

**AGENDA FOR THE REGULAR MEETING OF THE  
PARKS, RECREATION AND CULTURE COMMISSION  
TO BE HELD IN ACTIVITY ROOM #1 BOWEN PARK COMPLEX  
WEDNESDAY, 2010-JUN-23, 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 Agenda.)*

**4. ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2010-MAY-26, at 7:00 p.m., in Activity Room #1, Bowen Park Complex. Pgs.  
618-625

*(Motion required to adopt minutes of 2010-MAY-26 as circulated.)*

**5. PRESENTATIONS:**

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

*(Motion required to permit the delegations to address the Commission.)*

- (a) Ms. Yamma Mack, Ms. Cora Brown, Ms. Valerie Muir, c/o 1309 Thetis Place, Nanaimo, BC V9R 7E1, presenting a proposal to the Parks, Recreation and Culture Commission requesting funding under the VIP Program for the implementation of a neighbourhood playground on Cariboo Drive / Thalia Place (Cariboo Park). Pgs.  
626-630

- (b) Ms. Wendy Marshall, Manager of Parks Services, Regional District of Nanaimo, 830 West Island Highway, Parksville, BC V9P 2X4 presenting the parking plan for Witchcraft Lake to the Parks, Recreation and Culture Commission. Pg. 631

**LATE DELEGATIONS: (5 MINUTES)**

*(Motion required to allow late delegations.)*

**7. CHAIRMAN'S REPORT:**

*(Motion required to receive the Report.)*

## 8. REPORTS OF ADVISORY BODIES:

- (a) **Parks Committee.** Commissioner Sparkes to report on the meeting held 2010-JUN-10.

Pgs.  
632-636

- (i) **RFP FOR DOG WASTE BAG DISPENSERS  
AND BIODEGRADABLE BAGS**

(Pgs. 635-636)

*Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.*

*(Motion required to adopt recommendation.)*

- (b) **Recreation Committee.** Commissioner Johnstone to report on the meetings held 2010-JUN-09 and 2010-JUN-15.

Pgs.  
637-645

- (i) **VIEx Annual Operating Funding**

(Pgs. 640-641)

*Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating line item to support the Vancouver Island Exhibition (VIEx) organization starting in 2011, for a maximum three-year term, and that the VIEx provide all materials documentation and surveys as requested by Staff.*

*(Motion required to adopt recommendation.)*

- (ii) **2010 Sport Tournament Grant Requests**

(Pgs. 644-645)

*Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve and recommend that Council approve the 2010 Sport Tournament Grant allocations as follows:*

ORGANIZATION	2010 REQUESTED	2010 APPROVED
Nanaimo BMX Association	\$1,375.00	\$1,200.00
Wheatsheaf Fastball Club	\$500.00	\$400.00
Nanaimo Sr. Men's Fastball League	\$2,000.00	\$1,200.00
Nanaimo Islanders Female Hockey Association	\$1,500.00	\$1,400.00
Vancouver Island Exhibition	\$4,950.00	\$2,600.00
Nanaimo White Rapids Swim Club	\$1,500.00	\$1,000.00
Nanaimo Dragon Boat Festival Society	\$5,000.00	\$3,400.00
Nanaimo Riptides Swim Club	\$1,500.00	\$900.00
Nanaimo United Football Club	\$1,000.00	\$1,000.00
<b>TOTALS:</b>	<b>\$19,325.00</b>	<b>\$13,100.00</b>

*(Motion required to adopt recommendation.)*

- (c) **Cultural Committee.** Commissioner Avis to report on the meeting held 2010-JUN-02. Pgs. 646-649
- (d) **Grants Advisory Committee.** Commissioner Burnett to report on the meetings held since 2010-MAY-26.
- (e) **Plan Nanaimo Advisory Committee.** Commissioner Lance to report on the meetings held since 2010-MAY-26.
- (f) **Social Planning Advisory Committee.** Commissioner Cowling to report on the meetings held since 2010-MAY-26.
- (g) **Port Theatre.** Monthly report for May, 2010. Pgs. 650-651
- (h) **Nanaimo Art Gallery.** Monthly report for May, 2010. Pg. 652
- (i) **Nanaimo Museum.** Monthly report for May/June, 2010. Pgs. 653-655

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

9. **STAFF REPORTS:**

- (a) **UPDATED NECK POINT PARK MASTER PLAN.** Pgs. 656-724
- Staff's Recommendation:* That the Parks, Recreation and Culture Commission:
1. approve the Draft Neck Point Park Master Plan update for public review and comment; and,
  2. host a public open house to present the draft plan for public review and receive comment in July.

*(Motion required to adopt recommendation.)*

- (b) **FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628.** Pgs. 725-727
- Staff's Recommendation:* That the Parks, Recreation and Culture Commission recommend to Council that PARKS, RECREATION AND CULTURE FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628, be amended to allow up to 25% of the revenues collected to be allocated for ongoing recreation and culture facility lifecycle maintenance and repair projects.

*(Motion required to adopt recommendation.)*

(c) **CULTURAL COMMITTEE MANDATE AND STRUCTURE REVIEW.**

Pgs.  
728-736

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council make the following changes to the Terms of Reference for the Cultural Committee:

1. That Staff develop clear criteria and process for appointment to the Cultural Committee.
2. That existing Terms of Reference (Schedule "A") for the Cultural Committee be changed with the objective of making them reflect what the mandate actually is and remove those tasks that are done by staff. Proposed changes are attached as Schedule "B".
3. That a maximum term of appointment to the Cultural Committee be set at six (6) years [two terms of three (3) years each] with the provision that members can be re-appointed after an absence of three (3) years.
4. That Cultural Committee appointments be staggered to maintain continuity. Of the six (6) "At-Large" members, three (3) would be renewed and three (3) new members would be appointed each three (3) years. Interim vacancies would be appointed only for the remaining term of the vacant appointment.
5. That the Cultural Committee membership be increased by one (1) additional member from the membership of the Parks, Recreation and Culture Commission – increasing this representation from three (3) to four (4).

(Motion required to adopt recommendation.)

(d) **LICENSE OF USE AGREEMENTS TO NON-PROFIT SOCIETIES.**

Pgs.  
737-757

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the following License of Use agreements for a five year (5) period at an annual rent of \$1.00 given that the services provided in these licenses meet well with the stated guidelines.

Licensee	License Period	Admin Fee	Rent
Vancouver Island (VI) Raiders Football Club	2010-JUN-01 to 2015-MAY-31	\$125.00	\$1.00/year
Vancouver Island Exhibition (VIE) Community Garden	2010-JUN-01 to 2015-MAY-31	\$125.00	\$1.00/year

(Motion required to adopt recommendation.)

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

(a) Monthly Report – Senior Manager of Parks.

Pgs.  
758-762

(b) Monthly Report – Senior Manager of Recreation and Culture Services.

Pgs.  
763-768

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

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

**CORRESPONDENCE:** (Information Only.)

(a) Minutes of the Nanaimo Harbour City Seniors, Annual General Meeting, held 2010-MAY-19.

Pgs.  
769-771

(b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting, held 2010-JUN-04.

Pgs.  
772-774

*(Motion required to receive all Correspondence.)*

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

14. **BUSINESS ARISING FROM DELEGATIONS:**

(a) Ms. Yamma Mack, Ms. Cora Brown, Ms. Valerie Muir  
– Cariboo Park VIP Request

(b) Ms. Wendy Marshall, RDN – Parking Plan – Witchcraft Lake.

15. **UNFINISHED BUSINESS:**

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

(b) VIEx Funding Assistance Request. (referred to Recreation Committee)

(c) Cinnabar Valley Parkland Request. (referred to Parks Committee)

(d) Costs incurred for Dog Waste pick up bags. (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, 2010-JUL-28; 7:00 p.m. Activity Room #1, Bowen Park Complex
Cultural Committee	Wednesday, 2010-JUL-07; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2010-JUL-14; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2010-JUL-08; 5:00 p.m. – if required Bowen Park Complex Conference Room

2010-JUN-17  
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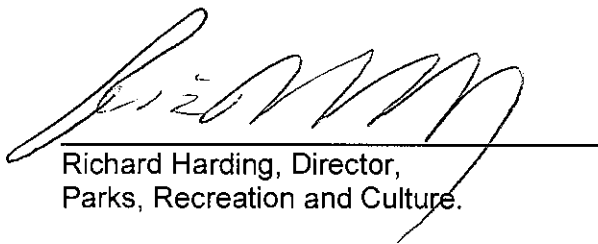
1.

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-JUN-23  
LOCATION: Activity Room #1, Bowen Park Complex  
TIME: Immediately following the regular Commission meeting

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

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the municipality;



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-MAY-26, COMMENCING AT 7:00 P.M.**

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PRESENT: Commissioner L. McNabb, Chair

Members: Commissioner D. Johnstone  
Commissioner F. Pattje  
Commissioner L. Avis  
Commissioner S. Lance  
Commissioner D. Burnett  
Commissioner G. Rudischer  
Commissioner J. Cowling  
Commissioner B. Sparkes  
Commissioner B. Dempsey

Regrets: Commissioner M. Young  
Commissioner B. Meunier

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

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Delete Item 9.(d) - Updated Neck Point Park Master Plan.
- Add Item 7.(a) 2010 Canadian Masters Long Course Swimming Championships.
- Amend Item 17 - Next meeting of the Parks, Recreation and Culture Commission meeting to be held in Activity Room #1, Bowen Park Complex.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2010-APR-28, at 7:00 p.m., in Activity Room #1, the Bowen Park Complex.

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

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5. PRESENTATIONS:

- (a) Social Media Use by Parks, Recreation and Culture – Megan Noakes, Acting Marketing and Communications Specialist.

6. DELEGATIONS:

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

- (a) Ms. Karen Streeter, Director/Vice President, Vancouver Island Exhibition (VIE), #4 – 2300 Bowen Road, Nanaimo, BC V9T 3K7 submitting a proposal to the Parks, Recreation and Culture Commission with regard to creating a Community Garden in Beban Park on the VIE Farmlands.

Ms. Streeter provided background on the concept of the community gardens plan. Education of the public on the food supply for local residents on Vancouver Island will be highlighted. Urban green corridors are increasing with the acceptance of city "farming". No toxic chemicals, pesticides or fertilizers will be used. It will be a teaching environment for all members of our community. There will be a children's garden that will be tied into the summer program at the 4H barnyard. Plots will be \$30/year, but large communal lots will be available for people that do not have the means to rent an individual plot. The plot fee includes water, soil, and tools. Gardens will be hand-watered. They will be planting in the spring with harvest through summer and autumn. The VIE is requesting \$20,000 from the VIP program for the Community Garden project. Both the Nanaimo community Gardens Society and Nanaimo Food Share have been providing advice and support. All the positions are volunteer and the Community Gardens will be under the umbrella of VIE.

- (b) Mr. Terry Rogers and Mr. Kevin Bourgeois, Nanaimo White Rapids Swim Club, 500 Bowen Road, Nanaimo, BC V9R 1Z7 updating the Parks, Recreation and Culture Commission on the activities at Kinsmen Outdoor Pool in Bowen Park and support for a renewal of the Co-Management Agreement.

Mr. Rogers and Mr. Bourgeois provided a PowerPoint presentation and overview of the club and their activities and objectives.

- (c) Mr. Charles Thirkill, Friends of Harewood Plains, 611 Shaughnessy Place, Nanaimo, BC V9T 4V1, presenting to the Parks, Recreation and Culture Commission in support of the Bog bird's foot trefoil (*Lotus pinnatus*) being nominated as the floral emblem for the City of Nanaimo.

Mr. Thirkill provided a slide show presentation and discussed the work to date that The Friends of Harewood Plains had undertaken in the area, including removal of a number of derelict vehicles and placement of large boulders at all illegal entrance points to prevent large vehicle access to the area. This does not stop small ATV access which continues to have a negative ecological impact to the area. The boulder project cost \$20-\$30K. The group is promoting recognition of the floral emblem. They have had some assistance from Island Timberlands (previously Weyerhaeuser) and from private donation. Island Timberlands gave \$1700.00 to assist with broom cutting and the BC Transmission Corporation provides \$5,000.00 towards maintenance every year. The majority of the Lotus

pinnatus are located under the hydro lines which run through the property. The Parks, Recreation and Culture Commission and Staff are invited to participate in a guided walk on Saturday, 2010-MAY-29.

7. CHAIRMAN'S REPORT:

(a) 2010 Canadian Masters Long Course Swimming Championships.

Chair McNabb would like the Parks, Recreation and Culture Commission to recognize and congratulate the Nanaimo Ebttides Masters Swim Club, and Terry and Nancy Ryan, by way of a letter of appreciation, on the successful hosting of the Canadian Masters Long Course Swimming Championship event held 2010-MAY-21 to 2010-MAY-24 at the Nanaimo Aquatic Centre.

It was moved and seconded that a letter of appreciation and congratulations be sent to the Nanaimo Ebttides Masters Swim Club, and Terry and Nancy Ryan, on behalf of the Parks, Recreation and Culture Commission. The motion carried unanimously.

8. REPORTS OF ADVISORY BODIES:

(a) Parks Committee. Commissioner Sparkes to report on the meeting held 2010-MAY-13.

(i) Bayshore Park Drive Tree Removal Request.

Parks Committee Recommendation: That the Parks, Recreation and Culture Commission do not amend their original motion of 2009-NOV-25.

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

(a) Recreation Committee. No meeting held.

(c) Cultural Committee. No meeting held.

(d) Grants Advisory Committee. Commissioner Burnett reported that no meetings had been held since 2010-APR-28.

(e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meetings held since 2010-APR-28. PNAC reviewed a re-zoning application and a list of some properties in relation to the OCP.

(f) Social Planning Advisory Committee. Commissioner Cowling reported that she had not been in attendance at the SPAC meeting held 2010-APR-06; however, the Committee reviewed applications totalling \$100,565. The amount available was \$15,000. This sum was allotted and the recommendation was sent to Council. On 2010-MAY-04, the greater part of the meeting was spent reviewing the Great Canadian Casino Liquor Primary Licence application. The Committee approved the

request with two provisos. The provisos relate to patio liquor service and liquor licence transfers. Recommendation sent to Council. There will not be a meeting on 2010-JUN-01.

- (g) **Port Theatre.** Monthly report for April, 2010.
- (h) **Nanaimo Art Gallery.** Monthly report for April, 2010.
- (i) **Nanaimo Museum.** Monthly report for April/May, 2010.

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

9. **STAFF REPORTS:**

- (a) **Sale of Olympic Street Banners.**

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission approve the sale of the Olympic Street Banners to the public for purchase with revenues generated by the sale of the banners to be used to help support the Sport and Culture grant programs.

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

- (b) **Kinsmen Outdoor Swimming Pool Co-Management Agreement.**

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission recommend that Council approve a five-year Co-Management Agreement authorizing the Nanaimo White Rapids Swim Club to operate the Kinsmen Outdoor Swimming Pool (Kin Pool) Operation from 2010-MAY-01 to 2015-APR-30.

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

There was some discussion regarding safety requirements and Staff advised that they ensure that the Operators are aware that they are responsible to meet all safety requirements.

Commission raised the question of how many more years does the pool has. This year Herold Engineering will be doing an assessment and overview of the condition of the pool and any requirements that will need to be meet.

(c) **Harewood Centennial Park Improvement Plan.**

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission approve this improvement planning process to develop a vision and improvement plan for Harewood Centennial Park.

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

Commission asked if there were plans to improve the parking areas and staff advised that there is a long term plan to modify the parking area to ensure safety to children.

(d) **Updated Neck Point Park Master Plan.** (deleted from Agenda)

(e) **City Floral Emblem.**

*Staff's Recommendation:* That the Parks, Recreation and Culture Commission's direction is sought.

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council accept the Lotus pinnatus as the City of Nanaimo emblem. The motion carried unanimously.

It was moved and seconded that a letter of appreciation for all their efforts be sent by the Parks, Recreation and Culture Commission to The Friends of Harewood Plans. The motion carried unanimously.

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

(a) **Senior Manager of Parks.** Monthly report for April, 2010.

Commission questioned the reference on Agenda Page 594 to the investigation of trees being illegally cut down. Staff advised that there is a Tree Protection Bylaw and Tree Removal Permits are required. The tree at reference was one situated between two private residences – a hazard tree permit was required. In removal, it impacted the riparian area and it has been agreed that the residents will put the area back to the way it was.

(b) **Senior Manager of Recreation and Culture Services.** Monthly report for April, 2010.

The Cultural Forum on 2010-MAY-18 went very well. Roles, responsibility and mandates of cultural committees were reviewed and the Staff will return to Commission with options for the PRCC Cultural Committee in June. Saturday, 2010-MAY-29, there is an Open House at the Oliver Woods Community Centre celebrating the 2<sup>nd</sup> anniversary of the Centre. Commission members were reminded that they are invited to attend the celebrations and participate in activities.

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 of appreciation, dated 2010-APR-27, regarding Ms. Robin Tweed to Mr. Richard Harding, Director, Parks, Recreation and Culture, from Ms. Carol A. Dowe, Area Director – Nanaimo, BC Seniors Games, 4861 Logan's Run, Nanaimo, BC V9V 1N8.

Commissioner Pattje, on behalf of the Parks, Recreation and Culture Commission, also expressed appreciation for the contributions made by Ms. Tweed to the functions of Commission.

- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors meeting held 2010-MAY-07.
- (c) Letter dated 2010-MAY-11 from Ms. Holly Bright, Artistic Director/Producer, Crimson Coast Dance Society, 150 Commercial Street, Nanaimo, BC V9R 5G6 thanking the Parks, Recreation and Culture Commission for the honour of receiving the City of Nanaimo's Honour in Culture Award.
- (d) Letter dated 2010-MAY-12, from Mr. Michael Wright, General Manager, Crimson Coast Dance Society, 150 Commercial Street, Nanaimo, BC V9R 5G6 providing their final report on the "Voices in Motion, Bodies That Sing" event and acknowledging the support from the Parks, Recreation, and Culture Commission.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

- (a) Rotary Field House – Entrance Sign.

A member of the Commission had been approached by a member of one of the local Rotary clubs who felt that the sign at Rotary Field House should not just reflect the Oceanside Rotary Club, and advised that all five clubs had donated an equal amount of money. Staff to review and advise Commission. [Note: research in the matter revealed that Oceanside had contributed and been responsible of the contribution of \$225,000 (through direct donation and application and approval of a Gaming Grant), of the \$250,000 in contributions. The total remaining \$25,000 had been donated by the other Rotary Clubs.]

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Ms. Karen Streeter – Community Gardens at VIEx Fairgrounds.

It was moved and seconded that the PRCC provide \$20,000 in VIP funding for the Community Gardens at VIEx Fairgrounds. The motion carried unanimously.

Staff will return to commission with a license of use agreement for review and approval.

- (b) Mr. Terry Rogers & Mr. Kevin Bourgeois - Nanaimo White Rapids Swing Club.

*[This matter was dealt with under Item 9.(b).]*

- (c) Mr. Charles Thirkill - Friends of Harewood Plains.

*[This matter was dealt with under Item 9.(e).]*

15. UNFINISHED BUSINESS:

- (a) Advertising Signage at May Bennett Park. (referred to Parks Committee)  
(b) Bayshore Park Drive Tree Removal Request. (referred to Parks Committee)  
(c) VIEx Funding Assistance Request. (referred to Recreation Committee)  
(d) Cinnabar Valley Parkland Request. (referred to Parks Committee)  
(e) Costs incurred for Dog Waste pick up bags. (referred to Parks Committee)

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

16. QUESTION PERIOD:

- (a) Fred Taylor asked if the Community Gardens would be covered as an addendum under the current VIEx Agreement.

Staff advised that the current agreement is a joint agreement with the VIEx and the Nanaimo & District Equestrian Association. VIEx will take a leadership role in the Community Garden; however, there would be a separate license agreement for the Community Garden.

- (b) Commission asked about the installation of the sign at Oliver Woods Community Centre.

Staff advised that the replacement sign is scheduled to be installed within the next couple of weeks.

17. ADJOURNMENT:

It was moved and seconded at 8:21 p.m. that the meeting adjourn, with the next regular meetings as follows:

COMMISSION	Wednesday, 2010-JUN-23; 7:00 p.m. Activity Room #1, Bowen Park Complex
Cultural Committee	Wednesday, 2010-JUN-02; 4:15 p.m. – if required Bowen Park Complex Conference Room
Recreation Committee	Wednesday, 2010-JUN-09; 3:00 p.m. – if required Bowen Park Complex Conference Room
Parks Committee	Thursday, 2010-JUN-10; 5:00 p.m. – if required Bowen Park Complex Conference Room

The motion carried unanimously.

CERTIFIED CORRECT:

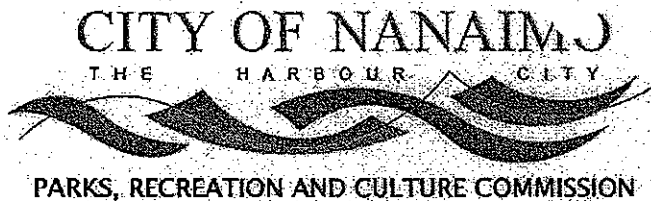
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L. McNabb, Chair  
Parks, Recreation and Culture Commission

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R. Harding, Director  
Parks, Recreation and Culture

2010-JUN-03  
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## REQUEST TO APPEAR AS A DELEGATION

ON 2010 - 06 - 23  
year month day

NAME OF PERSON MAKING PRESENTATION: <u>Yamma Mack, Cora Brown, Valerie Muir</u> Print			
ADDRESS: <u>1309 Thalia Place</u> street address	<u>Nanaimo</u> City	<u>BC</u> Province	<u>V9R 7E1</u> Postal Code
PHONE: <u>250-591-0750</u> home	<u>N/A</u> business	FAX: <u>N/A</u>	
NAME OF APPLICANT IF OTHER THAN ABOVE:			
DETAILS OF PRESENTATION:			
<u>wish to present a proposal to VIP committee in order</u> <u>to request a grant for the implementation of a</u> <u>neighbourhood playground on Cariboo Drive / Thalia Place</u>			
			<div style="border: 1px solid black; padding: 5px; text-align: center;"><b>RECEIVED</b>  MAY 14 2010  DEPARTMENT OF PARKS RECREATION AND CULTURE</div>

### 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.

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**Cariboo Drive/Thalia Place Neighbourhood Park  
VIP Grant Request Proposal**

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June 14, 2010

Nanaimo Parks, Recreation, and Culture Commission  
500 Bowen Road  
Nanaimo, BC V9R 1Z7

**RECEIVED**

**JUN 15 2010**

**DEPARTMENT OF  
PARKS RECREATION AND CULTURE**

Dear Commission Members:

The neighbourhoods surrounding Thalia Place and Cariboo Drive would very much like to participate in your Volunteer In Parks program by installing a neighbourhood playground on the current park allocated land located on the corner of these two roads.

Due to the geographical placement of our neighbourhoods on the College Drive area, we are surrounded by very steep hills and we find that there is a lack of such a play space available to our families within walking distance where our children can get some fresh air and activity. Parks available to us such as Bowen Park, or school playgrounds such as Fairview, Georgia Avenue, Nanaimo Christian School, etc. (Please see attached map) are all located well within a five to ten minute drive of our area, making such a space in our own front yard, so to speak; a great asset.

We are a young and emerging neighbourhood and we feel that developing a park would greatly serve the many families whom reside in this area. A playground would offer a close and safe place for our children to enjoy not to mention help in the development of a community feeling, neighbour relations, and healthy living.

A meeting was held on Sunday, April 18, 2010 to discuss the possibility of this project and neighbourhood interest in such a development. Representatives from sixteen families were in attendance and all supported and agreed that developing the land into a playground, along with a possible plant garden and picnic area; would be a wonderful thing for the neighbourhood.

Our neighbourhood would like to request a grant from the Volunteer in Parks Program for \$25,000 for playground equipment. We will also do additional community fundraising to support the remainder of Phase 1.

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**Phase 1:**

• Site preparation - Land requires further levelling, top soil, and relocation of perimeter boulders for dirt retention	\$ 6,000.00
• Playground equipment (Main play structure plus 2 adult & 2 infant swings)	\$25,000.00
• Installed fencing around park perimeter	\$ 6,400.00
• Shade trees	\$ 3,600.00
• Irrigation for play area, lawn and shade trees	\$ 5,000.00
• Certified 12" deep wood fibre chip safety surfacing	\$ 6,300.00
• Native plantings for park beautification and ecological conservation	N/A
• Park entrance signage - City to provide	N/A
• One (1) picnic table and 2 benches	\$ 3,000.00
• Food and beverage for weekend of install	\$ 500.00
• Total estimated cost of playground	<u>\$55,800.00</u>

**Phase 2:**

• May look at additional playground equipment and trees	
• May look at replacing playground safety surfacing with recycled tire rubber mulch	\$ 17,800.00

**Neighbourhood Contributions:**

- Neighbours to install the playground
- Neighbours will do fundraising to augment funds granted by the city
- Neighbours have access to Bob Cat equipment as well as trade's people to help in landscaping, picnic table and bench installation

**Fundraising Objective:**

Committee plans to fundraise via bottle drives, community garage sales, beer and burger nights, door-to-door canvassing, corporate sponsorships, etc. We plan to contact local businesses such as Jumping Jiminy's, Nanaimo Rotary Club, Thrifty Foods, Rona, Robinson Rentals & Sales, G.R. Paine Horticultural Training Centre in hopes that they will aid in our fundraising efforts by providing monetary donations, food and refreshments for weekend of install, supplies, tool rentals, trees and shrubs, etc.

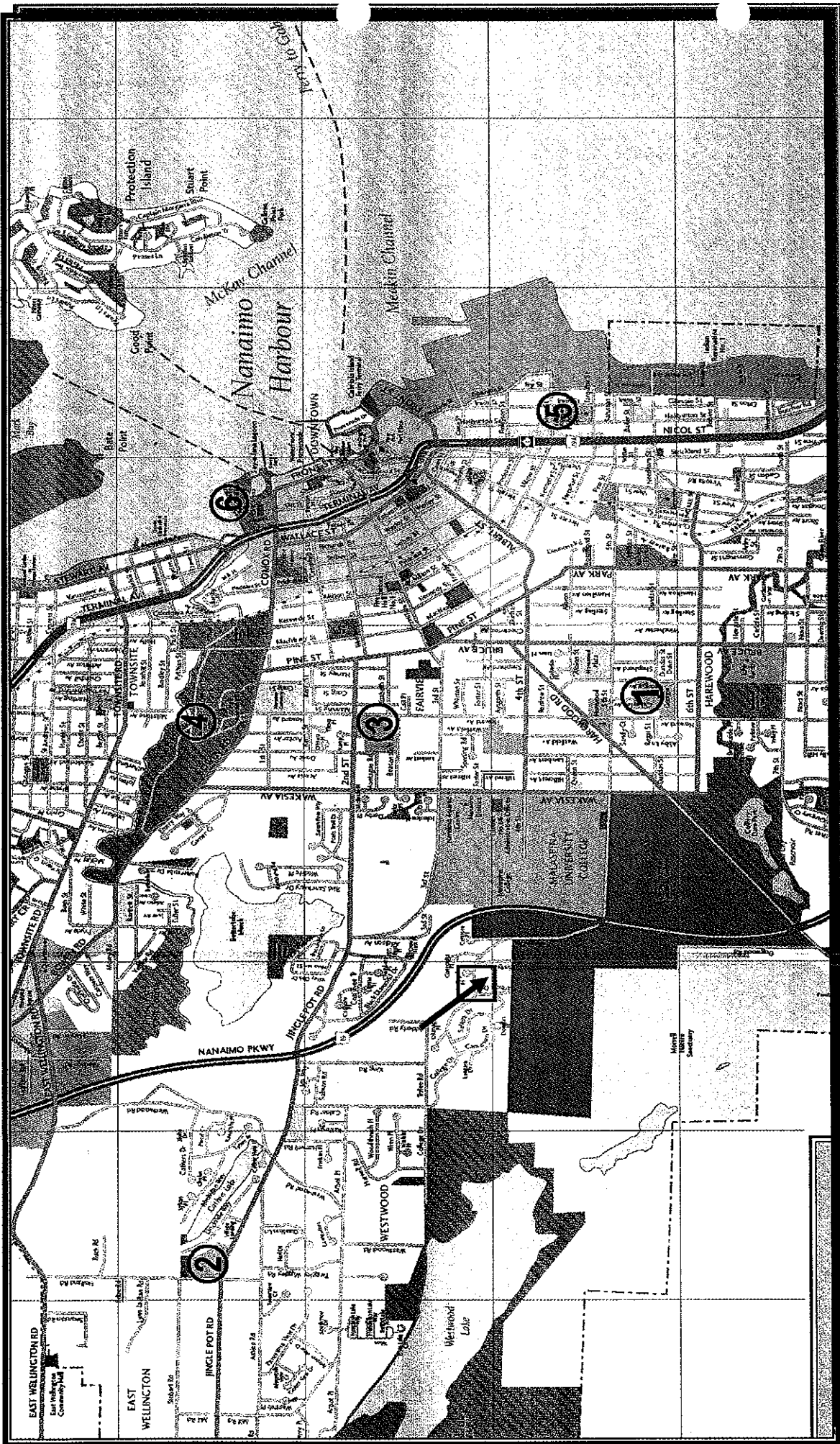
If you have any questions or concerns, please do not hesitate to contact me at your convenience via telephone at 250-591-0750 or via email at [yfiandor@hotmail.com](mailto:yfiandor@hotmail.com)

Regards,



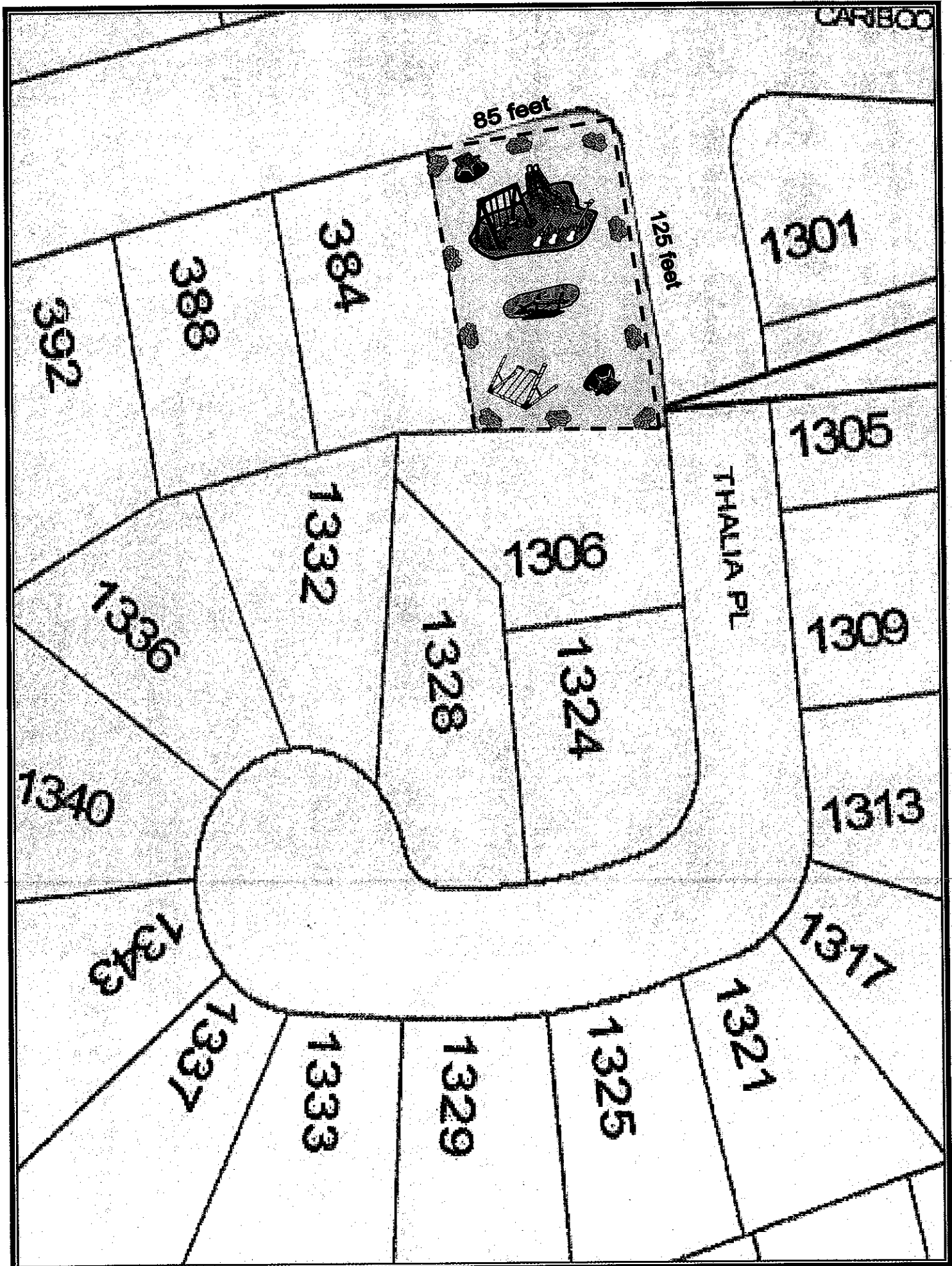
Yamma Mack  
Committee Representative

628



Parks near the College Heights area, approximate distance, and driving times for each

- |                                    |   |                        |
|------------------------------------|---|------------------------|
| 1. Georgia Avenue School Park      | - | 3.04 kms. & 6 minutes  |
| 2. Nanaimo Christian School        | - | 4.77 kms. & 7 minutes  |
| 3. Fairview Community School Park  | - | 3.84 kms. & 7 minutes  |
| 4. Bowen Park Playground           | - | 5.10 kms. & 10 minutes |
| 5. Deverill Square Park            | - | 4.5 kms. & 10 minutes  |
| 6. Folk Fest Park at Maffeo Sutton | - | 5.40 kms. & 11 minutes |





## REQUEST TO APPEAR AS A DELEGATION

ON 2010 - 06 - 23  
year month day

# RECEIVED

JUN 11 2010

DEPARTMENT OF  
PARKS RECREATION AND CULTURE

NAME OF PERSON MAKING PRESENTATION: Wendy Marshall, Manager of Parks Services  
ADDRESS: 830 West Island Highway Parksville, BC V9P 2X4  
PHONE: 250-248-3252 Regional District Parks FAX: 250-248-3159  
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: \_\_\_\_\_

### DETAILS OF PRESENTATION:

To present the parking plan for Witchcraft Lake. Since the creation of the Regional Park on Mount Benson, parking has become an issue at the end of Benson View Rd. Regional District Staff have designed a parking facility. RDN staff + Nanaimo staff have created a plan that uses NOT land + City Parkland for a parking space, trails + bridge to connect to the road allowance on the other side of the lake.

### 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.

631

Parks, Recreation and Culture Commission  
500 Bowen Road, Nanaimo BC V9R 1Z7

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

**NOTES OF THE REGULAR PARKS COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,  
ON THURSDAY, 2010-JUN-10, COMMENCING AT 5:00 P.M.**

---

PRESENT: Commissioner Barry Sparkes, Chair

Members: Commissioner Fred Pattje  
Commissioner Brian Dempsey  
Commissioner Brent Meunier

Absent: Commissioner Maureen Young

Staff: Jeff Ritchie  
Ian Blackwood

R. Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 5:00 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 Parks Committee Meeting held Thursday, 2010-MAY-13 at 5:00 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. CHAIR'S REPORT: (None.)

7. REPORTS OF ADVISORY BODIES: (None.)

8. STAFF REPORTS:

(a) RFP FOR DOG WASTE BAG DISPENSERS AND BIODEGRADABLE BAGS

Staff's Recommendation: That the Parks Committee recommend that the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.

Staff provided an overview of the requirements for an RFP, presented one option with regard to advertising on the dispenser and the bags themselves, one company, that has submitted information for review, proposes that we advertise on one of the two rolls in the dispenser, and another advertiser utilize the other roll for advertising. Alternatively, both rolls could be used for advertising, with the City of Nanaimo having first right of refusal on any advertising that doesn't meet the requirements and standards set by the City. It is realistic to expect that the dispensers currently in use (34) may increase to 60 without any difficulty. There is also the matter of ensuring that there are garbage cans available for disposal purposes. The company would not stock. Stocking would be done by City staff. Victoria currently has a RFP that closed on 2010-MAY-31. Staff to follow up to review the number of submissions that they obtained. The advertising in parks issue is still being reviewed, but Staff feel that this type of advertising will not be an issue. Services for pick up are also being reviewed and to date, the fees for these services appear to be nominal.

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

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

10. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information) (None.)

11. NOTICE OF MOTION: (None.)

12. OTHER BUSINESS: (None.)

13. UNFINISHED BUSINESS:

- (a) Request for Advertising Signage at May Bennett Park. Staff are still researching this matter. Staff need to continue researching this to ensure that all groups are treated equally. Staff to review and return to the Parks Committee with a Report for the July meeting.
- (b) Parkland in Cinnabar Valley. PRCC members toured the property on Monday, 2010-MAY-31. Staff to return to the Parks Committee with a Report for the July meeting.

14. QUESTION PERIOD: (No questions.)

15. ADJOURNMENT:

It was moved and seconded at 5:27 p.m. that the meeting adjourn, with the next meeting of the Parks Committee to be held, if required, Thursday, 2010-JUL-08, commencing at 5:00 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.

*Barry Sparkes*

\_\_\_\_\_  
Commissioner Barry Sparkes, Chair  
Parks Committee

CERTIFIED CORRECT

*Jeffery W. Ritchie*

\_\_\_\_\_  
Jeff Ritchie  
Senior Manager, Parks Operations

APPROVED FOR DISTRIBUTION:

*R. Harding*

\_\_\_\_\_  
R. Harding, Director  
Parks, Recreation and Culture



REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: BARRY SPARKES, CHAIR, PARKS COMMITTEE

RE: RFP FOR DOG WASTE BAG DISPENSERS AND BIODEGRADABLE BAGS

---

RECOMMENDATION:

That the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.

EXECUTIVE SUMMARY:

At their meeting of 2010-JUN-10, the Parks Committee reviewed the matter of the provision of services for dog waste bags and dispensers and allowing advertising to be placed on both the bags and dispensers. The Committee unanimously agreed that the Parks Committee recommend that the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.

BACKGROUND:

At their meeting of 2010-APR-28, the Parks, Recreation and Culture Commission reviewed the matter of the costs incurred by the City as a result of the dog waste bags. It was moved and seconded that this matter be referred to the Parks Committee for review and reporting back to Commission.

At the Parks Committee meeting of 2010-JUN-10, it was unanimously agreed that the Parks Committee recommend that the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.

The City of Nanaimo presently has 35 Dog Waste Bag Dispensers and purchases 500,000 biodegradable dog bags per year on average. With over 10,000 dogs in the City of Nanaimo there is a need for public spaces to allow owners to walk or exercise their dogs. With the majority of the available public areas being parks, trails, or green spaces, the responsibility of providing waste services falls on Parks, Recreation and Culture. Providing this service reduces the risk to the public as dog feces can pose a serious health hazard if not picked up but comes at a cost of approximately \$25,000.00 per year.

There is an opportunity to reduce the cost of this service by allowing suppliers to sell advertising space on the dispensers as well as the bags. The City of Victoria has recently put out an invitation to provide Dog Waste Bags and Dispensers for a three-year program. Included in the invitation is that suppliers can offer joint ventures for advertising on the dog waste bag dispensers. They hope to significantly reduce the cost of providing the service as they purchase a total of 1.5 million dog bags annually.

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A proposal to provide dog bags and dispensers would include the following:

- An initial lower cost to provide bags.
- Assurance that bags are 100% biodegradable or certified compostable.
- Bags must be available for delivery to the City with two days notice.
- The City would receive a percentage of sponsorship revenues on dispensers and bags.
- The right of refusal on any advertising deemed inappropriate.
- Dispensers to be able to contain two rolls of bags and supplied at no cost.
- Restocking of the dog waste bags to be done by City Staff.

It is proposed that entering into a dog waste bag program that permits advertising will allow the City to provide a higher level of dog waste service to the public while reducing costs below what is presently incurred.

The Parks Committee recommends that the Parks, Recreation and Culture Commission approve the issuing of a RFP to provide dog waste bags and dispensers based on allowing advertising to be placed on both the bags and dispensers.

Respectfully submitted,



Barry Sparkes, Chair  
Parks Committee

2010-JUN-10  
File: A2-4 / C5-4-5  
G:\Admin\PRCC\RptComm\PRCCRPT100623RFPForDogWasteBagDispensersAndBiodegradableBags.doc

**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
WEDNESDAY, 2010-JUN-09, COMMENCING AT 3:00 P.M.**

---

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

Staff: S. Samborski  
E. Williams

Robin Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:03 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 Recreation Committee Meeting held Wednesday, 2010-APR-14 at 3:00 p.m. in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2010-APR-14 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS:

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

- (a) Mr. Wayne Robinson, President, Vancouver Island Exhibition (VIEEx), #4 – 2300 Bowen Road, Nanaimo, BC V9T 3K7, requesting assistance with Funding to offset the Vancouver Island Exhibition operating expenses.

Mr. Stephen Kass presented on behalf of the VIEEx and advised that over the past several months the VIEEx has been presenting and discussing their financial needs. Would like to focus on some of the financial challenges currently facing and what they are anticipating. Funding has become more difficult to secure; however, costs are continuing to rise. Would like to plan proactively for the future. In past years, they have been at a breakeven point; however, it is not anticipated that this will be the case in the future. A financial activity report for revenue and expenditures 2004-2009 was provided to the Committee. The RCMP Musical Ride in 2009 brought in additional revenue which helped tremendously to offset overall expenses. 2009 Administrative Expenses rose in 2009 due to mandatory vehicle repairs and maintenance. In 2004 a paid position was brought into the VIEEx, in

2006 it was realized that it was non-sustainable, so in 2007 and 2008 they did not have paid staff. In order to have staff to work on administrative functions they again needed to pay wages to a staff person in 2009. In 2009 VIEEx suffered a net loss of \$2,110.00. In 2010 they are increasing their ticket prices \$1.00/person across the board; however, the HST will take approximately \$0.64 of the ticket price so therefore will only realize a \$0.36 increase in revenue. The VIEEx will be taking on the Commercial Home Show this year. Their main stage and entertainment costs are being frozen for 2010. They have also sought grant funding and sponsorship. They are planning for the future of VIEEx and agriculture in Nanaimo to ensure the VIEEx remains the premier function on Vancouver Island. VIEEx is now working with the Community Gardens program for both adults and children, and, are looking forward to partnering with the City and various other partners to build an agricultural centre at Beban. They are not in a financial position to hire a Marketing Manager; however, a student from Vancouver Island University, in order to meet credit and hour requirement for her program will be assisting with the Commercial Home Show. At the suggestion of the Committee they will also seek support from the Regional District of Nanaimo.

6. CHAIR'S REPORT: (None.)
7. REPORTS OF ADVISORY BODIES: (None.)
8. STAFF REPORTS:

(a) **VIEEx Annual Operating Funding.**

Staff's Recommendation:

1. That the Recreation Committee recommends that the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating funding (line item) to support the Vancouver Island Exhibition (VIEEx) organization starting in 2011.

It was agreed by the Committee that a friendly amendment be made to the recommendation number 1.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating line item to support the Vancouver Island Exhibition (VIEEx) organization starting in 2011, for a maximum three-year term, and that the VIEEx provide all materials documentation and surveys as requested by Staff. The motion carried unanimously.

Staff's Recommendation:

2. That the Recreation Committee recommends that the Parks, Recreation and Culture Commission recommend the VIEEx apply for Cultural Special Event funding to assist with the fall fair component of their operation.

It was determined that it was not necessary to put Item 2. forward as a motion.

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

10. CORRESPONDENCE: (Action)

CORRESPONDENCE: (Information)

11. NOTICE OF MOTION: (None.)

12. OTHER BUSINESS:

- (a) Sport Tournament Grant – Review of applications and allocation of funds for the final intake of 2010 applicants.

It was determined that discussion only meeting be held and that the Committee return to review and make decisions on the Grants. The Committee has requested that there be an explanation of the table of contents, the funding available, and any special items of note, as well as have Staff ask if any available funds in the Sport Tournament Grant can be frozen and rolled over to the next operating year. Staff provided a review with comments on each of the applications.

13. UNFINISHED BUSINESS: (None.)

14. QUESTION PERIOD: (None.)

15. ADJOURNMENT:

It was moved and seconded at 4:20 p.m. that the meeting adjourn, with the follow up Sport Tournament Grant allocation meeting to be held on Tuesday, 2010-JUN-15, at 3:00 p.m., in the Bowen Park Complex Conference Room, and that the next regular meeting of the Recreation Committee to be held, if required, Wednesday, 2010-JUL-07, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Diana Johnstone, Acting Chair  
Recreation Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager  
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director  
Parks, Recreation and Culture

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: DIANA JOHNSTONE, CHAIR, RECREATION COMMITTEE

RE: VIEX ANNUAL OPERATING FUNDING

---

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating line item to support the Vancouver Island Exhibition (VIEx) organization starting in 2011, for a maximum three-year term, and that the VIEx provide all materials documentation and surveys as requested by Staff.

EXECUTIVE SUMMARY:

At their meeting of 2010-JUN-09, the Recreation Committee reviewed the matter of offset funding for the VIEx and unanimously agreed that the Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating line item to support the Vancouver Island Exhibition (VIEx) organization starting in 2011, for a maximum three-year term, and that the VIEx provide all materials documentation and surveys as requested by Staff.

BACKGROUND:

At the Parks, Recreation and Culture Commission meeting of 2010-APR-28, the matter of offset funding for the VIEx was referred to the Recreation Committee for review and reporting back to Commission.

At the Parks Committee meeting of 2010-JUN-09, it was unanimously agreed that the Parks Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve a \$12,000 annual operating line item to support the Vancouver Island Exhibition (VIEx) organization starting in 2011, for a maximum three-year term, and that the VIEx provide all materials documentation and surveys as requested by Staff.

The VIEx has been involved in Beban Park and the fall exhibition for many years. Through a license of use, the group has operated and maintained the Agricultural Lands at Beban since 1956.

Over the past two years the VIEx has focused energy on growing their business outside the annual fall fair. The group has held an annual pumpkin competition and display in October, is working with the Nanaimo Community Gardens in the development of Community Gardens within their license of use area, and has started conversation with the Nanaimo Kennel Club to look at future partnership opportunities. VIEx would like to establish Beban Park, through a variety of programs, partnerships and offerings, as the centre for Nanaimo urban agriculture.

While the annual exhibition continues to grow in size and enjoy success, over the last two years the group has come forward to the City of Nanaimo asking for financial support. Increased costs, combined with decreased funding have made it difficult for the VIEx to build on past success and grow the fall fair without ongoing financial support.

The group has indicated they require funding to assist in paying the facility rentals costs of the Beban Park recreation facilities that are used for various activities throughout the fall fair. These costs fluctuate between \$8K and \$14K, depending on the space used.

Annual financial assistance would assist VEx in paying the hard costs of the facilities they use outside their license agreement. The Special Event funding could assist in the delivery of the fall fair, allowing the group to use freed up dollars to expand programs throughout the year.

Respectfully submitted,



Diana Johnstone, Chair  
Recreation Committee

2010-JUN-11  
File: A2-4 / J5-8  
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**NOTES OF THE SPORT TOURNAMENT GRANT ALLOCATIONS MEETING  
RECREATION COMMITTEE  
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM  
TUESDAY, 2010-JUN-15, COMMENCING AT 3:00 P.M.**

---

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

Staff: E. Williams

Robin Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Meeting was called to order at 3:04 p.m.

2. SPORT TOURNAMENT GRANTS:

Review of applications and allocation of funds for the final intake of 2010 applicants.  
The remaining balance of funds available for grant allocations for 2010 is \$22,704.00.

E. Williams to investigate other grant opportunities available in the regional district for groups applying for events being held outside the City of Nanaimo.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission approve and recommend that Council approve the 2010 Sport Tournament Grant allocations as follows:

ORGANIZATION	2010 REQUESTED	2010 APPROVED
Nanaimo BMX Association	\$1,375.00	\$1,200.00
Wheatsheaf Fastball Club	\$500.00	\$400.00
Nanaimo Sr. Men's Fastball League	\$2,000.00	\$1,200.00
Nanaimo Islanders Female Hockey Association	\$1,500.00	\$1,400.00
Vancouver Island Exhibition	\$4,950.00	\$2,600.00
Nanaimo White Rapids Swim Club	\$1,500.00	\$1,000.00
Nanaimo Dragon Boat Festival Society	\$5,000.00	\$3,400.00
Nanaimo Riptides Swim Club	\$1,500.00	\$900.00
Nanaimo United Football Club	\$1,000.00	\$1,000.00
<b>TOTALS:</b>	<b>\$19,325.00</b>	<b>\$13,100.00</b>



**SPORT TOURNAMENT GRANT FUNDS - 2010**

ALLOTTED AMOUNT	\$19,000.00
2009-NOV-01 (first allocation of funds)	(\$9,550.00)
Banner Sales (May/June 2010)	\$3,254.00
Additional Funds	\$10,000.00
<b>Remaining for 2010</b>	<b>\$22,704.00</b>
2010-JUN-15 (second allocation of funds)	(\$13,100.00)
<b>Remaining</b>	<b>\$9,604.00</b>

It was moved and seconded that the Recreation Committee utilize the unallocated June funds in the amount of \$9,604.00 from the 2010 Sport Tournament Grants for the 2010-NOV-01 allocations.

15. **ADJOURNMENT:**

It was moved and seconded at 3:37 p.m. that the meeting adjourn, with the next regular meeting of the Recreation Committee to be held, if required, Wednesday, 2010-JUL-07, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



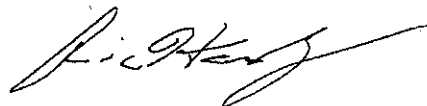
Diana Johnstone, Chair  
Recreation Committee

**CERTIFIED CORRECT:**



E. Williams for  
S. Samborski, Senior Manager  
Recreation and Culture Services

**APPROVED FOR DISTRIBUTION:**



Richard Harding, Director  
Parks, Recreation and Culture

**REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION**

**FROM: DIANA JOHNSTONE, CHAIR, RECREATION COMMITTEE**

**RE: 2010 SPORT TOURNAMENT GRANT REQUESTS**

---

**RECOMMENDATION:**

That the Parks, Recreation and Culture Commission approve and recommend that Council approve the 2010 Sport Tournament Grant allocations as follows:

ORGANIZATION	2010 REQUESTED	2010 APPROVED
Nanaimo BMX Association	\$1,375.00	\$1,200.00
Wheatsheaf Fastball Club	\$500.00	\$400.00
Nanaimo Sr. Men's Fastball League	\$2,000.00	\$1,200.00
Nanaimo Islanders Female Hockey Association	\$1,500.00	\$1,400.00
Vancouver Island Exhibition	\$4,950.00	\$2,600.00
Nanaimo White Rapids Swim Club	\$1,500.00	\$1,000.00
Nanaimo Dragon Boat Festival Society	\$5,000.00	\$3,400.00
Nanaimo Riptides Swim Club	\$1,500.00	\$900.00
Nanaimo United Football Club	\$1,000.00	\$1,000.00
<b>TOTALS:</b>	<b>\$19,325.00</b>	<b>\$13,100.00</b>

**EXECUTIVE SUMMARY:**

At their meeting held 2010-JUN-15, the Recreation Committee reviewed the Sport Tournament Grant Applications and Allocation of Funds for the final intake of 2010 applications. The allocation of Sport Tournament Grants occur bi-annually.

It was moved and seconded that the Recreation Committee recommend that the Parks, Recreation and Culture Commission approve and recommend that Council approve the 2010 Sport Tournament Grant allocations as follows:

ORGANIZATION	2010 REQUESTED	2010 APPROVED
Nanaimo BMX Association	\$1,375.00	\$1,200.00
Wheatsheaf Fastball Club	\$500.00	\$400.00
Nanaimo Sr. Men's Fastball League	\$2,000.00	\$1,200.00
Nanaimo Islanders Female Hockey Association	\$1,500.00	\$1,400.00
Vancouver Island Exhibition	\$4,950.00	\$2,600.00
Nanaimo White Rapids Swim Club	\$1,500.00	\$1,000.00
Nanaimo Dragon Boat Festival Society	\$5,000.00	\$3,400.00
Nanaimo Riptides Swim Club	\$1,500.00	\$900.00
Nanaimo United Football Club	\$1,000.00	\$1,000.00
<b>TOTALS:</b>	<b>\$19,325.00</b>	<b>\$13,100.00</b>

275

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Sport Tournament Grant Funds – 2010:

ALLOTED AMOUNT	\$19,000.00
2009-NOV-01 (first allocation of funds)	(\$9,550.00)
Banner Sales (May/June 2010)	\$3,254.00
Additional Funds	\$10,000.00
<b>Remaining for 2010</b>	<b>\$22,704.00</b>
2010-JUN-15 (second allocation of funds)	(\$13,100.00)
<b>Remaining</b>	<b>\$9,604.00</b>

It was moved and seconded that the Recreation Committee utilize the unallocated June funds in the amount of \$9,604.00 from the 2010 Sport Tournament Grants for the 2010-NOV-01 allocations.

Respectfully submitted,



Diana Johnstone, Chair  
Recreation Committee

2010-JUN-16  
File: A2-4 / B3-5-9  
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**NOTES**  
**REGULAR CULTURAL COMMITTEE MEETING**  
**HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM**  
**WEDNESDAY, 2010-JUN-02, COMMENCING AT 4:15 P.M.**

---

PRESENT: Commissioner Lynda Avis, Acting Chair

Members: Commissioner Shirley Lance  
Commissioner Fred Pattje  
Ms. Lynne Fraser  
Ms. Joanne Husband  
Ms. Gerda Hofman  
Mr. Simon Schachner

Absent: Ms. Eveline O'Rourke, Chair  
Mr. Simon Schachner  
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 4:15 p.m.

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

- (a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2010-APR-07 at 4:15 p.m. in the Conference Room of the Bowen Park Complex.

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

5. DELEGATIONS:

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

- (a) Mr. Bill Perison, on behalf of the Nanaimo Arts Council, 259 - 4750 Rutherford Road, Nanaimo, BC V9T 4K6, providing a presentation to the Cultural Committee regarding the 2010 Arts-Based Community Development Project entitled: In a Different Scale. The public event for the project will be "Play the City" to be held 2010-JUN-12, at 1:30 p.m., in Diana Krall Plaza.

Mr. Perison provided a handout "In A Different Scale" from the Nanaimo Arts Council as part of his presentation. The event on 2010-JUN-12 various percussionist drummers will be playing in parts of Diana Krall Plaza and will be creating sound on the various art pieces in the Plaza. Mr. Perison played tone samples on downtown sounds – tattoo shop needle, penny whistler, traffic, cross walk signal, showing how it builds a person's aural awareness of the ebb and flow of our environment.

- (b) Ms. Patricia Blakney Huntsman, Arts & Cultural Management Consulting, of Nanaimo, BC providing a presentation and offering her arts and cultural management service to the Committee.

Ms. Blakney Huntsman provided a slide show of projects that have been accomplished throughout the world by the LCR group, information as to her education, background, and the services that she and the LCR group could provide to the City of Nanaimo.

6. COMMISSION REPORT:

Commissioner Pattie reported on the 2010-MAY-26 meeting of the Parks, Recreation and Culture Commission:

- Charles Thirkill presented on the Lotus Pinnatus – moving forward to Council with unanimous decision. Island Timberlands own the property and have provided a lot of support to The Friends of Harewood Plains.
- VIEx were successful in their request for VIP funding for development of a Community Gardens on the VIEx grounds.
- Nanaimo White Rapids Swim Club provided a presentation and was approved at the Commission level for a license of use agreement – moving forward to Council.

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

7. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee. (None.)

Staff to start the advertising process with probable deadline for mid to late September. Committee formation to occur at the July meeting.

- (b) Art in Public Places Project Committee. (None.)

- (c) Cultural Forum Project Committee. Ms. Lynne Fraser reported on the Cultural Forum Project and how well received the presentations and information provided was. Social networking presentation by Staff was very good. For next year's forum having the on line survey sent to Nanaimo arts and cultural groups, and then getting the results and analyzing them is a good tool. This should start early next year. There were a number of questions on how the Cultural Committee members are appointed and it was thought that perhaps a personal presentation describing the formation and role of the Cultural Committee could be made to cultural organizations to further clarify and educate these organizations regarding the Cultural Committee. Additionally, members felt that the Cultural Committee information should be easier to find on the City website. Any information

provided to other groups with regard to the Cultural Committee should be consistent. Committee members requested that they receive a copy of Jeremy Long's report. *[Note: this report sent via e-mail to the membership on 2010-JUN-04 by Staff.]*

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

8. STAFF REPORTS: (None.)
9. INFORMATION ONLY ITEMS (staff reports): (None.)
10. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information)

- (a) Letter of thanks dated 2010-MAY-11 from Ms. Holly Bright, Artistic Director/Producer, Crimson Coast Dance Society, with regard to receiving the "Honour In Culture" award from the City of Nanaimo.
- (b) Letter of thanks dated 2010-MAY-12 from Mr. Michael Wright, General Manager, Crimson Coast Dance Society, with regard to the support received for their event "Voices in Motion, Bodies That Sing" and enclosing their final report.

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

11. NOTICE OF MOTION: (None.)
12. CONSIDERATION OF OTHER BUSINESS: (None.)
13. BUSINESS ARISING FROM DELEGATIONS:

Delegations received.

14. UNFINISHED BUSINESS:

- (a) Community Plan for Public Art.

It was moved and seconded that Item 14.(a) be removed from Unfinished Business. The motion carried unanimously.

- (b) Spirit Eagle Bid - The City of Nanaimo was the successful bidder in the amount of \$2,600.00 on the "River Flight" eagle painted by Fred Peters. Committee members were provided with a photographic illustration of the eagle. It will be displayed in Maffeo Sutton Park in the summer of 2010, with a possible placement near the estuary.

It was moved and seconded that Item 14.(b) be removed from Unfinished Business. The motion carried unanimously.

- (b) Temporary Public Art Calls - Committee members were provided with photographic illustrations of a few of the temporary art pieces. There will be another temporary public art call going out – there are six spots that remain to be filled in order to have some additional art work in the Park. Mr. Ed Poli, Manager, Nanaimo Art Gallery, has received a few submissions and everything should be in place by 2010-JUL-01.

It was moved and seconded that Item 14.(c) be removed from Unfinished Business. The motion carried unanimously.

15. QUESTION PERIOD:

- (a) Commissioner Avis asked if it is possible to consider having some type of explanation plaque attached to the tuning fork in Diana Krall Plaza. Other Committee members were mixed in their thoughts and it was felt that further thought should be given to this.
- (b) Commissioner Lance went past the conference centre and noted that the sign board regarding the mural has not been up and there is no sandwich board on the outside and no signage in the interior advising that the mural is open for viewing. Commissioner Lance feels that the VICC is not promoting the mural. Ms. Hofman goes by the VICC twice per day and advised that there is no sign board erected. Staff to follow up on the sign board. The VICC is not accessible on the weekend. Ms. Husband asked is there is information on the City website advising that the mural is available. Staff to follow up.

16. ADJOURNMENT:

It was moved and seconded at 5:13 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2010-JUL-07, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room. The motion carried unanimously.

  
\_\_\_\_\_  
Commissioner Lynda Avis, Acting 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

May, 2010

**RECEIVED**

JUN 01 2010

DEPARTMENT OF  
PARKS RECREATION AND CULTURE

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Arts Umbrella	7:00pm	Dance	360	125
2	2	Nanaimo Conservatory	2:00pm	Music	379	177
3	4	Andre Philip-Gagnon	7:30pm	Comedy/Music	718	13
4	5	Mariachi Festival	7:00pm	Music	351	54
5	6	Crimson Coast		Rehearsal	0	22
6	7	Crimson Coast	7:30pm	Dance	301	22
7	8	Shane Yellowbird	7:30pm	Music	434	7
8	9	Jesse Cook	7:30pm	Music	747	16
9	10	Core Dance Competition	all day	Dance	80	104
10	11	Core Dance Competition	all day	Dance	350	104
12	14	VIS Piano Festival	9:00am	Rehearsal	0	6
13	14	VIS Piano Festival	7:30pm	Music	182	6
14	15	VIS Piano Festival	9:00am	Rehearsal	0	35
15	15	VIS Piano Festival	7:30pm	Music	258	35
16	16	VIS Piano Festival	9:00am	Rehearsal	0	35
17	16	VIS Piano Festival	3:00pm	Music	179	35
18	18	Our Lady Peace	8:00pm	Music	696	16
19	19	Our Lady Peace	8:00pm	Music	490	16
20	26	Sprott-Shaw	7:00pm	Graduation	350	90
21	27	Steve Bell	7:00pm	Music	336	33
22	28	Choir Musica Festival	7:00pm	Music	300	329
23	29	A Cappella Plus	7:30pm	Music	249	84
24	31	VIU Convocation	2:30pm	Graduation	600	193
25						
26						
27						
28						
29						

**TOTALS**

Number of Events:

24

Estimated Audience Attendance:

7360

Estimated Number of Artists/Crew:

1557

Total people through the building:

8917

650





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	24	7,609	5,626	5,126	4,191	10,368
Feb	26	20	32	18	16	11,692	8,161	10,911	8,308	5,455
Mar	19	18	16	27	24	8,075	8,305	5,078	9,604	7,808
Apr	31	32	20	33	29	10,784	12,389	7,888	10,137	12,803
May	38	29	28	16	24	15,615	13,851	13,173	6,254	8,917
Jun	25	25	29	30		14,408	12,055	12,507	16,465	
Jul	4	11	20	2		2,191	4,304	6,908	457	
Aug	3	3	2	2		865	701	1,339	85	
Sep	15	20	15	9		3,551	5,934	6,787	2,925	
Oct	19	13	26	25		7,915	5,119	8,067	7,794	
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	
TTL	257	218	268	227	117	112,475	91,259	101,392	84,819	45,351

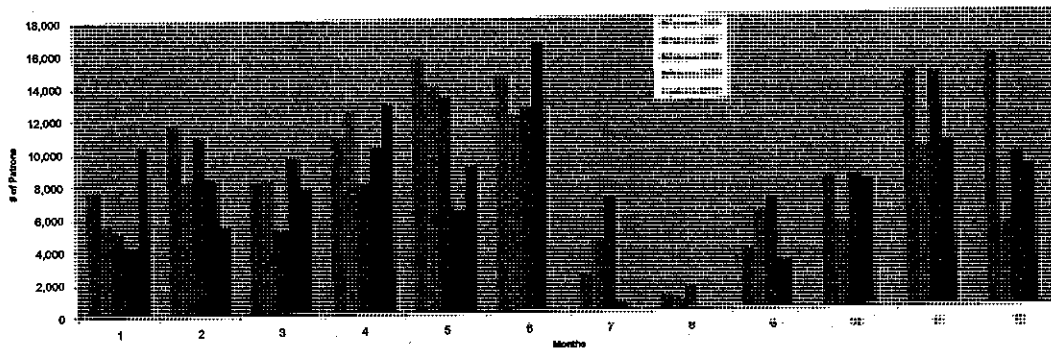
comparison of attendance for the same month last year  
comparison of events for the same month last year

43% increase  
50% increase

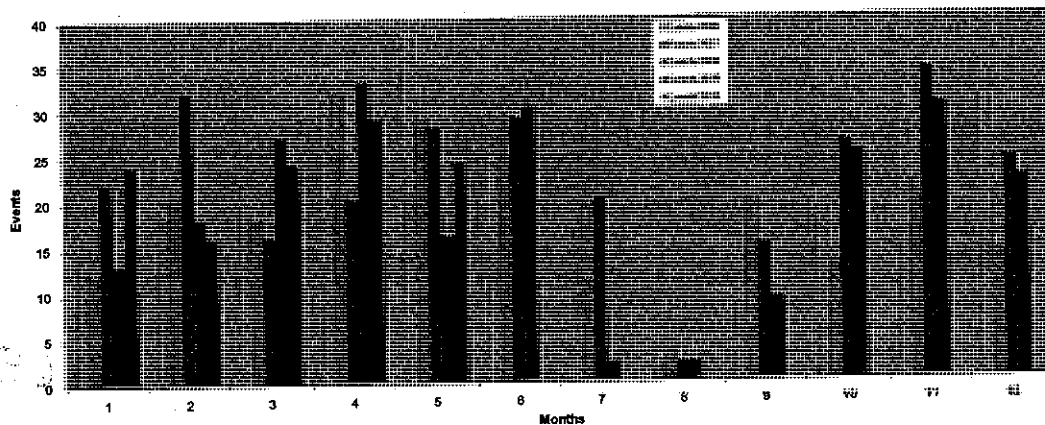
five yr. average attendance for same month  
five yr. average number of events same month

11,562  
27

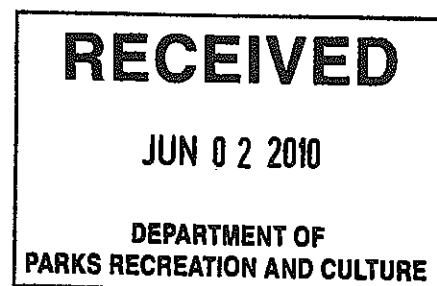
Patron Attendance Comparison



Event Comparison



651



## ACTIVITY REPORT

May 1, 2010 to May 31, 2010 - Submitted by Ed Poli, Gallery Manager

### The Campus Gallery (900 Fifth Street) presented

- **Progressions 2010** – from April 16, 2010 to May 8, 2010 – Annual showcase of the work of VIU Visual Arts students featuring the best in student visual art including paintings, ceramics, drawings, photography, and printmaking.
- **Dream Home** – from May 14, 2010 to July 17, 2010 – An exhibition of the digital photographic work of artist D. Bradley Muir (guest curator Nicole Stanbridge). The exhibition explores the concept of the "ideal" home as reference for identity construct in relation to the picturesque landscapes of the West Coast. Each image exploits various strategies of framing in an attempt to expose the tenuous interface between domestic space and nature created through "urban sprawl".

**Campus Gallery Attendance**

**348**

### The Downtown Gallery (150 Commercial Street) presented:

- **Emergence and Inspiring Solutions** - From April 16, 2010, to May 8, 2010 – An exhibition of the work of the 4<sup>th</sup> year graduating students in VIU's Interior Design and Graphic Design programs. The graphic design work features poster designs, ads and book covers, while the interior design work presents elegant and unique floor plans.
- **Transfigurations** – From May 13, 2010, to June 19, 2010 - An exhibit by artist Gregory Ball. These large graphite powder and charcoal drawings depict the transforming West Coast landscape and are inspired by visits to Haida Gwaii and coastal areas on Vancouver Island. This body of work hopes to create a dialogue about the relationship between our desire for pristine wilderness and our need to manipulate and control the environment.
- **Artist Talk by Gregory Ball** - Saturday, May 29, 2010.
- **Spring Art Mart** – From May 12, 2010, to May 22, 2010 – A community art sale offering the public the opportunity to sell art on consignment
- Ongoing display of the work of the artists in the Gallery's Art Sales and Rental program.
- The Downtown Gallery space was used by a number of organizations and community groups and for various community events.

**Downtown Gallery Attendance**

**1206**

**Total Attendance:**

**1554**

652



# NANAIMO MUSEUM

**Report to Parks, Recreation & Culture Commission  
May/June 2010**

Submitted June 11, 2010 by Debbie Trueman

## **Financial:**

- Gaming – 2010 payment should arrive this month.
- Bastion Repair Project- fundraising continues with bag sales at Bay stores, cut-outs and raffle (or something) of cannon art over the summer at Bay, Zellers and Home Outfitters stores.
- Statements and exhibit development costs are in line with budget.
- Planned Giving – Ed Yewchin and I have met; I have updated recommended policies for Board review. Ed is eager to re-start this project, as am I. We will be setting goals for the next 5 years.
- Summer Staff – 1 position through CMA (Young Canada Works) and 2 positions through Canada Summer Jobs are in place for 14 weeks.
- City Management Agreement - final draft is ready for review at meeting and then I will review with Richard Harding.

## **New Gallery:**

- Coal Mine Exhibit Opening – We will be opening the Mine 2010-JUN-30 if all goes well, we will publicize date by end of this week to distribute invitations. We are looking at an invited museum family event with public opening 2010-JUL-01 with admission by donation.
- Acres of Dreams opening – went very well with Fiona Robin, Board Member of CMC in attendance. The exhibit is open through the September long weekend.
- Retail/Service/Downtown – construction on this gallery section will begin this fall.
- Sports Hall of Fame – 2010 inductees to be announced at the Coal Mine opening event with recognition event taking place at the museum in September.

## **Programs and Events:**

- The Bastion Summer Program – the building will of course be closed for the summer but we will still fire the cannon at noon and Mark will be available for interpretation around the project.
- Summer Programming - see attached.
- VI Immigrant Services Society Sand Mandela– this was a very popular event which generated over 500 people for museum numbers and sales in the shop. At the same time we were able to help the local Multicultural Society with a venue for free. They will also be adding some immigration information to the Acres of Dreams exhibit.

- Fall Feature exhibit – will be our in-house exhibit marking the 50<sup>th</sup> anniversary of the Chinatown fire. This exhibit is being developed with the Chinese Cultural Society, Imogene Lim and Lynette Harper (Anthropology instructors at VIU), and some of their students.
- Venue Rental – Photography Club workshop, 2 DNBIA meetings, Nanaimo Rotary meeting, Canadian Power and Sail Squadron, Newcomers club tour, member/volunteer program room use for film “Forgotten Genocide”.

### **Community Partnerships:**

- Tourism Nanaimo – we attended their “frontline workers” info event.
- Cultural Managers Lunch - next one is next week – thanks to Richard for getting this going - I think lots of good things will come from them.
- Theatre Bag partnership – Bruce and I are producing a second “Fred” bag with our new museum Fred image and the theatre’s Fred image on each side - 2500 bags each. We have gone through just over 3500 bags in a year.
- Sue Durnin – I have been meeting with Sue who is hoping one day to have a science-based children’s museum idea. For now, they are going to offer a couple school programs at the museum together with our programs next school year. I think this will be a great partnership for us both.
- Arts Council – I have offered Odette Laramée free meeting space for their Board meetings to assist with their limited budget and accessibility issues.
- The BC Museum Association conference is here this fall, 2010-OCT-27 to 2010-OCT-30. Some sessions will be in the museum and we are the local host committee.
- The Nanaimo Art Gallery - visioning Committee continues. This summer, the Art Gallery will be using space here for their summer programs at no cost to the gallery.

220

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## NANAIMO MUSEUM

# Summer Events Schedule



### Historic Cemetery Tours

Monday, June 14, July 12 and August 9, 7pm - \$15

A tour guide leads the participants through one of Nanaimo's cemeteries to discover the stories behind some of Nanaimo's past residents.



### Photography Workshop

June 12, 1 to 4 pm - \$10

Students between the ages of 8 and 16 will learn photography techniques such as lighting and composition from a professional photographer.

### Wonders of the Night Sky

June 19, 10 to 4:30 - donation

Space comes alive once again at the Nanaimo Museum with five video presentations from guest speakers from the Nanaimo Astronomy Club. Telescope displays and a video projector using a 3D dome screen showing planets and the moon will be some of the highlights.

### Historic Pub Tours

Monday, June 21, July 26 and August 23, 7pm - \$15

A tour guide takes participants on a historical walk through downtown and the Old City Quarter with brief stops at three of Nanaimo's oldest liquor establishments. All participants must be at least 19 years of age.

### An Afternoon with Auntie Ellen

Saturday, June 26, 1 to 3 pm - donation

This celebrated Elder of the Snunéymuxw First Nation will speak about the culture of her people using traditional methods of story and song.



We acknowledge the financial assistance of the Province of British Columbia



## ACRES OF DREAMS

### Settling the Canadian Prairies

A travelling exhibition produced by the Canadian Museum of Civilization in collaboration with Library and Archives Canada.

**JUNE 5 to SEPT 6**

CANADIAN MUSEUM OF CIVILIZATION



MUSEE CANADIEN DES CIVILISATIONS



Library and Archives Canada

Bibliothèque et Archives Canada

## Fun Summer Workshops

The Nanaimo Museum will be offering summer workshops for students aged 8 to 12 for the week of August 9 to 13. The class size is limited to 15 participants for each session. (Refreshments will be served on full day programs and participants will need a lunch.)

Registration is secured with payment up to one week prior to workshop date.

(The museum will accept Visa, M/C Debit and Cash payment)

Register by phone: Bobbi - 250-753-1821

Register by email: [program@nanaimomuseum.ca](mailto:program@nanaimomuseum.ca)

### Night Sky: Aug. 9 - 10 to 1 - \$25

Create a starry night in your bedroom with an illuminated projection dome. Let your imagination run wild into outer space, millions of light years from Earth. Learn some fun astronomical facts too.

### Brick Houses: Aug. 10 - 10 to 4 - \$40

Build a cottage using brick and mortar. Tour the museum's 1890's miner's cottage. (FULL DAY - Please bring lunch)

### Kaleidoscope: Aug. 11 - 10 to 1 - \$25

Participants will build their own kaleidoscope to create millions of dazzling patterns by filling the chamber with different objects.

### Carving: Aug. 12 - 10 to 4 - \$40

Join museum staff and volunteers and release an eagle letter opener from a piece of wood. (FULL DAY - Please bring lunch)

### Animation Praxinoscope: Aug. 13 - 10 to 1 - \$25

Participants create their own mini-movies and view them. Praxinoscopes were invented in 1877 in France and they were the beginning of watching pictures in motion.

Register by phone: Bobbi - 250-753-1821

Register by email: [program@nanaimomuseum.ca](mailto:program@nanaimomuseum.ca)

100 Museum Way - 250-753-1821

[www.nanaimomuseum.ca](http://www.nanaimomuseum.ca)

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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:

1. approve the Draft Neck Point Park Master Plan update for public review and comment; and,
2. host a public open house to present the draft plan for public review and receive comment in July.

EXECUTIVE SUMMARY:

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."*

Staff have now updated the 1999 Master Plan to include accomplishments over the last 11 years, integrate the new park land into the existing park, and determine how the now 36 acre park will evolve. An open house was held on Saturday, 2010-JAN-23, 10:00 a.m. – 4:00 p.m. at Hammond Bay Elementary School Gymnasium to discuss the park and park improvements. Approximately 400 people attended and gave input into the park vision and concepts for the new acquisition area. Another open house is planned for June 2010.

BACKGROUND:

Display materials at the January Open House focused on the current park master plan, park challenges, park use, and improvement concepts for the new acquisition area.

A survey was distributed to the Open House attendees and made available online to gauge public feedback on directing the future of Neck Point Park. The following is a summary of the first 163 returned surveys:

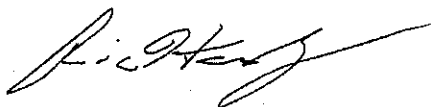
- 40% of respondents visited the park at least once a week and another 40% visited at least once per month;
- The most popular activities at the park are walking, nature appreciation, beachcombing, picnicking and on-leash dog walking, followed respectively by running, special events, swimming, off-leash dog walking and scuba diving;
- 96% believe that the “quiet waterfront park vision” is being achieved;
- 66% were against a dog off-leash area on Indian Beach;
- 58% of the respondents live within 5 km of the park; and,
- 58% of the respondents were seniors.

Several other themes became evident during the course of the open house. The majority of attendees were very concerned about preserving the natural ecosystems of the park (both terrestrial and marine) and many signed up to help in future work bees to plant native species and remove invasive species from the park. Improving and expanding the current interpretive signage program (possibly even with guided walks) was very popular. Respondents were very keen to not increase the number of parking stalls in the park or vehicle access throughout the park. Park accessibility was deemed as important to the majority of respondents; however, several felt that allowing cycling in the park took away from the park ambiance. Expanding neighborhood trail connections to the park (via the Walley Creek trail system and Keel Cove area) as well as increasing bathroom facilities, was also expressed.

Feelings were more mixed about special event bookings in the park and the potential to add a covered amenity space in the new acquisition area. Although the majority of people did not mention any concern about special event use of the park, it was clear that social gatherings need to be balanced and limited to maintain the park vision.

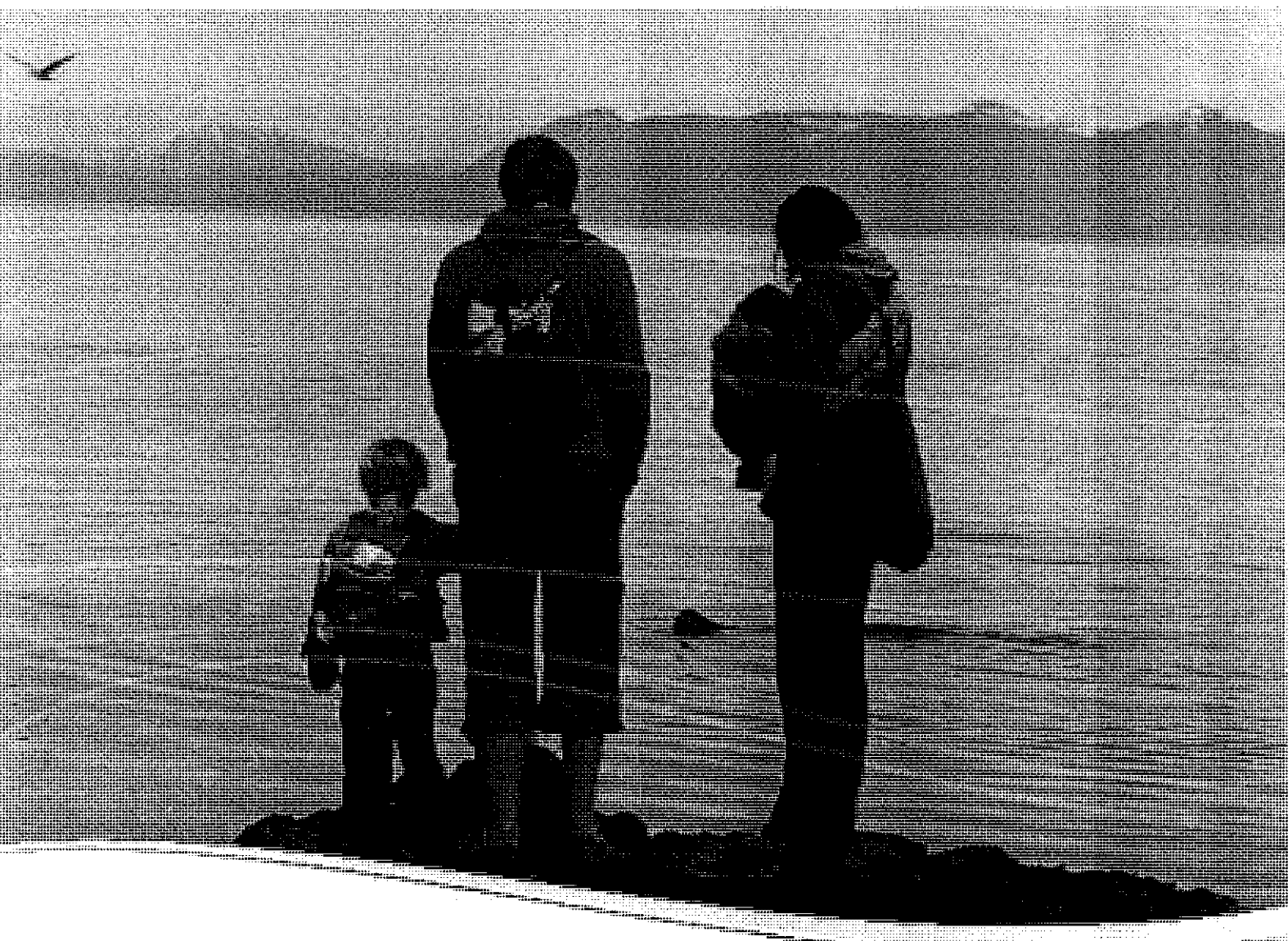
Staff have incorporated this public input into the attached draft Updated Neck Point Park Master Plan. Staff would like to present this to the public in July and would review the final draft with the Parks Recreation and Culture Commission in September. The updated plan will attempt to address and balance all the concerns identified in the survey as well as outline updated management strategies to maintain the park vision for the coming years.

Respectfully submitted,

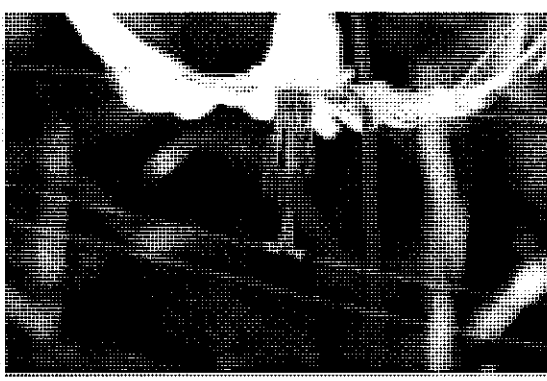


Richard Harding, Director  
Parks, Recreation and Culture

Attachment – 1

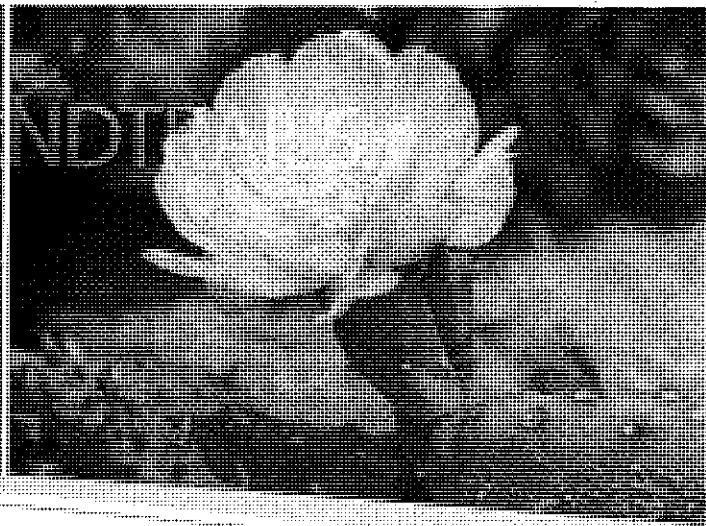


DRAFT NECK POINT PARK MASTER PLAN UPDATE  
JUNE 2010



DEPARTMENT OF PARKS, RECREATION & CULTURE  
For more information: 250.756.5200 | [www.nanaimo.ca](http://www.nanaimo.ca) | [parks@nanaimo.ca](mailto:parks@nanaimo.ca)





## EXECUTIVE SUMMARY

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

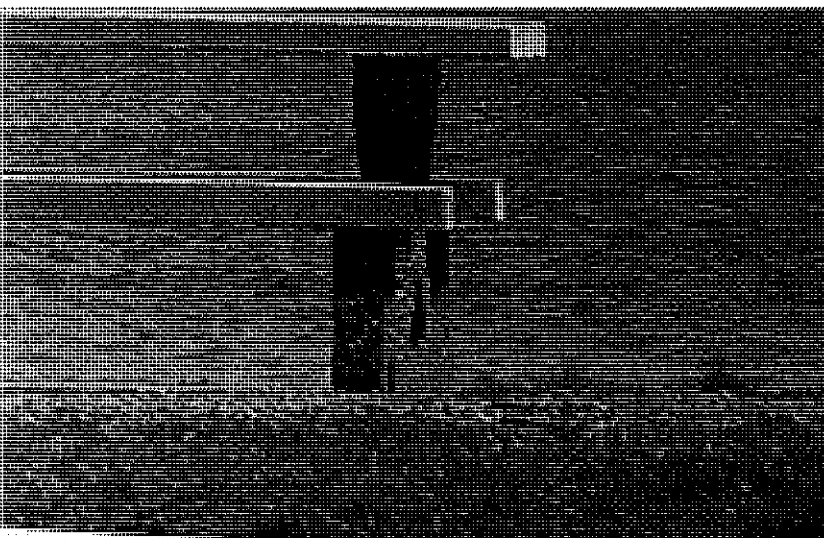
*This plan revisits the 1999 Neck Point Park Master Plan, records what has been accomplished in the park over the last ten years, and looks forward into priorities for future park construction and management. This updated plan includes the 2009 acquisition area, addresses newly emerging management issues,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



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2.2.....Existing Conditions and 1999 Master Plan Accomplishments		5.0 PLAN IMPLEMENTATION .....	?
2.3.....New Acquisition Area		5.1.....High Priority Actions	
2.4.....Natural Features		5.2.....Project Oriented Actions	
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2.6.....Topography and Surface Hydrology		APPENDIX A: .....	?
2.7.....Vegetation		Historical Summary of the Neck Point Area	
2.8.....Fauna		APPENDIX B: .....	?
2.9.....Environmental Sensitivity		Open House Survey input and comments	
2.10.....Existing Uses			
2.11.....Trail Counts			
2.12.....Emerging Issues			
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3.2.....Master Plan Objectives			
3.3.....Improvement Concept for the 2009 Acquisition Area			

EXPLORE OUR PARKS AND TRAILS



## 1.0 INTRODUCTION

*Neck Point Park is a 36 acre waterfront park. The first 33 acres were added to the City of Nanaimo Park System in 1996 while the remaining 3 acres were acquired in 2009. The park is recognised as an environmentally sensitive area and is well known in the community for its historic, scenic and natural features.*

*An initial Neck Point Park Master Plan was developed in 1998 and adopted in 1999 as a guide for park construction and management. This plan was updated in 2010 to include the new acquisition area, address newly emerging management issues, to accommodate increasing recreational use in the park, and to protect park features for long term enjoyment.*

### 1.1 PLAN GOALS AND OBJECTIVES

The overall goal of the Neck Point Park Master Plan is to provide guidance for current and future land use planning as well as development and management of the park. To achieve this goal, a review of the key issues related to the site was conducted to determine:

- The overall character of this park and its role within the Regional parks system
- Environmental significance of the park within the region with consideration of what features should be protected and enhanced
- Appropriate types of uses, facilities, and associated development to be accommodated at the site.

### 1.2 PLAN DEVELOPMENT PROCESS

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. It was directed by a Neck Point Park Steering Committee as well as staff and consultant input.

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

CJJ

#### 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 regarding the new acquisition area and review of the park over the last 10 years to determine park strengths and weaknesses – January 23rd, 2010

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 an open house—June 2010

Plan presented to Parks, Recreation and Culture Commission for approval and forwarded on to City Council—Summer 2010



### 1.3 THE PARKS, RECREATION AND CULTURE MASTER PLAN

The Parks, Recreation and Culture Master Plan supplements the Official Community Plan and establishes a framework of goals and objectives to guide the acquisition and development of parks, greenways, and open spaces within the City of Nanaimo.

Identified spending priorities and park acquisition recommendations in the 2005 Parks, Recreation and Culture Master Plan in order of priority are:

- Waterfront and shoreline areas
- Lakes, streams and river courses
- Woodlands with extensive natural areas

In addition, the most requested outdoor facilities in the 2005 Parks, Recreation and Culture Master Plan include the following. Highlighted fields are clearly present at Neck Point Park (in both the original park area and 2009 acquisition area).

Need for additional Facilities	
Facility	Percent
Waterfront Parks	43 %
Trails / Pathways	39 %
Arenas	33 %
Environmentally Sensitive	29 %
Natural / Passive	26 %
Off-Leash Dog	23 %
Neighbourhood Parks	22 %
Playgrounds / Water	16 %
Sport Courts	16 %
Swimming Pools	16 %
Art in Public Places	16 %
Community Centres	16 %
Museums	14 %

### 1.4 PUBLIC INPUT

The updated Neck Point Plan was prepared with public involvement to obtain valuable insight from park users and the general public into the needs, preference, and values of both special interest groups and the general public. Surveys and open house input were collected in the initial stages of the plan development process and were again available once the plan was drafted to give feedback on the draft plan.

#### Open House Survey

An open house was held on Saturday, January 23rd, 2010 from 10AM-4PM at the Hammond Bay School Gym. The open house was attended by over 400 people with over 185 people responding to the survey either at the open house or online.

Highlights from the survey are presented below with a full summary of the survey results and comments presented in Appendix B at the back of this report. Survey questions are bolded below with the response following.

- How often do you visit Neck Point Park?

31	Daily
68	More than 1 time per week
69	More than 1 time per month
17	More than 1 time per year
0	Never

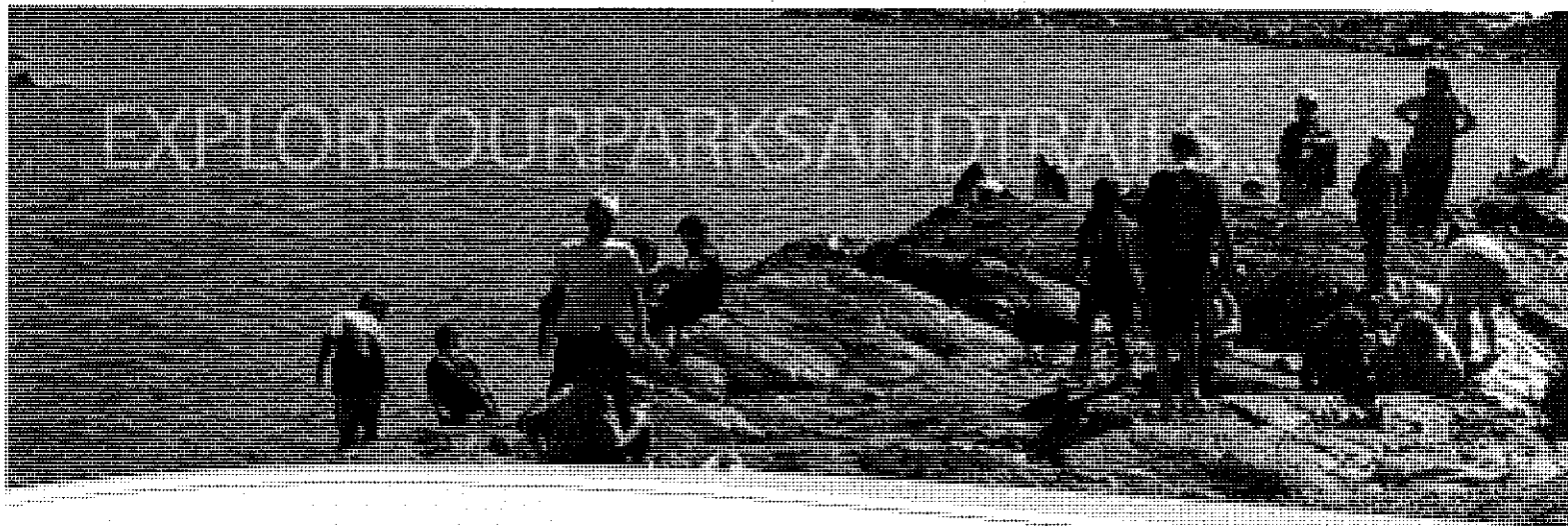


- If you currently use the park, which activities do you enjoy?

172	Walking
20	Running
11	Multi-use trail (skateboarding, cycling, roller-blading)
14	Special events and social gathering
54	On-leash dog walking
31	Off-leash dog walking (not permitted)
105	Beachcombing or beach access
38	Swimming
4	Scuba diving
119	Nature appreciation and interpretation
58	Picnicking
15	Other

- *Do you think the Vision for Neck Point Park as a "quiet waterfront park which offers opportunities to enjoy and appreciate natural site features through restoring and maintain natural habitat values for present and future generations" is being achieved?* 95% responded yes, however, there was some concern over dogs off-leash in the park, bikes on the trails, and maintain natural trails.
- *As we look forward to the future, what do you think of increased park use?* Seems accepted by respondents (although some do feel it can be crowded already), but with a desire to balance and control special event use, people use, and environmental damage. Overall, a strong desire to maintain the park as a nature park, despite increasing use.
- *As we look forward to the future, what do you think of the current trail network and vegetation management?* Overall, very positive comments. Respondents express a desire to keep the trails natural and as narrow as possible, to keep park users on the trails, and to keep the trail system as accessible as possible. Many comments also focused on increased vegetation management in the park—especially for invasive species reduction.

- *As we look forward to the future, what do you think about dogs in the park and creation of an off-leash area at Indian Beach?* 33% of respondents were interested in a dog off-leash area at Neck Point. The remaining 67% were against it. Respondents were passionate in their views both ways—to give dogs a place to roam free and to not have off-leash dogs jeopardising the natural features and safety of people in the park.
- *Are there any elements that are missing from the park improvement concept that you would like to see added?* A number of ideas were expressed including desire for additional washroom facilities, addition of a picnic shelter or covered event space, and additional off-site trail links to the park.







## 2.0 PARK FEATURES & USE

*An important component of the plan update process involved acquiring a thorough knowledge of the physical, biological, and cultural features of the park as well as park development and use patterns over the last ten years. The Neck Point Park area has many links to Nanaimo's past, and the park provides abundant opportunities to interpret both natural and cultural heritage. The park's key features are highlighted on the accompanying Existing Conditions and Summary of Natural Features maps. A historical summary of the Neck Point area is provided in Appendix A. The following section of the plan describes these park features and uses.*

### 2.1 LOCATION

Neck Point Park is over 36 acres of forested waterfront park, situated along the Hammond Bay shoreline in northern Nanaimo. The park is surrounded predominantly by the ocean along the north-western and north-eastern boundary, and borders properties owned by the Regional District, School District 68, and private residences.

### 2.2 EXISTING CONDITIONS AND 1999 MASTER PLAN ACCOMPLISHMENTS

Since first acquiring Neck Point Park in 1996 and developing the 1999 Master Plan, many of the objectives and elements identified in the original plan have been accomplished.

#### Accomplishments include:

- An extensive trail system has been established throughout Neck Point Park to allow safe recreational and special-use access. Stairs and boardwalks have been constructed in steep and sensitive areas along with accessible routes and multi-purpose trails.
- A parking area for 50 cars has also been established in accordance to the plan in a previously disturbed area of the park.
- A number of park amenities have been installed throughout the site including benches, picnic areas, and interpretive signage. A toilet was originally provided at the trailhead to the park, but due to ongoing vandalism, a concrete toilet has instead been provided in the parking area.

- Invasive plant removal campaigns have been carried out over the last ten years to various levels of success. Invasive plant reduction requires ongoing attention.
- Creation of a pond and natural water retention area near the parking lot
- Trail connection to Shores Drive have been established over the Regional District property to provide optional park access and parking as well as to connect with Hammond Bay School. Long term use agreements are in place with the RDN for these trails.

#### Differences between the Master Plan and Current Park Development include:

- The pedestrian only trail near the wetland was not developed. Other trail concepts have been rerouted due to the preservation of natural features and ease of construction.
- Park boundaries have expanded including the 2009 acquisition area. Accordingly, the trail network has expanded and new viewing and opportunities areas have been established.
- Master Plan identified two toilet sites but only one has been built.
- Bike parking has not been established to date.
- Vegetation management is still a work in progress in this natural park





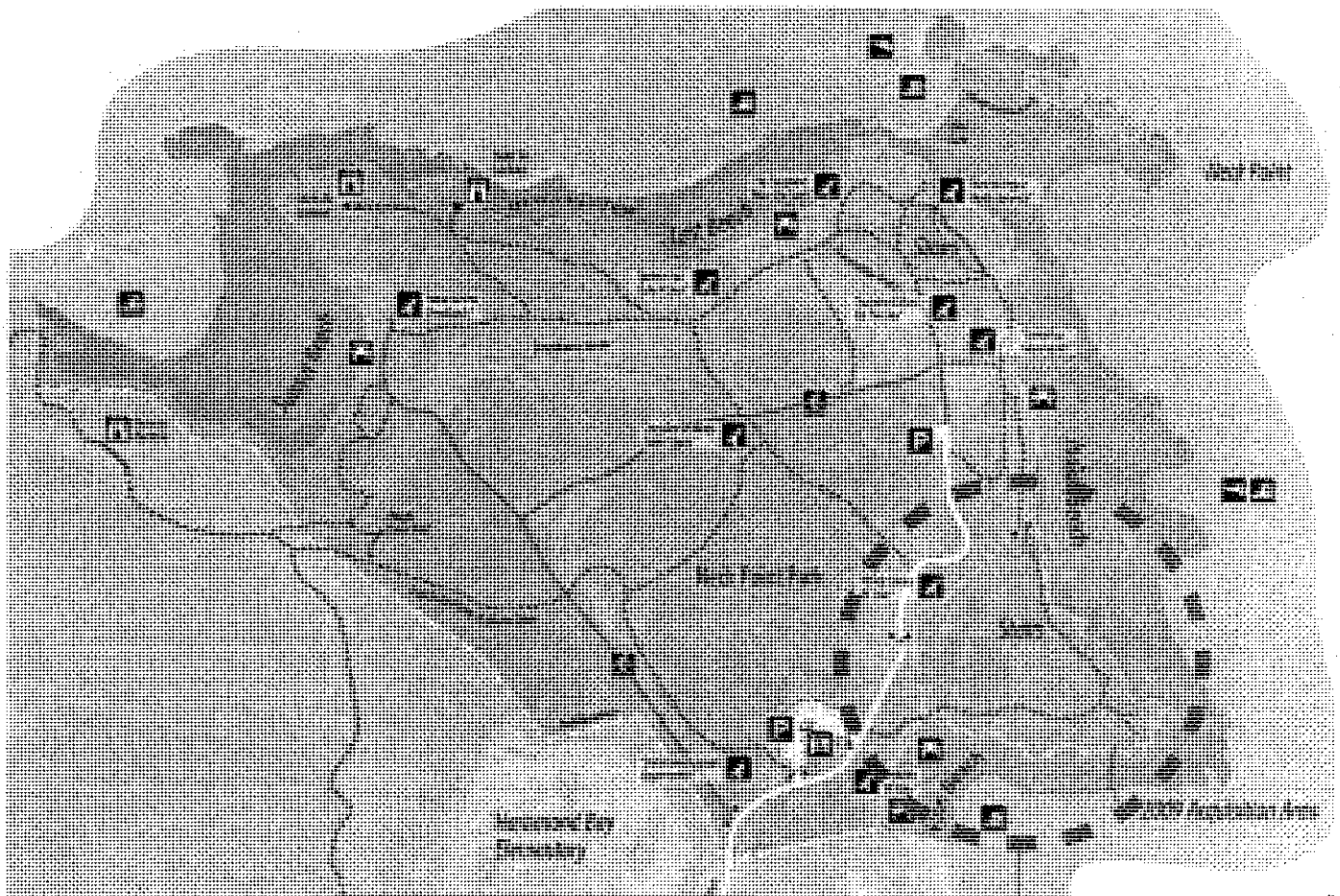
### 2.3 NEW ACQUISITION AREA

In June 2009, an additional 1.25 hectares (3.1 acres) of parkland was acquired by the City of Nanaimo for \$3.175 million.

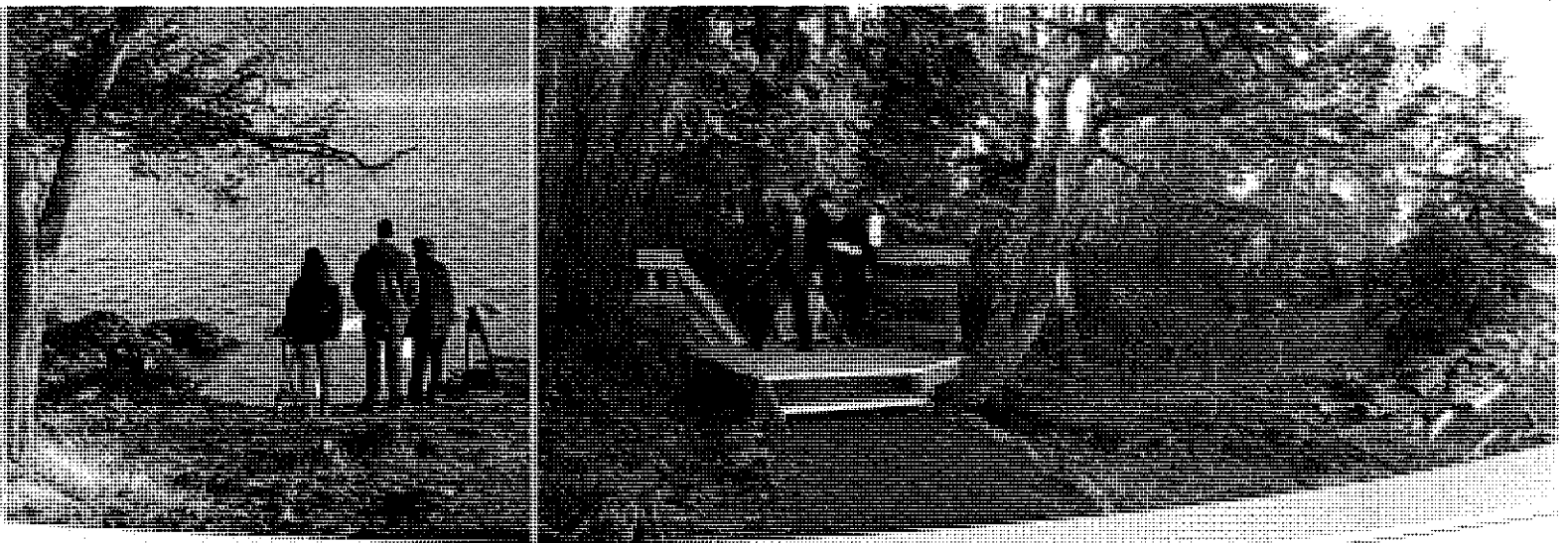
Prior to making the site available for public use, site clean-up, building removal and public access upgrades were completed. Due to its' poor condition, the main house and associated facilities and

utilities were removed. Another small residence was retained for security during construction and as a site caretaker facility.

New pedestrian trails, railings, stairs, and boathouse upgrades were completed prior to the official opening of this site for public access on December 17th, 2009.



[illegible]



## 2.4 NATURAL FEATURES

### Beaches

The beaches at Neck Point Park primarily consist of gravel and cobble along the shoreline, extending to the upper beach areas that are composed of angular or rounded stones. Depending upon the orientation, these beaches are exposed to SE storms or NW winds. The beach areas are represented as the habitat code 'GB', in the Summary of Natural Features Map.

The beach intertidal areas are home to a variety of inarine plants and animals. The shoreline areas situated between the upper beach areas and the upland grassy areas are characterized by continuous bands of dune grass (well developed at Finn beach) which stabilize soils and prevent erosion. The beach areas are identified as follows:

#### A. Finn Beach

In the early 1900's Finnish people immigrated to work in Nanaimo's coal mines. When the coal mines were idle during the summer, these settlers would fish and camp along the waterfront area now known as Finn Beach. Cedar driftwood was salvaged from the Neck Point beaches by one Finnish family, the Luomas, for use in finely crafted rowboats, constructed in their workshop on Shack Island. During the 1930's and 1940's, Japanese cod fishermen worked their boats out of Finn Bay, where a buyer would arrive daily to purchase the catch, deliver groceries and share local news.

#### B. Indian Beach

The beach area located on the east side of Neck Point is known as 'Indian Beach'; named in reference to the First Nations community who resided near the Neck Point area prior to the 19th century.

#### C. Neck Point Spit

The spit area provides a dry bridge to islets off Neck Point during low tides. It is a popular departure site for scuba divers to access the boulder reefs at Neck Point.

#### D. Last Beach

In 1963, the owners of cabins situated along the south side of Hammond Bay were provided with the option to move their cabins to Neck Point to make way for permanent residences. Some of the cabins were barged over to the beach on the north side of Neck Point, which the cabin owners named Last Beach.

#### E. Sunset Beach

Named in reference to the spectacular sunsets one can witness due to its orientation towards the northwest. The first cabin at Sunset Beach was built in 1931 by Arthur Young, a well-known Commercial Street shoe retailer. Keel Cove, situated near Sunset beach, contains boulder reefs and wrecks popular for scuba divers.

#### F. Rocky Intertidal Beaches

The rocky intertidal areas are composed mainly of bedrock and some boulders, and are situated along the periphery of the headlands and islets. The intertidal areas are home to a rich diversity of marine life such as lichens, barnacles, mussels, rockweeds, algae, sea stars, crabs, anemones, snails, etc. The rocky intertidal areas are represented as the habitat code 'RI', in the Summary of Natural Features Map.



### G. Rocky Outcrops & Cliffs

The cliffs and outcrops occur at the edge of the rocky headlands and offshore islets along the marine shores. These areas are populated by small vegetation clumps or sparsely vegetated areas that include shrubby, herbaceous, moss and lichen species. These plant species are vulnerable to foot traffic because of their very fragile nature and slow recovery rate. Trails should therefore be diverted away from the rocky outcrops and cliff areas to protect these plant species and also to protect park users from vertical fall. The rocky outcrops and cliff areas are represented as the habitat code 'RO', in the Summary of Natural Features Map.

### H. Rocky Herbaceous Wildflower Meadows

These wildflower meadow areas occur primarily on the rocky outer headlands and are designated predominantly by the Province as environmentally sensitive areas. The plant species found in these meadow areas include many low grasses and spring wildflower species, as well as uncommon species such as prickly pear cactus. The majority of these species are vulnerable to foot traffic because of their very fragile nature and slow recovery rate. Trails should therefore be managed carefully to limit disturbance to the plant species in these areas. The rocky herbaceous wildflower meadow areas are represented as the habitat code 'RH', in the Summary of Natural Features Map.

### I. Wetlands

The park contains three partially drained and/or filled wetlands that collect runoff and/or seepage, and then drain by underground seepage to adjacent marine shorelines. The wetland areas are represented as the habitat code 'W', in the Summary of Natural Features Map.

### I1 Pond

In the mid-1970's, this wetland area was partially filled in the efforts of supporting residential development. This altered the water levels in the wetland producing a pond with standing year-round water and subsequent wetland vegetation. The pond now provides habitat for ducks, frogs, newts, and possibly amphibians that use the wetland area heavily in the summer.

### I2 Drained Wetland

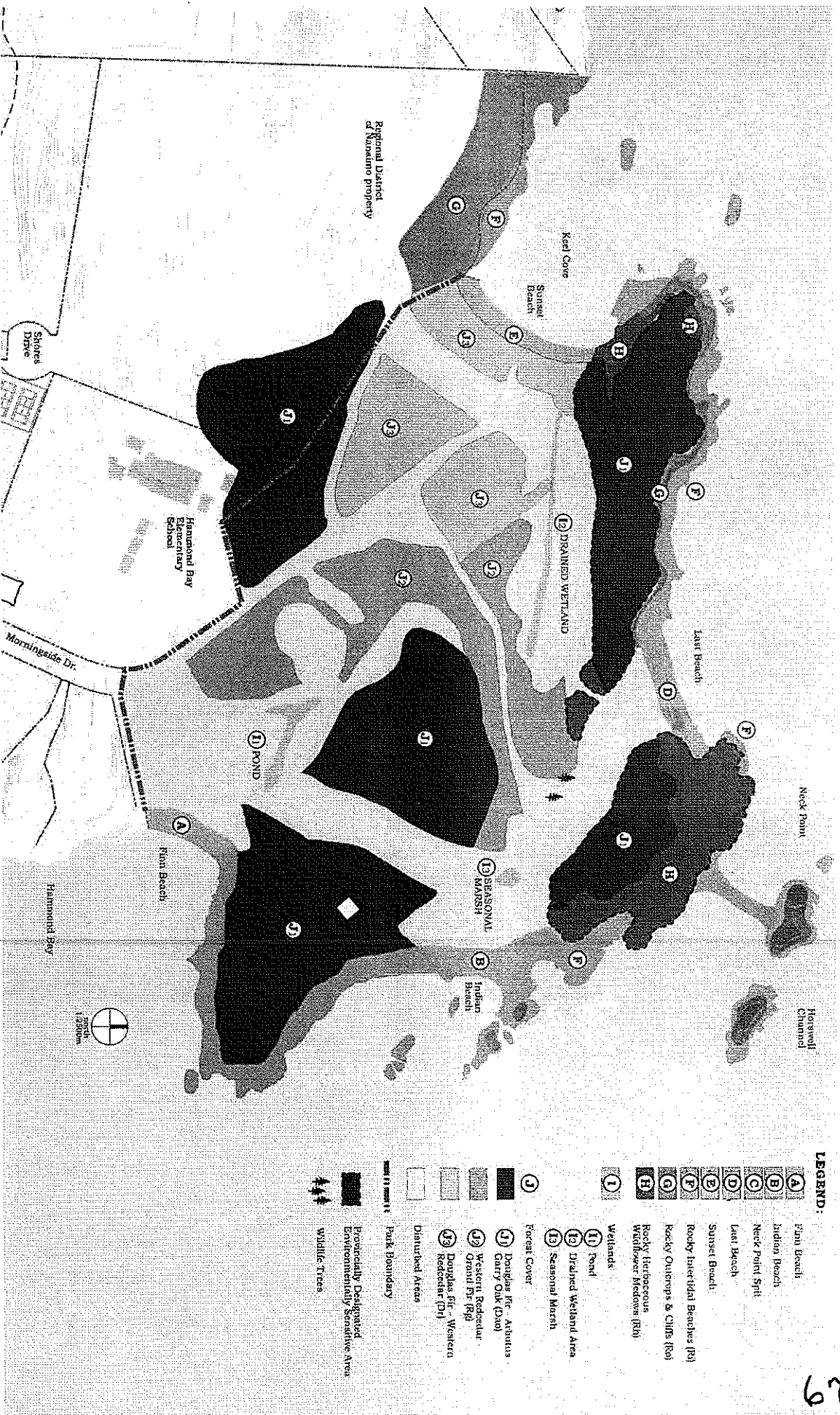
In the mid-1970's, this wetland was ditched and drained which modified the year-round, saturated wetland into a seasonally saturated wet meadow and riparian habitat characterized by early successional wetland species.

### I3 Seasonal Marsh

This filled area still contains a small, seasonally saturated wetland area adjacent to the mature cottonwood stand.



# Neck Point Park, Summary of Natural Features





## J. Forest Cover

The Park contains three major forest cover habitats which are characteristic of the Moist Maritime Coastal Douglas Fir biogeoclimatic zone, as follows:

### J1 Douglas-fir - Arbutus - Garry Oak

This forest cover is characterized by the dominant vegetation cover of Douglas-fir and Arbutus that are established along with Garry Oak, Bitter Cherry and other plant species growing in these shallow dry soils. These habitats are close to their natural state, and are provincially listed as environmentally sensitive areas. These habitats are located in the park along the central rocky knoll, the rocky ridge in the NE and NW, and the rocky slopes beyond the west boundary. The Douglas-fir/Arbutus/Garry Oak habitat areas are represented as the habitat code 'DAO', in the Summary of Natural features Map.

### J2 Western Red cedar - Grand Fir

This forest cover is characterized by the dominant vegetation cover of Red cedar, Grand fir, and Douglas-fir species growing in these deep and moist, nutrient-rich soils. Various deciduous trees, such as red alder, maple and willow species are established in the openings of the canopy. Disturbance to these habitats has occurred as a result of drainage and/or clearing activities, or from selective logging. These habitats are located in the central level areas of the park. The Western Red Cedar/Grand Fir habitat areas are represented as the habitat code 'RG', in Summary of Natural Features Map.

### J3 Douglas-fir - Western Red Cedar

This forest cover is characterized by the dominant vegetation cover of large Douglas-fir and Western Red Cedar species growing on a sparse forest floor in relatively deep and moist soils. Disturbance to these habitats has occurred as a result of selective logging. These habitats are located along the gently sloping sites in the west side of the park. The Douglas-fir/Western Red Cedar habitat areas are represented as the habitat code 'DR', in the Summary of Natural Features Map.



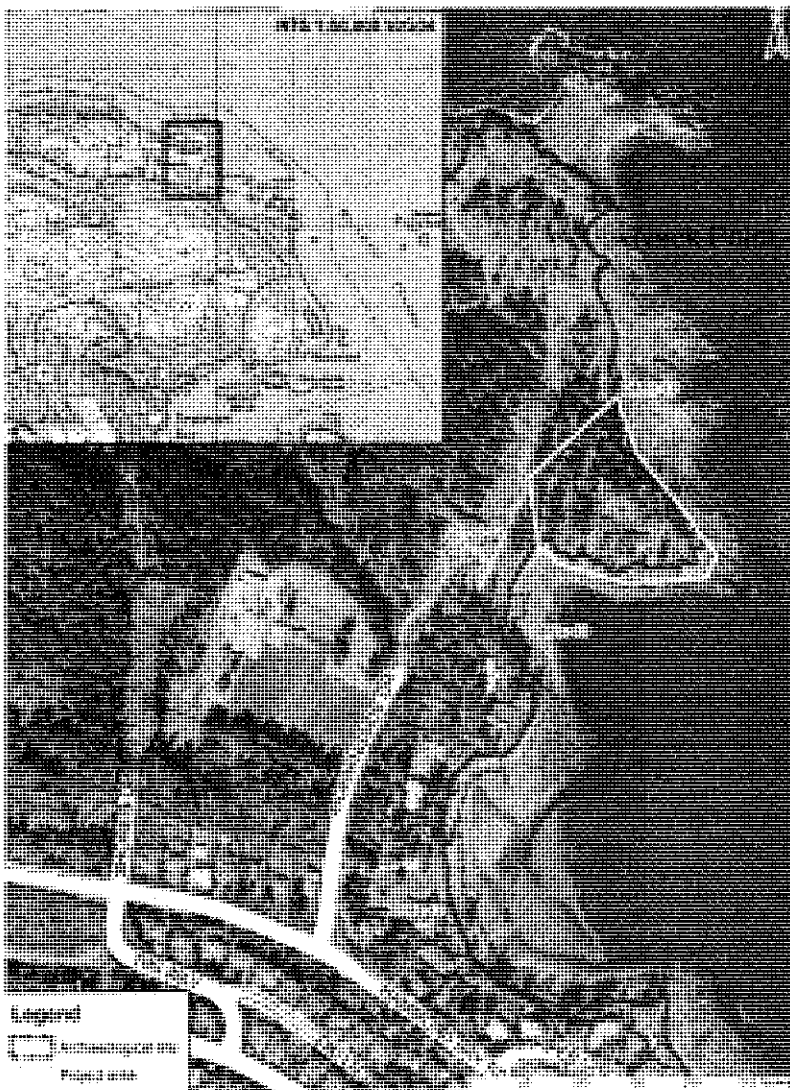
## 2.5 CULTURAL FEATURES

### A. Nanaimo First Nations

Neck Point Park is located within a known archaeological site---DhRx-43. The main body of this site located on Hammond Bay with three outer polygons within the Neck Point Park area. As such, Millennia Research Ltd. was contracted to prepare an archaeological inventory and permit for works associated with the 2009 acquisition area and site preparation works. No archaeological deposits were identified during the inventory or site works. The demolition of buildings and site works were monitored by Snuneymuxw First Nations residents. It is likely that modifications to the site over the years prior to the site becoming park removed any artifacts. Culturally modified trees, middens, burials, rock art, and lookout sites, were the most likely use of the property.

The Snuneymuxw Coast Salish people fished, collected other food resources and took up summer residence in the vicinity of Hammond Bay and Neck Point Park. Neck Point is said to have been an important lookout site for the Snuneymuxw during times of warfare. From the point, large ocean-going canoes approaching from the north could be seen many miles out from shore. A young man was posted on the point, and would run back to warn villagers at Departure Bay. Taylor Beach and Jack Point were also important lookout sites.

There is a large rock in the vicinity of Hammond Bay that, according to Snuneymuxw legend, has the ability to control the weather. The name for the man or location is culuxw, meaning 'straight, high bluff' (The rock is the face of a man that was transformed to rock by Haals). As





the story goes, if one puts water into one of culuxw's eyes, the wind will blow towards the north. If water is put into the other eye the wind will blow southward, 'home' to Departure Bay.

## B. Residential Development at Neck Point

A 1916 Geological Survey map shows two houses located at the north end of Indian Beach. Though not confirmed, they are thought to have belonged to the Louis Page family, who may have homesteaded on the property now known as Neck Point Park.

In 1917, Joseph E. Piper purchased 142 acres of waterfront property around Piper's Lagoon and Neck Point. Piper encouraged friends and acquaintances to build cabins along the beaches, charging each a nominal rent to help pay the taxes on the large property. By the 1930's, approximately fifteen cabins had been constructed along the waterfront at Finn Beach, Indian Beach, and Sunset Beach.

Around 1960, Dean Finlayson purchased approximately 356 acres at Neck Point and Piper's Lagoon. In the early 1970's it is understood that a large shallow pond and marsh in the northeast portion of the park were drained to create a riding ring and horse pasture. Also during the 1970's, it is understood that some of the larger trees were selectively logged, and all cottage owners were asked to leave the site. In 1989, Dean Finlayson sold Neck Point and an adjacent property to the west of the point.

In December 1993, the Nanaimo City Council supported the issuance of a Preliminary Layout Approval (PLA) for a 450 unit residential development at Neck Point. Final development approval was never issued as the property was later subdivided and acquired as parkland. The entire park (including the new acquisition area) was at one time zoned RM-4, but will be zoned for park purposes now that it is being used as a City of Nanaimo park.

## D. Neck Point Park Society

The Society was formed in December 1993 and played an instrumental role, over the following two and a half years, in having the area acquired as a park.

## 2.6 TOPOGRAPHY AND SURFACE HYDROLOGY

The topography of the site is characterized as a series of four ridge and plateau areas, generally orientated from the northwest to the southeast. The ridges are formed by moderate to steep slopes with cliffs found mainly along the rocky headland between Last Beach and Sunset Beach. The plateau areas maintain wetland and riparian habitat at the lower elevations draining out to the ocean. The highest elevation on the site is 23 meters above sea level, and is located along the southwest corner of the property near the school site.

The park has a restricted rainfall catchment area with no defined watercourses. All drainage on and into the site is by surface runoff from bedrock outcrops or underground seepage through shallow soils over bedrock.

## 2.7 VEGETATION

In spring 1998, the City of Nanaimo contracted J.C. Lee and Associates Ltd. to provide a background environmental inventory and assessment for Neck Point Park and adjoining marine areas. The study utilized an assessment conducted by Madrone Consultants Ltd., in October 1993, of the area's vegetation cover, significant trees and wildlife trees. The J.C. Lee and Associates Ltd. study provides an inventory and assessment of the area's significant natural environmental features only, and therefore does not include a detailed study of complex plant groups such as mosses, lichens, grasses and sedges.





This work was then followed up in 2000 by Katherine Dunster and Associates Environmental Consulting Ltd. They prepared a vegetation management plan with a summary of priority areas for site restoration, detailed prescriptions, planting plans, and cost estimates for each area.

## Vegetation Cover / Habitat Types

A total of 14 different habitat types were identified within and immediately adjacent to the Neck Point Park boundaries (Summary of Natural Features Map). These habitats are:

- dry upland and moist lowland mature forests,
- young early/mid seral woodlands recovering from historic disturbance,
- rocky terrestrial herbaceous grassy areas with numerous spring wildflowers,
- recently disturbed areas in various stages of primary and early secondary succession,
- remnant wetlands of several types,
- rocky seashore headlands and bluffs,
- marine beaches bordered by rich sub tidal areas,
- The wide range of habitat biodiversity in the park results in a very wide variety of plant and animal biodiversity within the park. This high level of habitat and species biodiversity occurring within the 36-acre park is significant to the Nanaimo area.

## 2. Significant Trees

The park contains over 170 significant Landmark trees, as well as a number of Wildlife trees and stumps (see the Summary of Natural Features Map). Species identified as Landmark trees are summarized below. These species are:

- Arbutus
- Douglas-fir

- Bitter Cherry
- Garry Oak
- Black Cottonwood
- Grand Fir
- Crab-apple
- Western Red Cedar
- Dogwood
- Willow - various species

Wildlife trees left standing provide critical nesting and feeding habitat for many bird species, and also form key habitat for terrestrial stages of some salamanders. Decaying trees, which have fallen, are also utilized by a number of invertebrate and plant species.

## 3. Rare or Endangered Habitat Types

Four mature forest habitat types found within the park, which are undisturbed or minimally disturbed, are representative on a small scale within the Moist Maritime Coastal Douglas Fir sub-zone as follows:

### a) Red-Listed:

- Douglas-fir - Arbutus - Western Red Cedar (DAR)
- Douglas-fir - Western Red Cedar (DR)
- Western Red Cedar - Grand Fir (RG)

### b) Blue-Listed:

- Douglas-fir - Arbutus - Garry Oak (DAO)
- No Red/Blue-Listed plant species were found in this study, however, several species that are extremely uncommon locally, occur in very small numbers in the Park and appear in need of protection (such as Prickly-pear Cactus, and Golden Bark Fern, etc.).



## 2.8 FAUNA

The Baseline Environmental Inventory and Assessment report (J.C. Lee and Associates Ltd.) provides an inventory and assessment of the area's significant natural environmental features only, and therefore does not include a detailed study of intertidal marine life and terrestrial invertebrates occurring in the area. The following is a summary of the vertebrate and invertebrate species that are known or likely to occur in the park.

### Mammals

- A total of 21 terrestrial mammal species are likely to occur in the Park, amounting to roughly 80% of the species that occur in the Nanaimo area. A total of 6 marine mammal species may occur in the near shore waters.

### Birds

- A total of 128 bird species are likely to occur in the park, including roughly 75+ terrestrial species, 30+ waterfowl species, and 20+ shorebird species. This variety of species amounts to approximately 61% of the species that regularly occur in the Nanaimo area, which reflects the richness and wide diversity of habitat types present in the park.

### Fish

- Freshwater fish are absent from the park. Although marine intertidal and sub-tidal species are numerous in variety, they were only minimally inventoried in the study.

### Reptiles and Amphibians

- At least 2 and possibly 4-5 reptile species are present in the park.
- A total of 8 amphibian species may occur in the park; 2 species were observed and the others are expected in suitable terrestrial habitat. Amphibians with aquatic larval stages have likely declined in abundance as a result of draining and filling of wetlands within the park.

## Invertebrates

- A range of terrestrial invertebrates were observed incidentally and recorded although only minimally inventoried in the study. A wide range of marine invertebrates exists at the four different beach areas along with the spit.

## Rare or Endangered Species

### I Mammals

No Red or Blue-Listed mammals are known to occur in the park, although the following may occur here in association with desirable habitat:

#### a) Red-Listed5:

- Water shrew (may be associated with two wetland areas)
- Keen's long-eared moles

#### b) Blue-Listed6:

- Townsend's big-eared bat

#### c) Yellow-Listed:

- Black-tailed deer

### II Birds

A number of Red/Blue/Yellow-Listed bird species feed either regularly or occasionally within the Park or in immediately adjacent waters as follows:

#### a) Red-Listed5:

- Marbled murrelet (utilize near shore waters; may be found year-round)

#### b) Blue-Listed6:

- Hutton's vireo (known to breed within the park)
- Turkey vulture (visit the park periodically)

- Great blue heron (regularly feed and may breed within the park when Red Alders become suitable for nesting)

c) *Yellow-Listed:*

- Harlequin duck (feed year round within the park)
- Bald eagle (pair nesting annually on private property adjacent to the park, although Neck Point is their home and breeding territory)

- the wooded headland area and neighbouring rocky terrestrial herbaceous wildflower meadows near the spit, forming the NE corner of the park.

All habitat types were assigned a rating of sensitivity to disturbance based upon their rarity, ecological age, biodiversity, fragility, and past disturbance. The sensitivity ratings and associated habitat types are summarized as follows:

## 2.9 ENVIRONMENTAL SENSITIVITY

### 1. Previous Disturbance

Many areas of the park are relatively undisturbed, whereas other areas have been heavily disturbed by activities such as road building, logging, land clearing, and residential or recreational uses. Disturbances to the park environment have resulted in habitats exhibiting varying stages of ecological succession and recovery, including the following:

- de-stabilized shoreline areas subject to erosion,
- early successional stands predominantly composed of native plant species which add habitat and species biodiversity to the Park, although invasive exotic species may be present,
- invasive exotic 'weed' species which block the ecological succession of native plant species and have minimal biodiversity and wildlife use values,
- Remnant wetlands with reduced biodiversity and impaired ecological function.

### 2. Habitat Sensitivity to Disturbance

Two areas within the park are provincially designated Environmentally Sensitive Areas (see Summary of Natural Features Map).

- the entire wooded (Douglas-fir - Arbutus - Garry Oak) rocky headland and coastal bluffs forming the NW corner of the park,

#### a) High Sensitivity:

- Douglas-fir - Arbutus - Garry Oak
- Black Cottonwood
- Douglas-fir - Arbutus - Western Red Cedar
- Rocky Herbaceous Meadows
- Douglas-fir - Western Red Cedar
- Rocky Outcrops & Cliffs
- Western Red Cedar - Grand Fir
- Rocky Intertidal areas
- Alder (Willow) - Slough Sedge

predominantly natural in its state, and dominated by native species with minor previous disturbance,

vulnerable to damage from expected human activities,

provincially designated Environmentally Sensitive Areas or representative of rare habitat types (Red and Blue-listed).

#### b) Moderate Sensitivity:

- *Disturbed: mainly regenerated with native species (e.g. alder-salmonberry),*
- *Open Grassy areas (previously disturbed),*



- Recently disturbed, sometimes extensively, and are recovering by natural succession with predominantly native plant species.
- Valuable as early successional stage habitat for wildlife (contributing to biodiversity).
- Vulnerable to further disturbance.

#### c) Low Sensitivity:

- *Disturbed: mainly invasive exotic species (e.g. broom-blackberry)*
- extensively disturbed and are now dominated by invasive introduced plant species, predominantly broom/blackberry, with low biodiversity and habitat values for native wildlife species,
- in need of restoration to limit the spread of weeds to other habitat areas while improving biodiversity and habitat values for wildlife.
- logical and preferred areas to locate additional park facilities with minimal further loss of habitat.

## 2.10 EXISTING USES

Neck Point Park's numerous beaches, extensive waterfront, and varied microclimates, serve as popular year-round destinations. Public use of the Park includes:

### Walking, Dog walking and Cycling

The existing trail routes at Neck Point Park provide park users with access to the various habitats and destination areas of the park. The popularity of these trails is evident with walking and dog walking activities noted as the most popular activities in the park. Bicycle use has also been noted throughout some of the more challenging and environmentally sensitive terrain in the park.

### Picnicking, Sunbathing and Social Gathering

The beach areas at Neck Point Park are an ideal location for sunbathing, picnicking and small outdoor gatherings.

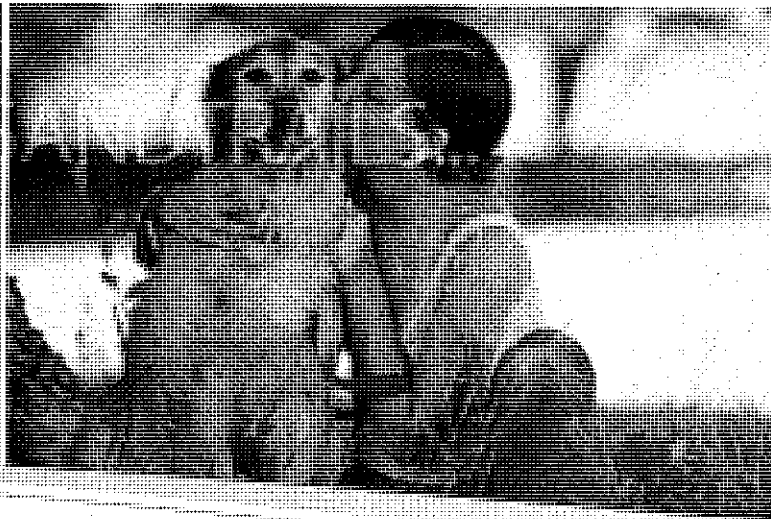
### Nature Appreciation and Awareness

The diverse and abundant flora and fauna of Neck Point Park, attracts many visitors to the park interested in observing these species in their natural habitat. The park is currently one of the most popular sites in the Nanaimo area for bird watching and photography.

Marine specimens have been collected from the waters off Neck Point for an organization called Seashore Unit, (co-sponsored by the University Women's Club of Nanaimo and the Pacific Biological Station), for use in their presentation of marine ecology to elementary school students.

### Marine Uses

The various waterfront areas at Neck Point Park serve as popular areas for swimming, snorkelling, and beachcombing. The sub-tidal area of Neck Point is rich in marine life, and thereby attractive to scuba divers as a popular diving location. Kayakers are also frequent users of the park and rocky waterfront areas are occasionally used for fishing from shore.



## 2.11 TRAIL COUNTS

In recent years, the Parks, Recreation and Culture Department has installed trail counters throughout Nanaimo's parks and trails to determine how much use certain routes are getting. Counters have been set up at Neck Point Park. These counts reflect general levels of use on the main trail. However, use levels seem to have increased even further since the addition of the new acquisition area in 2009. Future trail and car counts will determine this level of increase.

<i>2005 DAILY AVERAGE</i>	<i>2006 DAILY AVERAGE</i>	<i>2007 DAILY AVERAGE</i>	<i>2008 DAILY AVERAGE</i>	<i>2009 DAILY AVERAGE</i>
110 ~ (January)	70 ~ (January)	112 ~ (January)	No counts taken	No counts taken
167 ~ (February)	86 ~ (February)	112 ~ (February)		
143 ~ (April)	94 ~ (March)	162 ~ (March)		
87 ~ (September)	172 ~ (April)	200 ~ (April)		
135 ~ (October)	194 ~ (May)	210 ~ (May)		
105 ~ (November)	149 ~ (June)	224 ~ (June)		
96 ~ (December)	128 ~ (July)	245 ~ (July)		
	203 ~ (August)	222 ~ (August)		
	207 ~ (September)	200 ~ (September)		
	168 ~ (October)	149 ~ (October)		
	126 ~ (November)	142 ~ (November)		
	101 ~ (December)	179 ~ (December)		



## 2.12 EMERGING ISSUES

Throughout the analysis process of this project, a number of new issues emerged with relevance to the future directions of the park.

### Special Events

Given the fantastic setting, Neck Point has become a popular site to book for private and community events such as weddings, running challenges, dog walks, seuba diving, exercise classes, family picnics and funerals. These special events can interrupt general park use and can also impact the level of maintenance expectations and general character of the park. Below are a summary of recent bookings:

- 2008: 21 weddings, 1 dog walk and private yoga lessons 2 days a week from June to August
- 2009: 14 weddings, 1 dog walk, private yoga lessons 2 days a week from June to August, 3 Dives, 1 Celebration of Life
- 2010 (to date by May): 14 weddings, 2 dives

### Natural Areas Management

Over 70% of Nanaimo's park system is composed of natural parks and therefore require unique management. The Parks, Recreation and Culture Department will undertake further strategies to address the management of these unique ecosystems and important features in our community. The first of these strategies, an Urban Forest Management Plan, was completed in 2010.

### Dogs Off-Leash

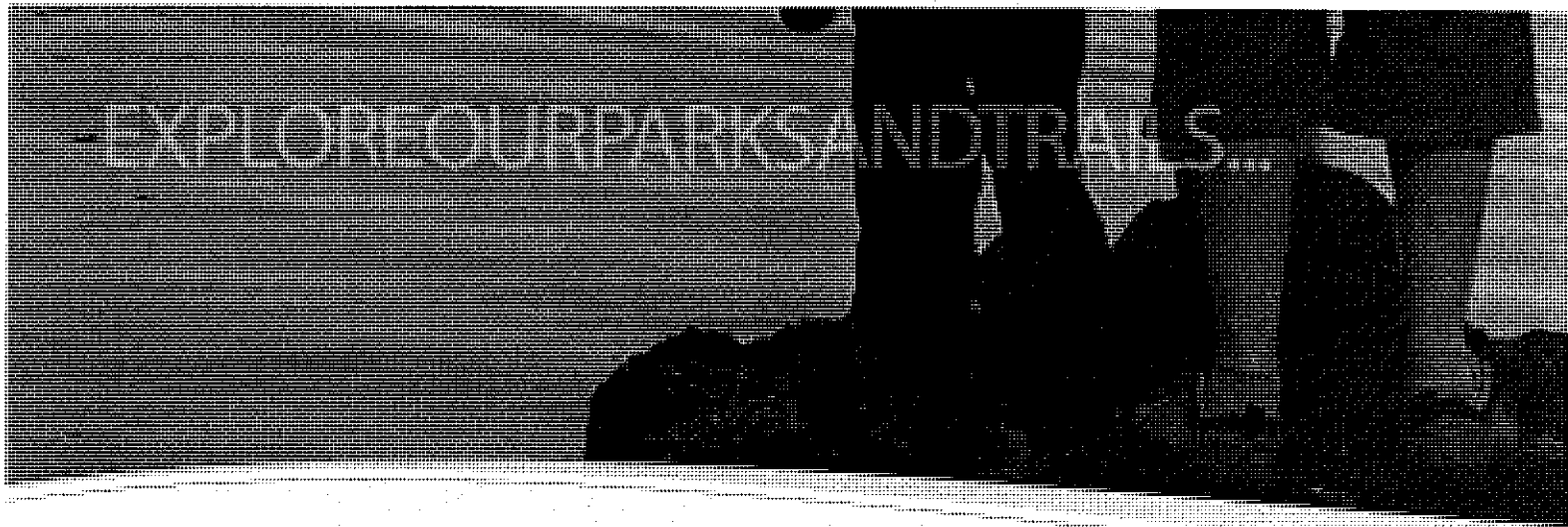
In recent years, an increasing number of dogs can be seen in the park--both on and off leash. With increasing use and an increasing awareness of the potential impacts of dogs on wildlife and sensitive ecosystems, there is a growing desire from some members of the public to limit dog access and increase enforcement. There is also increasing pressure to provide more dog off-leash facilities throughout Nanaimo's parks.

### Aging Population and Active for Life

According to the 2005 Parks, Recreation and Culture Master Plan, the City's aging population has been perhaps the most stated planning trend over the past decade (pg.4). Along with the aging demographics, there is also an increasing awareness of how being active at all stages of life is essential to health. This awareness about physical exercise as well as mental exercise is probably contributing to the increasing use of the park system. Many park users are also feeling a need to be active by giving back to the community and participating in volunteer programs.

### Sport Fisheries and Fish Habitat Enhancement

The Department of Fisheries and Oceans has expressed a desire to increase sport fishery opportunities in the Neck Point area by introducing Pink Salmon pens into the waters off the park. They are also exploring the potential for salmon enhancement projects on land within the park.







## 3.0 THE MASTER PLAN

*The following section outlines the vision, objectives, and 2010 Master Plan Concept developed for Neck Point Park.*

### 3.1 VISION FOR THE PARK

A vision for Neck Point Park was established through the 1999 Neck Point Park Master Plan. This vision is still relevant and confirmed by the public today.

*A quiet waterfront park which offers opportunities to enjoy  
and appreciate the unique natural attributes of the site  
through restoring and maintain the natural habitat values  
for present and future generations.*

### 3.2 MASTER PLAN OBJECTIVES

To achieve the vision for Neck Point Park, the following objectives should be met.

#### Natural Environment

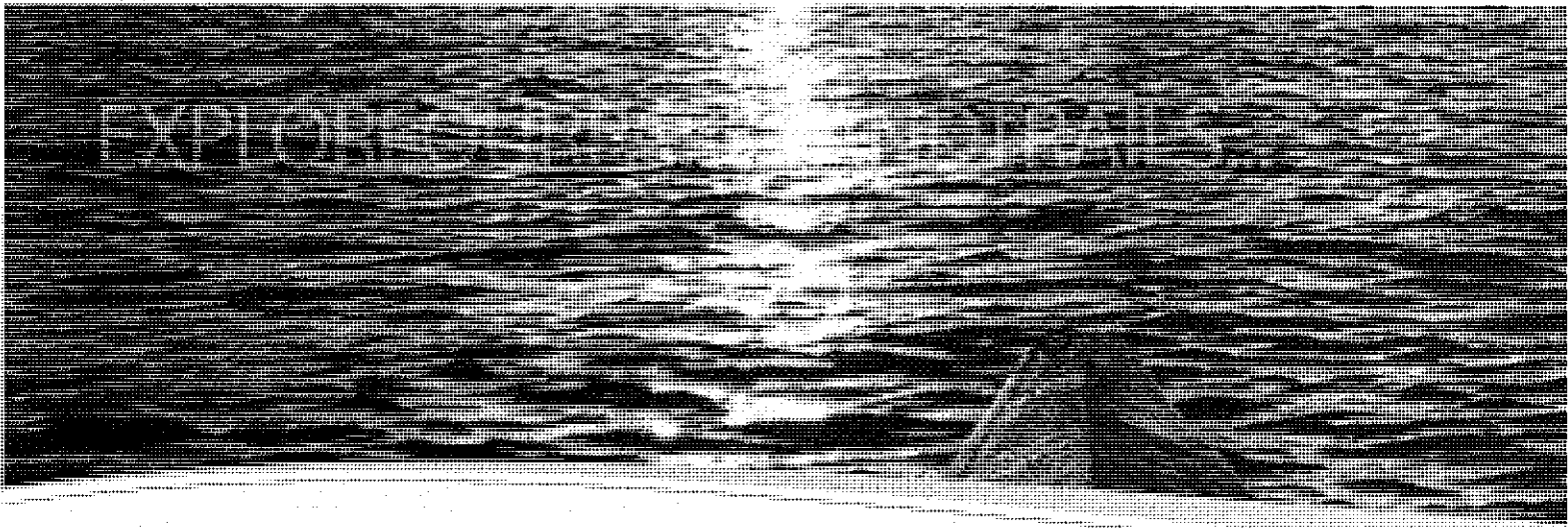
- Identify and protect environmentally sensitive areas and natural features from potential impacts related to park use and development
- Rehabilitate disturbed terrestrial, wetland, and marine areas to conditions consistent with the undisturbed surroundings
- Maintain sensitive wildlife and habitat corridors
- Protect existing cultural features and visually sensitive views from potential impacts

- Restrict development of facilities to disturbed areas where possible
- Limit disturbance to the run-off and seepage drainage patterns on the site
- utilise permeable site surfaces, where possible, to allow infiltration and reduce surface run-off

#### Recreational Opportunities

- Encourage recreational opportunities that are compatible and have a minimal impact on the park
- Provide safe and enjoyable recreational opportunities for individuals with a range of ages and mobility levels
- Develop trail routes that provide access to destination areas while restoring the natural environment
- Develop new trails only where existing trails do not provide essential access
- Enhance community opportunities for the appreciation, education and awareness of the natural and cultural features of the site
- Control vehicular access for non-emergency and non-maintenance services
- Manage development of facilities and accesses to create complimentary relationships among uses and retain adequate buffers and verge areas.





### 3.3 IMPROVEMENT CONCEPT FOR THE 2009 ACQUISITION AREA

*To achieve the vision and objectives for the Neck Point Park Plan, the following improvements are being proposed for the 2009 acquisition area.*

#### Boathouse Lookout Trail

A trail will be established between Finn and Indian Beaches. This trail will skirt the shoreline and be composed of a soft surface and stairs (where required).

#### Greensward Meadow and Disturbed Area Restoration

This open area is planned as a space for nature appreciation, small social gatherings, and picnicking. A small number of picnic tables will be installed for park use. Restoration planting in this open area will focus on meadow plants and grasses. Circulation routes through the meadow (Meadow Trail) will direct pedestrians and protect the re-establishing meadow vegetation.

#### Meadow Trail

A secondary trail is being developed through the meadow to link the existing park trails to the Boathouse Lookout and Boathouse Lookout trail. This trail will consist of soft surfacing and will be a universally accessible route.

#### Boathouse Lookout

The remaining concrete slabs and structure provide a stunning lookout towards Piper's Lagoon Park and the Straight of Georgia. The site will serve as a lookout feature and may be used for special events. The boathouse also provides opportunities for indoor storage.

#### Seawall Lookout

The lower level of the boathouse offers unique connections to the shoreline and also provides a stunning lookout towards Piper's Lagoon Park and the Straight of Georgia. The site will serve as a lookout feature and may be used for special events and offshore habitat enhancement projects.

#### Site Interpretation

Additional interpretive signage will be placed along the trail network to increase awareness about the natural and cultural history of the site.

#### Park Amenities

Park benches, garbage cans, and other site furniture amenities will be added along the trail system to add park comforts to users.

#### Significant Trees and Replanting

As many trees as possible were saved during site preparations in order to protect the site's environmental integrity and yet ensure park user safety. A number of Garry Oaks, native Dogwoods, and fir trees remain on the site. New native trees will be planted in select areas to restore the area and provide succession for existing trees.

#### Park Caretaker

The remaining residence will be the home of a park caretaker. The caretaker will open and close gates, monitor park usage and safety, serve as a park ambassador, and perform other tasks for the Parks Department.

# Neck Point Park, 2010 Master Plan Concept

The Master Plan Concept aims to enhance public use and enjoyment of the park, in balance with protection of the site's unique attributes such as views, habitat areas and environmental resources.

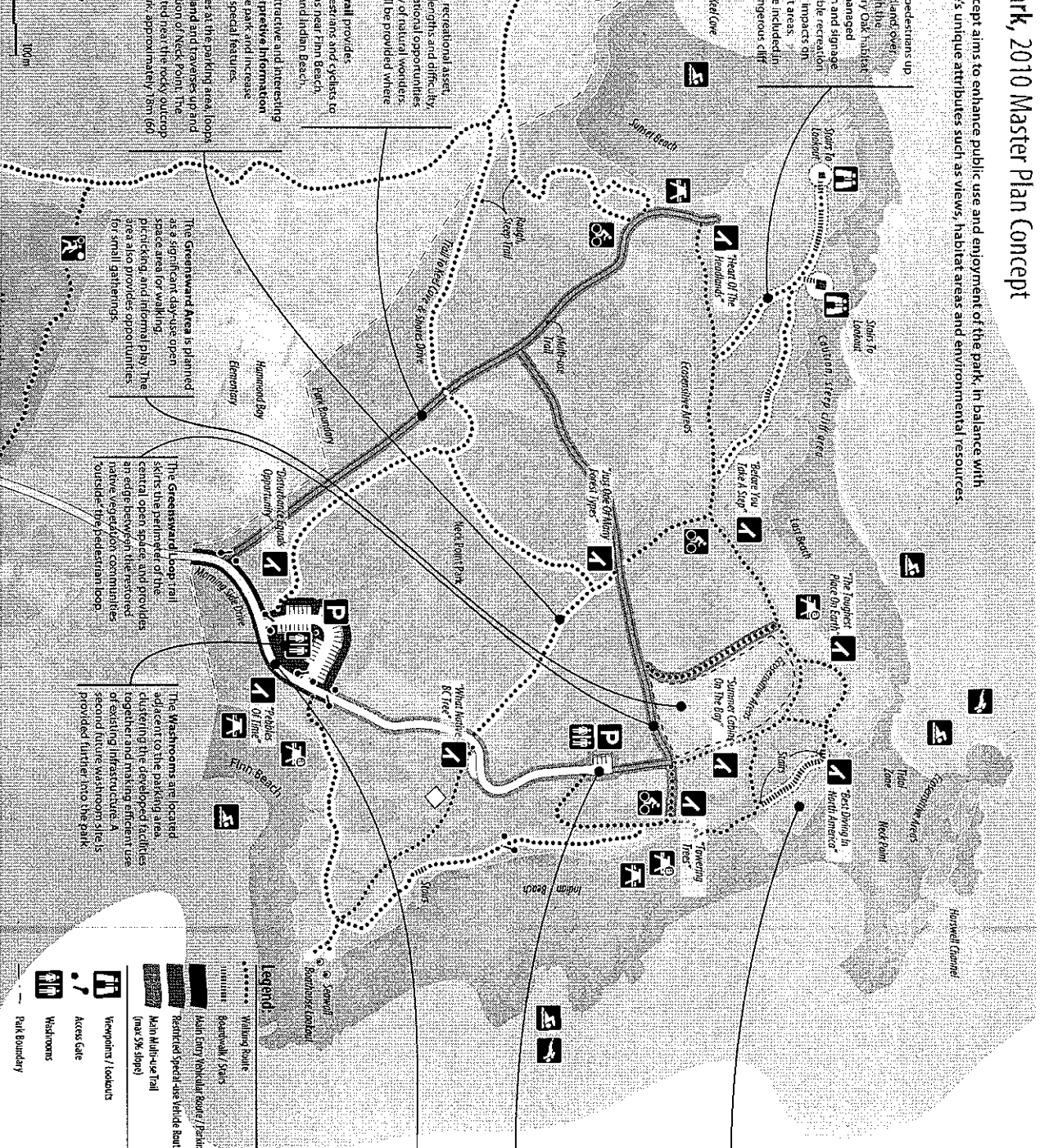
The Headland Trail takes pedestrians up, and around the rocky headland, over rocky outcrops and through the Douglas-fir / Arbutus / Garry Oak habitat area. Pedestrian traffic is managed through trail layout, design and signage to provide safe and enjoyable recreation experiences and to reduce impacts on sensitive, protected habitat areas. Boardwalks and railings are included in particularly sensitive or dangerous cliff areas.

The Trail Network is a key recreational asset, including trail of varying lengths and difficulty, providing a range of recreational opportunities and showcasing a diversity of natural wonders. Seating / Viewing areas will be provided where required.

The main Multipurpose Trail provides barrier-free access for pedestrians and cyclists to main park destination areas near Finn Beach, Sunset Beach, Last Beach and Indian Beach.

A coordinated system of attractive and interesting Site Orientation and Interpretive Information enhances enjoyment of the park and increases awareness about its truly special features.

The Summit Trail originates at the parking area, loops around the Heated Wetland and traverses up and over the slope in the direction of Neck Point. The Summit Viewpoint is located near the rocky outcrop at the high point of the park, approximately 78m (60 feet) above sea level.



Legend:	
	Willing House
	Boardwalk / Railing
	Main Entry Vehicle Route / Parking
	Restricted Special-use Vehicle Route / Parking
	Main Multipurpose Trail
	Accessible Trail / Loop
	Pedestrian Only Trail
	Special Measures - safety / environmental protection
	Boardwalk, Signage or railing as appropriate
	Parking Area
	Picnic Area
	Accessible Picnic Area
	Bicycle Rack
	Swimming Area
	Diving Area
	Interpretive Signs
	Park Boundary

**Wildlife Trees** are left undisturbed where possible, locating interpretive signage, park circulation routes and activity areas a safe distance away.

**Disturbed Areas** are rehabilitated to remove invasive, non-native species, to restore vegetative cover to minimize erosion and rehabilitate habitat areas.

**Wetland Areas** are restored to increase opportunities for interpretation and interaction with nature, as well as increasing habitat diversity with the park.

**Beach Areas** at Indian Beach, Last Beach and Sunset Beach are planted with native dune grasses and maintained through control of foot traffic. Active beach erosion is most evident at Last Beach which is a high priority for re-vegetation and management of foot traffic.

The **Rocky Meadow Trail** is an accessible loop trail incorporating the Neck Point Lookout - a viewpoint / rest and interpretive stop overlooking the SPL and rocky outcrop areas. Boardwalk sections are included where required to provide barrier-free access and to protect sensitive herbaceous meadow habitat. Minor trails are decommissioned to support re-vegetation and habitat rehabilitation efforts.

**Built Facilities and Amenities** such as parking and washrooms are located to create complementary relationships amongst uses, make efficient use of infrastructure, and to minimize impacts of utilities, parking and vehicular access routes on recreational activities and the overall park environment.

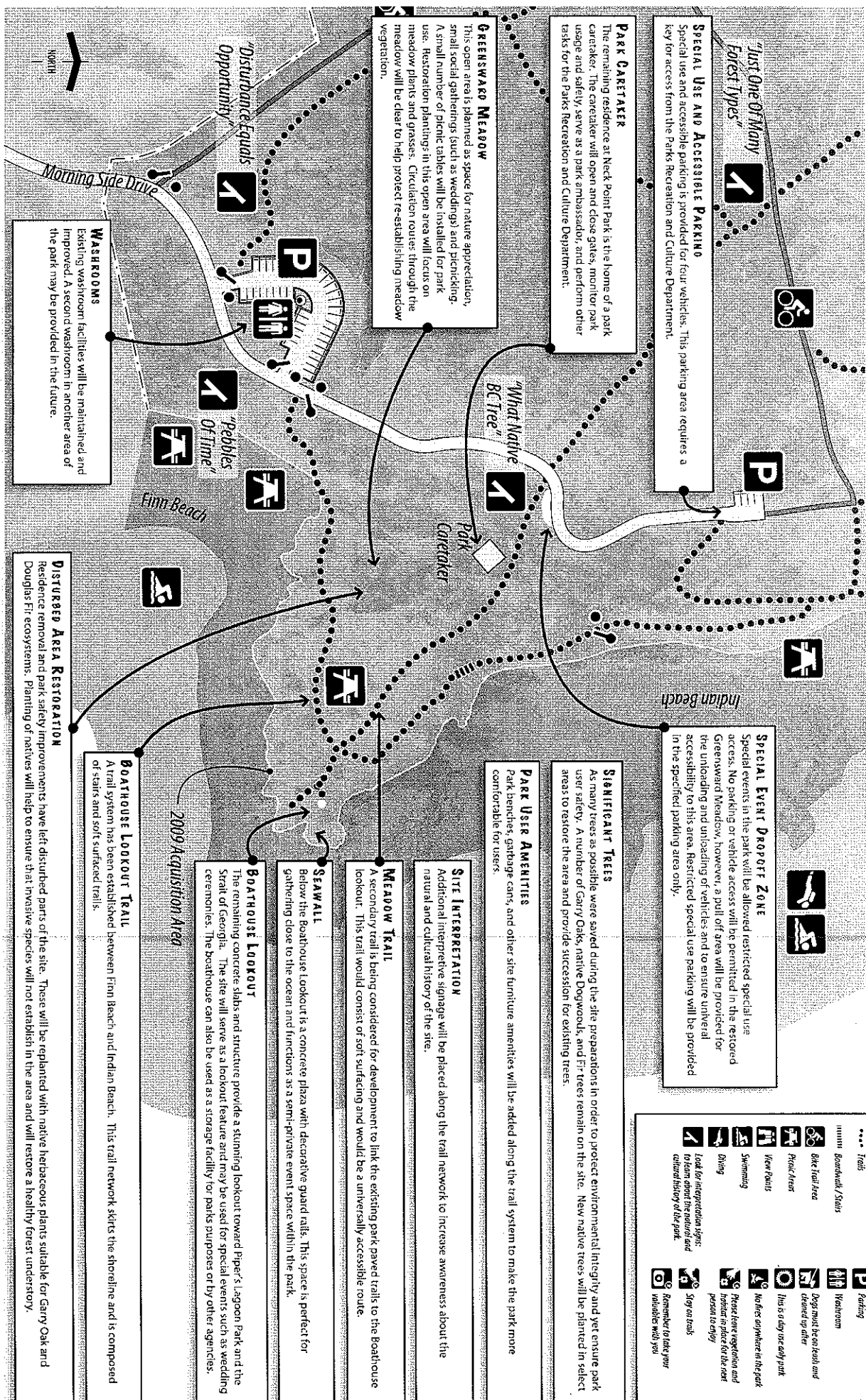
The **Restricted Special Use Access** utilizes an alignment towards the western edge of the park. The access route is located to minimize aesthetic and functional intrusion into the park.

**Special Use Accessible Parking** is provided for 4 vehicles, with future Washroom / Amenities site.

**General Vehicular Access** for park users is limited to the existing access drive serving the parking area. Emergency, special use, accessible and park maintenance vehicles are allowed access beyond the parking area along the main multi-use trail. Safety and aesthetic concerns associated with intrusion of motorized vehicles into the park area are minimized.

The **Parking Area** for 50 vehicles is located in a disturbed area adjacent the existing access road driveway, buffered from view by retention of existing vegetation and supplemented by new plantings.

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## 4.0 PLAN RECOMMENDATIONS

*To achieve the vision and objectives for the Neck Point Park Plan, recommendations have been established specifically relating to a number of categories.*

### 4.1 VEGETATION AND ENVIRONMENTAL MANAGEMENT

Management of the natural park environment, including vegetation and environmental factors, will determine the visual character and overall habitat values of the site. Disturbed areas within the park are of high priority for rehabilitation to eliminate invasive species, such as Himalayan Blackberry, Scotch Broom, and Tansy Ragwort. These invasive species obstruct ecological succession of desirable native species. Wildlife trees and snags established in the park and sensitive treed and meadow habitats will require careful management to provide suitable habitat for wildlife while safely accommodating park users. In addition, the sub-tidal area of the park requires special measures to manage the habitat for long-term enjoyment.

#### Upland Habitat Rehabilitation

1. Control or eradicate invasive species in disturbed areas where they are the dominant and/or only vegetation cover, followed by a re-vegetation with native pioneer species.
2. Facilitate the regeneration of native plant communities on the less disturbed areas by selectively removing competing invasive species followed by the planting of seeds obtained from soil seed banks and adjacent undisturbed areas.
3. Discourage the re-establishment of invasive species in areas further disturbed during the development of park facilities.
4. Introduce rare native species occurring in the park, such as fragile Prickly Pear Cactus and Golden Back Fern, to less travelled areas of terrestrial herbaceous meadows and rocky wooded headland to increase distribution within the park.

5. Review forest progression in areas dominated by pioneer species such as Alder. While succession is a natural progression, some management may be desired to maintain this ecosystem.
6. Carry out an inventory of the Garry Oaks on site and identify any evidence of younger Oaks and monitor newly planted Oaks.
7. Explore the practice of controlled burns to restore meadows in Garry Oak and upland areas.
8. Consider the removal of invasive species and small conifers, such as juvenile Douglas firs, to restore Garry Oak habitat and remove light competition.

#### Shoreline Restoration

1. Control erosion of the backshore areas of Last Beach and Indian Beach by restoring continuous stands of dune grass from seeds possibly obtained from Finn Beach.

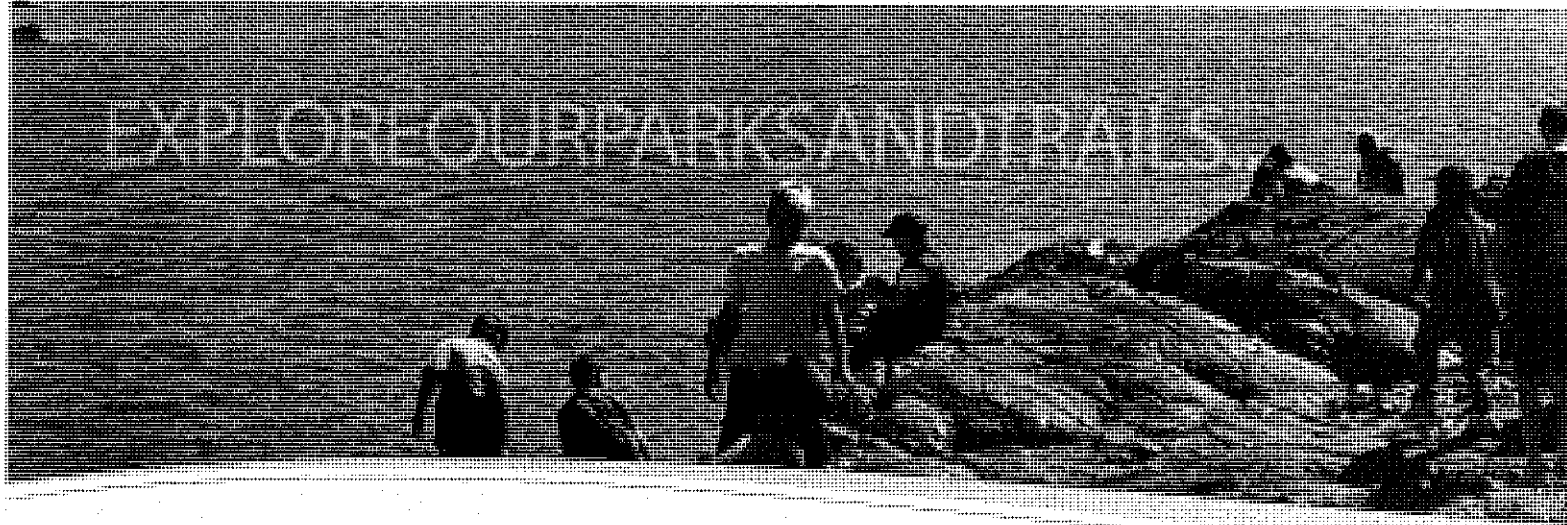
#### Wetland/Riparian Area Restoration

1. Restore the wetland/riparian area south of the rocky headland to an aquatic area with standing water year-round.
2. Create a new wetland boundary near the existing pond north of Finn Beach.

#### Wildlife Tree Management

1. Locate activity areas beyond the immediate vicinity of the wildlife trees and snags to avoid potential hazards to park users and limit disturbance to these features.





2. Professionally assess wildlife trees and snags in heavily travelled areas on a scheduled basis to determine their hazard potential.
3. Pursue management options where wildlife trees and snags present a hazard to park users, by prohibiting access to the hazardous area, pruning, or if rotted out in the trunk, felling and leaving the tree in place to provide additional habitat.
4. Encourage tree species on site to develop a full life cycle and potentially contribute to the park habitat as wildlife trees or snags.

#### Sub-tidal area

1. Pursue dedication of the adjacent sub-tidal area as a marine park reserve.
2. Conduct an inventory and assessment of the sub-tidal marine environment and implement enhancement opportunities.

#### Coarse Woody Debris and Urban Fire Management

1. Debris from trees felled in the park should be removed from site rather than left in the bush to prevent fire hazards.
2. Forest fuel loads should be monitored to balance natural regeneration and fire hazards.

## 4.2 PARK ZONING

Work to rezone the 2009 park acquisition area from RM-4 to PRC1. This zone provides for the conservation and enjoyment of natural spaces within City parks. The zone will allow for recreational and educational uses that are compatible with the natural features within the park such as: boardwalks, trails, environmentally sensitive areas, and natural sanctuaries.

The original 33 acres of the park was already rezoned PRC 1 in 2009 so rezoning the remaining 3 acres to PRC 1 is consistent with the current zoning.

## 4.3 VISITOR MANAGEMENT

Neck Point Park offers many opportunities to accommodate recreational activities throughout the park's terrestrial and marine environments. Careful selection and integration of recreational activities at Neck Point Park are required to accommodate these uses compatibly while minimizing potential impacts.

#### Interpretive Programs

Continue to pursue potential interpretive programs that highlight the cultural heritage of the site, as identified to date, which include the following topics:

- First Nations
- Early Residents
- Department of National Defence: Canadian Navy

Continue to pursue potential interpretive themes which increase awareness of the natural environment of the park and expand on existing environmental awareness programs for topics such as the following:

- Habitat Types, Diversity, Ecological Succession and Rehabilitation
- Wildlife Trees and Snags
- Wind and Weather: Wind Pruning, Microclimate Conditions, Tides and Currents
- Marine Ecology

#### User Safety and Awareness

1. Continue to provide signage that informs the public on park rules and regulations as well as highlights potential hazards that relate to fires, vertical fall, and industrial remains.
2. Provide suitable facilities, signage, and maintenance procedures to reduce impacts associated with litter, dog feces, and minor vandalism.



3. Identify and remove various debris and remnants of prior use, which include heavy equipment and large vehicle debris, shallow wells, pipes etc.

### Use Areas and Facilities

1. Define areas that permit recreational activities such as walking, swimming, picnicking, informal play, and social gathering.
2. Provide facilities and amenities, such as viewpoints, washrooms, picnic tables, benches, bicycle racks, and garbage receptacles to accommodate encouraged activities and enhance the user's park experience.
3. Provide barrier-free facilities such as benches and picnic tables, for individuals with mobility challenges.
4. Maintain public recreational use of adjacent Regional District of Nanaimo property.

### Park Caretaker

1. Establish a park caretaker in the existing residence to serve as the City's "ambassador" by being courteous and friendly to park users and by reflecting a positive attitude at all times.
2. The Caretaker can also remove any marks and/or graffiti immediately, record and report all incidents of damage due to vandalism, breakage or storms, pick up litter from all trails and waterfront areas, open and close park gates and call Animal Control regarding problems with dogs in public park spaces.

## 4.4 PEDESTRIAN ACCESS

Trails that are managed and designed efficiently provide pleasant and safe links between destination areas while minimally impacting environmentally sensitive areas. Limiting access on specific trails is required to accommodate a variety of user groups compatibly. Trails that are identified as redundant or potentially impacting park features may require subsequent closure and rehabilitation.

All trails will be built and maintained to the standards and guidelines

outlined in the 2007 City of Nanaimo Trail Implementation Plan. Where possible, universal access will be provided throughout the trail network, however, given the terrain of this site, it is not always possible.

### Multi-Use Trails

- Accommodate universal access for pedestrians, bicyclists, emergency & maintenance vehicles, people with strollers, and individuals with mobility challenges.
- Trails are developed in accordance to the City of Nanaimo Urban Soft Surface Standard.

### Nature Trails

- Restrict access to pedestrians only.
- Narrow trails over rough terrain that do not have universal accessibility.
- Trails with boardwalks, railings, fences or vegetation barriers in sensitive habitat areas or dangerous cliff areas.

### Trail Closures

- Close redundant trails and restore to a natural condition in areas where they impact environmentally sensitive areas or alternative access routes are provided.
- Rehabilitate trail closure areas by closing the site and either allowing for natural regeneration, or improving soil conditions and allowing for improved natural regeneration, or improving soil conditions, intervening with re-vegetation and allowing for successful plant establishment to provide rapid results.



#### 4.5 VEHICLE ACCESS AND PARKING

Safety and aesthetic concerns associated with the intrusion of motorized vehicles into the park are minimized through careful siting and design of the required access and parking facilities. Vehicle access through the park is permitted for emergency and maintenance services as well as special use groups where indicated.

##### Vehicle Access

1. Continue to limit vehicle access through the use of locked gates to the existing access driveway serving the parking area.
2. Continue to establish controlled access for emergency and maintenance vehicles along the multi-use trails.

##### Parking

1. Continue to limit parking to a 50 vehicle lot located in the disturbed area adjacent to the existing driveway and to an area off Shores Drive.
2. Utilize innovative drainage techniques such as planted bioswales, to minimize surface run-off.
3. Pursue an agreement with School District 68 to utilize the parking lot of Hammond Bay School for peak use.

##### Restricted Special Use Vehicle Access and Parking

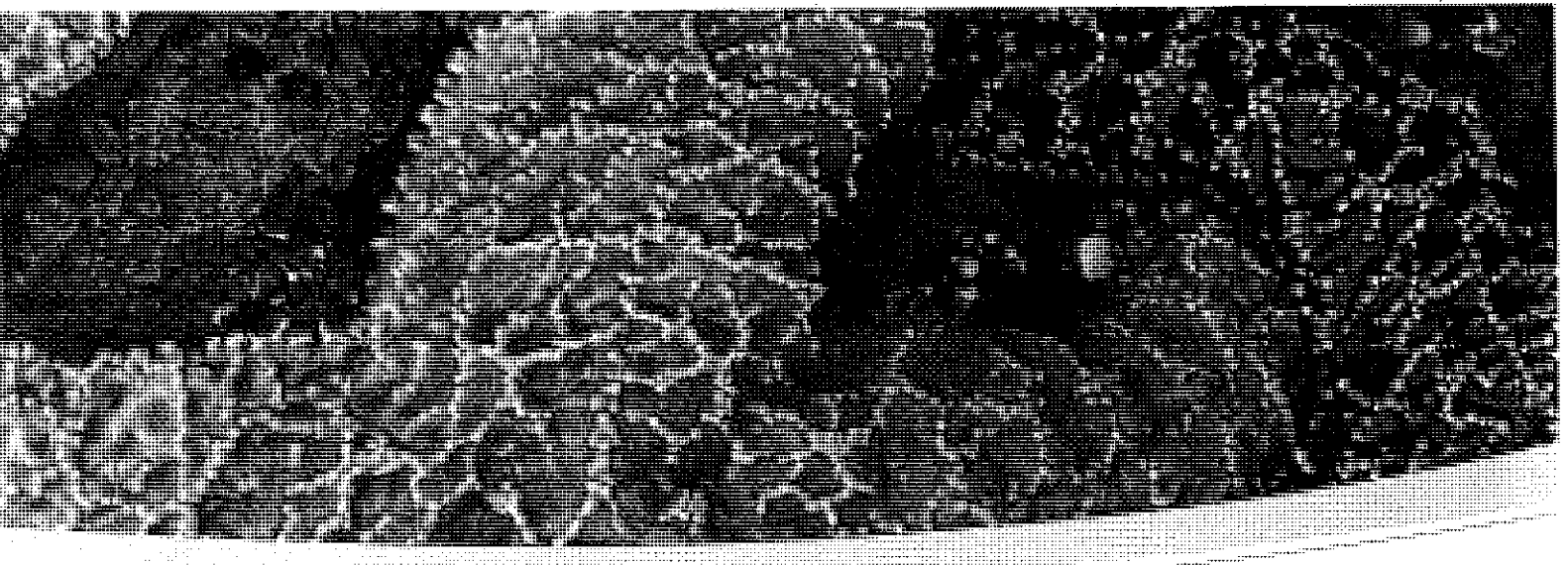
1. Continue to provide a parking area restricted to special use access for 4 vehicles. This area is accessed by key through the gate at the main parking area.
2. Provide an improved buffer to the parking area facilitated by the retention of existing vegetation, and possibly supplemented by new plantings.
3. Develop management strategies that identify the range of permitted special use access and the control required to manage the access.

4. Create a drop-off zone for special use and universal access near the meadow trail. This area will serve as an access point for special event use of the Boathouse Lookout and Seawall area, but is not a parking area. It is only a drop off zone. Cars can park in the main parking area and Special Use parking areas.

#### 4.6 COMMUNITY PARTNERSHIPS

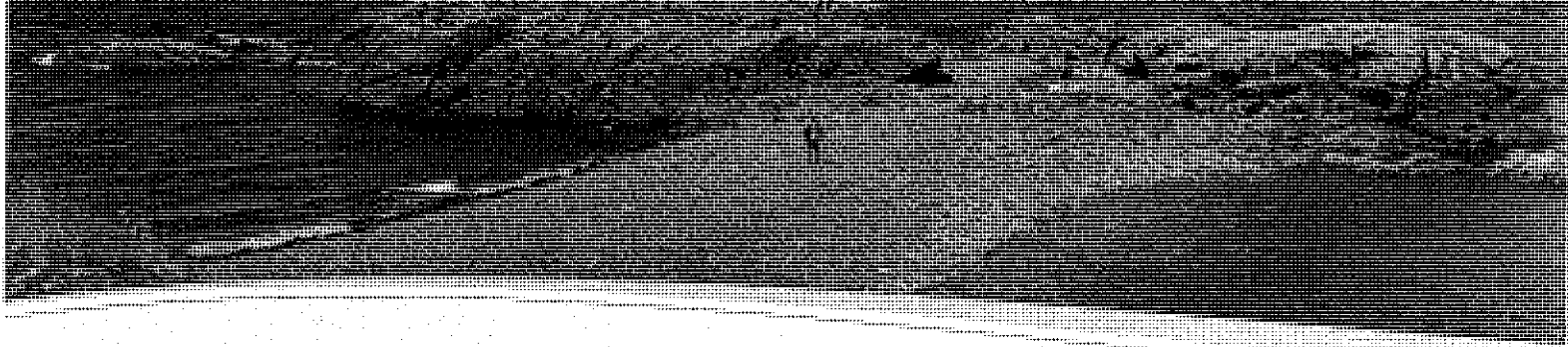
Strong enthusiasm exists in the community to participate in a range of park, open space, and environmental restoration initiatives. Clear direction from the Plan and the City of Nanaimo is critical to direct volunteer efforts and utilize limited financial resources as effectively as possible.

1. Pursue funding for Capital and ongoing operations with available resources, either through government, community organization, or community partnerships.
2. Pursue partners who may have potential interest in participating in habitat management and rehabilitation efforts or in increasing public interest in the park, such as:
  - interested individuals, community organizations, and Volunteers in Parks,
  - trusts such as the Friends of the Environment Foundation,
  - non-government organizations,
  - School District 68,
  - Regional District of Nanaimo,
  - Province of B.C., Ministry of Environment, Lands and Parks, Tourism, etc.,
  - Federal Department of Fisheries and Oceans,
  - Vancouver Island University.
3. Develop a priority list that identifies potential park restoration and improvement projects, and includes appropriate locations, level of municipal financial support, and other resources available to facilitate public/private partnerships.

- 
4. Determine appropriate venues for tributes or sponsorships to be accommodated at the park by individuals, organizations, or service clubs.
  5. Consider the needs and opportunities for sponsorships under the existing Volunteers in Parks, and potential improvement sponsorships such as herbaceous meadow restoration, which incorporate an appropriate form of on-site acknowledgment.
  6. Pursue the establishment of Volunteer in Parks Naturalists and Stewards to facilitate volunteer efforts by outlining municipal requirements and standards, levels of funding and support available, and the ongoing maintenance and operating costs associated with proposed projects.
  7. Establish educational programs with potential partners interested in raising the awareness of the natural and cultural features of the park.



EXPLORE OUR PARKS AND TRAILS...





## 5.0 PLAN IMPLEMENTATION

*This section outlines the proposed plan recommendations in order of priority for implementation. Carrying out these actions is dependent upon both available resources and evolving priorities for parks throughout Nanaimo. These actions are outlined into the following level of priorities:*

*High Priority Actions - Actions requiring attention in the immediate future (0-5 years)*

*Project-Oriented Actions - Actions requiring a specific task*

*Ongoing Actions - actions requiring ongoing monitoring of specific tasks or projects*

### 5.1 High Priority Actions

#### Vegetation and Environmental Management:

- Rehabilitate Greensward meadow in the 2009 acquisition area
- Work to replant trees in the new acquisition area that help to restore habitat and enhance succession
- Re-vegetate areas disturbed through site activities
- Introduce rare native species in the park

#### Park Zoning:

- Rezone the 2009 park acquisition area to PRCL.

#### Visitor Management:

- Develop guidelines for park bookings and special events
- Work with Animal Control to enforce dogs on-leash rules

#### Park Interpretation:

- Upgrade interpretive signage throughout the park
- Install interpretive and directional signage on the new acquisition area

#### Pedestrian Access:

- Construct Meadow trail through the Greensward Meadow

#### Vehicular Access and Parking:

- Work in partnership with School District 68 to open up the Hammond Bay School parking lot for park use at peak times
- Work with special event groups to plan for parking alternatives
- Develop special event/accessible drop off zone near the Greensward Meadow and trail

#### Community partnerships

- Work with the Department of Fisheries and Oceans to improve sport fishing in the waters off Neck Point and to improve fish habitat within the park
- Expand the park warden and park naturalist programs

#### Park Amenities:

- Add bike racks, benches, and other park site furnishings to the 2009 acquisition area and as required throughout the park
- consider expansion and improvements to existing washroom facilities
- improve the seawall and boathouse lookout areas for special events



## 5.2 Project Oriented Actions

### Vegetation and Environmental Management

- Use controlled burns as a means to restore Garry Oak meadows and habitat
- Continue to identify hazard and wildlife trees and pursue require maintenance options
- Seek dedication of the sub-tidal area as a Marine Park Reserve
- Review forest succession

### Visitor Management:

- Work to visually screen the caretaker residence and make it less intrusive into the park setting

### Pedestrian Access:

- Work to increase trail connectivity between Neck Point Park and adjacent trails by extending the Walley Creek Trail system and securing trails on adjoining properties through development

### Community partnerships

- Work with the Department of Fisheries and Oceans to improve sport fishing in the waters off Neck Point and to improve fish habitat within the park
- Work with service clubs, grant agencies, and other agencies, such as VIU, on special environmental inventory and construction projects

## 5.3 Ongoing Actions

### Vegetation and Environmental Management:

- Continue to eradicate invasive species as they regenerate

- Monitor shoreline erosion and replant as necessary
- Conduct fire fuel assessments on a regular basis

### Visitor Management:

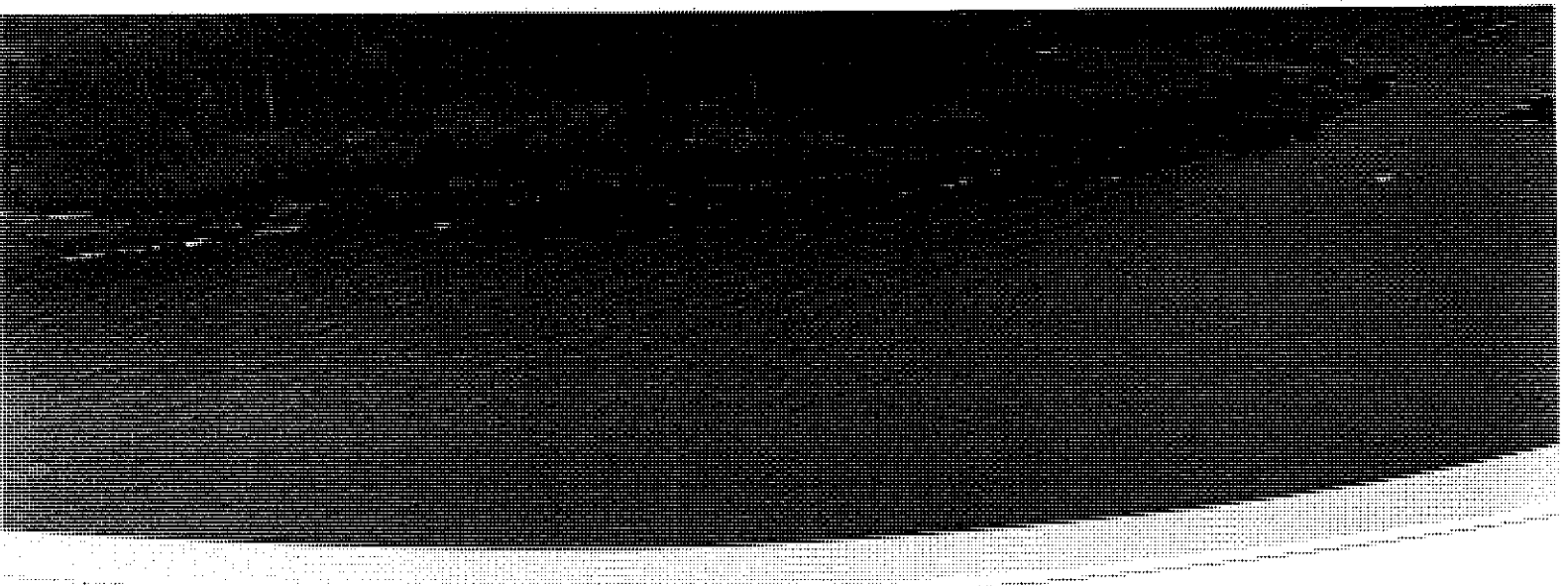
- Work with park caretaker to maintain and steward the park
- Park Interpretation
- Encourage Park wardens and naturalists to lead interpretive walks throughout the park

### Pedestrian Access:

- Monitor trail counts in various areas of the park
- Vehicular Access and Parking
- Re-vegetate buffer for parking area if required

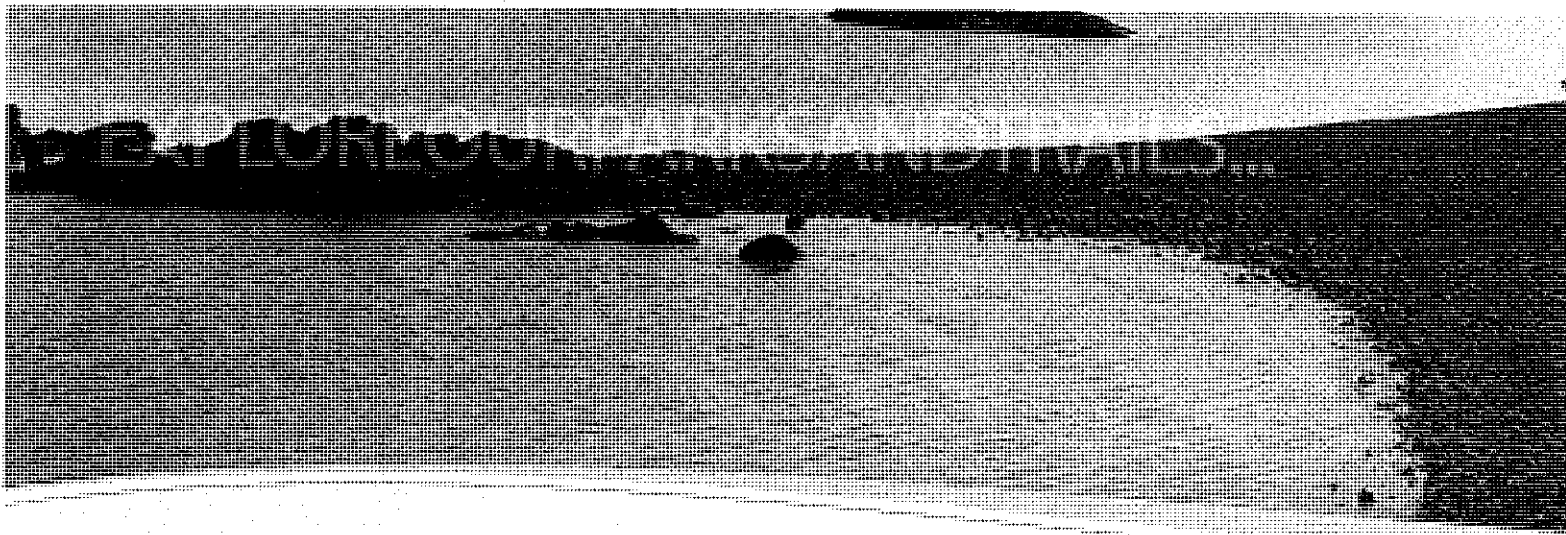
### Community Partnerships:

- Continue to look for partnership and funding opportunities



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## APPENDIX A - HISTORICAL SUMMARY OF THE AREA

- |  |  |
|--|--|
| DECEMBER 17TH 2009 Official opening of newly expanded park   | 1960's AND 1970's Canadian Navy (D.N.D.) sets up optical instruments on Neck Point                                     |
| 2009 Acquisition of 3.1 acres of additional land for park (3.175 million by City of Nanaimo & Province of British Columbia   | 1963 Cabins from Hammond Bay were moved or floated to Last Beach   |
| 1999 Park Master Plan adopted by Council, plan to implementation begins  | 1950's AND 1960's Dean Finlayson purchased 356 acres around Neck Point and Pipers Lagoon                               |
| APRIL 1996 Neck Point property purchased for 8.5 million, by the City of Nanaimo and the Province of British Columbia  | 1930's & 1940's Japanese cod fishermen worked their boats out of Finn Bay  |
| DECEMBER 1993 City of Nanaimo issues a Preliminary Layout Approval for a multi-family development at Neck Point. The Neck Point Society was formed & encouraged the acquisition of Neck Point as parkland. | 1930's Approximately 15 summer cabins are located at Finn Bay, 'Indian Beach' and 'Sunset Beach'                       |
| CIRCA 1989 Dean Finlayson sold Neck Point and adjacent property  | 1917 Joseph E. Piper purchased 142 acres of property around Piper's Lagoon and Neck Point                              |
| 1975 Nanaimo city limits were expanded, now encompassing Neck Point  | 1916 Geological Survey shows 2 houses at the north end of 'Indian Beach'   |
| EARLY TO MID 1970's NE pond and marsh were drained, while the wetland and swampy areas, west Finn Beach, were partially filled. Selective logging occurred and the existing gravel road was built.         | 1900's Finnish immigrants fished and camped at 'Finn Beach'  |
|  | LATE 1800's / EARLY 1900's Louis Page homesteaded at Neck Point & owned property around Hammond Bay and Piper's Lagoon |
|  | 1791 First European explorers arrive to coastal Vancouver Island   |
|  | PRIOR TO 1791 Coast Salish take up summer residence near Hammond Bay & Neck Point                                      |



## APPENDIX B - SURVEY

# Appendix B:

## NECK POINT PARK PLAN UPDATE PUBLIC INPUT SURVEY

### JANUARY, 2010

#### 1. How often do you visit Neck Point Park?

31	Daily
68	More than one time per week
69	More than one time per month
17	More than one time per year
0	Never

#### 2. If you currently use Neck Point Park, which activities do you enjoy? (check all that apply)

172	Walking	105	Beachcombing or beach access
20	Running	38	Swimming
11	Multi-use trail (skateboarding, cycling, rollerblading)	4	Scuba diving
14	Special events and social gathering	119	Nature appreciation and interpretation
54	On-leash dog walking	58	Picnicking
31	Off-leash dog walking	15	Other

#### 3. Do you think the Vision for Neck Point Park as a "quiet waterfront park which offers opportunities to enjoy and appreciate natural site features through restoring and maintaining natural habitat values for present and future generations" is being achieved?

- Yes, we believe this is being achieved! Keeping this an "on-leash" park and restricting off-trail use is critical
- 82 -Yes
- Yes so far
- If you restrict dogs to the park yes. Please no off-leash. Let's have as many no dogs allowed parks as there are off-leash parks. The dogs chase away birds, rabbits, deer and any other wildlife that we want to see included in a natural setting. Keep things simple and not developed. We want more peace in this park not less. I like what you have done with the park keep it natural, safe and beautiful for all of us not just dog owners.
- Yes – it just needs to be maintained
- Yes, but don't change its natural habitat
- I don't know the description above suggest very passive enjoyment of the area. Perhaps there are other ideas that should be explored. Other youth involvement.
- Yes. Always enjoy being here. I prefer not to have it used for events that bring very large crowds.
- Yes – definitely
- At this time yes!
- Yes I believe it is
- Yes, very well done
- Yes – I think it's great what the City is doing here
- Yes, definitely
- At present I think this is being achieved, but the more you develop the park, etc – paved parking lots, paved walkways, off-leash parks, social gathering sites (for weddings) the further away from the Vision for Neck Point you are getting. Use the 5% park fee on all lots sold in Nanaimo to help pay for the upkeep, not commercial ventures to by our park!!
- At this point yes. The key areas that have to be kept in mind and must be honoured are – quiet waterfront park, natural site features, natural habitat values.
- Yes – we enjoy the atmosphere and natural features of the park 2-3 times a week year round.
- Yes, I commend City Council for the purchase of the 3.11 acres. I proudly take our visitors from the "east" and Europe to Neck Point Park. All are impressed.
- Yes to a certain extent
- Yes, we've always been surprised that even when the parking lot is full it never seems crowded
- I agree

- Very much so. Great park, well maintained significantly improved by new purchase
- I'd like to see salal, Oregon grape, etc in the centre of the new part – where the house was. And all through there.
- Not particularly – are we going to elevate to a Gorge Walkway standard or? Really in my vision at this it is a family maze
- Yes, please leave it all natural. No bike routes
- Yes, with the exception of all the off-leash dogs
- A real need for Nanaimo. North end needs dog park. Significant majority of folks are regularly walking their dogs on the trails. There are over a 100 dog walks "off-leash" in Calgary
- Largely yes – I do have concerns that too many level/crushed rock paths and boardwalks are being developed. While some of these are welcome, natural paths and walks are also essential.
- No
- This should be a family area
- Yes but do not overdevelop
- In every way except the extraordinary amount of dog feces along the trails and the high number of people who let their dogs off-leash. Same goes for Pipers Lagoon.
- Is in process, would need more detailed debriefing, but the values presented at the open house are great
- Yes, I see many positive changes when I walk there. Keep up removal of invasive species.
- So far this is being achieved
- So far, so good
- Needs some improvements
- Yes – with great potential
- Somewhat I strongly agree with this principle
- Yes no bikes or skateboard areas even though I mountain bike.
- No
- Nanaimo needs an off-leash park in the north end of town
- Vision – good, achieved – seems
- Yes! Providing you keep to dogs on-leash. Otherwise their litter ends up in the surrounding bushes (which would be fine until we reach a population expansion and more dogs). I love animals but too many owners do not train their animals sufficiently.
- Yes. Well done!
- Yes – needs a little more tecking up
- Yes – Little more work
- On the way to being achieved...not there yet
- Mainly
- Generally yes
- Mostly yes
- Yes, we are especially pleased with the initiative to maintain natural habits and native species
- Yes, keep it natural
- Generally
- Wonderful! We love it. Well Done!
- Yes thank Nanaimo Council for the foresight on acquiring the southeastern corner.
- Yes but the area where the house and yard was should be planted to indigenous trees
- Yes – we love the natural beauty
- Yes – except for bonfires on beach, loud car radios in parking lot
- Yes and let's keep it a natural setting as much as possible
- I'm ok with it
- No – leash and beach rules for dogs are largely ignored
- No – This is a "loaded survey". Where is 'quiet, passive enjoyment'
- So far – keep as natural as possible
- I think this is the right "vision"
- Very much so
- Yes – we love the park for exercising, appreciating our ocean environment and walking and training our dogs
- Yes, I believe it is
- Yes; but see suggestions below to keep it this way
- Yes – one of the best efforts I've encountered in Canada
- Yes, keep it green! Appreciate the nature. Keep concrete and trail building minimal. Enjoy the interpretive nature signs



- I really like that the word "quiet" is the first word of this quote. I think increased parking space is required, but I would not want to see vehicles anywhere else on this beautiful park
- I am very happy with the current values and as a neighbourhood frequent user hope it stay very natural and quiet as the vision suggests
- Yes, however with increasing use, this vision will be more difficult to achieve
- Largely yes
- Generally, except for lack of enforcement of leash laws and dogs on beach in summer
- Yes – restrict parking to one small lot – utilize school
- Yes, the development of the park and grounds so far is wonderful!! We love living nearby and enjoy the beauty of the park immensely! It is one of our favourite pastimes: walking through the park and seeing the seasonal changes...hearing and watching the birds
- Some people don't seem to be aware of the disturbance to habitat they do going off trail and allowing dogs to run loose so I think more education (signs, interpretive walks) is needed to achieve this vision. Bicycle and dog access can be negative pressures which I hope will be controlled in some way.
- Yes and improvements the past 9 years noted. Would like to see more birds and eagle nesting places (less eagles seen) i.e. platforms restored.
- A good start though restoring/maintaining natural habits is open to interpretation. Human "rehabilitation" sounds good but nature works differently – a critical distinction.
- I would say in the main that the vision is on track. There remains some fine tuning but the park is definitely headed in the correct direction. A quiet area with good access, yet not over developed.
- Yes!
- Yes, it is perfect. Please maintain and don't change a thing.
- Yes
- Yes
- Yes
- Yes
- Yes
- Yes

4. As we look forward to the future, what do you think of increased park use?

- This park will be used more in the future. Important to set standards and develop the park culture to ensure it remains a "nature" park. More "park wardens" would help with this.
- For sure
- Use as much as possible
- Should not present any problems
- I think that as long as the park is well organized and maintained increased park use could be a plus
- Safer access for those who walk to the park – need a sidewalk down the hill
- Safer access needed!
- It would depend on what use. It should be kept as natural as possible
- OK – there's capacity
- Think it should just be kept for walkers and picnickers
- This is a beautiful and natural place let's keep it quiet and undisturbed – so peaceful – you've done a great job. Keep it away from making it dog-friendly. How about people and children friendly and not make this park a dog owner's private backyard. We want more restrictions and enforcement of dogs running loose and being on the beach when we are trying to enjoy it. Who do dog owners have more rights than me?
- Okay
- It should be manageable
- Ok
- Keep it the same as now
- All for it – it should be a "people place"
- Yes. I understand that the water off the park is near 60 meters (180 feet) deep. I suggest consideration should given to a small (30-40 feet b 10-12 feet) permanent dock located over the deepest water where people less than 16 years now and people over 65 years could cooperate in deep sea fishing. I would suggest that you could enlist a cadre of volunteers to police the activity. I would be one. My estimate of cost would be \$250,000 which might be in your budget or might

be raised by a service club such as Rotary, Gyro \_\_\_\_\_. My name is Norman Orr, 4120 Belmonte Place Nanaimo V9T 5A1 Phone 250-729-7029 email [now@telusplanet.net](mailto:now@telusplanet.net).

- More use is good. But it should remain a place where people go for some quiet waterfront experience
- Think it will happen as Nanaimo grows
- Park use has increased each year since the park was established – it will continue to do so. It should remain a quiet, passive leisure type of park. It will become impacted otherwise.
- As long as the before mentioned vision is maintained then increased park use is important.
- It will increase. Parking will be a problem. A couple more maps around the park would be useful.
- Go slowly
- Please do not make commercial i.e. (coffee & food stalls)
- I'm sure that more people will use it. Look how many people started coming when the sign went up on Hammond Bay Road.
- Good
- Unavoidable. Control to protect environment
- Fantastic area for all ages, did a good job!
- I understand that Neck Point is getting more popular each year. But I am strongly against any commercial ventures in the park, etc. weddings, yoga classes (if you say yes to one, you have to say yes to the rest). I don't feel that we need paved parking lots or walkways. Keep it natural; keep it free for everyone's use!
- The need to allow increase park use must bear in mind the three previous values. Preservation of the natural habitat is of utmost importance.
- We do need more parking on weekends but for now it seems adequate.
- Confine extra facilities to the space occupied by the big house (now demolished)
- I think it's great; one of the things that I have appreciated about Nanaimo is all the green space available for use by all the community.
- Park use should be encouraged by providing access for multi-users, so all citizens can enjoy
- Fine
- ?
- I think it should be kept as a relatively quiet place to relax and enjoy nature.
- Okay so long as parking area is increased.
- I'm not sure of the intent of the question. Increased park use will naturally occur and I get the impression you're not intending to increase park attractions which is fine by me.
- It will happen
- As long as the park users 'respect' the property, increased use will be manageable.
- Sadly it must come
- It seems much too busy for the size this past few weeks
- Too many people, not enough parking
- One of its attractions is lack of crowding. Increased use can be accommodated if everyone is considerate of others. Do not agree with special events precluding regular visitors.
- Interpretive programs like at Morrell Sanctuary
- A must, bearing in mind 1. How wonderful the site is, 2. Increased elderly population. But absolutely no allowance for any vehicular motors.
- Inevitable
- It will stress existing flora. Off-leash dogs will stress fauna
- All new parks are over-used – we need even more! And the existing plant and animal life need to be protected.
- It's inevitable
- As you improve? The park is getting used now more!
- Expand the park as much as you can and keep it all off-leash except for the recently acquired area. Dogs in Canada have few rights – not allowed in buses, ferry, stores, restaurants. They NEED this large off-leash park.
- Yes
- Not too much
- More control of activities
- Ok
- Required increased use
- There is room for greater usage, but would not like to see increased alternative uses.
- Not as presently envisioned and represented in park development.
- No
- Positive if well signed

- Unavoidable as Nanaimo grows
- As long as it is people enjoying the park and respecting other people (ie no dog feces) I'm ok with more use
- Need to plan for it (unavoidable) will miss when it was quieter.
- Parking lot should remain the same. Special events allow many to enjoy the beauty of the park. Brings people to the park that might not normally visit there.
- If controls are put in place
- I am glad that lots of people are enjoying the park.
- Not much
- More amenities required – parking, washrooms, change rooms, etc.
- The park is a nice quiet escape. Too much more use will destroy the quiet privacy of the park.
- Increased usage will lead to degradation of natural habitat. Will need more trash-handling, washrooms, etc.
- If controls/restrictions in place
- Very much in favour
- This will naturally happen with increased population
- No commercial use!
- No
- No off leash area
- It's bound to increase as the subdivisions get larger
- Sorry about it but understandable
- Good – it's good for people
- Slowly increase use – not too many \_\_\_\_\_ and such – do they pay a fee for park use and have to pre-book?
- N/A
- Good idea to increase parking by use of school grounds instead of taking over parkland.
- I hope that the people of Nanaimo will increase their use of the parks around town.
- That's what parks are for – people to use
- Good
- Yes – as long as locals and visitors clean up and leave areas the tidy way they found it.
- Yes – as long as everyone takes time to clean up
- It's inevitable. But needs to be controlled, maintained, monitored. What use are rules if they are enforced?
- Non-vehicle use emphasized
- I expect increased use but must be careful of overuse and damage to flora, etc.
- Keep it as close to a nature walk as possible
- It shows what a great job you are doing, creating a nice area to share and enjoy
- Parks exist to be used. If they are "over-used" then we need to build/buy more.
- Off leash dog area
- Future generations will wish we had reserved more.
- As City of Nanaimo, it is inevitable
- I like the current vision for Neck Point Park – status quo!
- Good idea if executed properly
- Given the inevitable population increases in Nanaimo parking will become an issue. The vacant lots on Hammond Bay Road could be established as a cultivated park/garden and overflow parking for Neck Point.
- Yes
- Try not to overdevelop or over-pave it. Keep trails natural.
- Great! But pedestrian, quiet
- Great but make sure there is sufficient parking
- Off-leash areas are in conflict with the inevitable increasing use for people walking and especially seniors.
- Yes
- Windsurfing, sailing, weddings, jazz Sunday afternoons (high school bands), exercise classes outdoors, no more hard paths
- More picnic tables – behind the duck pond under shade trees
- Unavoidable, but it sucks when it's busy
- New lookouts are great. We saw a giant pacific octopus on Christmas Day.
- Off leash at Indian Beach
- May need another toilet

- Not here where are the scores for park management of "no development" inventory of rare sensitive species
- Keep it as natural as possible
- A benefit is like community because it increases awareness of our natural environment and educates people about the importance and fragility of natural spaces.
- Need more parking and another set of toilets. More benches – last beach area
- Inevitable and Welcome. This is a gem of a place to renew our spirits and appreciation of urban based nature.
- Access and parking need to be improved if you go this route.
- I like quiet evening swim at the Sunset beach, but I know others like the park too. More people and dogs are welcome, just no off leash dogs on "my beach".
- It has to be for the enjoyment of all who would like to use it.
- Maintain the "naturalness" and the peacefulness of the park.
- The level of park use is dictated by level of available parking and there is adequate parking
- More people are discovering the park all the time.
- Use of the park has increased a lot over the last 12 months. I hope it doesn't suffer from its own success! It is a wonderful place and I feel it would be a shame to become too busy.
- Dogs on leash. Continue to respect environment
- It is a natural process for more people to discover and use the park in its natural state
- I like the idea of more community events like runs, walks, weddings, funerals, but wouldn't want to see the natural serenity and beauty to be marred to provide these events.
- Increased use inevitable. Suggest making trails bike-free (ie no cycling) to maintain the vision (point #3) in the face of this increased use.
- This is good. More people will learn to love the park and ensure it is there for future generations.
- Access for as many people as possible while preserving the natural beauty of the park will be challenging. However everyone who wants access should be accommodated.
- Leave the park the way it is
- Keep the integrity of the wildlife and wilderness
- I like solitude, so am not enamoured of increased park use. Let's make sure it remains a park, not a playground.
- Ok
- Increased use is good as long as it does not interfere with the natural beauty and vegetation of the area.
- Good idea as the population of Nanaimo grows it's a natural flow that people traffic will increase in the park. We need parks for our general health.
- This will increase damage to natural features and vegetation more incidents of vandalism, more complex issues and more difficult answers.
- I think the established trails will accommodate increased foot traffic. I like the proposed grassy area in the new part of the park – good for children and picnics.
- Ok
- I agree with not expanding parking. There is lots of parking at the school or on Morningside Drive.
- Increase is inevitable, but other than improvements in new area, efforts should emphasize quality not encouraging more use.
- No off leash dogs
- Ok as long as park remains basically on exhibition or example of its natural beauty
- Will have to be managed more actively if wage usage increases. No social gatherings, security monitoring as in Westwood, no bikes, no bbqs maybe a park usage fee?
- Now that the park has acquired its "new corner" we feel park use will increase a lot and as long as we all act respectfully things should be great.
- I think some sort of multi-use building to look out over the water would be very nice
- Keeping any expanded parking off site and limiting boat access. Will help decrease negative effects of increased numbers using the park. I do not think there should be an increase in the number of activities allowed.
- More people but with the same use as now
- Would like to keep park as "natural" as possible with a "wedding" venue constructed in same area of original residence (need very careful planning)
- It is inevitable – Neck Point is a wonderful park and as more people find out about it, increased usage is going to be the reality.
- This park with its natural beauty will see increased use. We cannot keep its value a secret for a few.

- Good idea – within reason
- Greater use is inevitable and emphasis needs to continue on “people proofing” the park in such ways as wider/more trails and discouraging “pioneering”
- Increased park use is a given. As development along Hammond Bay Road increases, a larger population will result in more use. Parking could become a problem that will have to be addressed. An accord with the school board could help alleviate this. Also, if the existing parking area was paved and marked this would maximize its usage.
- Inevitable, as City population increases. However, preserving current natural beauty is priority 1.
- Like what? Put up a Hortons and the people will come? (See #3) If something is not broken, it doesn't need fixing.
- Great
- Parking lot size should not be increased. There's lots of spaces at the school, Morningside and Shores Drive.
- Of course it is very popular and with increased population this will draw more people. It's good to see the natural environment being used and explored.
- Increased use is fine so long as it is consistent with the vision.

**5. As we look forward to the future, what do you think of the current trail network and vegetation management?**

- We have nearly eradicated the broom and would like to see the blackberries removed as well – the goats might be a good experiment!
- No more trails
- Leave as is
- We have nearly eradicated the broom and would like to see the blackberries removed as well – the goats might be a good experiment
- No more trails
- Leave as is
- Sufficient
- The current trails and management is very nice and well used.
- Wonderful
- Great
- It is fine, keep it natural apart from invasive species
- Parts of trail outside park boundary should be included (ie, expand park boundary beyond Sunset Beach)
- Good
- Clean up scrub bush
- I like what you have done – no more trails are needed – keep it natural – it would be nice to see some wildlife in the park
- Excellent
- Leave it
- Ok
- Keep development to a minimum
- Love it
- Yes
- It's fine. Works very well. Lots of lookout points
- Excellent
- Trail network is excellent. Vegetation is being maintained well. Danger trees are trimmed. Invasive species are being cut back
- The trail network needs to be maintained and properly expanded with efficient vegetation management
- Appears to be good
- Needs very little improvement
- Fantastic – leave as is!
- The current network is great with us, but I know some people would like more of lot walking areas
- Seems to be working
- Good
- Appropriate
- Done a great work through the year I had visited the park

- I think the current trail network is just fine as it is! I understand the need for vegetation management but would still hope the City will maintain natural habitat values – no goats! You then attract known enemies – cougars, bears, etc. into the park
- The trail network must be eco-friendly. No asphalt! No concrete. I agree with control of invasive species but do it naturally not with chemicals are foreign animals (goats)
- The City has done a great job of the natural look and use of the trails and vegetation
- Current trail network is excellent. Do not cut back the blackberry bushes any further. They provide protection to the wild rabbits from dogs.
- It's nice to see the broom being cleared out. Would be great to have more of a trail system developed.
- \*Dog walking in Neck Point is currently abused by off leash advocates.
- I'm in favour of maintaining the current trail and vegetation management.
- I think the trail network and vegetation management to date has been great.
- Some more trails could be cleaned and extended. Perhaps even a small bridge over the creek connecting an interior trail with another main trail.
- Good. Keep fixing wet spots on the trails
- Mostly good – would like the left over blackberry twigs pickup up though
- The trail network is good. I have noticed that some people ignore the posted signs and climb the hill to the east of Sunset Beach
- Okay
- Need to get blackberry infestation under control
- Well done. No new ones for the foreseeable future
- Seems to be well managed.
- Changes and improvements are necessary as time merits, but are adequate for now.
- Keep up the good work
- Ok
- Keep up the good work
- Adequate
- It's good, although downed trees could be better managed
- Excellent
- Adequate
- Need more vegetation, not more trails
- Very good
- It is sufficient/improve with more headland
- It's good, but please leave the blackberry bushes in place. They have the most delicious blackberries and many people pick them.
- Good
- Good
- Adequate
- More trees
- Ok
- As per my comment in Question 3. I think the current trail network is sufficient. I would not support greater trail development if it meant thinning of the woods. Greater blackberry control would be welcome
- Poor representation of restoration and recovery for Garry oak.
- Good
- Good
- Looks good
- Great. Like the varied network of trails so you can get away from some of the more crowded areas.
- Good
- Could be improved
- Very good
- Keep up the good work
- V. Good
- Trails are good
- Is there a way for handicapped (wheelchairs, walkers) to readily access park without the steep hill to Indian Beach?
- Certain areas (vegetation) should be "off limits"
- Would like to see more "boardwalks" to enable people to use park in inclement weather
- Not totally impressed with wide paved trails! – bark mulch

- Leave as natural as possible
- Too much
- Doing well – very 'natural' area – lovely
- Great
- Excellent
- Good – very good
- N/A
- Well done! My husband and I enjoy our walks around the park as often as we can
- Great
- Great
- Good
- Fairly satisfied
- On the most part
- Ok
- Trail network good as – is - Veg management to continue in effort to bring areas back to "native"
- Seems fine
- Just fine
- I enjoy the variety of trails and boardwalks
- Good
- Great
- A good start
- They are adequate
- More marking of the trail sign would help people not going/walking into the vegetation area
- Too many trails – roads should be removed, small shortcut trails removed/covered
- There are enough trails and we would like to see the blackberries controlled, not removed altogether
- Good
- Good, keep as is
- Maintain
- Keep up great work!
- You are doing fine
- The trail network seems adequate
- Yes – love it as is
- Should be more 'natural' like the wild Pacific trail. No hard surfaces and let vegetation (salals) grow closer to trail
- No multi-use trails for biking or skateboarders – other areas are already available in this city.
- We like the wooden stairs and wooden lookouts. More lookout platforms.
- Seems fine
- Maybe a few more bins for dog poop at strategic locations. Although it's good as is but could use a couple more.
- The wilder the better
- How much of the budget is allocated to nature species monitoring
- Very good
- Good
- Enjoy current trails. Veg management good idea – adding more native plants
- Well done: don't overdo it.
- Satisfactory. I like the interpretive displays
- The trails are great the way it is now. Please no paved trails or too many stairs.
- Love the trails. I talked to Jeff in regards to re-establishing the trail from above Keel Cove to Fillingier Crescent. This would reconnect Neck Point to the two parks from Ney School and the one beside it.
- I would like the present caretaker system maintained. I believe it is essential to have someone on site.
- Trail network is good. Vegetation management is working well to date
- Very good. Lots of pathways, some need a little extra maintenance in very wet weather. Good that there are different sizes of pathways
- Happy with what has been done
- Enjoy a mixture of major accessible trails and more rustic minor trails
- Well done so far
- Good, I think the new park area is fabulous – love the grip\_\_\_ on the stairs (non slip)

- Add trail to link Sunset Beach to lookout platform above to avoid vegetation damage currently caused by careless scramblers
- I think there are sufficient trails. Volunteer guides in the summer might be considered. Maybe for elementary school groups – history of Nanaimo, etc.
- Seems to be on track
- Looks good
- Seems almost too many trails around Indian Beach area. Would be nice to keep wilderness. Understand removing invasive vegetation species and agree with it completely.
- Looks good – Is there any way to put a "soft surface" over the "cement roads" that are so hard on the feet?
- Ok
- Doing a great job – very much enjoy the trails. The new area makes the outing even more enjoyable if that's possible
- I think you've done well and have a great vision for this park
- I like the current trail network. There are a lot of opportunity for nature appreciation
- The trail system is great, any more development will take away from "quiet waterfront park!"
- I like the trail/boardwalk paths. They are attractively done. I support vegetation management. Volunteers could help with this i.e. a brook-bashing day – ivy pulling party
- Good
- I think invasive species control is a good idea in particular blackberry, English ivy and broom. Blackberry is currently the biggest problem. Re-forestation would shade it out.
- Good – keep as natural as possible without endangering users
- Increase trails into other areas like Regional District property
- Ok
- Trails are adequate – good job!
- Good
- The current trail and vegetation is being managed very well but wish on-leash dog owners would pick up and remove their used doggie bags...when I am walking on the trails it is upsetting to see these full doggie bags thrown willy-nilly around the park.
- I think it is all very good, nice and natural
- The trail network as it exists provides lots of access. Please no more blacktop. Recent invasive species removal need to continue and replanting with native species should be emphasized
- Excellent
- Very good, need more benches for rest spots along trails. Would like to see more varied vegetation with info plaques.
- Vegetation management is progressing well – I have noticed a lot of blackberry removal. More accessible trails, e.g. for wheelchairs and strollers would be appreciated.
- The trail network should be increased and improved for all. Accessibility (hard surface) of trails is important for wheelchairs and strollers.
- Getting rid of the broom, Himalayan blackberries was a good move.
- Vegetation management is critical – elimination of exotics and careful intervention in some areas for visual values.
- The existing trails are for the most part good. A loop access trail to the northerly lookout platform would be an excellent addition. Some trails could use some maintenance for the low areas that flood and leave muddy sections. This particularly applies to the trail near the west beach.
- Trails are diverse & adequate as is. I notice people pick blackberries – I respect that!
- See #3. If you continue to care for this beautiful Park the best way you know how, then the future should and will be safely preserved.
- Excellent access to ocean
- Current trails are fine and I like the removal of broom & Himalayan blackbenny shrubs on an ongoing basis.
- Some of the rock headlands could have more boardwalks & trails so the public could enjoy these wonderful features without destroying nature and allowing nice vistas of beaches, i.e. Sunset Beach to the headland & join with current "lookout". Consider keeping up maintenance of "rough steep trail" that joins Keel Cove with Sunset Beach. This does get lots of use and is a natural link for walkers to and from Keel Cove and Shores Drive.
- The current network is good. With increased use you may need to discourage unplanned or unwanted pathway establishment.

**6. As we look forward to the future, what do you think about dogs in the park and creation of an off-leash dog area at Indian Beach?**



**COMMENTS FROM NECK POINT OPEN HOUSE QUESTION #6 – As we look forward to the future, what do you think about dogs in the park and creation of an off-leash dog area at Indian Beach?**

<b>SUPPORT OFF LEASH</b>	<b>DON'T SUPPORT OFF LEASH</b>
<b>Total # - 56</b>	<b>Total # - 113</b>
Given the numbers of pet dogs in our neighbourhood that would be excellent. Agree Indian Beach location provide doo-doo bags and drum disposal.	No off leash area, as it is now there are too many dogs running off leash (need more enforcement of the bylaw) don't want to see a chained link fence area for off leash especially at Indian Beach which is a great picnic area
Okay	Keep dogs on leash as it is now too many owners let their dogs run wild bothering the owners that keep their dogs on leash. I have phoned bylaw enforcement to get more officers in the park. It's dangerous!
Good idea – all the trails could be off leash, beaches only Oct to Mar.	I don't think there should be dogs allowed in the parks because of the safety of families with children.
Okay	I don't like this idea. We need safe areas for kids too!
It should all be off-leash because it is a safe area.	Not good for people with families.
Great	No
Dogs ok!	No off-leash, please!
Okay	Not much. Currently people do not keep dogs on leashes and it aggravates people who do and other walkers.
Good idea	On leash only or separate place for off leash.
Great idea	There is way too much emphasis on dogs and dog owners in this city. I want to have some parks that aren't always over-run with dogs. No off-leash. We should have just as many no dogs allowed parks as we have parks designated for dogs. We want less dogs better leashing rules and enforcement. Dogs are unpredictable and bite. They scare away all other wildlife and disturb the peace we do desperately need in our parks. This is a beautiful park please keep it natural and undisturbed.
Great idea	No to off-leash
Great	Not keen on off-leash areas but accept the need for it.
Yes, dogs needs off leash area.	Not fond of off leash dogs unless they are fenced in like Beban. When jogging or biking I don't appreciate dogs lunging at you. Even in the Westwood Lake off leash area many owners extend that privilege off of hydro line to the trail.
Fine good idea. My small dog is frequently off-leash.	This area is continually used by families with small children. Many others sit, play on the rocks and tidal pools and picnic. No! To an off leash dog area.
As a dog owner it would be nice to have an area where dogs can swim (just for them). I know there are people and children who afraid of dogs and I	The off leash dog area must be located in a less busy location and highly monitored

like to respect their privilege to enjoy the park without fear.	
Good idea	It should not be an off-leash park at all – anywhere.
Dogs are okay if they on leash (as per the current regulations)	I appreciate the fact that the park presently are not allowed off-leash – although some dog owners ignore this.
I'm not currently a dog owner but I'm open to the creation of off-leash areas provided people continue to pick up after their dogs.	No!
Dogs belong in the park with owners. Days or hours can be established so that both dog lovers and dog haters can be accommodated. Do not construct off-leash dogs to a small area, but rather, if necessary, to particular days or times.	I am against an off-leash dog area at Indian Beach. Dogs would defecate in the water, in an area where people swim, dive, etc. They would urinate on natural flora and fauna. I would prefer no dogs in the park as not all dog owners obey these rules as it is now.
Yes to the off-leash area for dogs, hopefully more expanded would suit my husband, myself and our well behaved small dog who we pick up after.	I strongly disagree with an off leash dog park particularly at Indian Beach. It goes against the three values totally. No No No
We enjoy the park with our well behaved non-aggressive small dog (whom we pick up after) and wish your plan for off-leash area was larger. After all Pipers Park, Lost Lake, etc are all leash areas.	I am strongly against this as our family and many other families use this beach for swimming and picnicking as well as sitting on the beach and enjoying the scenery!
Needs a larger area than just Indian Beach.	Not in favour of an off leash area at Neck Point, as it would be abused, ignored and become to difficult to enforce!!
Needs a larger area.	Parks should be first and foremost for people! I have no problem sharing the park with dogs and responsible dog owners, but stiff fines should be in place for owners who don't clean up after their pets. I would prefer dogs to be on a leash but if an off leash area is required I prefer to see it enclosed by a fence as it is at Beban Park. Is it possible to have a large off-leash area only for dogs where there aren't other people around?
Would be nice – only because there are so few in Nanaimo.	Any off leash area in Nanaimo should be fenced (as at Beban Park) On leash areas should be enforced.
Good idea - but	We prefer a dog on leash policy. Better for wildlife and walkers.
Since at least 80% of the visitors have dogs, the entire park with the exception of the recently developed acquisition area, should be off-leash. This makes the dogs happy, their owners and people who do not own dogs, but love to see them there and interact with them.	A bad idea! That area is so beautiful and peaceful and many people stop to sit or have picnics. An off leash area would chop up the ground and make it unpleasant to walk there. At the previous open house I thought it was a great idea but as I thought more about it I'd like to remove my first comment.
YES! We are the majority of users. Make the dog owners walk to the off leash area. No near parking lot.	I don't think the area is appropriate for off-leash.
Very much appreciated.	Strongly disagree with off-leash area. We use the beach for picnicking and swimming. Would have health concern with dogs running around.
Sure – Indian Beach only though.	Prefer no off-leash as Hammond Bay students frequently use park and dogs may scare/harm students.
I would be in favour of it.	No off-leash at all.

Don't have a dog, but love dogs and would have no objection to having dogs run loose – with supervision of course.	No off leash. (unable to control dog waste if off leash) Liability in the case of an off leash dog attack?
Good idea.	I highly disapprove. Dogs don't belong in this park! There are other areas in the city.
Great idea but the area should be increased.	No off leash!
No problem. High number of users have dogs.	No off leash area
OK with most areas on-leash, selected area off-leash.	No off leash
Fine with an off-leash area	On leash
I think it's a wonderful idea! I would definitely use it. I am curious why Indian Beach and not Sunset? As with all off-leash parks it's up to the owners of the dogs to have well –trained animals. It's a very important part to socialize your dog!	Absolutely NOT. Dogs off-leash all over park at least 50% in Neck Point. 90% in Pipers.
Very much needed. Why not?	I like the present use and access for families with dogs. I would <u>not</u> support off-leash area at Indian Beach <del>as often we enjoy the birds in this area.</del>
Support it as long as large dogs are under control. Our dog is 6 pounds!	It is currently overused by dogs.
Good idea	No
OK for off leash area for dogs.	If I had my way anyone walking a dog off leash should be fined \$500.00 per occurrence! Dog poop is a problem in every park in Nanaimo. Why do people think their "fluffy" doesn't need to be on leash. No off leash on beaches please.
Dog ownership has both a responsibility and opportunity for improved mental and spiritual health. An off-leash area in this area of the City is badly needed and would be welcome! And strongly encouraged.	I get angry every time I come to the park because I have to keep telling my children to stay in the middle of the trail. There is dog feces everywhere! My kids have dragged it into the car more than once. I do <u>not</u> want an off-leash area especially Indian Beach where my children love to play. It's already frustrating how often we find dog feces on the beach.
Contained off-leash dog area is a good idea.	Will make picking up after your dog more difficult to enforce as well as protecting nearby vegetation.
At the Indian Beach only. Maybe that will help to keep the dogs on leash in the other areas.	Would prefer dogs to stay on leash. No off leash
What about a timeframe every day for its off-leash use. That way people who oppose this could come in off hours.	Strongly opposed.
I agree with both off and on leash areas to recognize the lifestyles of many families.	No
Dog walking is good for health. Why not have off-leash days instead of off-leash areas.	Retain on leash
I think it is needed.	No off leash dogs unless owners have proof of proper dog obedience training. Proof should be renewed annually with licensing of dogs.
I like the idea of an off-leash area, if not the whole park, in winter months.	Dogs are a problem in all our parks, whether or not there is an off-leash. Although there are many responsible dog owners, there are also lots who overestimate their control over their animals.
Neck Point provides a wonderful place to walk with our dog and teach her to be a good canine citizen.	Because of the sensitivity (ecological) there definitely should NOT be any off-leash area in

An official off leash area with access to the ocean for dog swimming and water training would be very desirable.	park.
OK if the owners are diligent about removing their dogs feces (but wonder how this can be enforced?)	I don't think there should be a off leash dog area in the park.
OK	No
I think this is a good idea	Definitely no!
I do enjoy walking my dog and I wouldn't use an off leash area but for people who would I think it's fine.	No!
As a dog owner, I think that's ok. But keep the area enclosed.	I like dog, but not nice to see on the beach and trails making so many contaminations.
People, dogs and parks – ask one hundred different people how parks should be regulated and who should be allowed to use them and you could quite likely receive one hundred different answers. So rather than try to give a definitive statement of what should or should not be done (allowed), I will talk about how my wife and I feel about Neck Point Park use. We both walk our dog off lease at Neck Point (we are aware that this is a NO NO) We are fortunate to have a well mannered dog that is obedient and responds quickly to voice commands. (I like to say that the dog is on a voice leash) That is not to say that has always been so. We had a spaniel Xcross that was walked on a leash most of her life due to the fact that she roared through bush chasing rabbits and ignoring us. Before that we had 2 boxers that were always walked on leash due to the fact that though they were big mushes to people, they seemed determined to carry on a war with non boxers. Having got that off my chest, I would estimate that 60-65% of dogs are walked off leash at Neck Point. For the most part we all seem to get along, even with dog owners who have their dogs on a leash or with non-dog walkers. Only twice in 5 years has anyone said anything about my dog being off leash.	No.
I think that the entire park should be off leash as in Dallas Road in Victoria	Limited off leash – how can you protect wildlife and vision with unlimited off leash – dogs everywhere – my looking for another walk –sad as this is perfect.
Very nice idea but no fencing if possible	This is the only area I can access for this reason I would not like an off leash policy
Off leash would be fine for a specific area as suggested (Indian Bay). Just don't fence it, that would significantly reduce the aesthetic.	Dogs are already walking off-leash in all areas is too many instances. My husband walks with a cane and finds it most difficult when someone's lovely pet, large or small, comes charging towards him. I do not want to have to reprimand someone's pet who is only doing what comes naturally – sniffing everything, including me. If you have a caretaker could he not walk the park especially when it is busy.
	I hope that this aspect of the park does not take place. With the school proximity we have a lot of

	students and children use the facilities.
	Not particularly in favour – certainly more poop disposals would be necessary. Dogs on leash = great, loose – NO – people park, kids first please.
	Off-leash times only a good idea.
	No – my walks in the park see off-leash any ways, why bother.
	No – too many have their dogs off-leash anyway.
	Terrible idea! Off-leash dog owners do not pick up their dog's poop. Neither do some on-leash owners.
	Leash laws should be enforced.
	With reservations.
	NO, I am against to add "off-leash" dog areas.
	There should <u>not</u> be an off-leash dog area in the park.
	No off-leash dog areas.
	We enjoy the dogs but oppose a dedicated off-leash beach in the park.
	Bad idea
	No off leash. Already dogs are always off leash etc...Chasing rabbits, deer, running up to the other people.
	Currently too much off leash
	No.
	We should leave Indian Beach as it is. It should not be taken over by dogs off-leash.
	Leave Indian Beach alone for people to enjoy. Definitely not off-leash dogs.
	Absolutely NO for these reasons: school children use, seniors, families with small children, on leash dog owners.
	NO! They are already going off-leash. Enforce <u>on leash</u> . This is a <u>wildlife</u> parks (ducks, etc.) Off-leash parks are best in <u>urban</u> parks.
	No "off-leash" areas!!
	I have 2 dogs that I walk there, on leash. I don't want to see an off-leash area there.
	Dogs should always be on leash to reduce stress on the wildlife.
	A priority concern
	The blackberries kept dogs off the land, do the dogs even have a place in a sensitive area.
	As a former dog owner I appreciate the availability of dog walking areas, but am concerned with the irresponsibility of dog owners when a park contains abundant wildlife that is vulnerable to aggressive dogs.
	Dogs on leash only – off leash impacts wildlife and bird watching. Pooh bag dispenser, etc. required.
	Dogs <u>on</u> leash
	I am 100% against a off-leash area!!
	No dog off-leash park at all!! Dogs are OK on leash but not off leash.

	Not enthusiastic over off-leash use anywhere in the park
	I have noticed that not all dog owners are picking up. No excuse for this and with kids around on the beach it could be a conflict.
	Not in favour of off leash area. On my walks this far I have seen many people <u>not</u> picking up after their dogs. Unfortunately usually young couples.
	NO
	Definitely NO!!!
	I think the <u>entire</u> park should remain as <u>on-leash</u> so everyone can enjoy all areas of the park
	I like the idea of off-leash spot for dogs but beach area is not a good idea. It should be placed in the interior areas of the park somewhere.
	I am not in favour of an off leash area.
	This park must remain an "on-leash" only park throughout the park NO EXCEPTIONS
	I WOULD THINK Finn Beach would be more appropriate. It has a play/grassy area and access to water. Indian Beach has the rocks in shore where shore birds often gather.
	No
	No off-leash area in this park – maintain its natural attractions, especially wildlife. Even in fenced area, noise of playing dogs would be disruptive.
	Definitely not!
	I do not like the idea of an off-leash area. It would interfere with the natural beauty.
	On-leash ok, off-leash no
	No off-leash dog area please
	I wish that the idea of an off-leash park was scrapped completely. I would prefer no dogs in the park as they disturb the gentler wildlife: birds, small rodents, etc.
	I don't think dogs have a place in this quiet park with its sensitive ecological areas. It's hard to appreciate nature with dogs running around, leaving feces and disturbing birds. I am absolutely against any off-leash area.
	No, as much as I love dogs people don't clean up after them and that would spoil the beach.
	Definitely no
	We feel that the park should remain an "on-leash" park throughout.
	Please No!!! Indian Beach is a popular picnicking and swimming beach with lots of nature stuff to explore, especially at medium and low tides) It would no longer be family friendly if dogs are running loose.
	- Dogs are brought into the park. In most areas including Indian Beach should be on leash. Perhaps one isolated site like Finn Beach or a part of Sunset Beach could be off leash or with water

	access.
	Dogs are ok – owners are the problem. I am sickened by all the green “flowers” which show up in winter when the doggy bags show. I counted 24 on my last visit.
	I oppose off-leash dogs anywhere in the park.
	1) Beach rock/sand hard to run on 2) As a rule, only large dogs use off leash parks 3) I’m not a fan of these areas. Dogs (all) should be able to run free under human supervision.
	No No No
	Do not agree with off leash area. Dogs on leach need to be maintained. Children & elderly are vulnerable to dogs off leash that are unpredictable.
	No to off leash

**7. Are there any elements that are missing from the park improvement concept for the new acquisition area that you would like included?**

- If the cottage is remaining it will need a facelift. A shelter area and some picnic tables might work well there. Some garden escapes need to be removed.
- Picnic tables, washrooms, benches
- Picnic benches, washrooms
- Something to help with the slippery wooden stairs at the end of the park – very dangerous!
- Grip tape should be added to all the older sets of stairs, very dangerous right now
- Plant more wildflowers
- A picnic shelter on the old house site should be considered like Bowen Park shelter off Wall St.
- No
- Maybe some picnic tables in the upper area where the house was. You’ve done a great job acquiring this area. Thank you.
- Garbage cans at every beach
- Public washroom, tea house that offers takeout hot chocolate, tea, coffee, in your own mug.
- Don’t make it too “cultured” or too regimented.
- Where house was replant trees and natural vegetation
- Once the seawall railing is installed in the newly acquired areas, I think you will have covered it all.
- I like the flat trail around the hump going in.
- No
- No, it’s a fine park just as it is!
- A large covered area with benches might be useful in suddenly wet weather
- An off leash area for dogs
- How about 2 covered picnic tables and bar-b-que pits where the house was
- A water fountain would be nice in the new area
- If the cottage is remaining it will need a facelift. A shelter area and some picnic tables might work well there. Some garden escapes need to be removed.
- Picnic tables, washrooms, benches
- Picnic benches, washrooms
- Increase eco/environmental info including history. Re-establish memorial bench (and picnic tables) program (minimal plaque only and fee about \$1,000 for park maintenance)
- Rock climbing for young people
- I would like to see a couple more toilets put further in the park. Not everyone comes into the park thru the parking lot where the present toilet is situated.
- The new acquisition is fantastic. Again, meld it into the park as naturally as possible, keep out all commercial venues and assist in making it more wheelchair friendly.
- The area is a very scenic part of the park and the lookout points are very enjoyable. Maybe a picnic area or information/history of the park.

- Nothing missing. Do not gentrify this area.
- Would be nice to have a covered area for groups (rental). Church picnics – school picnics...
- I appreciate being consulted before changes are made. Public input is good.
- No
- A designated picnic area.
- Access from Whalley Creek Trail/Fillinger
- Just the way it is is great – bigger would be good but not easily done
- Consider a permanent barbecue with non-stealing feature
- Generally I think you've maintained a very good balance between making all areas of the park accessible but at the same time maintaining its natural appearance. The educational nature of the interpretation signs is much appreciated.
- Perhaps more picnic facilities on open top of bluff in the new acquisition area.
- No
- Satisfactory (except not enough off-leash area)
- Keep it natural
- Car park needs resurfacing
- Complete access to water
- Benches. A few more benches elsewhere would be nice too.
- Perhaps park ranger classes for kids, in busiest months. Reintroduction of people to count # of visitors.
- Permanent bathrooms (as per Pipers Lagoon Park). Gravel parking lot. Recycling bins.
- Picnic tables and a bench or two would be good.
- Build gazebo and provide limited picnicking facilities in the 2009 acquisition area.
- Put up some good fencing/hand rail around the cement i.e. picnic table and benches
- Some more picnic areas for families with children and older people
- No
- None that I can think of.
- No
- We would need signs and bags for dogs
- No
- Washrooms (more than just outhouse) as Neck Point is moving towards surpassing the use of Pipers Lagoon.
- No
- More restroom facilities perhaps one at Sunset Beach in addition to the existing one and more parking and also a washroom in new acquisition area.
- Native planting when possible
- Picnic tables
- I support a caretaker on premises as well as lookout for viewing over boathouse.
- Would like it to remain as natural as possible
- Keep it natural and simple
- Picnic tables and benches
- Conservation
- Benches, tables for picnics
- No
- It bit more shrubbery
- Once walkways finished it looks fantastic
- Perhaps one could employ a retired forester to take care of our park. He or she would be capable of organizing volunteer groups and would be more capable of developing the park in a Natural way with beautiful native plants than one who is not trained in this way. If one is available it would make better use of the cottage which you are keeping for this purpose.
- The entrance from top of Morningside to the parking lot – too narrow, no shoulder, very dangerous for walking, especially with children
- I would like to see a better update washroom area, something like Pipers Park.
- Would like to see much better washrooms
- More benches for people to relax on
- None obvious
- More picnic tables
- Seashore and surrounding water should be a marine park i.e. no harvesting of fish or shore creatures near park.
- Area for dogs off leash, bike routes
- Provision for a resident park warden



- Yes, we need better signage, specially related to trail network.
- You are doing a good job!
- We appreciate the development of a meadow of native bulbs and grasses. Please do not put a multi-use trail through the meadow.
- No
- Less is more. Keep it natural. No buildings or structures.
- Possibly a modest shelter – rented for events. Coffee (with waste disposal available) the City could make some money.
- None that I can think of.
- Washrooms
- The steps on the trail between Sunset Beach and Indian Beach need one more (lower) step. Particularly for elderly people. The steps up from Indian Beach (new ones) need a handrail to the last step.
- A handrail is needed on the right hand side of the new stairway, all the way to the end of the landing platform.
- Not sure
- All parking outside park 9a (already park on streets) for private vehicles (schoolyard has room).
- Leave parking inside park for buses/handi-dart vans – public transit to be encouraged.
- In the new addition on the hill same covered structure in form of a "gazebo" for special events etc. weddings! Paint outs.
- Looks ok. More viewing platforms
- More lookouts – seem to be in the works
- Leave some blackberries
- Yes. Improve the area of the park budget given to rare plant/sensitive species recovery.
- Signage and educational information
- No. Congratulation on perceiving and making this acquisition happen
- Maybe for the out of town people little maps on the trail with "You are here" marks. But maybe they are there and I don't see them, since I don't need them.
- Again, please negotiate a public trail to join the existing trail to Keel Cove. This also ties directly into the steep stairs at Keel Cove and joins Neck Point.
- "Less is more"
- A gazebo at the site of the old house would be nice and some benches on the boathouse roof and concrete foreshore.
- A trail connection to Fillinger Crescent from McGuffie when subdivision occurs.
- Current plan seems ok.
- Directions on paths back to parking
- Discreet marker showing exits, route to parking lots, washrooms, etc.
- Definitely – real washrooms with real toilets and sinks. Pipers Lagoon has a decent washroom – this is long overdue at Neck Point.
- Kayak access – eg vehicle loading zone, float
- Can't think of any right now.
- There needs to be discussion and measures developed to limit the use of intertidal areas and other inland ecosystems. Protection of natural features is paramount.
- I often feel a cup of coffee in my hand as I enjoy the view would be the icing on the cake of the experience!
- Benches in new area to sit and enjoy the view.
- More benches, facilities like covered areas for picnic groups in case of bad weather (gazebo)
- As I mentioned, I do think that a multi-use facility would be very nice, it is a beautiful property. Over the past 15 years our family has enjoyed many happy times at Neck Point.
- Increased wheelchair access – picnic tables, benches that are wheelchair accessible
- It would be good to see a 2<sup>nd</sup> washroom and perhaps some kind of shelter with interpretive material in the area where buildings were removed – example at Newcastle Island
- No, the plans as outlined are excellent
- Need washroom facilities and more benches for rest spots (numerous srs. Enjoy their walks) certain walkways and lookout points require handrails. Best location for wedding, sports and community venues. Perhaps open air gazebo type structure (photography only?)
- More picnic tables and park benches.
- More picnic tables and shallow beach access for exploring the waters edge and swimming and wading.
- Don't know?

- Acquisition of the Finlayson property provides a great opportunity for protecting the 02 site series and encouraging natural process. I wonder about the "Eco sensitive" area (as denoted on map). I have not examined this area to try to ascertain how much it is disturbed and to speculate how it might develop naturally (assuming black berry is eliminated. At the human level it is a pleasant open space and a visual change I suspect that if left to nature trees and shrubs would invade all but the wettest eco area.
- One or two more doggy bag dispensers around the park. Large signs should be place with very explicit instructions about picking up after your dogs (we always do) and placing said bags in a garbage container not throwing them in the bush. For the most part, people with dogs do seem to be quite good about picking up after their dogs but you always get one or two who are above common decency. Thanks for listening and we believe that Nanaimo Parks is definitely on the right track.
- No
- The concrete restroom is a good idea. I imagine a fishing wharf would be costly – but it would be quite groovy @ Indian Beach.
- 1 toilet is insufficient for number of people who use the park.
- "Cook House" picnic shelter (like at Bowen Park)
- No

**8. Do you have any other comments you wish to share?**

- The boardwalks and wooden stairs become slippery in wet weather – could a solution be found? The rocky trail over the cliff area is still being used – could enhanced barricades at either ends help prevent this?
- More enforcement of the leash bylaw – when you have small children at the beach and dogs come running up to them it can be quite frightening and then you have to deal with the owners which can turn ugly at times (so much for a relaxing day at the beach).
- I think something like this survey coming from the City of Nanaimo should have more care taken in preparing it – I've circled all the spelling mistakes "8" – a horrible job!
- Too bad the house on the 3.3 acre parcel was demolished, would have made a great tea house!! Ever been to Stanley Park tea house?
- Living so close to the park I would like to contribute the fact that it is very safe to walk from Morningside Road to the parking lot of the park.
- This is one area in only suitable for seniors to walk their dogs.
- There should be a barrier down the hill to the parking lot.
- This area is a jewel in the City of Nanaimo please do not tarnish it!
- Honour the late Annie Hall, whose perseverance is the primary reason this park exists. A plaque, suitably placed, would be great! (Annie founded the NPP Society – she was, years earlier, also instrumental in protesting \* i.e. rallying public opinion against the plan Frank Ney's plan to privatize half of Newcastle Island. For more on Annie Hall see Walter Cordery's article referenced in a footnote in the Chapter on Nanaimo's parks in Nanaimo Between Past and Future (2005)
- Please keep this place as natural as possible. I like the idea of over-flow parking at the school. No more fencing in the park please.
- There needs to be garbage containers at every beach area. There currently is not.
- Do not agree with "private" rental use of this park. Why should private interest groups get to pay and block out areas of park use by the public who is paying for it with our taxes.
- Congratulations!
- Love the park, thank you for asking
- I love Neck Point Park – don't make too many changes. It's one of the main reasons we became attracted to Nanaimo – moved here 3 years ago.
- People are still walking off the trail at Sunset Beach and hiking around the headland to the observation platform looking northward.
- The road going up from the parking lot should have bike/walking shoulders installed
- Have off leash at certain 8 – 10 – 9 – 11 am. On leash pm hours. Another washroom.
- Please give Rod the power to fine people who's dogs are off-leash or pooping!
- Consider enhancing boat ramp for non-motorized boating eg. Kayaks.
- I really enjoyed the Neck Point Park, with other newcomers to the area. We wish Departure Bay, Brechin Point (boat ramp area) develop into another park and waterfront trail all the way to downtown. We need to preserve the foreshore land for generations to come.

- I wish to see Neck Point maintained as a natural park! Westwood Lake is semi-natural and enjoyed by many. We have Bowen Park, Swy-a-Lana Park that are both commercialized. Don't do the same to Neck Point!!! Keep it natural for generations to come!!
- My overall fear is that commercial ventures will pressure City Hall. This park cannot sustain commercial ventures such as scuba lessons, yoga classes, wedding parties, or other destructive type venues. They also go against the three values.
- Since there was a house at "Boathouse Point", presumably there is a water line into the park. Has any consideration been given to installing a water tap (for runners, etc.)
- In parts of the park including where people are swimming dog owners often let their dogs off leash and they bother others picnicking. Last Beach would be a better option for off leash as it is not used as much for swimming or a more out of the way less scenic spot as dog owners are becoming more and more in numbers.
- The new stairs area safe for adults in all weathers but distressing to all dogs. Dogs should be accommodated by putting 18" pads on each step.
- Would like to see continued removal of invasive species of vegetation.
- We enjoy this park very much and would encourage parks management to maintain the "natural feel" of the area.
- Neck Point Park should not have an off leash area.
- We have been favourably impressed by the park system in Nanaimo as a whole. Neck Point Park is one of the reasons we picked Nanaimo as our new hometown.
- Pay the new man (who is very good) who now lives in that home at the top of the hill more salary if he is given the title of warden so he can monitor rules.
- I'm really pleased the City has spent the \$3+ to acquire the additional piece of land – expensive but a great investment for the future.
- Dogs are not interlopers into our community, but a vital part of it. They need to be integrated rather than segregated. If segregation is necessary it should be by day or time s dog owners pay both taxes and fees.
- Lovely park most enjoyable
- It has been a great place for people and dogs to meet and play. Hope it doesn't change.
- Great place for people and dogs to meet
- Thanks for opportunity to comment. Great work with park so far.
- I love Neck Point Park and take my students on treasure hunts (check off lists of things we see 4-5 x/school year and also have a family picnic at beach).
- No, because of health issues. P.S. Than u 4 the opportunity to participate. P.P.S. You would have done well to have had your posters proofread b4 printing eg. In additional no "s" on plural in instead of is park instead of part, etc.
- Love the new area
- No further car park inside the park. Explore use of school and street parking
- I'm very grateful the City bought this. I was afraid that unscrupulous developers would buy it and ruin it.
- We need a second washroom facility in the Lost Beach area. Enlarge the parking area in the Indian Beach area (as req'd). Complete the walking trail on the northeast side of Sunset Beach.
- More trail = more invasion
- Pets are very important to humans. They must be integrated as valued members of society. Dogs, their owners and all animal lovers are extremely happy in an off-leash park that is very large at Neck Point. Please fine dog owners who do not pick up their pets poop
- We don't think it is necessary to have a fence on the lower concrete area of the new area.
- Best park in Nanaimo
- Dogs are to be leashed at all times
- Probably 60% of dog walkers are off leash. Keep a jogging trail for joggers.
- The park is real jewel as is and while it may need some tinkering in terms of access at the Morningside entrance and brush maintenance. I would not support major changes in terms of usage (such as boat access, etc.)
- Keep it simple
- This area belongs to the community and we appreciate its beauty the City asking for input.
- We live locally and walk in Planta, Neck Point, Pipers Lagoon and Linley Valley often. Before anymore dollars are spent on Neck Point Park I would like to see walkway around the rock at Pipers Lagoon Park.
- I think children and families should have priority over dogs. Children who are afraid of dogs shouldn't have to worry about off leash dogs (already a frequent problem) Something needs to be done to reduce the dog feces. Indian Beach should not be given to the "dogs".

- Pls add narrow footpath (less developed) closer to the water (with benches) on the new acquisition site – especially facing Finn Beach.
- Please keep on with the vision of keeping it as natural as possible “no hot dog stands”.
- More parking is required.
- Need to improve road access at park entrance – road to narrow when meeting oncoming vehicles. Visibility at entrance poor especially with a school off the entrance.
- This is the best park within the city boundaries
- No pavement
- Please leave the new area as the rest of the park no further development
- Less is more
- Keep dogs on leash
- No, keep up the good work
- No
- Scuba diving classes using parking lot – it seemed to be the situation last weekend
- A great park
- We could probably use some extra picnic tables in the new area where the larger house was removed. Also would the cement pads areas below where the house was located be suitable for weddings, etc. or is there any advantage ie any fish that that children could try to put a line in for.
- It's a great park – nice paths, beautiful views
- People shouldn't throw animal waste bags in the grates and streams! Put in more animal waste bins and garbage bins.
- Really tired of see green doggie bags just thrown everywhere and anywhere. Even dogs piles on the walkways, not acceptable.
- Litter, green doggie bags, cigarette butts, etc.
- Planning seems good so far. Will this jewel be preserved as it should be is the question. (Based on what happened to the City of Nanaimo Plan, I doubt it!)
- NO
- Thank you for providing a great space. The new area is wonderful!
- Thank you for expanding the park.
- Please consider family picnics, etc. AT least 50% if not more, families have dogs – teaching lover, inclusion make an area for off leash, controlled dogs.
- A marvellous acquisition by so few for so many
- I realize you are planning to add one washroom. How about adding two washrooms?
- We would like to see a section of beach cleared and sanded to assist kayakers like us to gain safe access to the water.
- Beautiful park
- Maybe in the new acquisition where the house was a connecting trail and a few picnic tables. Plant new area in natural indigenous trees and plants.
- A sports park? An annual kayak event, Neck Point to Snake Island
- This is a treasure! Well done Nanaimo
- You've done a good job, but the area where the house was should be planted to indigenous trees to blend with the rest of the park. Bicycles are a menace to pedestrians.
- Bicycles should not be allowed in the park, for safety of seniors
- I love this park – absolutely beautiful. We always bring visitors to Nanaimo here.
- Education programs partnered with schools for hands-on science. Gets kids out/enhances park usage/develops respect for environment.
- No dogs on the bathing beach please! And some washroom facilities (permanent)
- Today's rules are not enforced and unfortunately, often ignored.
- I see many dog owners who do not observe the leash bylaws. This is frustrating to me because I would like to let my two small dogs off leash but I stick to the rules.
- If there were more trash cans and dogs bags, it might cut down on poop and bag left in park.
- Have a specific plan timelines. Goals for endangered sensitive habitat education for staff and public. Asphalt boardwalks concrete area not conducive to recovery of Garry oaks habitat. Is there an ecologist on park staff? Where is signage recognizing definition of the “sensitive” area.
- As a recent resident of Nanaimo having visited many municipal parks in the lower mainland I am in awe of the quality of its parks. I commend the staff or Parks & Rec for such well maintained parks and having a real vision for their future.
- Do not like current hard surface. Try to avoid it if possible. Can be slippery in cold weather.
- Present green space is a necessity in an environment of ugly strip malls and noisy fast vehicle traffic.

- The new steps added to the new acquisition are dangerous to the feet of especially small dogs. Was this intentional or accidental?
- Thanks for the park. It is the best place in Nanaimo. The swimming in warm water at Sunset Beach is the best secret in the town. Don't tell too many people.
- The City has done and continues to do an excellent job in the park.
- We love the park and the respect given to the land and natural features. Well done!
- I like the park as it is. It is still natural and a treasure. Thanks for buying the extra 3 acres.
- I love the wildness of the area and would like it kept that way with very little development. I think boardwalks are a good idea for eco-sensitive areas.
- Wonderful park
- \*In favour of dogs off leash area\* The park provides a wonderful retreat for all ages – we come here with our dogs and our grandchildren and love it – a dogs off leash beach will be very helpful – or we will have to walk elsewhere instead.
- Excessive driftwood above high waterline. Agree with proposal to approach school for overflow parking instead of expanding area at Finn Beach.
- We need to ensure cyclists stick to bike path. Paths are too narrow and busy to mix with pedestrians.
- Great park
- I am thrilled with this new acquisition and the great "soft" surface trails. I'd like to see more benches here and there – benches that are actually comfortable to sit on, that don't dig into your back.
- Great park!
- Not really, but thank you for providing Nanaimo with a spectacular spot that young and old alike can enjoy. I like the idea of a caretaker on site.
- No
- Although this is a park for the use of citizens, where this use is allowed must be controlled, without being dictatorial. Community partnerships should continue and enhanced.
- I love this park.
- Thank you for purchasing such an amazing water front property.
- This is a wonderful ocean-front park. We really enjoy it.
- Lookouts in new area once completed will be welcome addition.
- Use boathouse area for weddings at a user fee.
- Like the idea of tables on the point.
- The caretaker's house is an eyesore and is a liability in the future due to age of bldg. Should be replaced with a portable in the parking lot or eliminate the caretaker and replace with a security patrol with an independent security organization.
- Thank you for all the hard work in maintaining beautiful Neck Point Park!
- It's surprising to see a residence remaining in the newly acquired area so I hope the caretaker housed there will prove to be a real protector of the park.
- I just want you to know how much I love all the parks and what an excellent job the city does of creating and maintaining them. I receive rave reviews when I have company from the Mainland". Keep up to good work.
- Wardens should be visible (baseball caps, arm band or vest with "Parks Nanaimo" logo for volunteers on duty within park. Would like volunteers to make "safety in the park" top priority (need discussion) need pay phone at entrance of park or some means of communication in case of emergency! How long will there be a caretaker in the park? If one remains, volunteers would contact caretaker in emergencies only. Thank you.) All times for any emergencies or general enquiries in the \_\_\_\_ (more likely volunteers starting with myself) Would like to make Neck Point Park an "educational" walk-through the park with numerous info plaques re vegetation and points of interest (i.e) landmark surrounds.
- If you must have an off leash area at Neck Point (which despite being a large dog owner I do not support for Neck Point Park) Please choose another area. E.g. Finn Beach or the far end of Sunset Beach) so people walking around the park don't have to pass through the off leash area and aren't bothered by off leash dogs while they enjoy the view of Georgia Strait and the mainland, watch the cruise ships, etc. Another washroom further into the park would probably be well used. I like the idea of arranging a "joint use" arrangement with SD 68 for use of the Hammond Bay School parking lot.
- Indian Beach is a prime swimming and snorkelling area. Do not let it be a dog off leash area.
- Not at this time.
- I am concerned when we talk of "managing" and natural within some context. Man seeks to control where nature is chaotic and opportunistic.

- With the addition of the new acquisition area, park use is sure to increase. (Trail counts should be definitely restarted, so that an accurate forecast of current and future use can be determined) The one thing that I think will be a necessity is new or additional washroom facilities. Other than that, stay the course, you (the parks department) are definitely going in the right direction. This is not connected with Neck Point Park but with the nearby park at Pipers Lagoon. You have constructed excellent staircases and boardwalks at Neck Point and a staircase and boardwalk is definitely required to access the headland at Pipers Lagoon. Few seniors care to risk scrambling over the rock at high tide. During the winter season, the tide is generally high during daylight hours. The trail that circumnavigates the headland also needs some serious attention. This would alleviate some of the crowding at neck point if users were comfortable with using Piper Lagoon Park. As we have already said, park usage will continue to grow and it would be a great advantage to have 2 parks close together.
- Increased park officer/volunteer patrols to ensure dogs remain on leash, and encourage public to clean up after their dogs. (I am a dog owner who uses the park)
- Please don't consider the money spent to obtain new land and maintain the park as your money – it is my money. Our money. Our park. I consider my money to be well spent....in this park. Please.... do the right thing.....you know what I mean. I love this park. Leave it be. You did great, now leave it be. ☺
- Please, I emlore you to keep the park as it is with perhaps another bench and picnic table.
- Delighted and proud of this park!
- It will be important to channel use to key corridors to limit the impact on the natural setting as much as possible. The current method of doing this seems to be working well.

**9. Are you interested in participating in any community partnership or "Volunteers in Parks" programs? If so, please leave your name and phone number.**

- Garbage can where Shores Drive trail and trail to Keel Cove meet. Bike racks are needed at the entrance. We are already Park Wardens @ Neck Point Park – Abe and Bonnie Thiessen
- Maybe in the future
- June Ross, 250-729-0185
- Yes – Nico Janssen – 250-758-1422
- Depends on what it involves – Mary F. Rickard – 250-585-7161
- Norman Orr, 412 Belmonte Place Nanaimo V9T 5A1 – 250-729-7029 [now@telusplanet.net](mailto:now@telusplanet.net)
- Don't know anything about it.
- Maybe if have time – Jane – 250-758-6773
- Perhaps, depending on health issues
- Yes, Carole Dagenais – 250-729-9440
- Yes – Joyce Elmore – 250-585-0999
- Dave Bowman – 250-758-1969
- We already involve in community planning at Brechin area.
- Volunteer in Parks – Debbie Van Otterloo – 250-758-2399
- Yes, by all means. Bill – 250-758-2399. Able bodied, healthy, active, passionate about the park
- John Roberts – 250-758-6773
- Jed Dagenais – 250-729-9440
- Could be – Peter Thrift – 250-585-4322
- Would commit perhaps in the future
- No
- I work at Hammond Bay School
- Sorry, I'm engaged in a lot of volunteerism already
- Yes – some activities – Nine Evans-Locke – 250-758-5690
- George and Jean Tzvetcoff – 250-390-4654
- - No
- I am already volunteering almost fulltime
- Yes – Morrell Nature Sanctuary – 250-753-5811
- Partnership with correctional centre to use their expertise on removing invasive weeds (broom) and the invasive blackberries.
- They do community service.

- Sure I would be interested in being part of a committee related to Neck Point or learning about "VIP" program as it relates to the park – Chris Burnley – 250-713-0410
- Not yet new to Nanaimo
- Perhaps, retiree – Dick Craig – 250-758-1455
- Not at present
- Ed Burtnyk – 250-585-7788
- Not at this time
- No
- I would love to, but unfortunately at 77 years old, my hands have almost been used up and we now have to hire a gardener to do most tasks. If you have any other job (I love gardening and native plants) that does not require physical activities other than walking, I would be happy to help – Erin Weeks – 250-751-0592
- Thanks for the opportunity
- John and Margo Linder – 250-585-2252
- Sure – Ron Poier – 250-729-7146
- Not sure – maybe – Deolinda Poier – 250-729-7146
- No
- Cheryl Williamson – 250-585-4284
- Yes – Brenda Simpson and Craig Simpson – 250-390-8002
- "Keep it a natural marine walking park" - Janice Burynek – 250-585-7788
- My wife may be interested – Dr. John Phipps, Mrs. Rabina Phipps – 250-756-4358
- Yes, but not right now – but will leave my name – Barb Merriman – 250-758-0006
- Unfortunately we live too far away but would be happy to share photos for show or teaching – Steen Petersen – 250-716-2177
- Kathy Brown – 250-753-4810
- I am not yet retired otherwise would explore.
- In few years when I retire from my job.
- 250-390-9373
- Yes we are interested – D. Stanley – 250-758-5801
- Thank you
- Arlene Phillips – 250-729-7015
- Michael Westcott – 250-729-7055
- Yes – Duncan McMillan – 250-729-9221
- Have little knowledge of plant life or eco-systems but very willing to learn – Mary McMillan – 250-729-9221
- Thank you for the opportunity to share my opinion. I love Neck Point
- Vicki Gates – 250-760-0685
- I am interested in volunteering on a project base, not in a program basis. See my comments at #5 – Lynda Butterworth 250-758-9979
- James Lindsay – 250-756-4147
- I remove debris and litter when I walk through the park, even once removing a small tire that washed up on the beach.
- We have already donated/participated in the past at a significant level. We are not volunteering for other Nanaimo activities/endeavours. – Tom Goss, Arlene Ward, Cherylynn K. Thompson, W. Berniece Ward
- Not available at this time
- Yes! Mrs. Eddi Palsgraaf, 3950 Gulfview Drive, Nanaimo BC V9T 6B5 – 250-758-8847
- No
- As a retired professional forester I may have insight at the ecology level – David Handley 250-758-7228
- I will inquire in 2 years
- Pam Donnelly 250-756-2301
- Not at this time.

#### 10. Where do you live?

885

721

40	Under 1 kilometre of the park
103	Between 1-5 kilometres of the park
31	Over 5 kilometres from the park
4	Do not live in Nanaimo
	Never

#### 11. What age range do you fall in?

1	Youth (under 18 years)
10	Single Adult
58	Married Adult
26	Parent with Kids
100	Senior

#### Additional Email Comments

##### **Dog off leash area at Neck Point**

- First, to be clear, I used to own a dog myself, and the following opinions would be the same if I still did.
  - o I live a few minutes from Neck Point and we regularly take our three young children there for walks, biking, and beach combing. We love the park with one exception. Every time we visit the park my blood boils as I have to constantly keep my very young children from stepping on dog feces. Like Piper's Lagoon, Neck Point trails are covered with dog feces all along every trail, sometimes on the trail itself, sometimes on the beach. Forcing children to walk in the centre of the trail and not enjoy walking and running along the edge, kicking up leaves in the fall, or rolling on the grass is extremely frustrating and speaks to how inconsiderate too many dog owners are these days. Additionally, many dog owners leave their dogs off leash, further contributing to the feces problem and terrifying young children who don't care if "Bowser is really very friendly".
  - o When I grew up I never once worried about such things at a park. I'd roll down a grass hill at the park and run where I wanted. These days people have little regard for those around them, respect for others seems a rare characteristic.
  - o Today I visited the open house and I was shocked to hear that Indian Beach was even being considered as an off leash area. We would really block off one of the most beautiful and scenic beaches in Nanaimo for dogs only!?!? Currently everyone has access, with the restriction that dogs are on a leash. Changing that would exclude me and my children in favour of a dog who apparently needs the best view in town?? I'm stunned. We already run into dog feces on the beach when my children are looking for shells and rocks, but it would be destroyed completely as an off leash area and we would likely stop visiting the park.
  - o Numerous times my children have accidentally dragged dog feces into our van and home from the park. As a result I'm forced to check all their shoes every time we leave the park. I think some effort and money should be put into making the experience for human beings more pleasant, not make it worse by taking our best beach away for dogs. My children play on that particular beach all the time.
  - o If there must be an off leash area around Neck Point, push it into the forest away from the water, in an area where there currently are no trails and create a clearing. The dogs don't need a view. If we must spend money on off leash areas, let's do it in areas that are not prime for people to enjoy.
  - o My guess is that the lobby for the dog owners is much louder and more organized than people like myself. Clearly there must have already been a significant call to selfishly take away Indian Beach from the rest of us. I'm convinced that a lot of people without dogs are quietly angry about this or don't even know the issue is up for discussion. As is often the case, the loudest voices get what they want, but I encourage you to seek out



people at Neck Point park who do not own dogs, especially those with children, and ask them what they think. Simply visit Indian Beach on a sunny day and interview those that stop by. I do think there is also a group of responsible dog owners who would also agree that selfishly taking the beach away from the rest of us would not make sense.

- Owning a dog is a luxury, not a requirement. People who live in Nanaimo and choose to buy a dog and then complain about a lack of facilities for that dog make as much sense as someone in Saskatoon buying an ocean kayak and then complaining there is no ocean front. If your property or the area around you does not provide what you think is needed for a dog, then you don't buy one, for the same reason a person in an apartment building doesn't buy a large dog or a horse.
- I would prefer to see our tax dollars go towards the vulnerable people in our society, to our children and seniors, not to our pets who are happy with pretty much anything and rank a lot lower than human beings in my opinion.
- I appreciate your attention to my concerns and I would appreciate being made aware of any public meetings on this topic, as I am very concerned about it. I'll gladly speak with anyone who would like to discuss this with me.

### **Neck Point Park Master Plan Meeting – January 23**

- We're unable to attend the Neck point Park planning open house but would like to see pedestrian access for the residents to the west living in the Rock Point area. This would reduce vehicle traffic, require less parking at the park and add to the liveability/sustainability of Nanaimo. This could possibly be achieved by:
  - Connecting Walley Creek Trail to McGuffie Park. People can walk down McGuffie Road and access the park through Keel Cove Lane or
  - Possibly a footpath from Fillinger or Whalley Way to the park
- It appears that most of the land in this area may be privately owned. However many of the parcels are 3-5 acres and will likely be subdivided at some point in the future. Granting of the subdivision can be conditional upon the city obtain footpaths. The park is a real treasure and everyone should be very proud of it. We hope this will be a consideration if it isn't part of the existing plan.

### **Neck Pt. Open House – The importance of Annie Clark**

- At the open house today I filled in the survey and in the process made mention of the lady whose singular dedication made the Neck Point Park possible. I refer to the late Annie Clark (on the survey form I think I mistakenly said Annie Hall- I must have been thinking of a Woody Allen movie at the time)
- My point in mentioning Ms. Clark was to suggest that a commemorative plaque be erected in her honour. She deserves the main credit for saving much more than Neck Point – for details see pp. 54-61 *passim* in *Nanaimo between Past and Future* (2005) and see also pieces written about her cited in the notes on page 70 – but Neck Point was her crowning achievement. I believe it's fair to say that without Annie's leadership there would have been no park. That's how critically important she was to turning the tide against the condo development plan that was in the works for that area.
- I enjoyed the displays today and I hope nothing happens to radically alter the use of the park. Both my wife and I think the addition of a picnic shelter on the site of the Finlayson house would make a spectacular addition to the park (although I imagine some would object) I would also like to see the park incorporate those parts of the trails west of Sunset Beach that presently lie outside its boundary.
- But my main point in writing is to say I think it's time to recognize in a symbolically important way Annie Clark's wonderful contribution to Nanaimo's welfare.
- In the interest of full disclosure I can assure you that I never met Annie Clark nor am I related to her family or any friends of her family. My judgement is based only on an examination of the records of the day, newspaper accounts of her contributions and interviews with various old-timers who worked with her on various causes.

### **Neck Point Survey**

- Some kind of Gazebo, large enough to fit 30-40 people, on the Finlayson House site. Nanaimo is lacking so many places to go that are covered... Rentable to the public for events i.e. Weddings, family reunions. (Named after Dean Finlayson) Would be nice to have running water in it for these types of things.
- This new area, where the Finlaysons' house was, should definitely be recognized on signage, with a photo of the house on it. This was a very special place for Dean Finlayson.

### **Neck Point Park Addition**

- We absolutely love the new addition to Neck Point Park.
- One suggestion re the metal steps. Is it possible to attach rubber mats (or the equivalent) to the centre of the steps? The dogs just can't do the steps without hurting the bottom of their feet because the sharp points on them.
- Our german shepherd had trouble walking for 2 days afterwards.
- Dog owners with small dogs have been picking their dogs up and carry them down or up but just not possible with dogs our size.

### **Neck Point**

- I would be happy to meet and talk about how burning might be done. I would also like to discuss abandoning planting to "restore" ecosystems in favour of leaving it to nature – possibly with some assistance – and divert money to the exotic eradication plans. David

### **Neck Point Park Public Input Survey**

- We met early at the Open House on January 23, 2010. I expressed an interest joining up for future "volunteer in the park" and improvements for the new acquisition areas. My husband commutes to work in Vancouver, unable to volunteer at this time.
- Thank you City of Nanaimo the best ever land purchase made...the extension to Neck Point Park and in our neighbourhood!

REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION

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

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

RE: FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628

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RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend to Council that PARKS, RECREATION AND CULTURE FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628, be amended to allow up to 25% of the revenues collected to be allocated for ongoing recreation and culture facility lifecycle maintenance and repair projects.

EXECUTIVE SUMMARY:

In 1993 Council passed PARKS, RECREATION AND CULTURE FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628 (as attached). Monies for this fund are collected through user fees, 20% of all program and service fees are directed to the fund, and through the sale of any parks, recreation and culture facilities and/or the land on which they sit.

Bylaw No. 4628 allows that money in the Reserve Fund is to be used to pay for or assist in paying for new Parks, Recreation and Culture facilities or for capital improvements to existing facilities.

Typically, the funds have been used to pay for new facilities. However, as the existing facilities age there is heightened need to invest large capital dollars to ensure their continued operation and relevancy. Renewal of existing facilities is consistent with current strategic direction and sustainability principles and objectives.

In 2008, capital reporting requirements changed requiring that many projects that had been classified as capital projects are now classified under operating. This has resulted in funding numerous projects through general revenues and an inability to capture what realistically are capital upgrades or improvements as capital spending.

The type of investment required ranges over a variety of capital projects. Examples of operating projects are lighting upgrades, replacement of flooring, washroom upgrades, door and window replacement, lighting improvements and gym equipment replacement. These project expenditures vary from year to year and often do not exceed the new capital thresholds. They are currently funded from general revenues only.

Both capital and operating projects ensure that PRC facilities are maintained and improved, in an efficient and effective manner, to provide safe and enjoyable experiences for customers.

There is synergy and sound business practice in investing dollars back into the facilities from which those dollars are collected from through the use and programming of those facilities. Without the ability to use a portion of Reserve Funding for ongoing major maintenance and improvements there does not seem to be a viable funding solution to keep the facilities relevant and maintained in the long-term.

Access to reserve monies for both operating and capital projects supports maintaining and improving existing PRC facilities in a cost effective and sustainable manner.

The draft Parks, Recreation and Culture 2011-2015 Capital Plan reflects the philosophy and recommendation outlined in this report.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

Attachment – 1

CITY OF NANAIMO

BYLAW NO. 4628

A BYLAW TO ESTABLISH A RESERVE FUND FOR NEW PARKS,  
RECREATION AND/OR CULTURE FACILITIES

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WHEREAS Section 378 of the Municipal Act provides for the Municipality to establish a Reserve Fund for or in respect of Capital Projects;

AND WHEREAS the City wishes to establish a Reserve Fund to pay for or assist in paying for new Parks, Recreation and/or Culture Facilities;

THEREFORE BE IT RESOLVED that the City of Nanaimo, in open meeting assembled, HEREBY ENACTS as follows:

1. This bylaw may be cited as "PARKS, RECREATION AND CULTURE FACILITIES CAPITAL IMPROVEMENTS RESERVE FUND BYLAW 1993 NO. 4628".
2. There shall be and is hereby established a reserve fund under the provisions of Section 378 of the Municipal Act for the purpose as set out in this bylaw.
3. Money from the sale of Parks, Recreation and Culture facilities, including the proceeds from the sale of the land upon which the facilities sit may from time to time be paid into this Reserve Fund.
4. Money from an additional levy included in rates set by Council of the City for use of Parks, Recreation and Culture facilities and programs shall from time to time be paid into this Reserve Fund.
5. Money in the Reserve Fund shall only be used to pay for or assist in paying for new Parks, Recreation and/or Culture Facilities or for capital improvements to existing Parks, Recreation and/or Culture Facilities.

PASSED FIRST, SECOND AND THIRD READINGS 1993-MAR-08.  
ADOPTED 1993-MAR-22.

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MAYOR

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CITY CLERK

727

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION  
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE  
AUTHORED BY: BOB KUHN, MANAGER, RECREATION AND CULTURE SERVICES  
**RE: CULTURAL COMMITTEE MANDATE AND STRUCTURE REVIEW**

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**RECOMMENDATION:**

That the Parks, Recreation and Culture Commission recommend that Council make the following changes to the Terms of Reference for the Cultural Committee:

1. That Staff develop clear criteria and process for appointment to the Cultural Committee.
2. That existing Terms of Reference (Schedule "A") for the Cultural Committee be changed with the objective of making them reflect what the mandate actually is and remove those tasks that are done by staff. Proposed changes are attached as Schedule "B".
3. That a maximum term of appointment to the Cultural Committee be set at six (6) years [two terms of three (3) years each] with the provision that members can be re-appointed after an absence of three (3) years.
4. That Cultural Committee appointments be staggered to maintain continuity. Of the six (6) "At-Large" members, three (3) would be renewed and three (3) new members would be appointed each three (3) years. Interim vacancies would be appointed only for the remaining term of the vacant appointment.
5. That the Cultural Committee membership be increased by one (1) additional member from the membership of the Parks, Recreation and Culture Commission – increasing this representation from three (3) to four (4).

**EXECUTIVE SUMMARY:**

The 2010 Nanaimo Cultural Forum included a session entitled "The Purpose and Structure of the Nanaimo Cultural Committee." The feedback received at the forum was summarized by the session facilitator Jeremy Long in a report that included his recommendations.

**BACKGROUND:**

At the Parks, Recreation and Culture Commission meeting held 2010-JAN-05 it was requested that a review of the structure and mandate of the Cultural Committee be conducted including feedback from stakeholders. The Commission held an information session on 2010-FEB-11 to look at terms of reference from other communities and how their committees were structured.

The Commission requested that we obtain feedback from community stakeholders regarding this issue. In order to accomplish this, staff included a session at the 2010 Cultural Forum on the "Purpose and Structure of the Nanaimo Cultural Committee." This session was facilitated by Mr. Jeremy Long, recently retired Executive Director of the B.C. Arts Council. Mr. Long provided a summary of the feedback and some recommendations. Staff reviewed Mr. Long's report (attached as Schedule "C") and are making the above recommendations.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

Attachments - 3

2010-JUN-16  
File: A2-4 / A2-11  
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## **SCHEDULE "A"**

### **EXISTING TERMS OF REFERENCE**

#### **Parks, Recreation and Culture Commission Cultural Committee Structure and Roles**

The Cultural Committee is a Committee of the Parks, Recreation and Culture Commission (PRCC) comprised of nine members as follows:

- Three members appointed from the PRC Commission, and
- Six members-at-large selected and recommended from applications submitted to the PRC Commission.

The Cultural Committee is responsible for coordinating the City's Arts and Culture Initiatives by:

- Overseeing the implementation of cultural strategy and conducting regular cultural strategy reviews (every three years).
- Advising the Commission and Council on cultural issues.
- Reviewing all applications for funding and making recommendations to the PRCC, based on criteria and guidelines established regarding the distribution of cultural operating grants and arts and cultural event grants.
- Investigating all sources of funds available to the City of Nanaimo for the purpose of supporting arts and cultural organizations and cultural planning, development and infrastructure initiatives.
- Developing new cultural initiatives for Nanaimo's cultural development in close cooperation with all City Departments, Nanaimo's cultural groups, businesses, School District 68, Post Secondary Institutions and Tourism Nanaimo.
- Developing and maintaining a current awareness of artistic and economic trends, opportunities and status regarding Arts and Culture both locally and in other municipalities, and recommending initiatives which could be of value to Nanaimo economically, socially and aesthetically.
- Ensuring a close cooperation, more formal networking and sharing of resources among all Nanaimo Cultural groups in pursuing the aims and objectives of this strategy.
- Promoting public awareness of cultural organizations and cultural activities in our community, and maintaining an annual cultural awards program.
- Identifying gaps or overlaps in City support programs that relate to arts and culture.
- Maintaining an ongoing liaison with Federal, Provincial and Regional agencies relating to arts and culture including groups such as The BC Arts Council, Canadian Heritage and the Creative City Network.
- Coordinates commissioning of for works of art for display in municipal public spaces and buildings.
- Helping cultural organizations and individual artists to become strong and effective.
- Sponsoring annual educational opportunities for arts and cultural organizations.



**SCHEDULE "B"**  
**PROPOSED TERMS OF REFERENCE**

**Parks, Recreation and Culture Commission**  
**Cultural Committee**  
**Structure and Roles (Terms of Reference)**

The Cultural Committee term is for three (3) years and at-large members can re-apply for one additional three (3) year term. After serving two (2) terms, members must take three (3) years off before re-applying. Each term, three (3) members will step off the Committee and three (3) new members will be appointed.

The Cultural Committee is a Committee of the Parks, Recreation and Culture Commission (PRCC) comprised of ten members as follows:

- Four members appointed from the PRCC; and,
- Six members-at-large selected and recommended from applications submitted to the PRCC.

The Cultural Committee is responsible for coordinating the City's Arts and Culture Initiatives by:

- Advising the Commission and Council on cultural issues.
- Reviewing all applications for funding and making recommendations to the PRCC, based on criteria and guidelines established regarding the distribution of cultural operating grants and arts and cultural event grants (see Investment Section).
- Promoting public awareness of cultural organizations and cultural activities in our community, and maintaining an annual cultural awards program.
- Coordinates the selection process for works of art for display in municipal public spaces and buildings.
- Sponsoring annual educational opportunities for arts and cultural organizations.

## **SCHEDULE "C"**

### **REPORT ON THE NANAIMO CULTURAL FORUM 2010**

**"The purpose and Structure of the Nanaimo Cultural Committee"**

Submitted by Jeremy long  
May 28, 2010

## REPORT ON THE NANAIMO CULTURAL FORUM 2010

### "Purpose and Structure of the Nanaimo Cultural Committee"

On Tuesday, May 18, 2010 the Nanaimo Parks, Recreation and Culture Committee hosted a Forum for members of the City and Regional District's arts and cultural community. Approximately sixty people attended the Forum.

During the course of the day long forum two workshops were held regarding the "Purpose and Structure of the Nanaimo Cultural Committee", one in the morning and one in the afternoon. Approximately thirty people attended the morning session, while participation in the afternoon session declined to about twenty.

#### Workshop Format:

The facilitator of the workshop had been asked to focus the session on three points as follows:

- The purpose or mandate of the Nanaimo Cultural Committee
- Committee membership / structure
- Terms of office / absences

At the beginning of each session, participants were randomly assigned to tables which seated the same number of people. Each table then designated a person to write a summary of their conversation. Appendix A of this document is a verbatim transcription of each table's notes.

Participants were asked to initially focus on identifying concerns they might have with regard to the mandate and structure of the Committee. They were asked to try not to focus on specific or personal solutions until the common concerns had been identified. They were also requested to ask themselves why specific issues were of concern.

Each table then reported to the larger group regarding the concerns they had identified. Following which the larger group worked to identify the concerns that were common to the majority of participants and what the potential solutions to the concerns might be. At the end of the day the facilitator provided a brief summary of the common concerns of both groups and offered some of the identified solutions to those common issues.

#### Summary of Identified Common Concerns:

The following is a list of concerns that were common to the majority of participants in both workshops. The list does not include each and every concern or issue that arose during the day. It is a summary.

- 1) The process and criteria for appointment to the Cultural Committee are not clear or transparent to the arts and cultural community.
- 2) The structure of representation on the Committee is not known. There appears to be no structure to the appointments and there is an evident lack of culturally diverse representation.
- 3) There is no clear limit to the maximum term that someone can serve on the Committee. Members can be repeatedly reappointed when their three year term expires.
- 4) The Terms of Reference or mandate of the Committee is too broad for a volunteer based group to realize. Several of the responsibilities noted in the Terms of Reference are carried out by PRC staff or are in the control of the PRCC.
- 5) Information regarding the activities of the Committee such as the specific expertise or experience each member of the Committee brings, how many meetings are held, the number and role of sub-committees or the minutes of meetings, are not readily available to the arts and cultural community.
- 6) There is no direct, tangible relationship between the Committee and the arts and cultural community.
- 7) There is a need for improved communications between the Committee and the arts and cultural community.
- 8) There is a need for a dedicated staff position at the PRCC to support the Cultural Committee. (It was noted that this is one of the goals of the current Cultural Strategy.)
- 9) There is a desire to have specific accountability or performance measures in place to assess the achievements of the Committee on a regular basis.
- 10) Conflict of interest guidelines for members of the Committee need to be clarified and publicized each time there is a call for applications to serve on the Committee.
- 11) There needs to be structured and regular communications between the Committee and the arts and cultural community.
- 12) Beyond program eligibility criteria, the overriding priorities upon which the Committee bases its funding recommendations are not clear.

### Recommendations to Address Concerns:

It is recommended that:

- The Nanaimo Parks, Recreation and Culture Committee (PPRC) articulate a structure for the six at-large appointments to the Cultural Committee. The structure could include expertise or representation of professional arts administration, a range of disciplines of practicing professional and community artists and not-for-profit, governance experience. The Committee as a whole should represent the cultural diversity of the community, including the aboriginal community. It may be necessary to expand the scale of the Committee in order to achieve a representative structure.
- The PPRC should create and post a public document which articulates the criteria and process for appointment to the Cultural Committee.
- A maximum term of appointment to the Cultural Committee should be established. Other public sector arts agencies have established six years as an appropriate term. For Nanaimo appointees that would mean a maximum of two consecutive three years terms.
- Committee appointments should be staggered to maintain continuity. As the Committee has six at large members, three renewals and three new appointments would be required each three years. Interim vacancies should be appointed only for the remaining term of the vacant appointment.
- Conflict of interest guidelines should be clearly stated each time there is a call for applications for appointment to the Cultural Committee.
- The Terms of Reference for the Cultural Committee should be revised to reduce the scale of their responsibilities to what is clearly within their control and capacity to achieve. Those items that are carried out by staff or are within the control of the PPRC should be removed.
- The Cultural Committee should be asked to articulate their guiding priorities for funding recommendations. Those priorities should be based primarily upon the vision statement in the Cultural Strategy
- The website for the PPRC could have a link to a page for the Cultural Committee. The Cultural pages could include profiles of the members of the Cultural Committee, their background and expertise. Sub-committees should also be profiled and minutes of Committee meetings could be posted to the page.

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- A communications strategy to keep the arts and cultural community informed regarding Committee activities, as well arts and cultural development initiatives could be developed and implemented.
- When resources permit, a dedicated staff position to work with the Cultural Committee should be engaged. (As per the current Cultural Strategy.)
- The implementation of the recommendations above should not impact the resources available for distribution through the funding programs of the Cultural Committee.

**REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION**  
**FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE**  
**AUTHORED BY: JEFF RITCHIE, SENIOR MANAGER, PARKS**  
**RE: LICENSE OF USE AGREEMENTS TO NON-PROFIT SOCIETIES**

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**RECOMMENDATION:**

That the Parks, Recreation and Culture Commission recommend that Council approve the following License of Use agreements for a five year (5) period at an annual rent of \$1.00 given that the services provided in these licenses meet well with the stated guidelines.

Licensee	License Period	Admin Fee	Rent
Vancouver Island (VI) Raiders Football Club	2010-JUN-01 to 2015-MAY-31	\$125.00	\$1.00/year
Vancouver Island Exhibition (VIEx) Community Garden	2010-JUN-01 to 2015-MAY-31	\$125.00	\$1.00/year

**EXECUTIVE SUMMARY:**

The "Guidelines Establishing the Value of Rent for Lease or License Agreements to Non-Profit Societies" as recommended by the Parks, Recreation and Culture Commission were adopted by Council at their meeting of 2007-JUL-09. The guidelines to assist with determining nominal rent for non-profit societies are as follows:

1. The primary service offered provides a demonstrable public benefit.
2. Participation or membership is available to a broad demographic in the community.
3. The Society provides the only opportunity, or one of only a few opportunities, for the service, activity or benefit in the community.
4. The Society does not compete directly with the business community in the service it provides or the Society's services compete with the business community, but are offered in very different ways, or are accessible to persons who do not normally have access to the services or facilities in the private sector.
5. Taxpayers will expect the City to provide the service if the entity declines to.
6. There is a unique distinguishing feature.

The above guidelines were used in reviewing the Licence of Use Agreements (attached) for the Vancouver Island (V.I.) Raiders Football Club and the Vancouver Island Exhibition (VIEx) Community Garden. The conclusion was that the service provided by these organizations meets the guidelines and an annual rent of \$1.00 for each License of Use agreement was appropriate.

**BACKGROUND:**

The Vancouver Island (V.I.) Raiders Football Club "License of Use" agreement is for the new Media/Storage building at Caledonia Park which was built by the Vancouver Island (V.I.) Raiders organization but available for use by all sports groups who use the Caledonia Sports Field.

The Vancouver Island Exhibition (VIE) Community Garden "License of Use" agreement is new recognizing the recently approved community garden in Beban Park which will benefit all gardeners within the city.

In each of these agreements:

- The City grants to the Licensee a right by way of license to use the land and for the purpose of the enjoyment and recreation of members of the public and for no other purpose.
- The Licensee covenants with the City to pay all taxes, rates, duties and assessments. In addition the Licensee pays as they become due, all water, sewer, garbage, gas, oil, telephone and electric light and power used on the License area.
- The Licensee will, at all times during the term of this Agreement, at its own cost and expense, repair, maintain and keep the License area in good order and repair.

In assessing the rent applicable to these licenses, it was determined that both licenses provided services that met the guidelines for nominal rent for non-profit societies. Staff are therefore recommending five (5) year, license of use agreements at an annual rental fee of \$1.00 for each agreement.

Respectfully submitted,



Richard Harding, Director  
Parks, Recreation and Culture

Attachments - 2



## **LICENSE OF USE**

**THIS AGREEMENT** made the       day of       2010.

**BETWEEN:**

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

(the "**Municipality**")

**OF THE FIRST PART**

**AND:**

**VANCOUVER ISLAND (VI) RAIDERS FOOTBALL CLUB**  
2030 Boxwood Road  
Nanaimo, British Columbia  
V9S 5W7  
(the "**Licensee**")

**OF THE SECOND PART**

### **W H E R E A S:**

- A. The Municipality is the owner of land described in Schedule "A" to this Agreement (the "**Land**");
- B. The Licensee wishes to be granted this license of use to use the Land and the Municipality has agreed.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the fee paid by the Licensee to the Municipality and in consideration of the premises and covenants and Agreements contained in this Agreement, the Municipality and the Licensee covenant and agree with each other as follows:

#### **1.0 RIGHT TO OCCUPY**

- 1.1 The Municipality, subject to the performance and observance by the Licensee of the terms, conditions, covenants and agreements contained in this Agreement and to earlier termination as provided in this Agreement, grants to the Licensee a right by way of license for the Licensee, its agents, employees, and invitees to use the Land and for the purpose of the enjoyment and recreation of members of the public and for no other purpose.

## **2.0 RESERVATION OF RIGHTS**

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

## **3.0 LICENSE FEE**

- 3.1 In consideration of the right to use, the Licensee shall pay to the Municipality the sum of One Dollar (\$1.00), plus HST as per Section 5.1, in each year of the Term.
- 3.2 The Licensee shall pay to the municipality the sum of One Hundred Twenty Five Dollars (\$125.00), plus HST as per Section 5.1, upon the execution of this agreement.

## **4.0 TERM**

- 4.1 The Term of the License granted under this Agreement shall be from the 1<sup>st</sup> day of June, 2010 to the 31st day of May, 2015 unless earlier terminated under this Agreement.

## **5.0 TAXES**

- 5.1 The Licensee shall pay all taxes, rates, duties and assessments whatsoever, whether federal, provincial, municipal or otherwise charged upon the Licensee or the Municipality as a result of the Licensee's occupation of or use of the Land. Without in any way restricting the generality of the foregoing, the Licensee shall pay to the Municipality, H.S.T. of 12% on the License fee.

## **6.0 CONSTRUCTION**

- 6.1 The Licensee shall not construct or place any buildings or structures or make any improvements on the Land, unless prior to any construction, it has:
- (a) obtained the Municipality's approval in writing to the site plans, working drawings, plans, specifications, and elevations; and
  - (b) obtained a building permit from the local government authority having jurisdiction authorizing the construction of the buildings and structures set out in the permits and the plans and specifications attached to it; and
  - (c) obtained all required inspections, and the work shall be carried out at the cost of the Licensee; and

(d) delivered final as-built drawings to the Municipality.

6.2 The Licensee shall not occupy the buildings without first obtaining an occupancy certificate.

6.3 The Licensee shall, at its cost, maintain any buildings, structures or improvements constructed or placed on the Land during the Term.

## **7.0 INSURANCE**

7.1 (a) the Licensee will take out and maintain during the term of the License a policy of general public liability insurance against claims for bodily injury, death or property damage arising out of the use of the premises by the Licensee in the amount of not less than five million dollars per single occurrence or such greater amount as the Municipality may from time to time designate, naming the Municipality as an insured party thereto and shall provide the Municipality with a certified copy of such policy or policies;

(b) all policies of insurance shall contain a clause requiring the insurer not to cancel or change the insurance without first giving the Municipality thirty days prior written notice;

(c) if the Licensee does not provide or maintain or enforce the Insurance required by this Agreement, the Municipality may take out the necessary insurance and pay the premium for periods of one year at a time and the Licensee shall pay to the Municipality as additional License fees the amount of the premium immediately on demand;

(d) if both the Municipality and the Licensee claims to be indemnified under any insurance required by this Agreement, the indemnity shall be applied first to the settlement of the claim of the Municipality and the balance, if any, to the settlement of the claim of the Licensee;

(e) the deductible on the policy of the Insurance shall be not more than five thousand dollars.

## **8.0 INDEMNIFICATION**

8.1 The Licensee releases and will indemnify and save harmless the Municipality, its elected and appointed officers, employees and agents from and against all lawsuits, damages, costs, expenses, fees or liability which the Licensee or any of them or anyone else may incur, suffer or allege by reason of the use of the Land by the Licensee or by any member of the public using any building, structure or improvement built or placed by the Licensee on the Land or the carrying on upon the Land of any activity in relation to the Licensee's use of the Land.

## 9.0 BUILDERS LIENS

- 9.1 The Licensee will indemnify the Municipality from and against any liens for wages or materials, for damage to persons or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Licensee may make or cause to be made on, in or to the Land.

## 10.0 NOTICES

- 10.1 It is hereby mutually agreed:

Any notice required to be given under this Agreement shall be deemed to be sufficiently given:

- (a) to be delivered at the time of delivery and
- (b) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:
  - (i) if to the Municipality:

**CITY OF NANAIMO**

Attention: Director of Parks, Recreation and Culture  
500 Bowen Road  
Nanaimo, BC  
V9R 1Z7

- (ii) if to the Licensee:

**VANCOUVER ISLAND (VI) RAIDERS FOOTBALL CLUB**

Attention: President  
2030 Boxwood Road  
Nanaimo, British Columbia  
V9S 5W7

or at the address a party may from time to time designate, then the notice shall be deemed to have been received forty-eight hours after the time and date of mailing. If, at the time of mailing the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lock-out or other labour dispute, then the notice may only be given by actual delivery of it.

## **11.0 TERMINATION**

- 11.1 If the Licensee is in default on the payment of License fees, or the payment of any other sum payable under this Agreement, or is in breach of this Agreement, and if the default continues after the giving of notice by the Municipality to the Licensee, then the Municipality may terminate this Agreement and reenter the Land and the rights of the Licensee with respect to the Land shall lapse and be absolutely forfeited.

## **12.0 FORFEITURE**

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

## **13.0 FIXTURES**

- 13.1 Unless the Licensee upon notice from the Municipality removes them, all buildings, structures or improvements constructed on the Land by the Licensee shall at the termination of the Agreement, become the sole property of the Municipality at no cost to the Municipality.

## **14.0 REPAIRS BY THE MUNICIPALITY**

- 14.1 (a) If the Licensee fails to repair or maintain the Land or any building, structure or improvements on the Land in accordance with this Agreement, the Municipality may, by its agents, employees or contractors enter the Land and make the required repairs or do the required maintenance and the cost of the repairs or maintenance shall be a debt due from the Licensee to the Municipality;
- (b) In making the repairs or doing the maintenance the Municipality may bring and leave upon the Land the necessary materials, tools and equipment and the Municipality shall not be liable to the Licensee for any inconvenience, annoyance, loss of business or other injuries suffered by the Licensee by reason of the Municipality effecting the repairs or maintenance;
- (c) The Licensee releases the Municipality, its elected and appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Licensee may have against any or all of them in respect of this Agreement or its performance or its breach except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of the Municipality, its elected and appointed officers, employees and agents.

**15.0 TREE CUTTINGS, EXCAVATIONS AND HAZARDOUS SUBSTANCES**

- 15.1 (a) The Licensee will not carry on or do or allow to be carried on or done on the land any cutting, clearing or removal of trees, bushes or other vegetation or growth or any excavation or disturbance of the surface of the Land and shall not bring on or deposit any soil or fill on the Land except with the written consent of the Municipality;
- (b) The Licensee will not bring on, deposit, store, spray or apply nor cause or permit to be brought on, deposited, stored, sprayed or applied on the Land or to any trees, bush or vegetation on the Land any chemical fertilizer, herbicide, pesticide or other chemical or petroleum product or any substance which is capable of contaminating the Land or any water on the Land.

**16.0 CLEAN UP**

- 16.1 At the end of the term, the Licensee shall clean up the Land and restore the surface of the Land as reasonably as may be possible to the condition of the Land prior to the commencement of the term of this Agreement.

**17.0 REGULATIONS**

- 17.1 The Licensee will:

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

**18.0 NO COMPENSATION**

- 18.1 The Licensee shall not be entitled to compensation for any loss or injurious affection or disturbance resulting in any way from the termination of the License or the loss of the Licensee's interest in any building, structure or improvement built or placed on the Land.

## 19.0 MISCELLANEOUS

- 19.1 (a) The Licensee warrants and represents that the execution of this Agreement by the Licensee on behalf of a group or organization is a warranty and representation to the Municipality that the Licensee has sufficient power, authority, and capacity to bind the group or organization with his or her signature;
- (b) In consideration of being granted the use of the Land, the Licensee agrees to be bound by the terms and conditions of this Agreement and, if the Licensee represents a group or organization, the Licensee agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement;
- (c) The Licensee covenants and agrees to use the Land in accordance with the terms of use attached to this Agreement as Schedule "B";
- (d) This Agreement shall not be interpreted as granting any interest in the Land to the Licensee;
- (e) Waiver of any default by a party shall not be interpreted or deemed to be a waiver of any subsequent default.

## 20.0 INTERPRETATION

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

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

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

by its authorized signatories )

\_\_\_\_\_  
Mayor )

\_\_\_\_\_  
Director of Legislative Services )

by its authorized signatories )

\_\_\_\_\_  
Vancouver Island Raiders Football Club )

\_\_\_\_\_  
Vancouver Island Raiders Football Club )

**SIGNED, SEALED AND DELIVERED** )  
in the presence of: )

\_\_\_\_\_  
Witness (please print) )

\_\_\_\_\_  
Witness Signature )

\_\_\_\_\_  
Address )

\_\_\_\_\_  
Occupation )

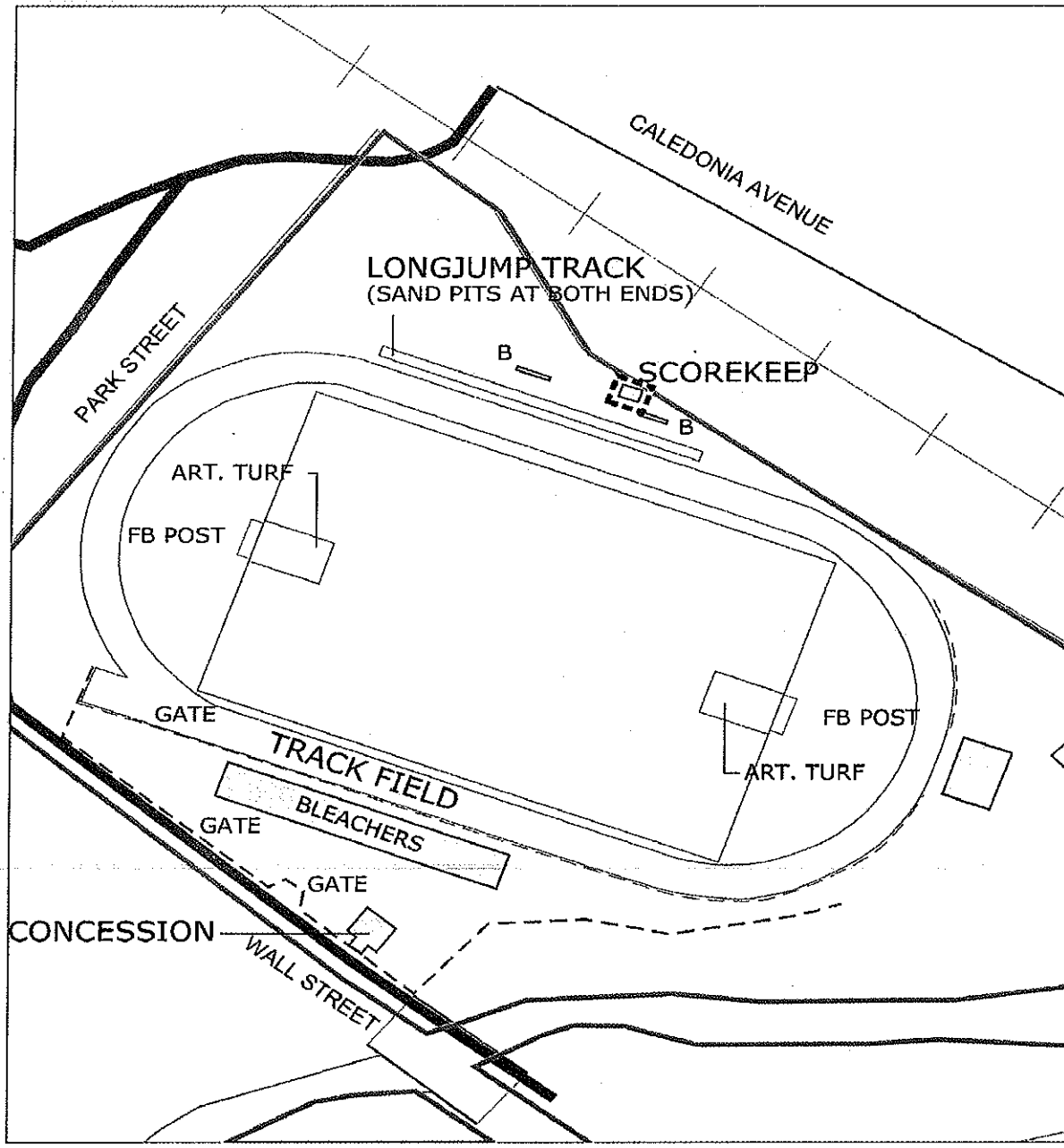
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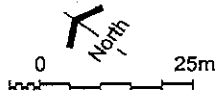


## SCHEDULE "A"

The Municipality is the owner of land located at 110 Wall Street, Nanaimo, British Columbia, described as: LOT D, SECTION 1, NANAIMO DISTRICT, PLAN 3142 - CALEDONIA PARK.



Date: June, 20010



**Schedule 'A' Licence of Use Agreement**  
**Caledonia Park** 110 Wall Street  
 Vancouver Island Raiders, A portion of Caledonia Park  
 for Media / Storage Building Use.  
 ----- Licence Area

This drawing is for not a legal survey, refer to City of Nanaimo, Engineering & Planning Department for more information.

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**SCHEDULE "B"****Terms of Use**

*[Other restrictions and conditions as appropriate, such as:]*

1. The Licensee shall ensure that the License Area is clean and litter free after every use of the License Area.
2. The Licensee will have exclusive use of the ground level storage.
3. The next level will be accessible for other user groups to use the media room for access to the score clock and times-keeper booth. User groups need to contact the Licensee prior to using this equipment. The upper level will also be accessible to user groups for viewing during their events.
4. The Licensee will have secure, exclusive use of the coach/spotter room on the second floor.
5. The Licensee shall use the premises for the purpose of conducting the sport of football and related events, socials and promotions thereto, and for no other purposes unless otherwise approved by the Municipality.
6. The City grants to the Licensee a right by way of license to use the land and for the purpose of the enjoyment and recreation of members of the public and for no other purpose.
7. The Licensee covenants with the City to pay all taxes, rates, duties and assessments. In addition the Licensee pays as they become due, all water, sewer, garbage, gas, oil, telephone and electric light and power used on the License area.
8. The Licensee will, at all times during the term of this Agreement, at its own cost and expense, repair, maintain and keep the License area in good order and repair.

## **LICENSE OF USE**

**THIS AGREEMENT** made the                      day of                      2010.

**BETWEEN:**

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

(the "**Municipality**")

**OF THE FIRST PART**

**AND:**

**VANCOUVER ISLAND EXHIBITION (VIE<sub>x</sub>) COMMUNITY GARDEN**  
#4 – 2300 Bowen Road  
Nanaimo, BC  
V9T 3K7

(the "**Licensee**")

**OF THE SECOND PART**

### **W H E R E A S :**

- A. The Municipality is the owner of land described in Schedule "A" to this Agreement (the "**Land**");
- B. The Licensee wishes to be granted this license of use to use the Land and the Municipality has agreed.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the premises and covenants and Agreements contained in this Agreement, the Municipality and the Licensee covenant and agree with each other as follows:

#### **1.0 RIGHT TO OCCUPY**

- 1.1 The Municipality, subject to the performance and observance by the Licensee of the terms, conditions, covenants and agreements contained in this Agreement and to earlier termination as provided in this Agreement, grants to the Licensee a right by way of license for the Licensee, its agents, employees, and invitees to use the Land and for the purpose of the enjoyment and recreation of members of the public and for no other purpose.

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## **2.0 RESERVATION OF RIGHTS**

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

## **3.0 LICENSE FEE**

- 3.1 In consideration of the right to use, the Licensee shall pay to the Municipality the sum of One Dollar (\$1.00), plus HST as per Section 5.1, in each year of the Term.
- 3.2 The Licensee shall pay to the municipality the sum of One Hundred Twenty Five Dollars (\$125.00), plus HST as per Section 5.1, upon the execution of this agreement.

## **4.0 TERM**

- 4.1 The Term of the License granted under this Agreement shall be from the 1<sup>st</sup> day of June, 2010 to the 31<sup>st</sup> day of May, 2015 unless earlier terminated under this Agreement.

## **5.0 TAXES**

- 5.1 The Licensee shall pay all taxes, rates, duties and assessments whatsoever, whether federal, provincial, municipal or otherwise charged upon the Licensee or the Municipality as a result of the Licensee's occupation of or use of the Land. Without in any way restricting the generality of the foregoing, the Licensee shall pay to the Municipality, H.S.T. of 12% on the Licence fee.

## **6.0 CONSTRUCTION**

- 6.1 The Licensee shall not construct or place any buildings or structures or make any improvements on the Land, unless prior to any construction, it has:
- (a) obtained the Municipality's approval in writing to the site plans, working drawings, plans, specifications, and elevations; and
  - (b) obtained a building permit from the local government authority having jurisdiction authorizing the construction of the buildings and structures set out in the permits and the plans and specifications attached to it; and
  - (c) obtained all required inspections, and the work shall be carried out at the cost of the Licensee; and
  - (d) delivered final as built drawings to the Municipality.

- 6.2 The Licensee shall not occupy the buildings without first obtaining an occupancy certificate.
- 6.3 The Licensee shall, at its cost, maintain any buildings, structures or improvements constructed or placed on the Land during the Term.

## **7.0 INDEMNIFICATION**

- 7.1 The Licensee releases and will indemnify and save harmless the Municipality, its elected and appointed officers, employees and agents from and against all lawsuits, damages, costs, expenses, fees or liability which the Licensee or any of them or anyone else may incur, suffer or allege by reason of the use of the Land by the Licensee or by any member of the public using any building, structure or improvement built or placed by the Licensee on the Land or the carrying on upon the Land of any activity in relation to the Licensee's use of the Land.

## **8.0 BUILDERS LIENS**

- 8.1 The Licensee will indemnify the Municipality from and against any liens for wages or materials, for damage to persons or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Licensee may make or cause to be made on, in or to the Land.

## **9.0 NOTICES**

- 9.1 It is hereby mutually agreed:

Any notice required to be given under this Agreement shall be deemed to be sufficiently given:

- (a) to be delivered at the time of delivery and
- (b) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:
  - (i) if to the Municipality:

**CITY OF NANAIMO**

Attention: Director of Parks, Recreation and Culture  
500 Bowen Road  
Nanaimo, BC V9R 1Z7

- (ii) if to the Licensee:

**VANCOUVER ISLAND EXHIBITION (VIEx)**

Attention: President  
#4 – 2300 Bowen Road  
Nanaimo, BC V9T 3K7

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or at the address a party may from time to time designate, then the notice shall be deemed to have been received forty-eight hours after the time and date of mailing. If, at the time of mailing the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lock-out or other labour dispute, then the notice may only be given by actual delivery of it.

## **10.0 TERMINATION**

- 10.1 If the Licensee is in breach of this Agreement, and if the default continues after the giving of notice by the Municipality to the Licensee, then the Municipality may terminate this Agreement and reenter the Land and the rights of the Licensee with respect to the Land shall lapse and be absolutely forfeited.

## **11.0 FORFEITURE**

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

## **12.0 FIXTURES**

- 12.1 Unless the Licensee upon notice from the Municipality removes them, all buildings, structures or improvements constructed on the Land by the Licensee shall at the termination of the Agreement, become the sole property of the Municipality at no cost to the Municipality.

## **13.0 REPAIRS BY THE MUNICIPALITY**

- 13.1 (a) If the Licensee fails to repair or maintain the Land or any building, structure or improvements on the Land in accordance with this Agreement, the Municipality may, by its agents, employees or contractors enter the Land and make the required repairs or do the required maintenance and the cost of the repairs or maintenance shall be a debt due from the Licensee to the Municipality;
- (b) In making the repairs or doing the maintenance the Municipality may bring and leave upon the Land the necessary materials, tools and equipment and the Municipality shall not be liable to the Licensee for any inconvenience, annoyance, loss of business or other injuries suffered by the Licensee by reason of the Municipality effecting the repairs or maintenance;
- (c) The Licensee releases the Municipality, its elected and appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Licensee may have against any or all of them in

respect of this Agreement or its performance or its breach except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of the Municipality, its elected and appointed officers, employees and agents.

#### **14.0 TREE CUTTINGS, EXCAVATIONS AND HAZARDOUS SUBSTANCES**

- 14.1 (a) The Licensee will not carry on or do or allow to be carried on or done on the land any cutting, clearing or removal of trees, bushes or other vegetation or growth or any excavation or disturbance of the surface of the Land and shall not bring on or deposit any soil or fill on the Land except with the written consent of the Municipality;
- (b) The Licensee will not bring on, deposit, store, spray or apply nor cause or permit to be brought on, deposited, stored, sprayed or applied on the Land or to any trees, bush or vegetation on the Land any chemical fertilizer, herbicide, pesticide or other chemical or petroleum product or any substance which is capable of contaminating the Land or any water on the Land.

#### **15.0 CLEAN UP**

- 15.1 At the end of the term, the Licensee shall clean up the Land and restore the surface of the Land as reasonably as may be possible to the condition of the Land prior to the commencement of the term of this Agreement.

#### **16.0 REGULATIONS**

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

#### **17.0 NO COMPENSATION**

- 17.1 The Licensee shall not be entitled to compensation for any loss or injurious affection or disturbance resulting in any way from the termination of the License or the loss of the Licensee's interest in any building, structure or improvement built or placed on the Land.

## 18.0 MISCELLANEOUS

- 18.1 (a) The Licensee warrants and represents that the execution of this Agreement by the Licensee on behalf of a group or organization is a warranty and representation to the Municipality that the Licensee has sufficient power, authority, and capacity to bind the group or organization with his or her signature;
- (b) In consideration of being granted the use of the Land, the Licensee agrees to be bound by the terms and conditions of this Agreement and, if the Licensee represents a group or organization, the Licensee agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement;
- (c) The Licensee covenants and agrees to use the Land in accordance with the terms of use attached to this Agreement as Schedule "B";
- (d) This Agreement shall not be interpreted as granting any interest in the Land to the Licensee;
- (e) Waiver of any default by a party shall not be interpreted or deemed to be a waiver of any subsequent default.

## 19.0 INTERPRETATION

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



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

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

by its authorized signatories

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Legislative Services

by its authorized signatories

\_\_\_\_\_  
Vancouver Island Exhibition (VIEx)

\_\_\_\_\_  
Vancouver Island Exhibition (VIEx)

**SIGNED, SEALED AND DELIVERED**  
in the presence of:

\_\_\_\_\_  
Witness (please print)

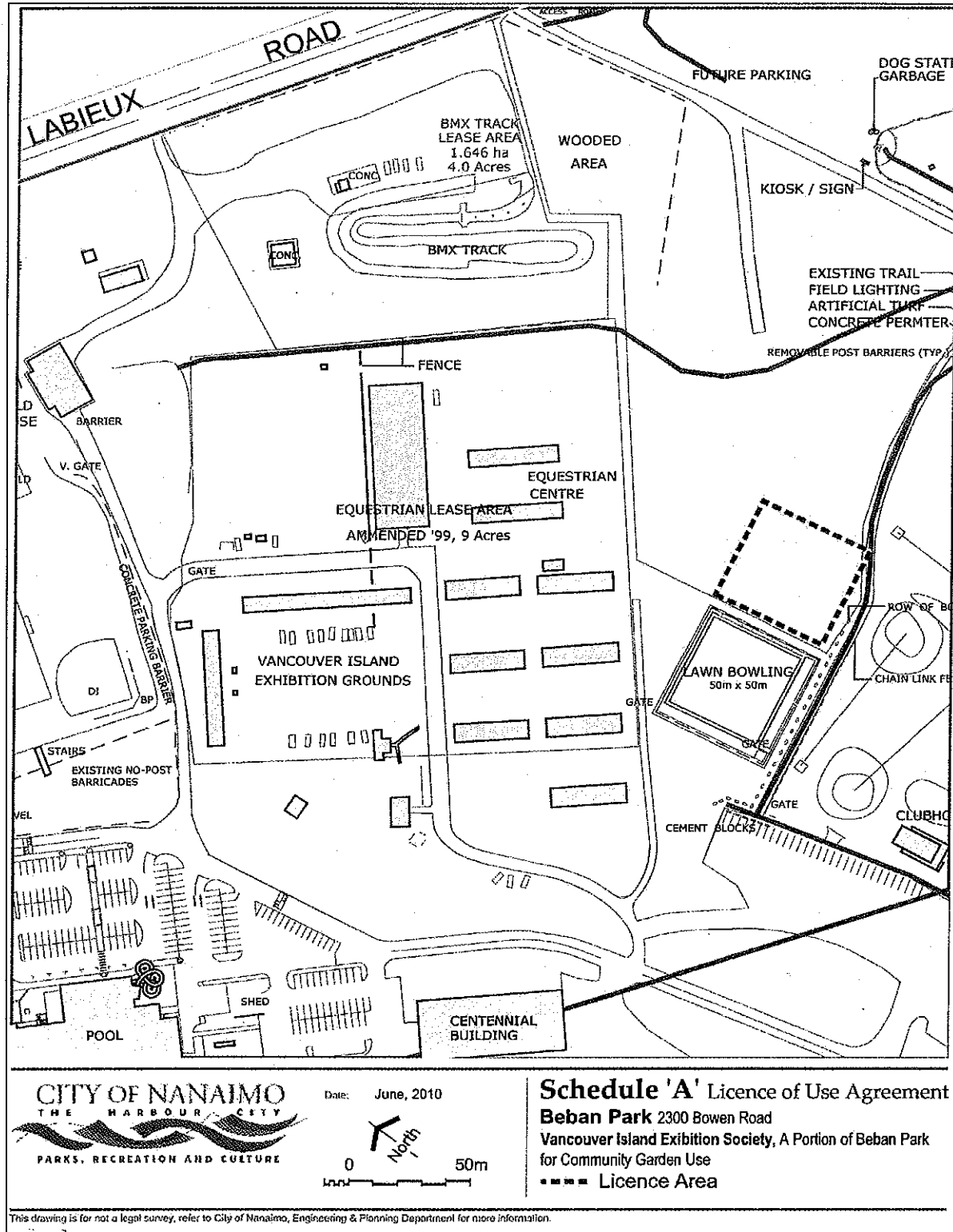
\_\_\_\_\_  
Address

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Witness Signature

## SCHEDULE "A"

The Municipality is the owner of land located at 2300 Bowen Road, Nanaimo, British Columbia described as: That Part of Lot 1, Sections 18 to 20, Range 7, Mountain District, Plan 27441, except those parts in Plans 40622 and 44255.



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## **SCHEDULE "B"**

### **Terms of Use**

*[Other restrictions and conditions as appropriate, such as:]*

1. The Licensee shall ensure that the Licence Area is clean and litter free after every use of the Licence Area.
2. The Licensee shall cooperate with the Municipality and other users of the Land to permit other persons and organizations to have access to the Land at reasonable times.
3. The Licensee shall use the License area for the purposes of a community garden consistent with the City's Community Garden Policy.
4. The City grants to the Licensee a right by way of license to use the land and for the purpose of the enjoyment and recreation of members of the public and for no other purpose.
5. The Licensee covenants with the City to pay all taxes, rates, duties and assessments. In addition the Licensee pays as they become due, all water, sewer, garbage, gas, oil, telephone and electric light and power used on the License area.
6. The Licensee will, at all times during the term of this Agreement, at its own cost and expense, repair, maintain and keep the License area in good order and repair.

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

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

**RE: MONTHLY REPORT FOR MAY 2010 – PARKS OPERATIONS**

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

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

- Two new dog off-leash parks have opened at Beaufort and Upper Colliery Dam Parks. To date, feedback has very been positive. Preparation for improvements to the existing Beban dog off-leash Park and a fall pilot project at Diver Lake Park are now beginning. Marketing of the pilot projects is also in full swing to get the word out within the dog owner community.
- Construction of the Bowen Outdoor Classroom project is complete. The site is already booked for summer weddings and four concerts and staff are working on summer marketing of the space. Trail improvements leading to the outdoor classroom are also underway.
- Staff has been completing a draft of the Updated Neck Point Park Master Plan. This draft is expected to be reviewed by Commission and staff and to be presented to the public for feedback in the summer.
- Temporary art installation submissions for Maffeo Sutton Park and McGregor Park are being reviewed. Installation in the parks is expected in June and will go through to the end of October.
- Staff are getting ready to begin the Harewood Centennial Park Improvement process. Base information and site plans are being prepared and grant applications are being submitted for planning and implementation funding.
- Carscadden Architect Inc. is developing concepts for the Maffeo Sutton Amenity building as Phase 2 of the Maffeo Sutton Park Improvements. Construction drawings are expected to be complete in June with quantity surveys and cost estimates.
- Staff are working with RDN Parks on regional park development cost charge (DCC) potential.
- Several subdivision and rezoning applications have been reviewed for trail and park acquisition.
- Staff are working with the Community Planning and the South End Neighborhood Association on drafting of the South End Neighborhood plan.

#### **VOLUNTEERS IN PARK**

- The Rockridge VIP playground installation was postponed due to saturated soils, but will be rescheduled in June.
- Start-up meetings were held at Salal and Cariboo Parks to initiate the VIP process. Cariboo Park is expected to appear at Commission in June and playground equipment for Salal Park has been tendered.
- Increased marketing materials and promotions of the Park Warden program are being planned to excite more interest in the program.
- An initial startup meeting was held at Applegreen Park. Over 15 families attended to learn about the potential for VIP improvements and playground development in the new subdivision.

For

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## **MAINTENANCE AND CONSTRUCTION**

- The office renovations at the NIC have been completed.
- Six exterior windows at the Centre for the Arts building on Commercial Street were replaced. The old original windows were leaking, causing damage to the walls and window frames in the Mystic Offices.
- The wood fibre playground surfacing has been topped up in several playgrounds.
- The tender for the Brechin Boat Ramp float replacement has gone out. Closing date is 2010-JUN-15.
- The Bastion restoration project has begun. The security fencing has been installed with work continuing throughout the summer. Completion date is estimated to be the beginning of September.

## **HORTICULTURE**

- Installations of annual planting and grass cutting have been the focus for the Horticulture crews.
- 370 hanging baskets and over 100 street plant inserts have been installed, as well as topiary animals in some City parks.

## **TURF AND PARKS**

- The final touches were put on Comox Field completing that project.
- Emery Way Park was renovated. Staff removed a section of the asphalt pad and the sand box, re-shaped the ground and seeded. There were also five birch trees that were removed due to disease.
- Area around the May Bennett tennis courts was cleaned up, removal of invasive plants and sightlines were improved.

## **TRAILS**

- Replacement of boardwalks and staircase at the south end of Jack Point Park is underway.

## **UTILITY**

- A new backflow device was installed on the water supply for the Bowen Outdoor Classroom.
- Two concrete pads were poured for picnic tables at May Bennett Park.
- A concrete ramp was installed at the Animal Shelter.
- A new K-9 Guzzler dog fountain was installed at the Beban Dog Off-Leash Park.
- A new drinking fountain was installed at the Harewood Centennial Park.
- All the white steel posts and chains were removed from Maffeo Sutton Park on the path to the Newcastle Ferry Dock. The posts and chains were originally installed to prevent vehicles from driving on the turf.
- The main waterline to the Maffeo Sutton Washroom burst. Portable toilets were brought in for the day of the repairs.

## **URBAN FORESTRY**

- Four Tree Removal Permits were processed including the residential development on Noye and Dunster Roads.

- Five Tree Management Plans are under review for various projects.
- Assisting in review of remediation plan for property on Norwell Drive where riparian zone was damaged by tree removal.
- Working with Bylaw Services on a file regarding illegal tree removal in a riparian zone at a residence on Ross Road. Charges are pending.
- Working with Bylaw Services regarding the illegal removal of trees and damage to the steep slope area of a property on Albatross Way just west of Seabold Park.
- Completed edit of Urban Forest Management Strategy as per recommendation by Parks, Recreation and Culture Commission. Final document now printed and ready for distribution to Nanaimo City Council.
- Assisting Public Works and Engineering Department – Water Resources Division to assess hazard trees and ways to mitigate those identified adjacent to the access road to the Jump Creek Dam.
- Plan in place for the removal of twenty-four Douglas-firs at Dunster Park and re-vegetation of the area after the bird nesting season sometime in July. Chatwin Engineering was hired to do a biologist report and they will revisit the site prior to any work being done.
- 101 phone calls received regarding questions and concerns about hazard trees, tree removals and general tree health and care. These calls resulted in 65 site visits.

#### **TRAIL COUNTS FOR MAY 2010**

<b>Park Sites</b>	<b>March Daily Average</b>	<b>April Daily Average</b>	<b>May Daily Average</b>	<b>May Peak Time Of Use</b>
Bowen Side Channel	52	65	72	2 PM – 3 PM
Westwood Lake Entrance (Vehicle Count)	188	212	224	4 PM – 5 PM
Oliver Woods Playground (Side Entrance)	45	53	46	3 PM – 4 PM
Oliver Woods Playground (Front Entrance)	62	72	65	3 PM – 4 PM
Pipers Spit	190	200	205	5 PM – 6 PM
Pipers Knoll	93	74	84	5 PM – 6 PM
Wellness Park	46	54	50	1 PM – 2 PM
Oliver Woods Trail	46	54	46	2 PM – 3 PM
Richards Marsh	50	52	54	2 PM – 3 PM
Third Street Park	107	126	137	4 PM – 5 PM
Neck Point Entrance (set for Vehicle count only)	80	108	135	12 PM – 1 PM
Neck Point (new trail)	142	158	177	12 PM – 1 PM
Off-Leash Dog Park Little Dogs	n/a	41	57	3 PM – 4 PM
Off-Leash Dog Park Big Dogs (side)	n/a	57	61	3 PM – 4 PM
Off-Leash Dog Park Big Dogs (main)	n/a	72	74	3 PM – 4 PM

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**CITY OF NANAIMO - ANIMAL SERVICES DIVISION  
 PARK REPORT - MAY, 2010**

<b>Park/Beach</b>	<b># of Patrols</b>	<b>Dogs Encountered</b>	<b>Verbal Warnings</b>	<b>Written Warnings</b>	<b>Tickets Issued</b>
Beaufort	6	4	0	0	0
Beban	1	0	0	0	0
Bowen Park	15	14	0	1	0
Brookwood	1	0	0	0	0
Colliery Dam	19	59	2	0	2
Departure Bay	20	11	0	2	4
Divers Lake	7	2	0	1	0
Groveland Park	7	5	0	0	0
Gyro # 1	2	0	0	0	0
Gyro #2	1	0	0	0	0
Harry Wipper	1	3	1	0	0
Long Lake	1	0	0	0	0
Maffeo Sutton	13	79	0	0	0
May Richards Bennett	9	6	1	2	0
Neck Point	24	132	3	10	0
Pipers Lagoon	28	110	4	1	2
Westwood Lake	22	204	4	8	4
Linley Valley	1	0	0	0	0
Northfield Park	1	0	0	0	0
Cathedral Grove	3	1	0	0	0
Chase River Estuary	1	0	0	0	0
Planta Park	1	0	0	0	0
Morning Side Park	1	0	0	0	0
<b>Totals</b>	<b>185</b>	<b>630</b>	<b>15</b>	<b>25</b>	<b>12</b>

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## VANDALISM REPORT FOR MAY, 2010

### BUILDING AND ENGINEERING R&M

• Graffiti removal and painting	\$ 2,882.24
• Wire theft at Bowen Tennis Courts	\$ 3,974.63
• Replace broken window at Port Theatre	\$ 3,381.41
• Repair broken camera at Merle Logan	\$ 1,188.68
• Replace vandalized tree	<u>\$ 135.00</u>

COST **\$11,561.96**

### MATERIALS AND SUPPLIES

• Misc Supplies	<u>\$ 849.28</u>
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COST **\$ 849.28**

### LABOUR AND FLEET (City Vehicles)

COST **\$ 517.20**

**TOTAL COST \$12,928.44**

A broken window at the Port Theatre was a big ticket item this month. Wire theft at Bowen Park Tennis Courts, vandalized trees on Victoria Crescent and a security camera damaged at Merle Logan made up the other items. Graffiti at Diver Lake seems to be the hot spot this past month. The tennis practice wall has been a favourite location. Other sites include: May Bennett Park; Gyro Park; Maffeo Sutton Park; Barsby Park; Colliery Dam; Waddington Park; Harewood Lacrosse Box; and, Brannen Lake.



**REPORT TO: RICHARD HARDING, DIRECTOR, PARKS, RECREATION & CULTURE**  
**FROM: SUZANNE SAMBORSKI, SENIOR MANAGER, RECREATION & CULTURE SERVICES**  
**RE: MONTHLY REPORT – MAY 2010 – RECREATION AND CULTURE SERVICES**

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***Recreation and Culture***

Over 1,624 Harbour City Seniors' memberships have been sold since 2009-NOV-01, with 38 being sold in May. Four Thursday Special Events took place with an average of 104 participants attending each. Eight van trips were held in May with 95 seniors participating. Fitness classes are running with an average of 30 participants per session.

Fourteen (14) Arts and Culture programs began in May, with 83 registrants. School pottery lessons were promoted with school swim and skate lessons in a flyer that was delivered to district elementary schools. Three schools registered for pottery lessons. *Punjabi Favorites, Thai Cooking, Simple Ravioli, Indian Head Massage, Drawing & Shading* and *Japanese for Children* were all popular.

Seventy-four (74) preschoolers participated in drop-in programs at Oliver Woods Community Centre (OWCC) in the spring. Drop-in is only available in preschool programs that are not at maximum capacity. *Tee Fun for Wee Ones Golf* program is very popular with an extra session being offered to accommodate a waitlist. The summer preschool windup will be held 2010-JUN-25 at Nanaimo Aquatic Centre (NAC). The *Success By 6* program (formerly the Mother Goose Program), meets at OWCC, with the Child Development Centre, School District 68, Success by 6, Triple P Parenting, Ministry of Child and Family Services and PacificCARE all being key players.

Children's *Survivor Kids* and *Skimboarding* are both full with waitlists.

The new *Adventure in Eco Arts* camp is close to full. The *Steve Nash Basketball* program, which was cancelled last spring due to lack of interest, is running this spring with 63 registered. This ten-week youth program includes a combination of instruction and league play.

Fifty-four (54) youth are registered in the Spring/Summer LIT program, and 22 in QUEST. Presentations are being done in schools to encourage participation in the programs.

Over 1,478 LEAP applications have been processed in the first five months of 2010, compared to 1,026 for the same period in 2009.

***Arenas***

Only Cliff McNabb Arena has ice at this time, with Nanaimo Ice Centre (NIC) 1 and 2 being dry floor. Frank Crane Arena is closed for renovations. Of the three arenas in operation, 54% of hours booked and 42% of attendance overall were at Cliff McNabb. It is booked on average 81% of the time available each week with maintenance filling the remaining available time.

Skating programs saw an increase in registrations from 1,532 in 2009 to 1,978 in 2010, a 29% increase over last year. Public skate sessions increased from 962 in 2009 to 1,331 in 2010, a 38% increase.

NIC is operating two dry floors and is hosting Minor Lacrosse, Master Lacrosse, Junior A & B Timbermen, Senior A & B Timbermen and the Intermediate Timbermen teams. Sharkey's on Ice is open for Minor Lacrosse and Senior A games. All Junior and Senior Timbermen teams are utilizing the Primary Liquor license with beer and wine available during games.

The ice user meeting is tentatively scheduled for 2010-JUN-29 to coincide with the slab pour at Frank Crane Arena.

### **Aquatics**

In May, there were 715 participants enrolled in lessons at Beban and NAC compared to 627 in 2009.

May was dominated by the Canadian Masters Nationals which took place 2010-MAY-14 to 2010-MAY-16 and all the set up that went along with it. Extra public sessions were added at Beban Pool to accommodate people displaced by the swim meet. Volunteers did an excellent job of running the meet, with an outstanding effort by aquatic staff in hosting at their facility. The new score clock ran perfectly.

The following weekend, 2010-MAY-21 to 2010-MAY-24, the Riptides had a swim meet with everything running well there as well. The swim club once again praised the staff for all their help during the meet.

Special events in May included a Mother's Day event and *Pirates Away* at Beban and *Spring Family Fun* at NAC. There were games and crafts at these events. An event for National Lifejacket Day took place at Beban and National Lifejacket Awareness week activities took place at both pools.

### **Maintenance**

Beban RINc Grant arena improvements are underway. Construction on the exterior is progressing and work will begin in the Social Centre in July. Staff completed a two-day shutdown at NAC:

- Re-piped the domestic hot water tanks in the upper mechanical room.
- Re-piped the main water regulator for the facility.
- Added new pneumatic compressor for the upper mechanical room domestic hot water valve, air handling units 1 and 2, and the hot water coil valve.

### **Marketing**

Marketing projects included:

- *Nanaimo...It's a Lifestyle* messaging.
- 101 Things to Do and See in Nanaimo.
- Week-at-a-Glance running weekly on the City website, Facebook, and Twitter.
- Preparation of a Special Occasion Brochure (i.e. weddings) that will feature some of the City's most popular spots.
- Developing a Summer Camp Marketing Plan.

Communications projects included:

- Continued communication with Facebook fans and followers on Twitter. Currently the City has 2,193 fans on Facebook and 543 followers on Twitter.
- A Social Media and Marketing presentation to the Culture Forum on 2010-May-18 and to the Parks, Recreation and Culture Commission on 2010-MAY-26.

Media promotions and/or releases included:

- News Bulletin Monthly Feature Article – *Summer Camp Leaders Deliver Great Experience* which appeared on 2010-May-14.
- Co-ordination of staff profile with reporter.
- 2010 Canadian Masters Long Course Swimming Championships at NAC; Athletic Accomplishments Recognized; Cultural Forum Announced; Healthamongus 2010; Olympic Banners for Sale.
- One informal media invitation: NAC score clock installation (photo opportunity).
- Staff attended a brief training session 2010-MAY-21 on the new score clock.

**Special Events**

- **Canada Day:** There are 17 Interactive Booths confirmed and a location map is being sent out next week. LIT/Quest Coordinator now on Committee and will be supervising approximately 40 youth who are volunteering at this event.
- **Healthamongus:** 2010-MAY-03 to 2010-MAY-07 4,400 school district children participating. Staff was recruited from Vancouver Island University. Feedback forms indicated that there needs to be a better recycling program at the food station. Nanaimo Recycling Exchange will be approached to assist with this in the future.
- **OWCC Anniversary Open House:** An open house was held 2010-MAY-29 at the Oliver Woods Community Centre celebrating its 2<sup>nd</sup> Anniversary. This well attended event was open to the public and provided a wide variety of free program samplers including gym sports, fitness, wellness, and art programs for all ages. Live music, draw prizes and refreshments all added to the festive atmosphere.
- **Bike to Work Week:** 2010-MAY-31 to 2010-JUN-06.
- **Terry Fox Run:** The Terry Fox Run is scheduled for Sunday, 2010-SEP-19. This year will be the 30<sup>th</sup> Anniversary of the run and will utilize the same course as in 2009. The race will start at NAC and go through Colliery Dam and back to NAC.
- **Summer Concert Series:** Bowen Park Amphitheatre and Maffeo Sutton Park will host a Summer Concert Series during July and August. Several local bands will perform.

**Community Development**

Staff hosted a Youth Advocates meeting in May, with Megan Noakes doing a Social Media presentation.

May was a very busy month in the Social Centre. Significant events included the Island Fantasy Ball, Multicultural Health Fair, Rotary Club James Bond Night, Nanaimo Pottery Co-op Show & Sale, Snuneymuxw First Nation Graduation Ceremony, School District 68 Jazz Affair, North Pacific Song Festival Banquet, and the Vancouver Island Water Watch Conference.

Staff coordinated the 2010-MAY-19 PRCC awards presentation ceremony. The Commission recognizes athletes participating at a Provincial or Western Canadian level who have placed first in their field of endeavor.

The 2010-MAY-02 fundraising event held by the Nanaimo Fish Hatchery was successful with approximately 400 in attendance. PRC will collaborate with partners for a River/Parks Day Event on 2010-SEP-25. The "Day of Celebration" will take place at Bowen Park on the side channel with educational sessions, work parties, lectures, music and interactive booths.

The Park Warden Program has developed into invasive species removal. Many groups want to do their part. The Parks Warden program marketing will continue and will be in the leisure guide as a registered program.

Arts, Culture and Heritage Guide planning continue. This document will be produced in-house with the assistance from the Port Theatre, Museum and Art Gallery staff. We are aiming for a January 2011 release.

### May Statistics

#### Front Desk:

	2009	2010	Difference
<u>Numbers</u>			
Registrations	2,979	2,783	-196
REC Passes	142	146	4
Economy Tickets	8,664	9,107	443
<b>TOTAL:</b>	<b>11,785</b>	<b>12,036</b>	<b>251</b>
<u>Sales</u>			
Registrations	244,475	176,675	-67,800
REC Passes	22,251	30,834	8,583
Economy Tickets	30,537	30,753	216
<b>TOTAL:</b>	<b>\$297,263</b>	<b>\$238,262</b>	<b>-\$59,001</b>

#### Arenas:

	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	72.75	64.50	1,331	1,032
Lessons: Department programs and Schools:	87.50	85.75	1,978	1,532
League Rentals:	322.50	327.50	14,857	14,148
Other/Casual:	188.50	326.25	7,848	7,984
<b>TOTAL:</b>	<b>671.25</b>	<b>804.00</b>	<b>26,014</b>	<b>24,696</b>

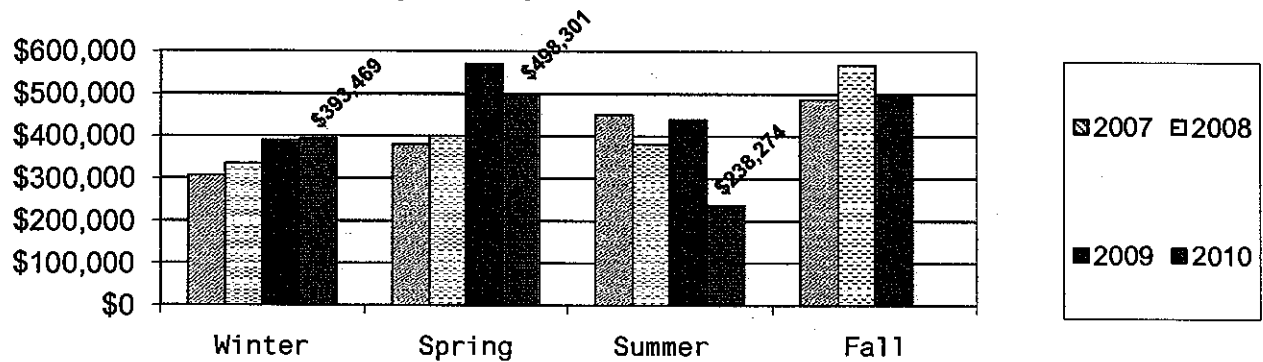
<u>Hours:</u>		<u>Attendance:</u>	
FCA -	0	FCA -	0
NIC 1 -	144.75	NIC 1 -	8,691
NIC 2 -	167.25	NIC 2 -	6,381
CMM -	359.25	CMM -	10,942
<b>Total -</b>	<b>671.25</b>	<b>Total -</b>	<b>26,014</b>

#### Receipts:

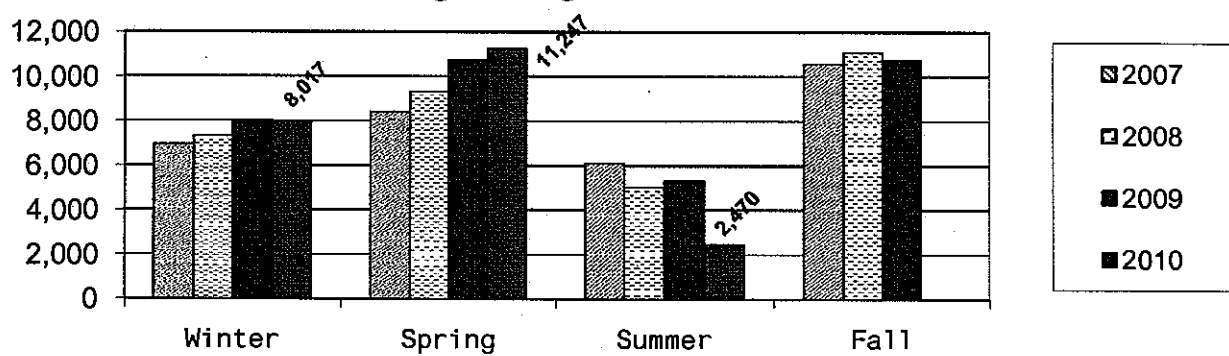
May 2009: \$504,381  
 May 2010: \$463,513

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

**Program Registration Revenue**



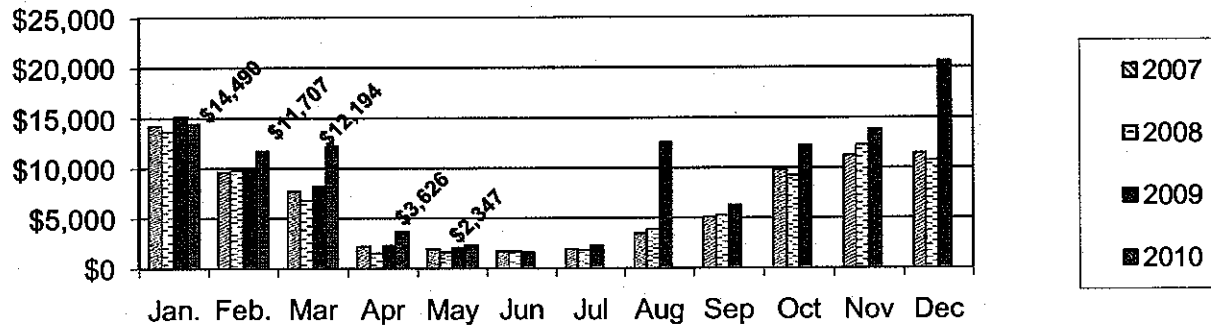
**Program Registrations\***



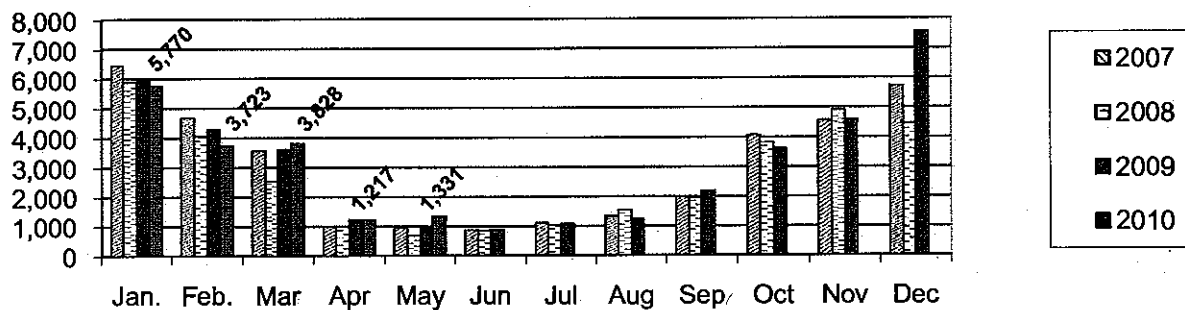
## Summary of Recreation And Culture Services - May 2010

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

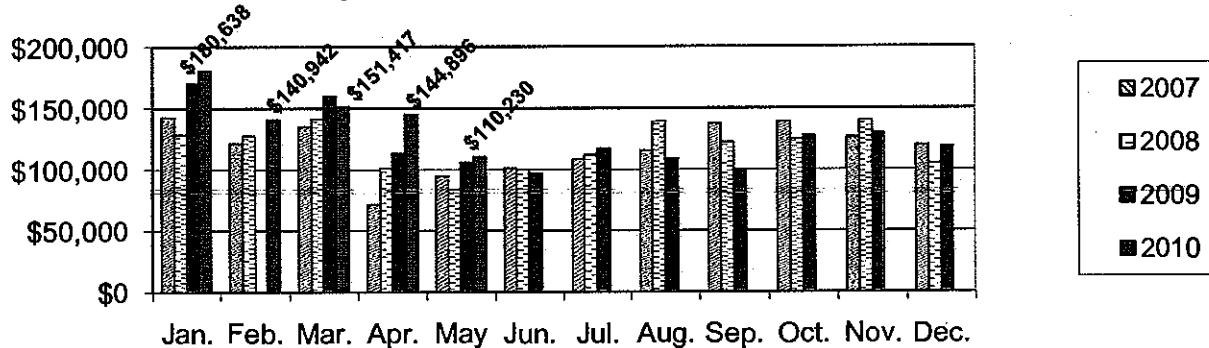
### Arena Public Skate Revenue



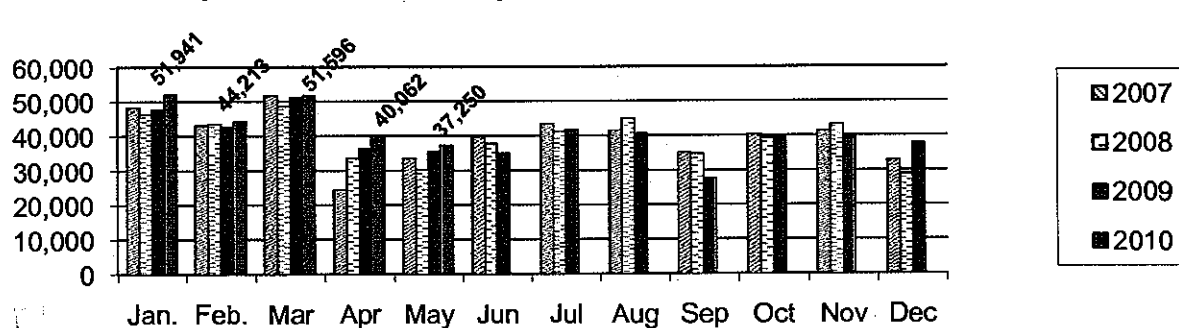
### Arena Public Skate Admissions



### Aquatic and Fitness Gym Revenue



### Aquatic and Fitness Gym Public Admissions



MINUTES OF NANAIMO HARBOUR CITY SENIORS - ANNUAL GENERAL MEETING

May 19, 2010

Call to Order

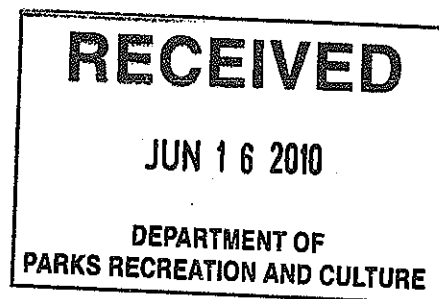
President Lynda Avis called the meeting to order at 10 a.m.

Members Attending

25 members signed in.

Changes/Additions to the Agenda

None.



Adoption of Agenda

Moved by Bruce Avis, seconded by Colleen Evans, that the agenda be accepted as presented. CARRIED

Introduction of Current Board of Directors

President Lynda introduced the current members of the Board.

Minutes of 2009 AGM

It was moved by Doug Vannatter, seconded by Hale Yardley, that the minutes be accepted as read. CARRIED

Business Arising from the Minutes

- 1) Registered Charity Status - Lynda reported that we have successfully become a registered charity.
- 2) Summer Dance - was cancelled due to lack of support.
- 3) Website - David Burns, our webmaster, is doing a terrific job of keeping the website updated and it has been well-received.
- 4) Wellness Park - was officially opened last June and is being well used.

Correspondence

None.

Financial Report

See attached report.

Anne Smith, Treasurer, fielded a number of questions from the members re the financial report.

It was moved by Anne Smith, seconded by Jane Adkins, that the Financial Report be accepted. CARRIED

**REPORTS:**

**Publicity**

See attached report.

**Program**

Miriam Peacock reported on the successful Mediterranean Medley event held in March and asked for suggestions for a further event in the fall.

**City Seniors Coordinator**

See attached report.

**Manager of Bowen Centre**

Bob Kuhn spoke briefly to the members and outlined the changes which will be made in personnel in the near future: Dick Jung is retiring and will be replaced by Megan Oakes; Brian Sugiyama will be moving to Beban Park and will be replaced by Michelle Duerksen.

**President's Report**

See attached report.

**Election of Board of Directors - 2010-2011**

President	Lynda Avis
Vice President	Miriam Peacock
Secretary	Pat Foley
Treasurer/Past President	Anne Smith
Directors	Jane Adkins
	Colleen Evans
	Bob Davies
	Sally Monteith

The above members were all returned by acclamation.

Hale Yardley agreed to stand for the vacant Director's position and was elected by acclamation.



New Business

- 1) Fund-raiser – 2<sup>nd</sup> Wellness Park at Bowen Park. The original Wellness Park at Oliver Woods cost \$150,000. so the fund-raising for the second one will be a major job. It was noted that the 50/50 tickets sold at the Thursday events bring in about \$40/time. Doug Vannatter made several fund-raising suggestions: e.g. a local car dealership could be approached to donate a vehicle, a get-away package could be another prize, and tickets could be sold for this. It was suggested that the 50/50 draw could be enlarged by having the volunteer at the desk in the lobby sell tickets – volunteers would be needed for this.
- 2) Attendance sheets at events – There was a lively discussion re the City's imposed attendance sheets which need to be filled out for every program or activity. The taking of attendance is supposed to clarify valid memberships or non-memberships among participants. Not all groups have a co-ordinator (i.e. badminton) so this can cause a problem. Any new members to an event could be referred to the front desk and the status of the individual's membership will be checked.
- 3) Brian Sugiyama's Announcement – Brian thanked the Directors and the members for the 11 years he has spent at Bowen Park and said he is looking forward to the new challenge. He encouraged everyone to welcome his replacement, Michelle Duerksen.
- 4) Suggestion Box – Bob Davies advised the members that the suggestion box in the lobby is checked regularly and all submissions are replied to.
- 5) Advertising of Upcoming Events – David Burns said there needs to be more advertising of upcoming events.
- 6) Volunteers – are badly needed. David Burns suggested that the Volunteer Coordinators and Volunteer Instructors of our programs/activities should receive some recognition beyond the Volunteer Lunch put on each year by the City. Perhaps the NHCS website/newsletter could be a vehicle for this recognition.

Adjournment

Meeting adjourned at 11:05 a.m.

/pf

2010.05.22

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

June 4<sup>th</sup>, 2010

In Attendance

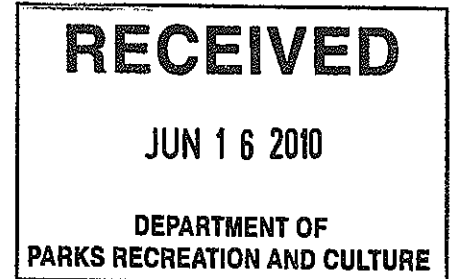
President Lynda Avis in the Chair, Sally Monteith, Anne Smith, Jane Adkins, Miriam Peacock, Bob Davies, Hale Yardley, Colleen Evans, Pat Foley, Brian Sugiyama, Michele Duerksen.

Call to Order

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

Changes/Additions to the Agenda

- 1) Lockers for Volunteers – was added to "New Business".
- 2) OAP Disposal of Property – was added to "New Business".



Adoption of Agenda

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

Introduction of New City Senior Co-ordinator

Lynda welcomed Michele Duerksen who has taken over the position of City Senior Co-ordinator. The Directors introduced themselves and added their welcome to Michele.

Minutes of Last Meeting

M/S/C That the minutes of the May 7<sup>th</sup>, 2010 meeting be adopted as read.

Business Arising from the Minutes

- 1) Report re VIU student appointment to the Board for 2010-11 – Lynda read out her ideas for this position, namely:
  - a) attend monthly meetings, starting in September
  - b) participate in the Program Committee
  - c) act as intergenerational source
  - d) act as a resource for special projects
- 2) 50/50 Draw – Anne advised that she has purchased a license, which carries an annual fee of \$25.00. Discussion ensued on the draw and how it is done – is it to be a fund-raiser or a social event? It was agreed that Sally would be given free rein to do the 50/50 Draw as she sees fit. Colleen volunteered to help as needed.

Correspondence

Lynda stated she had filed our annual Society Annual Report and enclosed the necessary \$25.00 filing fee.

Financial Report

M/S/C That the Financial Report be accepted as distributed.

COMMITTEE REPORTS:

Program

Miriam will call a meeting of the committee during the summer. Our next event will not conflict with the Wellness Fair scheduled for October 7<sup>th</sup> at Beban Park.

Publicity

Sally reported that the NHCS website continues to receive lots of good information. A special thank you went to Inge Von Stackelberg for her ongoing efforts to provide us with both information and photos of NHCS activities.

Sally sent a thank you letter to the Port Theatre for providing theatre tickets for some of our seniors to attend functions.

Seniors' Coordinator

- Brian gave his last report to the Board as he is transferring to Beban Park.
- A total of 1624 memberships have been sold since November 1<sup>st</sup>.
- Brian co-ordinated the Healthamongus event May 3-7 at Beban Fields, where a total of over 4,000 children from grades K-7 participated in activities for each morning.
- Brian participated in the hosting of the Oliver Woods second anniversary event on May 29<sup>th</sup>. Many seniors attended sample classes and the day resulted in some new memberships sold.

New Business

- 1) Summer Meeting with Mayor Ruttan - Lynda will contact the Mayor's secretary to arrange our annual meeting with the Mayor. It was suggested a Tuesday or Wednesday at 9 a.m. in August would be preferable.
- 2) AGM Discussion re Van Trips/Bus - This item was brought up at the recent AGM. Brian reported that the bus will be kept until June 2011, will be used 2-3 times a week, and will continue to be shared with other City users.
- 3) Goals and Objectives for 2010-11 - Lynda asked that all Directors give some thought during the summer to what they would like to see happen in the new year. In September this will be discussed and four Goals & Objectives will be agreed upon.

.....cont'd.

New Business (...cont'd.)

- 4) NHCS Organized Overseas Trip – Lynda had an idea of having an organized trip for interested members. Miriam and Lynda will work on drawing up a survey that will be given out to members who could indicate where they might like to travel to.
- 5) Lockers for Volunteers – Sally said she would like to see a bank of lockers placed somewhere in the general lobby area where volunteers could safely lock up their purses. Michele will discuss this with Bob Kuhn to see if such a location for approximately 6 lockers could be arranged.
- 6) OAP Society – Disposal of Property – Hale said there is a group of pensioners who meet regularly and who have clear title to a property at 2465 Labieux Rd., which they would like to dispose of. The next meeting of this group is scheduled for June 8<sup>th</sup> at 12 noon, and Lynda and Miriam indicated they will attend this meeting to hear their proposals.
- 7) THANK YOU – Brian thanked the Directors for their support over the years he has worked as our Seniors' Coordinator.

Adjournment

The meeting adjourned at 10 a.m.

Next Meeting

Friday, September 10<sup>th</sup>, at 9 a.m. in the Board Room.

/pf

2010.06.06

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