**

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend to Council that:

1. the current Cultural Committee appointments be extended until the end of the term (2011-DEC-31);
2. the following new criteria and process for appointments to the Cultural Committee be approved:

(i) New criteria for appointment to the Cultural Committee:

Consideration will be given to applicants who:

- a. Are residents of Nanaimo;
- b. Have extensive experience as a creative professional, professional arts administrator, volunteer or other related experience in an arts and/or cultural field; and,
- c. Have a broad interest, understanding and commitment to cultural planning and development in Nanaimo.

(ii) New process for appointment to the Cultural Committee:

- a. Term of appointments will coincide with civic elections; and,
- b. Applications will be reviewed by the PRCC with appointments made at the inaugural meeting of the PRCC.

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

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

(a) **Senior Manager of Parks.** Monthly reports for July and August, 2010.

300-400 people attended the Neck Point Open House. Currently gathering the data and hope to have a final plan to PRCC in October. Natural enhancements of Neck Point are being worked on. There have been over 20 weddings at Neck Point Park since the new section opened. Commission enquired as to the possibility of approaching Lion's Club to erect a structure for weddings – to be brought forward at the 2010-OCT-27 PRCC meeting.

There has been a lot of activity in local parks and playgrounds. Meeting with neighbourhood association for Harewood Centennial. Staff are currently working on the trail and a boardwalk at Witchcraft Lake.

Commission enquired as to the plans for the Departure Bay Activity Hall. Staff advised that a lot of the windows have been replaced and a number of maintenance repairs have taken place over the past couple of months; however, in 5-10 years, the City will need to undertake a review of the building. The City is responsible for the shell of the building under their asset management components.

- (b) Senior Manager of Recreation and Culture Services. Monthly reports for July and August, 2010.

Received interim occupancy for the Nanaimo Clippers season opener. The ice was good and customers were happy. A long time fan in a wheelchair was able to be on second floor and was very pleased about that. The construction is at 90% completion. Planning toward 98% occupancy for Social Centre by end of September or first week of October. PRCC can go for a tour in 7-10 days if they desire. Staff will set time up if there is interest – PRCC members to contact Suzanne Samborski, Senior Manager.

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-AUG-12 to Ms. Elizabeth Williams, Manager of Tourism Services, from Mr. Jesse Honkanen, Manager, Wheatsheaf Fastball Club, 2657 Labieux Road, Nanaimo, BC, V9T 3N3, thanking the City of Nanaimo for the Grant received in 2010.
- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2010-SEP-10.

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

12. NOTICE OF MOTION: (None.)

13. CONSIDERATION OF OTHER BUSINESS: (None.)

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Ms. Camela Tang, Centre for the Arts Nanaimo.

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

15. UNFINISHED BUSINESS:

- (a) Advertising Signage at May Bennett Park (referred to Parks Committee).
- (b) Cinnabar Valley Parkland Request (referred to Parks Committee).
- (c) Vancouver Island Symphony Line Item Funding Request (referred to Cultural Committee).

It was moved and seconded that Items 15.(b) and 15.(c) be removed from Unfinished Business. The motion carried unanimously.

16. QUESTION PERIOD: (No questions.)

17. ADJOURNMENT:

It was moved and seconded at 8:40 p.m. that the meeting adjourn, with the next regular meetings as follows:

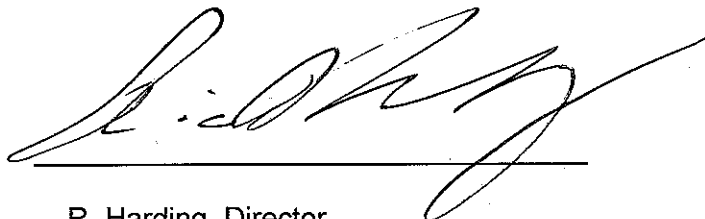
COMMISSION	Wednesday, 2010-OCT-27; 7:00 p.m. Bowen Park Complex Conference Room
Cultural Committee	Wednesday, 2010-OCT-06; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2010-OCT-13; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2010-OCT-14; 5:00 p.m. – if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:



L. McNabb, Chair
Parks, Recreation and Culture Commission



R. Harding, Director
Parks, Recreation and Culture