

**AGENDA FOR THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
TO BE HELD IN THE ROTARY FIELD HOUSE
850 THIRD STREET, NANAIMO (ACCESS OFF SECOND STREET)
WEDNESDAY, 2010-JAN-27, COMMENCING AT 7:00 P.M.**

1. CALL THE REGULAR MEETING OF THE PARKS, RECREATION AND CULTURE COMMISSION TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

Motion to adopt the agenda as amended.

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2009-NOV-25, at 7:00 p.m., in the Bowen Park Complex Conference Room.

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001-010**

Motion to adopt minutes of 2009-NOV-25.

- (b) Minutes of the Special Parks, Recreation and Culture Commission Meeting held Tuesday, 2010-JAN-05, at 3:30 p.m., in the Bowen Park Complex Conference Room.

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011-013**

Motion to adopt minutes of 2010-JAN-05.

5. PRESENTATIONS:

6. DELEGATIONS: (10 MINUTES)

Motion to receive the following delegations:

- (a) Mr. Drew Cooper, General Manager, Pacific Sport, 900 – 5th Street, Nanaimo, BC V9R 5S5, providing a power-point presentation updating recent activities over the past year and an overview of community-based initiatives.

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014**

- (b) Ms. Debbie Trueman, General Manager, Nanaimo Museum, 100 Museum Way, Nanaimo, BC V9R 5J8, providing a power-point presentation on the Nanaimo Museum.

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- (c) Mr. Al O'Donnell, on behalf of the Rockridge/Avonlea Park Development Committee, making a formal request to participate in the "Volunteer in Parks" (VIP) program by installing a playground and improve space provided by the Park. Presentation to include power-point slides showing proposed stages of park development, estimated costs, current photos of park site, current fundraising totals, plan for future fundraising and request for granting from the Parks, Recreation and Culture Commission.

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LATE DELEGATIONS: (5 MINUTES)

7. **CHAIRMAN'S REPORT:**

- (a) B.C.R.P.A. Symposium 2010 (2010-MAY-12 to 2010-MAY-14, Penticton Trade and Convention Centre). (PRCC members will need to advise if they wish to attend in order that bookings can be made.)
- (b) Property Gifting – 5978 Icarus Drive, Nanaimo (referred by Council at their meeting held 2009-DEC-14).

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020-023

Staff's Recommendation: That the Parks, Recreation and Culture Commission advise Council that this gifted property be added to the City of Nanaimo parks system and be identified as Parkland, level PRC 1.

- (c) Ms. Deb Kennedy from The Nature Trust provided a presentation to Council at their meeting held 2010-JAN-11, regarding the "Voices of Nature" concert and requested sponsorship from the City in the amount of \$3,000.00 to assist with the costs of the Concert. Students from Seaview Elementary School performed a song from the Concert. It was moved and seconded that the request from The Nature Trust for sponsorship from the City in the amount of \$3,000.00 to assist with the costs of the Voices of Nature Concert be referred to the Parks, Recreation and Culture Commission. The motion carried unanimously.

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Staff's Recommendation: That the Parks, Recreation and Culture Commission refer this matter to the Cultural Committee for review under the Arts, Cultural and Festival Events Funds Grants.

8. **REPORTS OF ADVISORY COMMITTEES:**

- (a) Parks Committee. Commissioner Sparkes to report on the meeting held 2010-JAN-14.

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- (i) Dog Off-Leash Parks

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031-042

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend Council approve the phase-in implementation plan as follows:

Priority 1 - Beban Park (Schedule A)
(2010) - Beaufort Park (Schedule B)
- Diver Lake Park (Schedule C) (Seasonal: Oct 1 - May 31)
- Colliery Dam Park (Schedule D) (Dawn – 10:00 a.m. daily)

Priority 2 - Nanaimo Ice Centre (Schedule E)
(2011) - Northfield Rest Area (Schedule F)
- Groveland Park (Schedule G)

Priority 3 - Neck Point Park (Schedule H)
(2012) - Linley Valley Park (Schedule I)

All proposed off-leash parks will be implemented for a one-year trial basis following which the success will be evaluated.

(ii) Loudon Park Improvement Plan-Update

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RECOMMENDATION:

That the Parks Committee recommend that the Parks, Recreation and Culture Commission adopt the amended Loudon Park Improvement Plan.

- (b) Recreation Committee. Commissioner Johnstone to report on the meeting held 2010-JAN-13.

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Community Program Development Grant

It was moved and seconded that the Parks, Recreation and Culture Commission write a letter to Council requesting that Council find funding for the Cedar District 4-H Club Barnyard program, in the maximum amount of \$5,000.00, for the year 2010 with the caveat that the Cedar District 4-H Club actively seek future funding and sponsorship from other sources. The motion carried unanimously.

It was moved and seconded that the "Application Criteria", contained within the "Community Program Development Grant Guidelines and Application for Funding" document be amended to read *"Preference will be given to new applications. Applications for the same project or program funding in consecutive years will be considered where there is clearly identified change or expansion of the project or program, or, where there is proven need to sustain the program"*. The motion carried unanimously.

It was moved and seconded that the application deadline in the "Community Program Development Grant Guidelines and Application for Funding" document be amended from March 15th to February 15th. The motion carried unanimously.

- (c) **Cultural Committee.** Commissioner Avis to report on the Special Grant Review meetings held 2009-NOV-19, 2009-NOV-23, and 2009-NOV-26, and the regular meeting held 2010-JAN-06.

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068-074

(i) **Cultural Operating Grants:**

GROUP	REQUESTED	RECOMMENDED
A Capella Plus Choir Society	\$ 5,000	\$ 2,300
Arts Alive	\$ 2,000	\$ 1,800
Arts Council	\$ 15,000	\$ 10,050
Blues Festival Society	\$ 10,000	\$ 7,880
Centre for the Arts Society	\$ 7,800	\$ 6,190
Chamber Orchestra	\$ 7,080	\$ 3,230
Conservatory of Music	\$ 10,000	\$ 7,200
Crimson Coast Dance	\$ 18,000	\$ 14,800
Francophone Association	\$ 10,000	\$ 9,531
Malaspina Choir	\$ 2,600	\$ 2,360
Nanaimo Concert Band	\$ 8,000	\$ 4,790
Nanaimo Tidesmen Barbershop Chorus	\$ 2,000	\$ 1,550
Pacific Institute of Bagpiping	\$ 3,000	\$ 2,105
TheatreOne	\$ 28,000	\$ 28,000
Tozan Cultural Society	\$ 7,500	\$ 6,595
Vancouver Island Symphony	\$ 59,300	\$ 59,300
Western Edge Theater	\$ 14,500	\$ 6,460
TOTALS:	\$ 209,780	\$ 174,141

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Cultural Operating Grant recommendations. The motion carried unanimously.

(ii) **Arts, Cultural and Festival Events Grants:**

GROUP	REQUESTED	RECOMMENDED
African Heritage Black History Celebration	\$ 2,500	\$ 745
Arts Council- Short Film Festival	\$ 3,000	\$ 1,635
Art Gallery Festival of Banners	\$ 6,000	\$ 1,120
Ballroom Dance- Island Fantasy Ball	\$ 5,000	\$ 2,145
Beat of the Street- Little Woodstock Fest.	\$ 2,000	\$ 785
Blues Society- Summertime Blues Fest	\$ 1,500	\$ 855
Botanical Garden- Celebration of Island Gardening	\$ 1,500	\$ 810
Canada Day 2010	\$ 2,500	\$ 1,640
Celtic Performing Arts - Celt Fest	\$ 10,000	\$ 1,905
Child Development- Silly Boat Regatta	\$ 1,000	\$ 830
Coaltown Festival	\$ 3,000	\$ 1,090
Crimson Coast- Voices in Motion, Bodies That Sing	\$ 3,000	\$ 2,475
Francophone- Maple Sugar Festival	\$ 10,000	\$ 3,975
Friends of Nanaimo Jazz- A Jazz Affair	\$ 5,000	\$ 2,075
Harbour City Jazz Fest	\$ 3,500	\$ 1,175
Highland Dance Competition	\$ 2,500	\$ 1,075
Malaspina Choir 40th Anniversary Celebration	\$ 1,500	\$ 950
Men's Resource Center- Fathers Day in the Park	\$ 5,000	\$ 1,035
Nanaimo Quilters Guild- Material Magic Quilt Show	\$ 8,000	\$ 1,660
Vancouver Island Symphony in the Harbour	\$ 7,500	\$ 5,540
TOTALS:	\$ 84,000	\$ 33,520

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Arts, Cultural and Festival Events Grants recommendations. The motion carried unanimously.

- (d) **Grants Advisory Committee.** Commissioner Burnett to report on meetings held since 2009-NOV-25.
- (e) **Plan Nanaimo Advisory Committee.** Commissioner Lance to report on meetings held since 2009-NOV-25.
- (f) **Social Planning Advisory Committee.** Commissioner Cowling to report on meetings held since 2009-NOV-25.
- (g) **Port Theatre.** Monthly reports for November and December 2009.
- (h) **Nanaimo Art Gallery.** Monthly reports for November and December 2009.
- (i) **Nanaimo Museum.** Monthly report for November/December 2009.

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083-084

Motion to receive all Advisory Body reports.

9. **STAFF REPORTS:**

(a) **TRAVEL ASSISTANCE APPLICATION
FROM THE WELLINGTON SECONDARY BAND.**

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Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the Wellington Secondary Band in the amount of \$2,000.00.

Motion to adopt the recommendation.

(b) **DRAFT BEBAN PARK REDEVELOPMENT
PROJECT FOR PUBLIC REVIEW.**

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087-088

Staff's Recommendation:

That the Parks, Recreation and Culture Commission:

1. *approve the draft Beban Park Redevelopment Project for public review; and,*
2. *request that staff provide an updated Beban Park Redevelopment Project Report, including information from the public review, at the May Commission meeting for Commission's consideration and recommendation to Council.*

Motion to adopt the recommendation.

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

(a) Monthly Report – Senior Manager of Parks.

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089-092

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

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093-100

Motion to receive all Information Items.

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

- (a) Letter dated 2010-JAN-08, from Mr. Bill Merilees, Buttertubs/Jingle Pot Liaison Committee, addressed to Mayor and Council, requesting that, the pathway in the Buttertubs Marsh where it crosses the Catstream be modified to make it more "wildlife friendly", and providing five recommendations to better achieve this objectives.

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Staff's Recommendation: That the Parks, Recreation and Culture Commission direct Staff to meet with Buttertubs/Jingle Pot Liaison Committee to review their issues and report back to Commission.

CORRESPONDENCE: (Information)

- (b) Minutes of the Nanaimo Harbour City Seniors, Board of Directors, meeting held 2010-JAN-08.

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106-108

Motion to receive all Correspondence.

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Mr. Drew Cooper, General Manager, Pacific Sport.
(b) Ms. Debbie Trueman, General Manager, Nanaimo Museum
(c) Mr. Al O'Donnell, Rockridge/Avonlea Park Development Committee, VIP request.

15. UNFINISHED BUSINESS:

16. QUESTION PERIOD:

17. ADJOURNMENT:

Motion to adjourn with next regular meetings as follows:

<i>COMMISSION</i>	<i>Wednesday, 2010-FEB-24; 7:00 p.m. Bowen Park Complex Conference Room</i>
<i>Cultural Committee</i>	<i>Wednesday, 2010-FEB-03; 4:15 p.m., if required Bowen Park Complex Conference Room</i>
<i>Recreation Committee</i>	<i>Wednesday, 2010-FEB-10; 3:00 p.m., if required Bowen Park Complex Conference Room</i>
<i>Parks Committee</i>	<i>Thursday, 2010-FEB-11; 5:30 p.m., if required Bowen Park Complex Conference Room</i>

**MINUTES OF THE REGULAR MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON WEDNESDAY, 2009-NOV-25, COMMENCING AT 7:00 P.M.**

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. Dempsey
Commissioner B. Meunier

Regrets: Commissioner B. Sparkes
Commissioner M. Young

Staff: R. Harding J. Ritchie R. Tweed, recording

1. CALL THE OPEN MEETING TO ORDER.

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

2. INTRODUCTION OF LATE ITEMS:

- Delete Item 6(a) - Mr. Drew Cooper, General Manager, Pacific Sport. *Due to family illness, Mr. Cooper requested that his presentation be deferred until 2010-JAN-27.*
- Add Item (6)(d) - Mr. Bill Eves, Victorian Ice Cream, 2646 Beaver Creek Crescent, Nanaimo, BC V9T 3K2, requesting to address the Parks, Recreation and Culture Commission on a number of points of concern regarding Concessionaire Services in Maffeo Sutton Park;
- Add to Item 8(b)(i) - Draft "Community Program Development Grant Guidelines and Application for Funding" document.
- Add Item 13(a) - Nanaimo Harbour City Seniors Newsletter (requested by Commissioner Avis)
- Add Item 13(b) - OWCC Parking Lot (requested by Commissioner Avis)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2009-OCT-28, at 7:00 p.m., in the Bowen Park Complex Conference Room.

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

5. PRESENTATIONS: (None.)

6. DELEGATIONS:

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

- (a) Mr. Terry Ryan, Nanaimo Ebttides Masters Swim Club.

Mr. Ryan introduced some of the members Nanaimo Ebttides Masters Swim Club and provided some background information on the Ebttides, their inception and history since. The Ebttides will be hosting the 2010 Canadian Masters Swimming championships and have formed an organizational committee in preparation for this. Sponsorships have been solicited, venues booked, and the Meet sanction has been issued. The Meet will be limited to 600 swimmers – meaning losing the economy of scale that would have been experienced with a larger meet. It is the intention of the Club to direct the majority of the profits from this event to PRC facilities. This will be the largest swim meet ever held in Nanaimo and the first National meet ever held here. This will showcase Nanaimo. It is anticipated that the registration costs will be approximately \$100.00.

It was moved and seconded that this item be moved up from Item 14(a) for decision-making purposes. The motion carried unanimously.

It was moved and seconded that that \$5000 be given to Nanaimo Ebttides from the 2009 VIP funds. The motion carried unanimously.

- (b) Mr. Gary Lamoureux & Mr. Allen Johnston
Nanaimo & District Track & Field Club

Mr. Johnston advised that the request is for 1/3 of the overall infrastructure fund. To put towards additional surfacing of the track at Rotary Bowl. Recently agreed to a five-year lease / license, looking for financial support in order to resubmit their RInC grant application. BC Masters have been hosted at this venue, as have the Seniors Championships. Additionally, they have hosted the Junior Development Championships, and the BC Western Trials for Canada Game. 2002 BC summer games. Other events also hosted elementary relays, cancer society 12 hour relay, PRC for 6 weeks, boot camps, NDSS daily for soccer and other programs. Membership is approximately 85. Mr. Lamoureux also provided additional information on the Nanaimo Community

Foundation which is giving some positive feedback on giving the group some funds towards meeting the grant proposal.

Commission asked if there would be a four-way user agreement and Staff advised that a terms of reference is in the draft stages and will include School District 68, Vancouver Island University, and the City of Nanaimo. And RFP will be issued and there will be a set timeline for conclusion - around the end of March. Staff advised that a letter of support has been issued in past years. The RFP will go out with the project under Community Connections, working with schools to reach out to municipalities, and will show all users groups involved. Commission asked if the group had the funds and if this project could happen without the assistance of Parks, Recreation and Culture. Mr. Johnstone advised that they have part of the funds and that while working towards a plan for joint use without the funding the project could not happen. The study would look at this, however, everything is not in place yet.

(c) Mr. Jai Brookes, Dogzilla Vending

Miss Brice Brookes read aloud a letter to PRCC on the history of herself, her family and how having the family business in Maffeo Sutton Park has impacted her life.

Mr. Brookes advised that he is here in support of his business that has been in Maffeo Sutton Park in 11 years. If there are changes in the concession at Maffeo Sutton they would like to be considered for that possibility and in the interim would request a renewal of his contract until such time as the new building is in place and concession running. Mr. Brookes provided an overview of their current menu and also that if food choices are to be in line with the City of Nanaimo "Healthy Choices" guidelines, Dogzilla Vending is able to provide these choices and can easily make this transition.

(d) Mr. Bill Eves, Victorian Ice Cream

Mr. Eves advised that he is resident of Nanaimo and has operated his mobile ice cream concession at Maffeo Sutton Park for four years. He has had overwhelming support in his regard against the removal of the mobile vending. Given that there is no building in place at this time, he is questioning why are the vendors being replaced at this time. Mr. Eves would like consideration of being awarded a one-year contract until the building is in place.

7. CHAIRMAN'S REPORT:

(a) 2010 PRC Commission / Committee Meeting Dates/Times

Staff's Recommendation: That the Parks, Recreation and Culture Commission adopt the 2010 PRC Commission / Committee Meeting Dates/Times.

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

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. In Commissioner Sparkes' absence, Commissioner Pattje reported on the meeting held 2009-NOV-12.

WPVL Request for VIP Grant.

Parks Committee Recommendations:

That Parks, Recreation and Culture Commission:

1. *approve a VIP Grant of 50 percent of the construction costs, up to \$20,000, to the WPVL for the construction of a batting cage at May Bennett Pioneer Park; and,*
2. *that the approval of the VIP Grant be conditional upon the WPVL making the facility available to other organizations when not required for WPVL use.*

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

- (b) Recreation Committee. Commissioner Lance, as Acting Chair of the 2009-NOV-10 meeting, reported on that meeting.

- (i) Community Program Development Grant and Beban Barnyard.

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

1. *approve the draft "Community Program Development Grant Guidelines and Application for Funding" document;*
2. *direct the Recreation Committee to review all applications under this grant program and make recommendations to the Parks, Recreation and Culture Commission; and,*
3. *direct staff to implement the document and work with the Cedar & District 4-H Club to submit their request for Beban Barnyard funding under the umbrella of this grant.*

Commissioner Lance advised that she would be presenting the motions in two parts as follows:

It was moved and seconded that the Parks, Recreation and Culture Commission:

1. *approve the draft "Community Program Development Grant Guidelines and Application for Funding" document; and,*
2. *direct the Recreation Committee to review all applications under this grant program and make recommendations to the Parks, Recreation and Culture Commission.*

The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Culture Commission:

3. direct staff to implement the document and work with the Cedar & District 4-H Club to submit their request for Beban Barnyard funding under the umbrella of this grant.

Commissioner Meunier spoke to the history of the Bowen (now Beban) Barnyard and in support of on-going funding for this group. General discussion followed.

The motion carried. Opposed: Commissioner Pattje, Commissioner Lance, Commissioner Dempsey, and Commissioner Meunier.

- (ii) Sport Tournament Fund – Review of Applications and Allocation of Funds for the Second Intake of 2009 Applications.

Nanaimo Ebbitides

Recreation Committee Recommendation: That the matter of the Nanaimo Ebbitides request for funding in the amount of \$5,000.00 be referred to the Parks, Recreation and Culture Commission.

It was moved and seconded that the recommendation be referred to the Parks, Recreation and Culture Commission. The motion carried unanimously.

- (iii) Sport Tournament Fund Grant Allocations.

Vancouver Island Exhibition – Skateboard "SkateJam" Competition

Recreation Committee's Recommendation: That the request from the Vancouver Island Exhibition for the skateboard "SkateJam" Competition be tabled for consideration at the second intake.

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

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve the following 2009 Sport Tournament Grant requests:

ORGANIZATION	2010 Requested	2010 Recommended
Nanaimo Riptides Swim Team	\$1,500	\$1,000
Nanaimo Canoe and Kayak Club	\$1,073.25	\$500
Wellington Pleasant Valley Softball	\$1,500	\$750
Nanaimo PeeWee Hockey Tournament	\$1,000	\$1,000
Nanaimo Atom A Clippers	\$950	\$500
Nanaimo Atom B Clippers	\$950	\$500
Nanaimo Curling Club	\$4,000	\$2,000
Nanaimo Judo Club	\$1,200	\$850
Nanaimo Kennel Club	\$5,895	\$1,500
Nanaimo Ebttides Masters Swim Club	\$5,000	PRCC
VIEX – Skateboard "SkateJam" Competition	\$4,950	Tabled to 2 nd Intake
Nanaimo & District Lacrosse Association	\$1,050	\$950
TOTAL	\$29,068.25	\$9,550

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

- (c) Cultural Committee. Commissioner Avis reported on the meeting held 2009-NOV-04, on behalf of the Chair, Eveline O'Rourke. Commissioner Avis advised that the Cultural Committee is currently deliberating on all presentations and the allocation of grant monies.
- (d) Grants Advisory Committee. Commissioner Burnett reported on the meeting held 2009-NOV-25. Commissioner Burnett advised that the Committee had approved security grants and requested that Nanaimo Empire Days request for funding be transferred to the Cultural Committee for their review. The Committee denied NRGH Foundation and the Minor Baseball Association \$17K request and \$5K request. The Committee would like the request from Empire Days group forwarded to the Cultural Committee - despite missing the deadline. Commissioner Pattje advised that it was much too late for Empire Days to be considered under the Cultural Committee grants. Commissioner Burnett felt that the Empire Days group may have been mis-directed. Richard Harding advised that the correct protocol is that the Standing Committee should be directing the motion back to Council for re-direction. Chair McNabb ended the discussion by advising that the protocol should be followed.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meeting held 2009-NOV-17. The Oceanview (Cable Bay) Master Plan was presented and will be sent to Council.
- (f) Social Planning Advisory Committee. Commissioner Cowling reported on the meetings held since 2009-OCT-06. On 2009-OCT-06 SPAC received a presentation regarding a free dental clinic, and on 2009-NOV-03, SPAC reviewed "Letters of Intent" on the issues of poverty and food security.

- (g) Port Theatre. Monthly report for October, 2009.
- (h) Nanaimo Art Gallery. Monthly report for October, 2009.
- (i) Nanaimo District Museum. Monthly report for October, 2009.

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

9. STAFF REPORTS:

(a) Bayshore Drive Park Tree Removal Request

Staff's Recommendation: That the Parks, Recreation and Culture Commission:

1. approve the request to remove the plum trees as noted and replace them with new ornamental trees in Bayshore Park, subject to the agreement that these trees would be planted and cared for by the Bayshore Drive residents, and,
2. do not approve the removal of the two conifers.

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

10. INFORMATION ONLY ITEMS (staff reports):

(a) Monthly Report – Senior Manager of Parks.

It was moved and seconded that the Parks, Recreation and Culture Commission write a letter of thanks to the Parks Operations staff involved in providing the Halloween displays at the facilities. The motion carried unanimously.

(b) Concessionaire Services at Maffeo Sutton Park.

Staff's Recommendation: That the Parks, Recreation and Culture Commission receive the Report.

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

Chair McNabb would like to know all costs prior to any commencement of this project.

- (c) Harewood Centennial Park – Youth Park & Covered Sport Space Concept (verbal). Staff have met with Harewood Neighbourhood Association and Lacrosse to discuss possible concepts for redevelopment of the Park. The covered space area would be located near John Barsby and Howard Avenue. Ideas have included: a covered lacrosse box; a skate park; and, a mountain bike park. In discussions with Bruce Clark from Lacrosse and are looking at a covered, multi-use structure for various groups. Harewood neighbourhood

association is very interested in the skate park idea. There will be additional information in the New Year to bring forward to Commission. The covered area proposed would include basketball as well. To ensure all stakeholders are involved, staff will be canvassing a broad area, plus the various sports groups prior to commencing.

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

(e) Beban Park Redevelopment.

Staff's Recommendation: That the Parks, Recreation and Culture Commission receives the Report.

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

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

Chair McNabb requested that the Report come to Commission prior to going to the Public.

11. CORRESPONDENCE: (Action Required.)

CORRESPONDENCE: (Information)

(a) Letter dated 2009-NOV-12, from Ms. Delvina Beaulac, President, Nanaimo Kennel Club, to Mr. Jeff Ritchie, Senior Manager of Parks, and copied to Mr. Larry McNabb, Chairman, Parks, Recreation and Culture Commission, commending staff for the Dog Off-Leash Park Development Strategy, thanking Commission for their approval of additional off-leash parks, and, acknowledging Kirsty MacDonald's contributions to the project.

(b) Minutes of the Nanaimo Harbour City Seniors Board of Directors Meeting held 2009-NOV-06.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

(a) Seniors Newsletter.

Commissioner Avis spoke to the format of the newsletter. Recently the department went to bi-monthly publications. The membership wants the city to return to publishing once per month. Could the format be re-visited to reduce the size in order to publish it every month. Having it only published bi-monthly results in the material contained within becoming very out of date by the time the next newsletter

is published. Members are being educated about using the website to access this information. Staff will look into the matter.

(b) OWCC Parking Lot

Commissioner Avis spoke to the matter of the OWCC parking lot. She advised that the parking lot is hazardous in inclement weather and requested that the lighting in the parking lot be revisited. Staff will look into the matter.

(c) Community Program Development Grant Guidelines and Application for Funding.

Commissioner Meunier requested that the Commission revisit Agenda Item 8.(b)(i) with regard to the draft "Community Program Development Grant Guidelines and Application for Funding" document. Commissioner Meunier requested review of the section "Application Criteria", and point "Preference will be given to new applications. Applications for the same project or program funding in consecutive years will be considered where there is clearly identified change or expansion of the project or program" and made the following motion.

It was moved and seconded that the draft "Community Program Development Grant Guidelines and Application for Funding" document, "Application Criteria", point "Preference will be given to new applications. Applications for the same project or program funding in consecutive years will be considered where there is clearly identified change or expansion of the project or program" be reviewed for removal at the next Recreation Committee meeting. The motion carried unanimously.

14. BUSINESS ARISING FROM DELEGATIONS

(a) Mr. Terry Ryan, Nanaimo Ebbtides Masters Swim Club.

(This matter was dealt with under Item 6.(a) by motion of the Commission.)

(b) Mr. Gary Lamoureux and Mr. Allen Johnston
Nanaimo & District Track & Field Club.

It was moved and seconded that until the Community Connections Program is completed, and a joint-use agreement is established, no funds be allocated. The motion carried unanimously.

(c) Mr. Jai Brookes, Dogzilla Vending.

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

(d) Mr. Bill Eves, Victorian Ice Cream.

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

15. UNFINISHED BUSINESS: (None.)
16. QUESTION PERIOD: (No questions.)
17. ADJOURNMENT:

It was moved and seconded at 8:17 p.m. that the meeting adjourn, with the next Meeting of the Parks, Recreation and Culture Commission to be held Wednesday, 2010-JAN-27, commencing at 7:00 p.m., in the Bowen Park Complex Conference Room; and,

With the next meeting of the Cultural Committee to be held, if required, Wednesday, 2010-JAN-06, commencing at 4:15 p.m., in the Bowen Park Complex Conference Room; and,

With the next meeting of the Recreation Committee to be held, if required, Wednesday, 2010-JAN-13, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room; and,

With the next meeting of the Parks Committee to be held, if required, Thursday, 2010-JAN-14, commencing at 5:30 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.

L. McNabb, Chair
Parks, Recreation and Culture Commission

CERTIFIED CORRECT:

R. Harding, Director
Parks, Recreation and Culture

2010-JAN-07
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**MINUTES OF THE SPECIAL MEETING OF THE
PARKS, RECREATION AND CULTURE COMMISSION
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
ON TUESDAY, 2010-JAN-05, COMMENCING AT 3:30 P.M.**

PRESENT: Commissioner L. McNabb, Chair

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

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

1. CALL THE OPEN MEETING TO ORDER:

The Special Meeting was called to order at 3:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add Item 5(a) – review of appointments to the City Advisory Committees (Plan Nanaimo Advisory Committee, Social Planning Advisory Committee, and the Grants Advisory Committee).

3. ADOPTION OF AGENDA:

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

4. REVIEW OF APPOINTMENTS TO STANDING COMMITTEES FOR A TERM TO 2010-FEB-24:

Prior to review of the Committees, the matter was opened to the membership for discussion. Suggestions were made to set limited, over-lapping terms and also to advertise to specific groups for applications for appointments.

CULTURAL COMMITTEE (3)	1. COMMISSIONER SHIRLEY LANCE
	2. COMMISSIONER LYND AAVIS
	3. COMMISSIONER FRED PATTJE

It was moved and seconded that Commissioner Shirley Lance, Commissioner Lynda Avis, and Commissioner Fred Pattje serve on the Cultural Committee for a term to 2010-FEB-24. The motion carried unanimously.

PARKS COMMITTEE (5)	1. COMMISSIONER MAUREEN YOUNG
(Chair)	2. COMMISSIONER BARRY SPARKES
	3. COMMISSIONER FRED PATTJE
	4. COMMISSIONER BRENT MEUNIER
	5. COMMISSIONER BRIAN DEMPSEY

It was moved and seconded that Commissioner Maureen Young, Commissioner Barry Sparkes, Commissioner Fred Pattje, Commissioner Brent Meunier, and Commissioner Brian Dempsey serve on the Parks Committee for a term to 2010-FEB-24. The motion carried unanimously.

RECREATION COMMITTEE (5)	1. COMMISSIONER SHIRLEY LANCE
(Chair)	2. COMMISSIONER DIANA JOHNSTONE
	3. COMMISSIONER GISELE RUDISCHER
	4. COMMISSIONER DAWN BURNETT
	5. COMMISSIONER JANET COWLING

It was moved and seconded that Commissioner Shirley Lance, Commissioner Diana Johnstone, Commissioner Gisele Rudischer, Commissioner Dawn Burnett, and Commissioner Janet Cowling serve on the Recreation Committee for a term to 2010-FEB-24. The motion carried unanimously.

It was moved and seconded that Commission direct staff to have a Commission Seminar on the mandate and structure of the Cultural Committee prior to the end of February 2010. The motion carried unanimously.

5. INTRODUCTION OF LATE ITEMS:

- (a) Review of appointments to the City Advisory Committees (Plan Nanaimo Advisory Committee, Social Planning Advisory Committee, and the Grants Advisory Committee)

It was moved and seconded that Commissioner Shirley Lance, continue to represent the Parks, Recreation and Culture Commission on the Plan Nanaimo Advisory Committee for a term to 2010-FEB-08. The motion carried unanimously.

It was moved and seconded that Commissioner Janet Cowling, continue to represent the Parks, Recreation and Culture Commission on the Social Planning Committee for a term to 2010-FEB-08. The motion carried unanimously.

It was moved and seconded that Commissioner Dawn Burnett and Commissioner Lynda Avis, continue to represent the Parks, Recreation and Culture Commission on the Grants Advisory Committee for a term to 2010-FEB-08. The motion carried unanimously.

6. REVIEW OF APPOINTMENT OF COMMISSIONER BRIAN DEMPSEY
AS A REPRESENTATIVE FOR A TERM TO 2011-NOV-30 TO THE
SPORTS HALL OF FAME SELECTION PANEL.

It was moved and seconded that Commissioner Brian Dempsey, continue to represent the Parks, Recreation and Culture Commission on the Sports Hall of Fame Selection Panel for a term to 2011-NOV-30. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 3:55 p.m. that the meeting adjourn, with the next Regular Meeting of the Parks, Recreation and Culture Commission to be held Wednesday, 2010-JAN-27, commencing at 7:00 p.m. in the Bowen Park Complex Conference Room; and,

With the next meeting of the Cultural Committee to be held Wednesday, 2010-JAN-06, commencing at 4:15 p.m., in the Bowen Park Complex Conference Room; and,

With the next meeting of the Recreation Committee to be held, if required, Wednesday, 2010-JAN-13, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room; and,

With the next meeting of the Parks Committee to be held, if required, Thursday, 2010-JAN-14, commencing at 5:30 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.

L. McNabb, Chair
Parks, Recreation and Culture Commission

CERTIFIED CORRECT:

R. Harding, Director
Parks, Recreation and Culture



REQUEST TO APPEAR AS A DELEGATION

ON 2010-JAN-27
year month day

NAME OF PERSON MAKING PRESENTATION: Drew Cooper
Print

ADDRESS: 900 Fifth ST. Nanaimo BC V9R 5S5
street address City Province Postal Code

PHONE: 753-0987 (H) 740-6572 (W) FAX: 740-6170
home business

NAME OF APPLICANT IF OTHER THAN ABOVE: PacificSport

DETAILS OF PRESENTATION:

Update of recent activities over the past year and overview of community based initiatives.

- Physical Literacy & the Long Term Athlete Development (LTAD) model
- City and School District resource sharing initiative
- Community leadership program

PLEASE NOTE

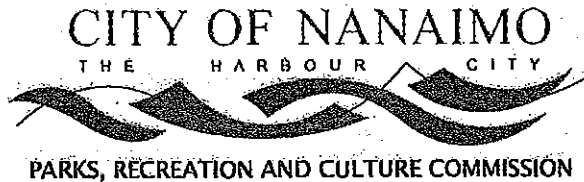
- **Electronic presentations** must be provided on a CD or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- **Multiple speakers** on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18.6 of the Council Procedure Bylaw.

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

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

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015



REQUEST TO APPEAR AS A DELEGATION

ON 2010 - JANUARY - 27TH
year month day

NAME OF PERSON MAKING PRESENTATION: <u>AL O'DONNELL</u> <u>(DIRK HEIDEMANN - ASSISTANT)</u> ^{TECHNICAL}			
ADDRESS: <u>3849 SINGLE POT ROAD</u> <u>NANAIMO</u> <u>BC</u>			
street address		City	Province Postal Code
PHONE: <u>250-751-1386</u>		FAX: _____	
home		business	
NAME OF APPLICANT IF OTHER THAN ABOVE: <u>ROCK RIDGE/ADONLEA PARK DEVELOPMENT COMMITTEE</u>			
DETAILS OF PRESENTATION:			
<u>THIS IS A FORMAL REQUEST TO PARTICIPATE IN THE "VOLUNTEER IN PARKS" (VIP) PROGRAM BY INSTALLING A PLAYGROUND AND IMPROVE SPACE PROVIDED FOR A PARK.</u>			
<u>PRESENTATION: will include Power Point slides showing proposed stages of park development, estimated costs, current photos of park site, current fundraising totals, plan for future fundraising & request for granting from the Park, Recreation & Culture Commission.</u>			

PLEASE NOTE

- Electronic presentations must be provided on a CD or by e-mail no later than 9:00 a.m. the day of the Meeting.
- Please submit a written copy of your presentation to the Recording Secretary either at, or prior to, the Meeting.
- Multiple speakers on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18.6 of the Council Procedure Bylaw.

Parks, Recreation and Culture Commission
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Phone: (250) 755-7511
Fax: (250) 753-7277
parks@nanaimo.ca

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

January 18, 2010

Dear Commission Members:

Our neighbourhoods would like to participate in your Volunteer In Parks (VIP) program by installing a playground and improving the space provided for a park.

The site in question is located at 3849 Jingle Pot Road in Rockridge Estates on Castle Rock Drive. The community of Avonlea which is directly across Jinglepot road is an equal partner in this development and is represented on the planning committee.

The site is currently undeveloped and lies between Vaquero Place and Monterey Drive. The neighbourhoods of Rockridge and Avonlea are unique as they border the Regional District of Nanaimo and just fall within the City limits and are separated by the Parkway. There is no public transportation available and the children are isolated to this area without venturing across the Parkway. The neighbourhood of Avonlea was created first approximately six years ago and Rockridge followed a few years later. Children can be seen playing ball, hockey and riding bikes on the roadways in both neighbourhoods as there are no alternative areas available for recreation. Avonlea has been completely developed for a number of years now and Rockridge only has a few empty lots remaining. Both neighbourhoods would benefit from the creation of a developed park and this would no doubt become a major attractor for many families in our neighbourhoods.

In the summer of 2009 we held an open neighbourhood meeting with Kirsty MacDonald from the City of Nanaimo. A large turnout of families attended this meeting; there was lots of interest and excitement expressed by residents. We eventually struck a VIP Committee and have begun planning for our playground and park site development.

We believe this site can be developed to accommodate community walkers, youth riding bikes, roller blades and a playground for toddlers and youth alike. There is agreement that any existing trees would remain and with the addition of fill, topsoil, grass seed and additional shrubs and trees this will become a developed green space within the existing residences.

Our neighbourhood would like to request a grant from the VIP Program for \$35,000 which offsets the projected \$116,000 cost of the park initiative planned by our neighborhoods. The Park Committee has already managed to secure funding (cash & in-kind) of \$42,379.40 to date. Continued fundraising initiatives are already in place and we are confident we can reach our goal and attain our vision. It is important for the Commission to be aware that the land set aside for development into a "City Park" requires substantial work (grading, fill & topsoil) and costs to bring it to a level where we can actually start the vision process. The Commission funding would allow us to bring this land up to a suitable level and cover some of the proposed play ground costs.

Thank You for considering our request.

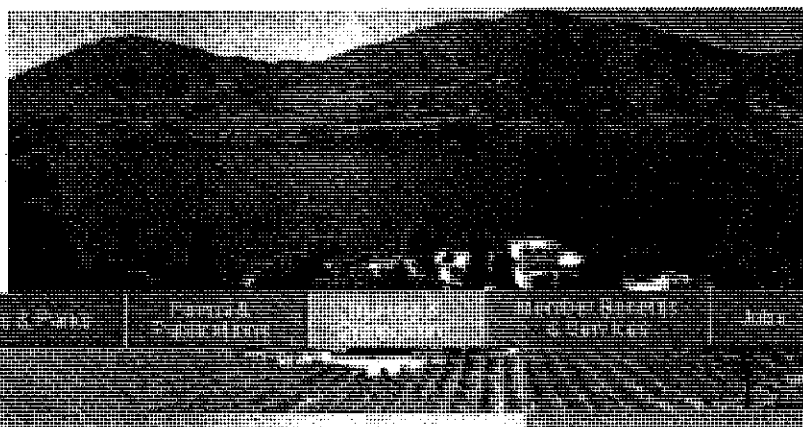
Regards,
The Rockridge/Avonlea Park Development Committee

Fundraising		Details	Amount
Cash	Neighborhood contributions	Door-to-door fundraising	\$20,235
	Tree chipper	January 3 rd event	\$934.00
	Bottle drive	January 3 rd event	\$1,324.75
In-kind	Slegg lumber	Construction materials	\$1,500.00
	Hub excavating	Equipment rentals	\$5,675.60
	United Rentals	Equipment rentals	
		Chipper	\$2,953.05
	Share Cost	Bins	\$152.00
	Rentals	Delivery of fill	
	DBL Disposal	Grader operator	\$700.00
	Trucking of fill		\$1,925.00
	Mayzes excavating	Volunteer time for	\$540.00
	Park planning	park construction (320hrs @ \$15/hr)	\$4800
		TOTAL	\$42,379.40

Budget/Costs	Activity	Cost
Phase 1	Site preparation (grading, fill, edging, fencing)	\$20,000
	Topsoil, seed & machinery	\$15,000
	Playground equipment purchase & installation Safety surfacing	\$30,000
	Bike path/walking trail (basic groundwork, driveway chip foundation, landscape ties)	\$15,000
	Native plants for naturalization	\$ 5,000
	Tree planting - \$400/tree installed (10)	\$ 4,000
	TOTAL	\$89,000

	Activity	Cost
Phase 2	Bike path/walking trail – pavement or asphalt layer (2.5 metre wide x 700feet)	\$15,000
	Picnic shelter on concrete pad (\$700/square foot)	\$10,000
	Additional benches (\$500-\$1000 each including installation)	\$2,000
	TOTAL	\$27,000

Phase 1 & 2	GRAND TOTAL	\$116,000
-------------	--------------------	------------------



Symposium 2010

Be a part of the excitement at Symposium 2010! Join us at the Penticton Trade and Convention Centre from May 12-14, 2010.

Symposium 2010 Call for Presentations

The BCRPA is looking for presenters to deliver inspiring educational sessions at our 2010 Symposium, May 12-14 in Penticton. If you've got a fascinating discussion on a topic involving Older Adults, Aboriginal services, or Small Community issues that is guaranteed to engage your colleagues from around the province, fill out the application and help bring our community together at Symposium.

Accommodations

While in Penticton, stay at one of these quality hotels who will be offering discounted BCRPA delegate rates. Make your reservations now:

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(Release date: April 11, 2010)
www.pentictonramada.com
1-800-665-4966

Lakeside Resort
(Release date: March 10, 2010)
www.pentictonlakesideresort.com
1-800-663-9400

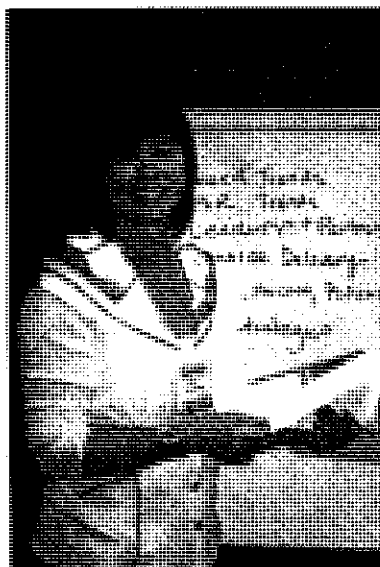
Sandman Hotel
(Release date: April 11, 2010)
www.sandmanhotels.com/hotel/bc/penticton
250-493-7151

Days Inn
(Release date: March 27, 2010)
www.daysinnpenticton.ca
250-493-6616

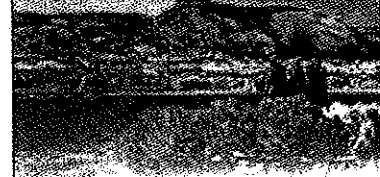
Please identify yourself as being part of the BCRPA Symposium when making your reservations. Reservations made after the release date will be accepted on a space available basis, at the best available sell rate.

Penticton Trade and Convention Centre May 12 -14, 2010

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**One-night accommodation
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Lakeside Resort***

or

**One-night accommodation
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*certificates are valid during the week of
Symposium May 10 - 14, 2010

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BRITISH COLUMBIA RECREATION AND PARKS ASSOCIATION



BC RECREATION AND PARKS ASSOCIATION

BCRPA 2010 SYMPOSIUM



PENTICTON • MAY 12-14

Be a part of the excitement at Symposium 2010!
Join us at the Penticton Trade and Convention Centre
from May 12-14, 2010.

ACCOMMODATIONS

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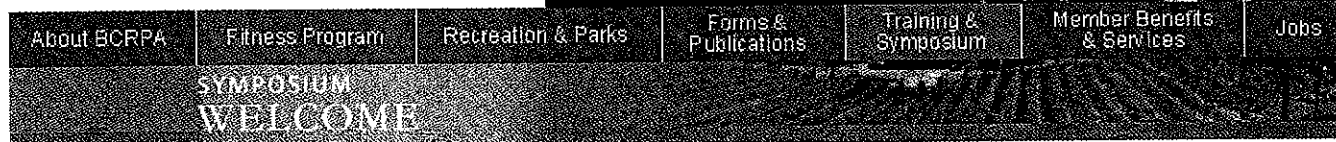
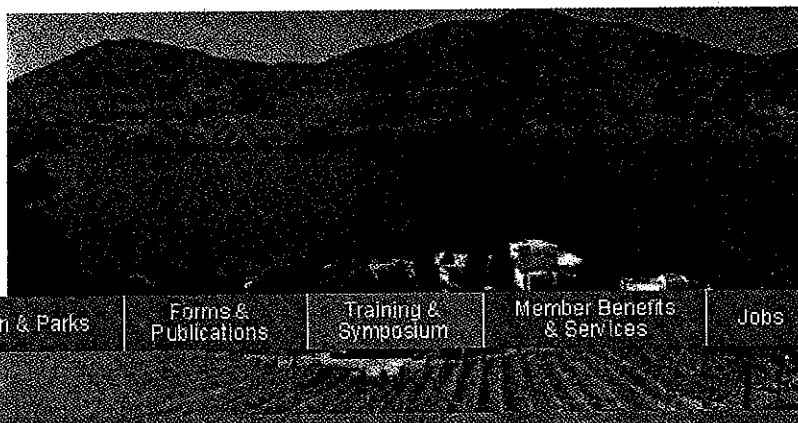
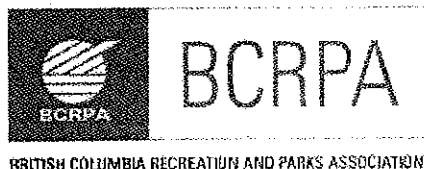
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Wednesday, May 12th 11:00 am
Michael Furdyk



Virtual Worlds and Digital Kids: Engaging the Net Generation

Michael Furdyk has developed youth engagement strategies for some of the world's largest companies, and in his keynote, he will show you how to engage the next generation of consumers and employees using new technologies.

Michael Furdyk is the Co-founder and Director of Technology for [TakingITGlobal.org](#), a global online community for young people, engaging hundreds of thousands of youth in over 200 countries and territories. A pioneer of the Net Generation, he has turned his interest in technology into a series of successful online companies, co-founding [MyDesktop.com](#) and [BuyBuddy.com](#) (which raised \$4.5-million of venture capital). As one of Teen People's past "20 teens that will change the world", Michael will share his opinions about Youth Engagement and experiences and the importance of continued investment in new technology and new skill.



Friday, May 14th 1:30pm
Michael Kerr



Putting Humour to Work

Discover why laughter truly is the best medicine when it comes to creating great client service experiences, boosting morale, shifting attitudes and managing stress in the workplace. You'll learn three simple R's for putting humour to work safely in the workplace – without getting fired! This high-energy, humour-filled keynote is packed with relevant ideas you can start to use immediately!

A recovering parks manager, Michael Kerr is now known as one of North America's leading experts on workplace culture. He is one of only 18 speakers in Canada to have been inducted into the Speaking Hall of Fame and the author of six books, including "Putting Humour to Work", "Inspiring Workplaces" and "When Do You Let the Animals Out?". Although born and raised in Penticton, Michael now lives in spectacular Canmore, Alberta (but please don't hold that against him). Michael is a certified Speaking Professional (CSP) & Member of the Canadian Speakers' Hall of Fame (HoF)
<http://www.mikekerr.com>

023



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STEVEN L. POINT, *MLC*
Lieutenant Governor of British Columbia

Chair of the Board
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Directors of The Nature Trust
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Vancouver Island
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East Kootenay
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Crown Land Securement
TIM CLERMONT

**The Nature Trust
of British Columbia**

#260 - 1000 Roosevelt Crescent
North Vancouver, BC V7P 3R4
Phone: 604-924-9771
Fax: 604-924-9772
Toll Free: 1-866-288-7878

Email: info@naturetrust.bc.ca
Website: www.naturetrust.bc.ca

Conserving BC's Natural Beauty
Charitable Organization Number
10808 9863 RR0001

January 11, 2009

Mayor John Ruttan and Nanaimo City Council
City of Nanaimo
455 Wallace Street
Nanaimo BC V9R 5J6

Dear Mayor and Council,

Thank you for the opportunity to present the Voices of Nature program with a live performance to Mayor and Council this evening.

Voices of Nature is an inspiring program. This is an uplifting experience as children sing about nature while their parents and community members enthusiastically clap their hands and tap their feet. Putting on a program like this requires resources of time, talent and money. Through the commitment of the teachers and the support of parents the participating schools work under the direction of singer/songwriters Holly Arntzen and Kevin Wright.

The Nature Trust of BC is a leading non-profit land conservation organization. Since 1971, we have been conserving the amazing variety of fish, birds and wildlife by acquiring and managing ecologically significant land. This has been made possible through the kind support of many people and organizations like the City of Nanaimo. One of our most significant projects is the Nanaimo River Estuary. Since 2006, The Nature Trust has been coordinating the Brant Wildlife Festival. Each year a little black goose makes it way to the shores of Vancouver Island to rest and feed before heading north to breed in the Arctic. This bird has become a symbol of our interconnectedness with nature. From early March to late April, the festival provides a variety of nature events including tours on our properties at Buttertubs Marsh and Morrell Sanctuary.


We believe people, especially children, who know about nature will care about nature.

In keeping with this mandate, the festival has held a Voices of Nature performance at the Port Theatre for the past two years. Over 700 children have stood on the marvelous stage and shared their love of nature through music. This has been made possible by the City of Nanaimo's kind sponsorship.

We would like to invite the City of Nanaimo to partner with us for our 2010 Voices of Nature performance. This performance is significant for several reasons: it will take place on April 22 which is Earth Day, 2010 is the UN Year of Biodiversity and it is the 20th anniversary of the Brant Wildlife Festival. What a fabulous opportunity for the community of Nanaimo to celebrate music, nature and youth.

We are seeking \$3,000 in financial sponsorship from the City of Nanaimo for this special program. In addition, we would greatly appreciate your assistance in networking with the business community. Thank you for your consideration.

Yours sincerely,


Deborah Kennedy
Development and Communications
604-924-9771 local 231

Copy: Acting City Manager: Al Kenning

RECEIVED

JAN 15 2010

DEPARTMENT OF
PARKS RECREATION AND CULTURE

024

An invitation to schools to perform in a

Voices of Nature Concert

In support of the Brant Wildlife Festival



April 22, 2010

Port Theatre, Nanaimo

With Holly Arntzen ~ Kevin Wright
and the Dream-Band

featuring singers from Mid Island Schools



Artist Response Team



The Nature Trust
of British Columbia



THE BRANT WILDLIFE FESTIVAL



Beverage

• Music
• Electronics



2010 Brant Wildlife Festival

Festival Kick Off

Guest speakers on biodiversity, birds
and local conservation issues
March 5, 7 p.m.
Parksville

Brant in the Bay

View Brant geese and other birds
March 6, 10 a.m. to 1 p.m.
Parksville Community Park

Robert Bateman's Kids Get to Know Nature Camp

Hands-on activities focused on wildlife,
biodiversity and art
March 8-12, 8:30 a.m. to noon
Rath Trevor Provincial Park

Mount Arrowsmith Presentation

Guest speaker on hiking and local
natural history
March 13, 7 p.m.
Parksville

Family Day on the Farm

Tour Nanoose Edibles Organic Farm
and learn about local produce
March 20
Nanoose Bay

Wild in Alberni

Join naturalists for a hike along the
Somass River Estuary
March 28, 1 p.m. to 3 p.m.
Port Alberni

Wild Shores and Tide Pools

Learn about marine life from an expert
March 30, noon to 2 p.m.
April 13, 11:30 a.m. to 1:30 p.m.
April 20, 4 p.m. to 6 p.m.
Meet at Parksville Civic Centre

Nature Exhibit

Display of photographs and artwork
focused on nature and biodiversity
April 1 to 30
Oceanside Art Gallery
Parksville

Learn to Bird

Learn all about watching and listening
for birds from a field ornithologist
April 1, 5 to 7 p.m.
April 3, 8:30 a.m. to noon
Rath Trevor Provincial Park

Buttertubs Marsh Walk

Learn about local wildlife, birds and
plants from a naturalist
April 3, 10 a.m. to noon
Nanaimo

Big Day Birding

Count bird species during this friendly
team competition
April 10, 5 a.m. to 3:30 p.m.
Parksville Qualicum Beach Wildlife
Management Area

Brant Wildlife Wood Carving Show and Canadian Fish Carving Championship

April 10, 10 a.m. to 5 p.m.
April 11, 10 a.m. to 4 p.m.
Parksville Community Centre

Voices of Nature

Special program featuring local students
performing with Holly Amtzen and the
Dream Band
April 22, 7 p.m.
Port Theatre, Nanaimo

Splash!

Enjoy food, wine and a fundraiser for the
festival
April 28, 6 p.m.
Nanoose Bay

Morrell Wildlife Sanctuary Walk

Date and time to be confirmed
Nanaimo

Learn to Fish

Date and time to be confirmed
Nanaimo

Hamilton Marsh Walk

Date and time to be confirmed
Parksville

**NOTES OF THE REGULAR PARKS COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM,
ON THURSDAY, 2010-JAN-14, COMMENCING AT 5:30 P.M.**

PRESENT: Commissioner Barry Sparkes, Chair

Members: Commissioner Fred Pattje
Commissioner Brian Dempsey
Commissioner Maureen Young
Commissioner Brent Meunier

Staff: Jeff Ritchie
Kirsty MacDonald

R. Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 5:30 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

- (a) Meeting Notes of the Regular Parks Committee Meeting held Thursday, 2009-NOV-12, 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:

- (a) Review proposed DRAFT "Dog Off- Leash Parks" Report to Commission.

Staff provided some information on the document "Summary of Survey Events From First Open House held July 29th at the Beban Park Dog off-leash Park", and summarized the Open House and the information comments received by members of the public that could not attend, and feedback received following the Open House by those that could attend. It is expected that there will be a period of public education of the process and it is also expected that there may be some issues with enforcing the Dog On-Leash vs. Dog Off-Leash areas. This has been discussed with the Dog Off-Leash Enforcement Officers and the pound. To date, our sports fields have been the largest area of infractions. There will be signage for those areas where dogs should again be leashed in order to prevent interaction with wildlife. Additionally, there will be signage regarding dangerous and restricted dogs – the signage will be consistent with the Bylaw regarding dangerous and restricted breeds. Two major financial issues in the installation of proposed new Dog Off-Leash Parks are water for the dogs and required fencing. There are also areas where the public do not,

and will likely not, effectively clean up after their dogs. Committee asked if there was a possibility that signage could be increased to more effectively deal with the clean up after dogs. The issue of liability was also raised. Staff will research other municipalities and how they deal with the issue of dogs in unfenced parks. Staff reviewed each of the Priority locations referenced in the document. Staff also advised of the donation of the property at 5978 Icarus Drive. This property is being considered for a "loop" walk from Invermere Park, along the waterfront, to, into, and back from, 5978 Icarus Drive. Committee members proposed that usage of the Diver Lake site be seasonal. Some areas of the Regional District, Area C being one, do not require that dogs be licensed. Signage in Nanaimo advises that dogs must be licensed to use the park.

The Committee approved the Report with the following amendments:

- Diver Lake Park be noted as "Seasonal Use";
- Colliery Dam Park have hours of use limitations;
- Beban Park be included in Phase 1;
- Phase 2 be adjusted to show the last half of 2010/first half of 2011)
- More emphasis be placed on the wording with regard to the one-year trial basis.

Staff to submit the amended draft to the Committee members for their final review before it is submitted to Commission

It was moved and seconded that the "Dog Off-Leash Parks" report, with the changes as noted, be submitted to the Parks, Recreation and Culture Commission for their recommendation to Council to approve the phase-in implementation plan as re-written. The motion carried unanimously.

(b) **Loudon Park Improvement Plan Update**

Recommendation: That the Parks Committee recommend that the Parks, Recreation and Culture Commission adopt the amended Loudon Park Improvement Plan.

The attached drawing showing the footprint of the building and its proposed relocation is to be appended to these minutes for background and provision to the Parks, Recreation and Culture Commission for their review process.

It was moved and seconded that the Parks Committee recommend that the Parks, Recreation and Culture Commission adopt the amended Loudon Park Improvement Plan. The motion carried unanimously.

7. **REPORTS OF PROJECT COMMITTEES:** (None.)

8. **STAFF REPORTS:** (None.)

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

10. **CORRESPONDENCE:** (Action) (None.)

CORRESPONDENCE: (Information) (None.)

11. NOTICE OF MOTION: (None.)

12. OTHER BUSINESS: (None.)

13. UNFINISHED BUSINESS:

- (a) Bowen Park Improvement Plan – update on the improvement plan to be brought to the Parks Committee;
- (b) Steps at Pipers Lagoon – staff to meet with Mr. Dean and return to the Parks Committee with recommendations.

It was moved and seconded that Item 13.(a) "Bowen Park Improvement Plan" be removed from Unfinished Business. The motion carried unanimously.

14. QUESTION PERIOD:

- (a) Commissioner Pattje raised the issue of the obstruction being created by a sludge collector along Departure Bay Creek which is preventing accessibility up the Creek by pink salmon. Staff to look into the matter with Mel Sheng (DFO and Pacific Salmon Foundation) and advise Committee members by e-mail.

15. ADJOURNMENT:

It was moved and seconded at 6:38 p.m. that the meeting adjourn, with the next Meeting of the Parks Committee to be held, if required, Thursday, 2010-FEB-11, commencing at 5:30 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.

Barry Sparks

Commissioner Barry Sparks, Chair
Parks Committee

CERTIFIED CORRECT:

Jeff Ritchie

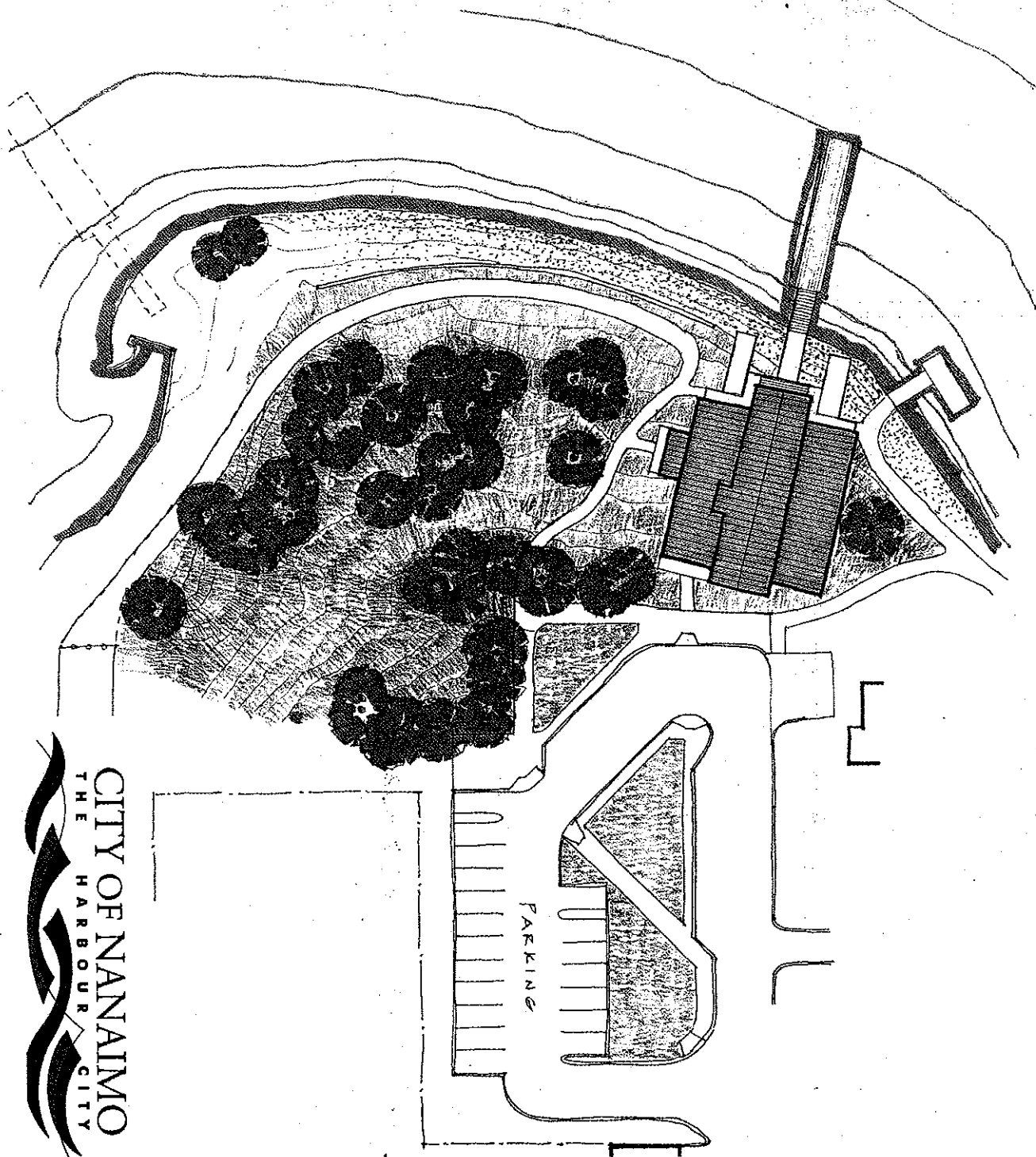
Jeff Ritchie
Senior Manager, Parks Operations

APPROVED FOR DISTRIBUTION:

R. Harding

R. Harding, Director
Parks, Recreation and Culture

Loudon Park Improvement Plan – Revised Boathouse Location



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Amended January 2010

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: BARRY SPARKES, CHAIR, PARKS COMMITTEE

RE: DOG OFF-LEASH PARKS

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend Council approve the phase-in implementation plan as follows:

- | | |
|----------------------|--|
| Priority 1
(2010) | - Beban Park (Schedule A)
- Beaufort Park (Schedule B)
- Diver Lake Park (Schedule C) (Seasonal: Oct 1 - May 31)
- Colliery Dam Park (Schedule D) (Dawn – 10:00 a.m. daily) |
| Priority 2
(2011) | - Nanaimo Ice Centre (Schedule E)
- Northfield Rest Area (Schedule F)
- Groveland Park (Schedule G) |
| Priority 3
(2012) | - Neck Point Park (Schedule H)
- Linley Valley Park (Schedule I) |

All proposed off-leash parks will be implemented for a one-year trial basis following which the success will be evaluated.

EXECUTIVE SUMMARY:

Staff working closely with the Parks Committee have received considerable input from the public, conducted numerous surveys as well as hosted two public open houses in 2009. Based on this input a phased-in implementation plan is being recommended to add potentially nine dog off-leash areas over the next two-three years.

BACKGROUND:

Petitions were received by the Parks, Recreation and Culture Commission in 2009 requesting the City add more dog off-leash parks in the City. Staff gathered information from other municipalities, websites and other public comments which suggested Nanaimo lagged behind in comparison to other cities in B.C. in terms of dog off-leash parks.

As a result, the Parks, Recreation and Culture Commission hosted a public open house in July, 2009, to gather public input regarding an increase in dog off-leash parks. The reaction was very positive and supported more dog off-leash parks within the City. As part of the Open House, staff identified 15 possible sites which covered the north, central and southern parts of the City.

Feedback from this open house clearly supported more off-leash parks. Comments gathered from the public suggest the off-leash parks need to have access to water for drinking and swimming, shade trees, fencing in some areas, large open spaces and parking.

From this Open House, staff refined the plan to nine possible sites with a phased-in plan. Another Open House in October, 2009, provided further input, but also indicated considerable support to the plan. Further refinements resulted in the following planned implementation:

PRIORITY 1:

Beban Dog Park Expansion – see Schedule A.

This park is centrally located with lots of parking. It has both small and large dog areas. The expansion would include a trail system through the wooded area along Labieux Road.

Beaufort Park – see Schedule B.

Divers Lake Park – see Schedule C.

This park will be a seasonal dog park to be off-leash from October 1 – May 31. During these times the park is not as busy and during the spring and summer when the playground, field and tennis courts are in greater use, dogs will not be allowed off-leash.

Colliery Dam Park – see Schedule D.

This off-leash area will be from dawn till 10:00 a.m. daily. This will allow both dog owners and non-dog owners times to enjoy this area of the park.

The open houses identified several amenities and characteristics that people valued. These included proximity to water for drinking and swimming, trees for shade, different times of the day, and different times of the year.

All of these Priority 1's offer some of these elements. Implementation of these dog-off leash parks will be on a one-year trial basis.

PRIORITY 2:

These parks require capital expenditures for fencing, water and landscaping and will be implemented in 2011.

Nanaimo Ice Centre – see Schedule E

Northfield Rest Area – see Schedule F

Groveland Park

The Groveland Park Improvement Plan began with an open house held at the park in November, 2009. The neighbourhood is looking for an upgraded playground, sports field improvements, as well as a possible dog off-leash area (see Schedule G). Staff will develop some concepts which will be reviewed in 2010, following which further plans will be developed with implementation in 2011.

Other possible dog off-leash parks in this area that will be explored as an alternative include Invermere Beach and May Bennett Park.

PRIORITY 3: These possible dog off-leash parks will require further public input and review:

Neck Point Park (Schedule H).

With the development of the recently purchased land by the City at Neck Point Park, an open house will be held in the new year to get the public's input on further development of this area as well as a possible dog off-leash area at Indian Beach (Schedule H). Possible implementation would occur in 2012.

Linley Valley Park (Schedule I).

This dog off-leash park would require an amendment to the existing park plan. Implementation would not occur till 2012.

Respectfully submitted,

A handwritten signature in black ink that reads "Barry Sparkes". The signature is written in a cursive, flowing style.

Barry Sparkes, Chair
Parks Committee

2010-JAN-20
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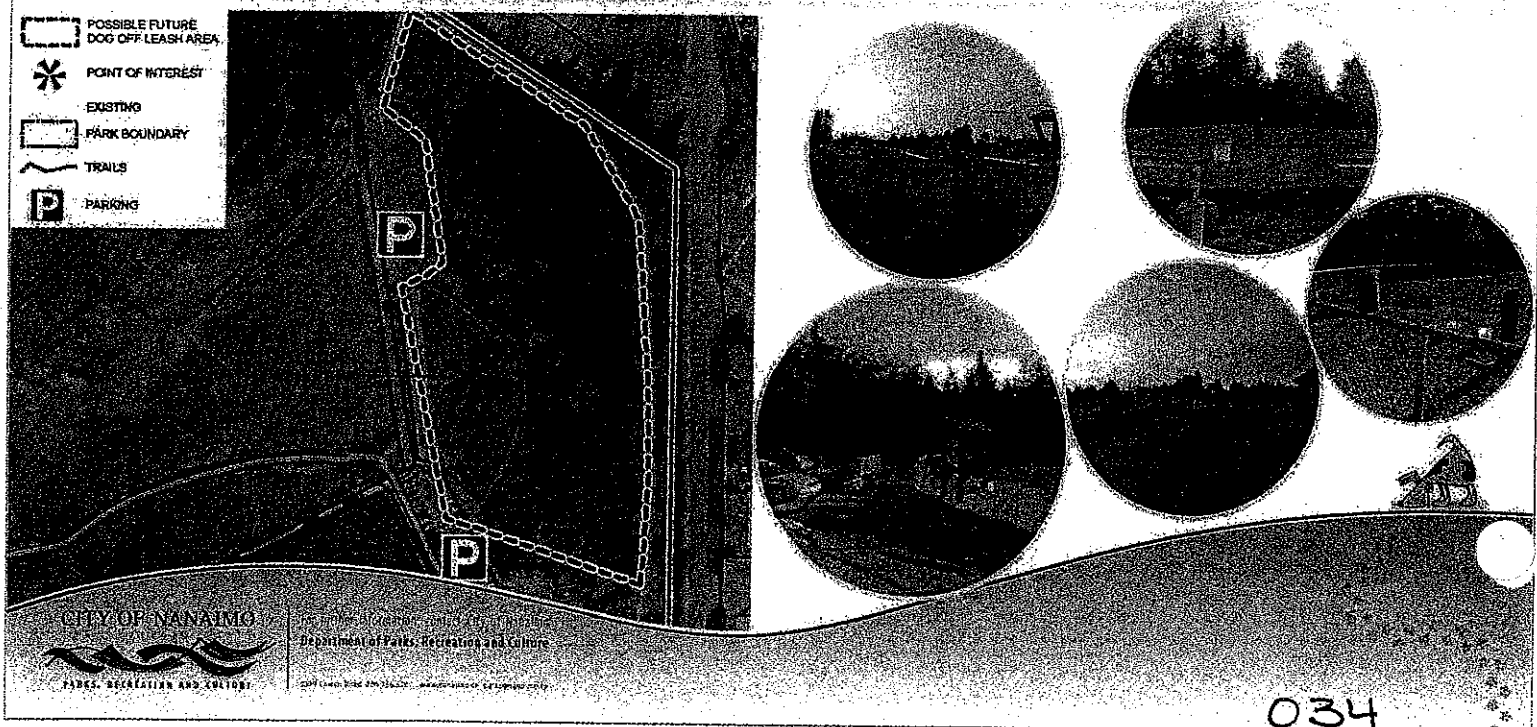
SCHEDULE A

PRIORITY 1 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

A. Beban Dog Off-Leash Park Fenced, urban park.

- This park is centrally located with lots of parking. It has an urban character with both small and large dog areas.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Expansion of the dog off-leash park into the wetland and park area toward Dorman and Labieux Roads. This will allow for the "small dog" area to be larger and also provide additional off-leash area for larger dogs. In addition, a trail system through the wooded area along Labieux may also be built as an off-leash nature trail.	\$30,000	2010	With additional filling and changes to the Merle Logan Field area.
Extension of water line in the park to provide doggy drinking water and irrigation.	\$5,000	2010	
Planting of shade trees within existing park.	\$7,500	2010	For dogs and park users.
Increased parking for the existing and second Merle Logan Fields to be shared with dog off-leash park users.	In conjunction with another project	2011	Already scheduled for the construction of another artificial turf field in 2011.
Additional signage.	\$1,000	Long term	Needed once park has expanded.
Additional site furnishings.	\$2,500	Long term	Needed once park has expanded.
Additional fencing for the expanded off-leash area.	Undetermined	Long term	Needed once park has expanded.



SCHEDULE B

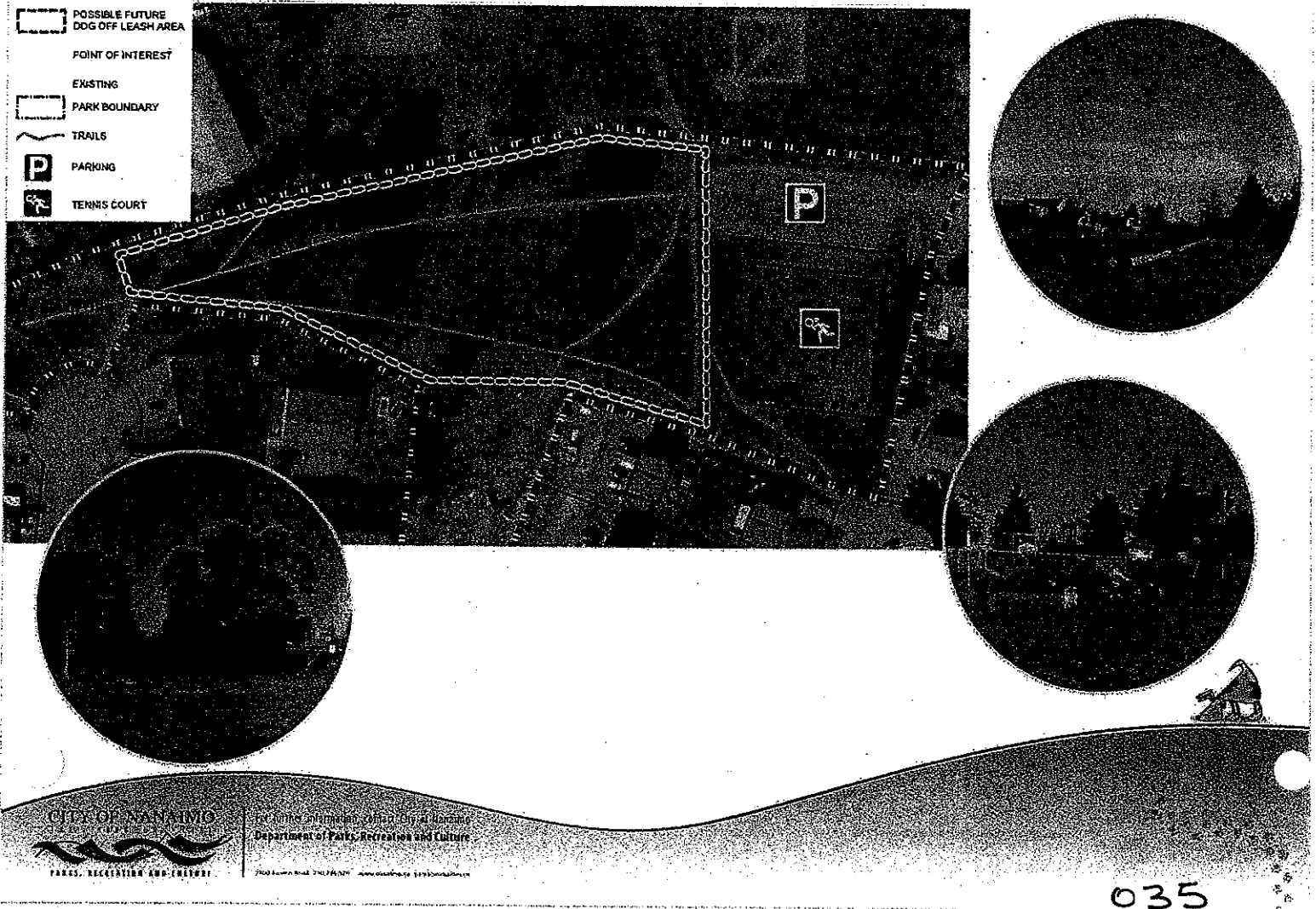
PRIORITY 1 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

B. Beaufort Park

Central, semi-urban, dog off-leash park.

- This park is centrally located with an under-utilized large open grassy area and good access to parking. Overall, the park is ten acres and this field area is centrally linked to a trail system where dogs can be walked on-leash. Off-leash use would only be permitted in the grassy area.
- This grassy area is separated from the tennis court and adjacent residential properties by grade, fencing and the parking lot.
- Given the short implementation time, the grassy area will not be fenced and dog owners must control their dog and keep off-leash dogs under control in the off-leash area.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Signage to define the dog off-leash field area within the park.	\$500	2010	Only the grass area will be off-leash. Trails and the remainder of the park would require dogs to be on-leash.
Add site furniture adjacent to the dog off-leash field for dog owners including benches and garbage cans.	\$2,000	2010	For general park use and dog owners to enjoy.



SCHEDULE C

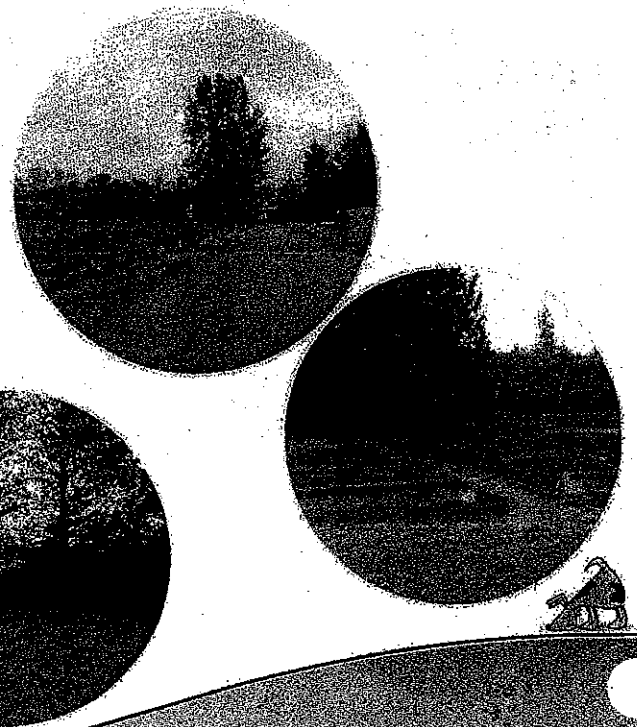
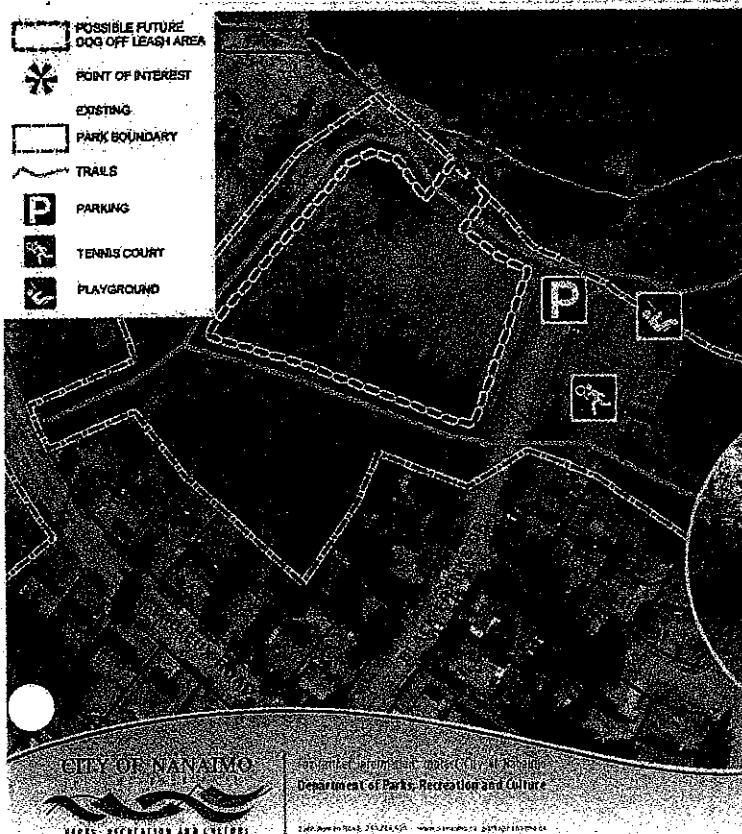
PRIORITY 1 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

C. Diver Lake Park

Natural dog off-leash park with water access.

- This park is north and centrally located with an existing sports field which is currently not frequently booked. This park has a parking lot and fresh water lake nearby and is linked to a trail system. The sports field can be converted into an off-leash park quickly and with limited cost. Only the field would be off-leash, not the entire park.
- This field is separated from the playground and tennis court by grade and the parking lot.
- Given the short implementation time, the field will not be fenced and dog owners must control their dog and keep off-leash dogs under control in the field.
- This park will be seasonal, October 1 – May 31 annually.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Signage to define the dog off-leash field area within the park.	\$500	2010	The trail will be an on-leash trail and will be signed as such. Only the field will be an off-leash area.
Improve a second waterfront access adjacent to the field to the lake for dogs.	\$500	2010	The central water access by the parking lot will not be for dogs.
Add site furniture adjacent to the dog off-leash field for dog owners including benches and garbage cans.	\$2,000	2010	For general park use and dog owners to enjoy.



SCHEDULE D

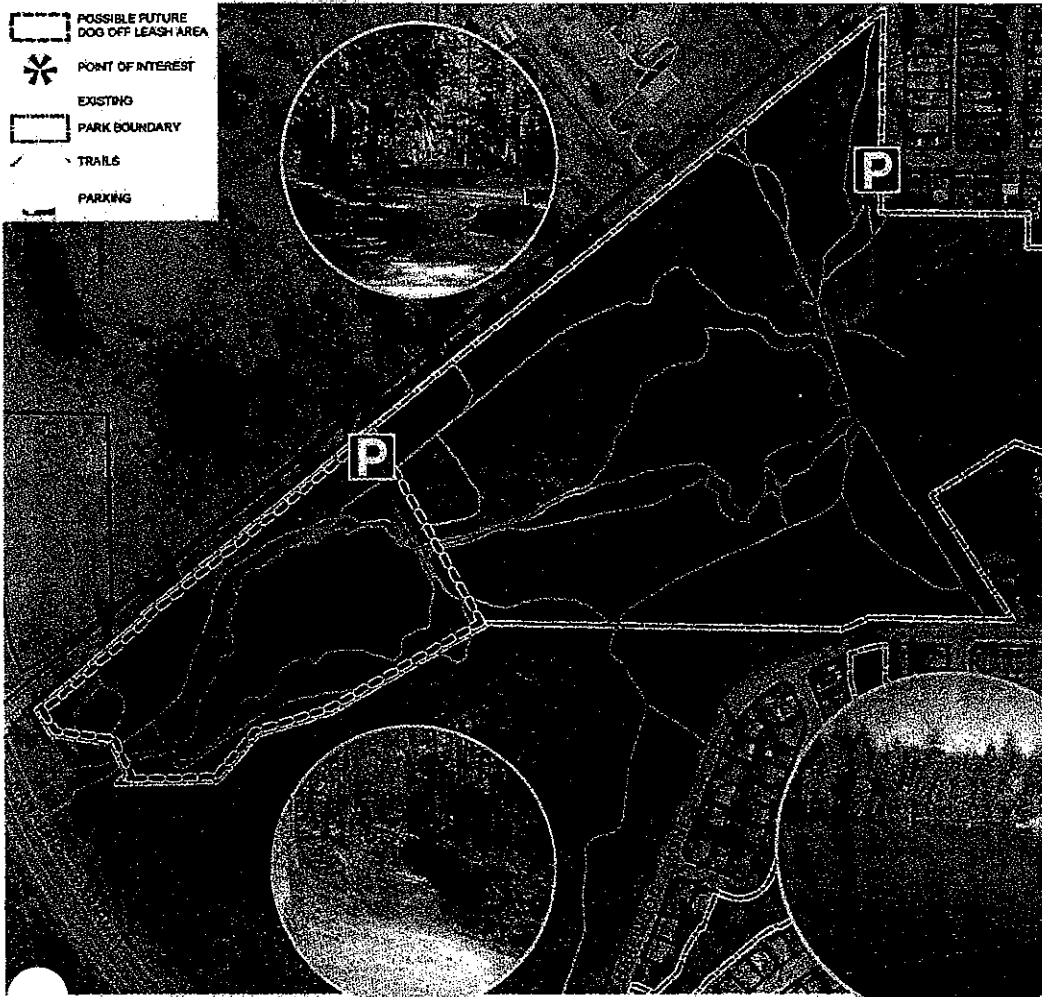
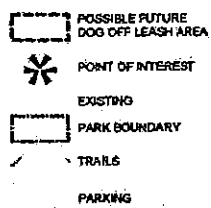
PRIORITY 1 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

D. Colliery Dam Park

Wooded, natural, dog off-leash park with water access.

- This park is located in South Nanaimo and consists of two reservoirs, parking lots and main trail loops.
- The upper trail loop could be converted into an off-leash trail with ease and limited costs. There is an existing parking lot at the second loop with good access to the wooded trail loop and reservoir.
- Only the upper trail loop and reservoir would be designated as off-leash. Dogs would require a leash in all other areas of the park.
- Times for dogs to be off-leash will be restricted to dawn – 10:00 a.m. daily.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Signage to define the dog off-leash field area within the park.	\$2000	2010	Only the upper trail loop and reservoir would be designated as off-leash. Dogs would require a leash in all other areas of the park.



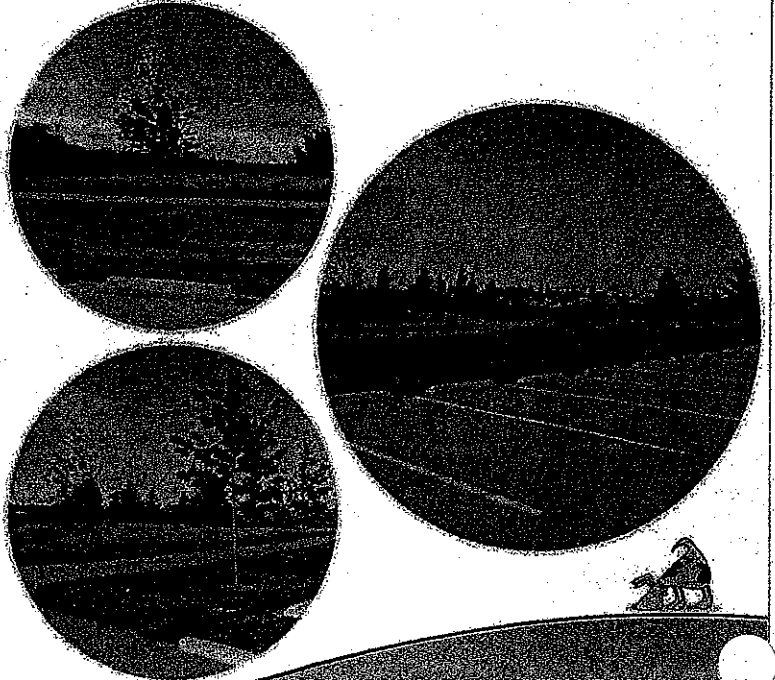
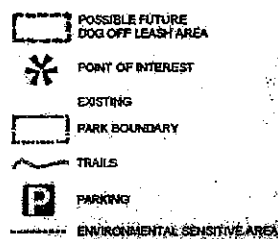
SCHEDULE E

PRIORITY 2 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

E. Nanaimo Ice Centre
Urban, fenced area.

- The Nanaimo Ice Centre is a South Central facility with good connections to trail systems and arterial roads. The facility has a large parking lot that, at times, is under-utilized. Because of the proximity to major roads, parking area, trail, and an environmentally sensitive area, this off-leash area would be fenced and would require funding to develop.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Signage to define the dog off-leash field area within the park.	\$500	2011	Dogs will only be allowed off-leash in the fenced area – not on the trail, in the natural areas, or in the parking lot.
Fenced area with double gates for dogs off-leash.	\$10,000	2011	Fenced area will help to ensure that the surrounding environmentally sensitive area, multi-use trail, and parking lot are not impacted by dogs off-leash.
Extension of water line for dog drinking fountain.	\$5000	2011	For dogs to cool off and drink.
Planting of shade trees with irrigation.	\$7500	2011	To moderate climate in the area.
Add site furniture adjacent to the dog off-leash field for dog owners including benches and garbage cans.	\$2,000	2011	For general park use and dog owners to enjoy.



CITY OF NANAIMO



For further information, contact City of Nanaimo
Department of Parks, Recreation and Culture

2360 Bayview Road, Nanaimo, BC V9T 2G6
www.nanaimo.ca/parks-recreation

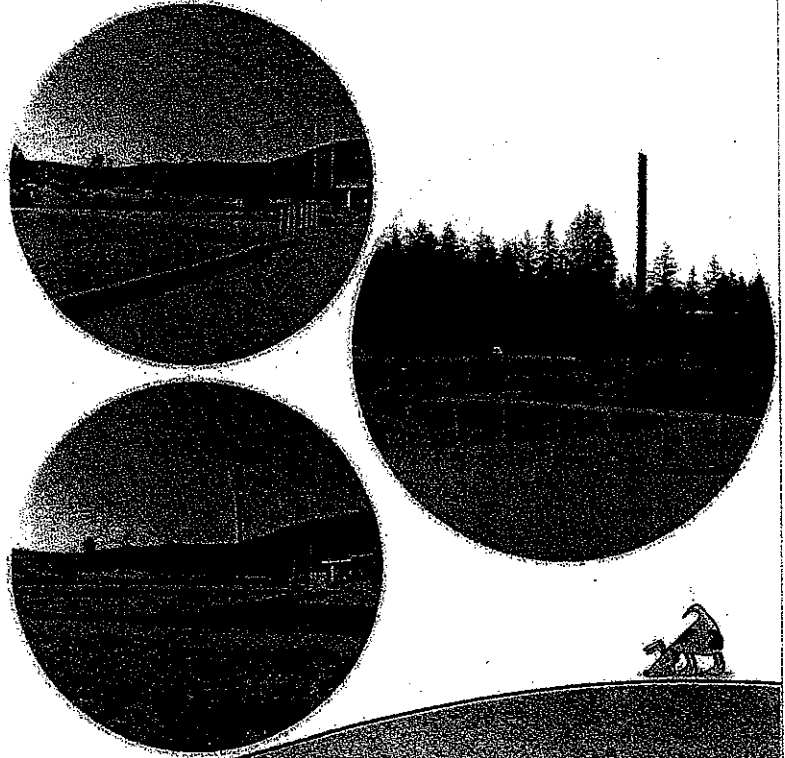
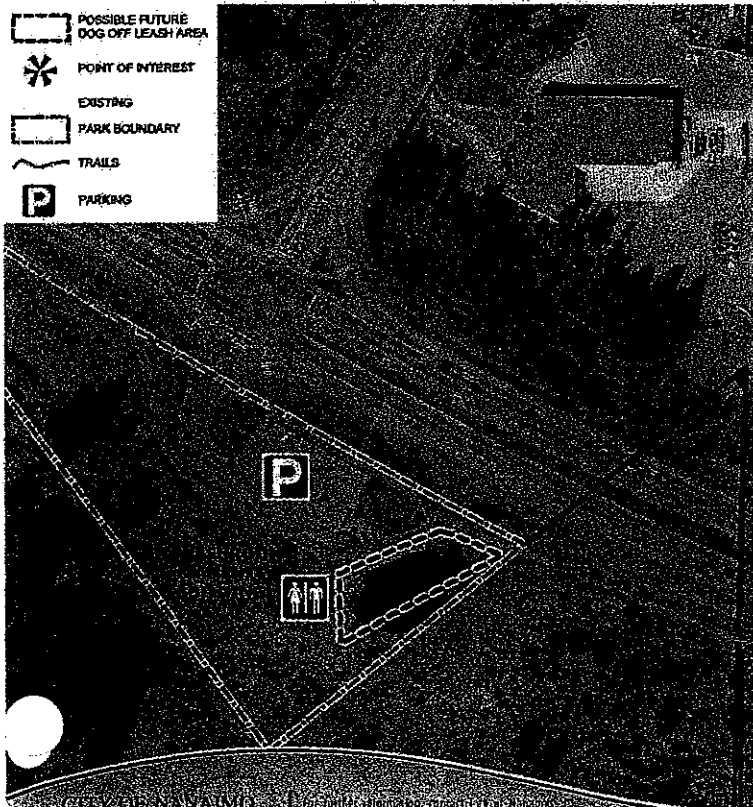
SCHEDULE F

PRIORITY 2 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

F. Northfield Rest Area Urban, fenced area.

- The Northfield Rest Area is a central park with good connections to the Parkway Trail, parking and the Highway. This off-leash area would be fenced to keep dogs safely away from traffic and other park and trail users. Because of the amenities required, it would take funding to implement.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Signage to define the dog off-leash field area within the park.	\$500	2011	Dogs will only be allowed off-leash in the fenced area – not on the trail or in the parking lot.
Fenced area with double gates for dogs off-leash.	\$15,000	2011	Fenced area will help to ensure that dogs do not run out onto the adjacent trail and roads. The Parkway trail will be dog on-leash.
Extension of water line for dog drinking fountain.	\$5,000	2011	For dogs to cool off and drink.
Planting of shade trees with irrigation.	\$7,500	2011	To moderate climate in the area.
Add site furniture adjacent to the dog off-leash field for dog owners including benches and garbage cans.	\$2,000	2011	For general park use and dog owners to enjoy.



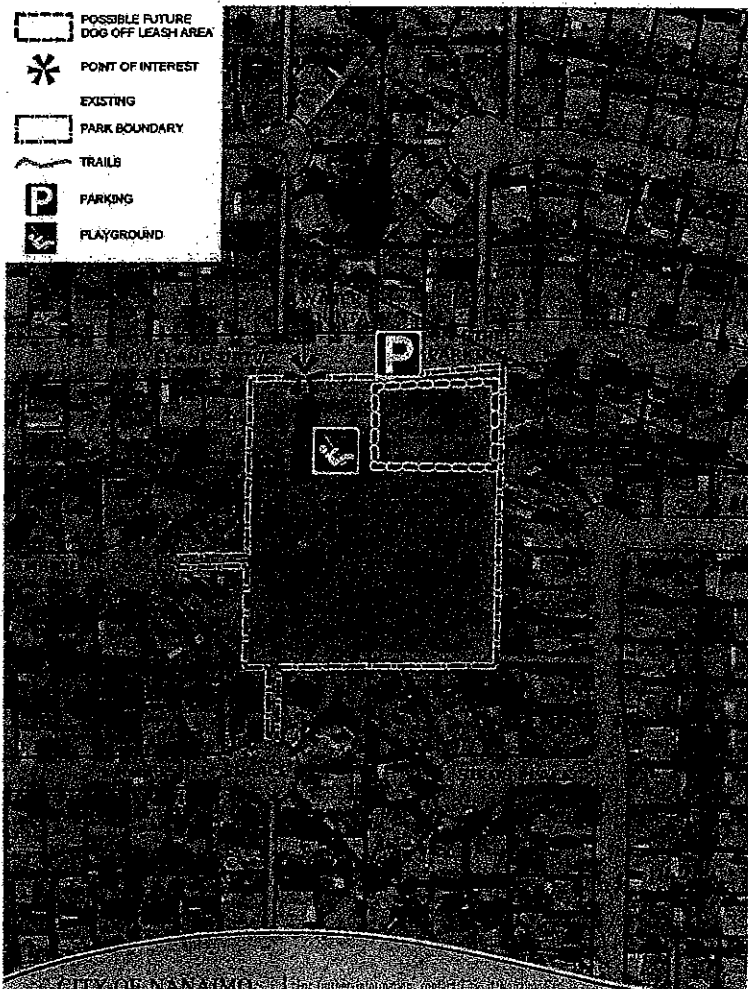
SCHEDULE G

PRIORITY 2 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

G. Groveland Park Suburban Park.

- Parks, Recreation and Culture staff received a petition from many residents of the Groveland Park area requesting that this park become a dog off-leash area. In addition, several residents have also expressed concerns over this and have asked for additional improvements to the park. Consequently, staff will be hosting a neighbourhood meeting in the park to discuss the various park improvement options with residents. Designation of a dog off-leash area in the park will be one improvement option that will be open for discussion.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Undetermined.	Undetermined	Neighbourhood meeting will be held in 2009. Implementation 2011	The designation of a dog off-leash area at Groveland Park will be presented at a neighbourhood meeting along with a discussion about other park improvement options.



CITY OF NANAIMO



Department of Parks, Recreation and Culture

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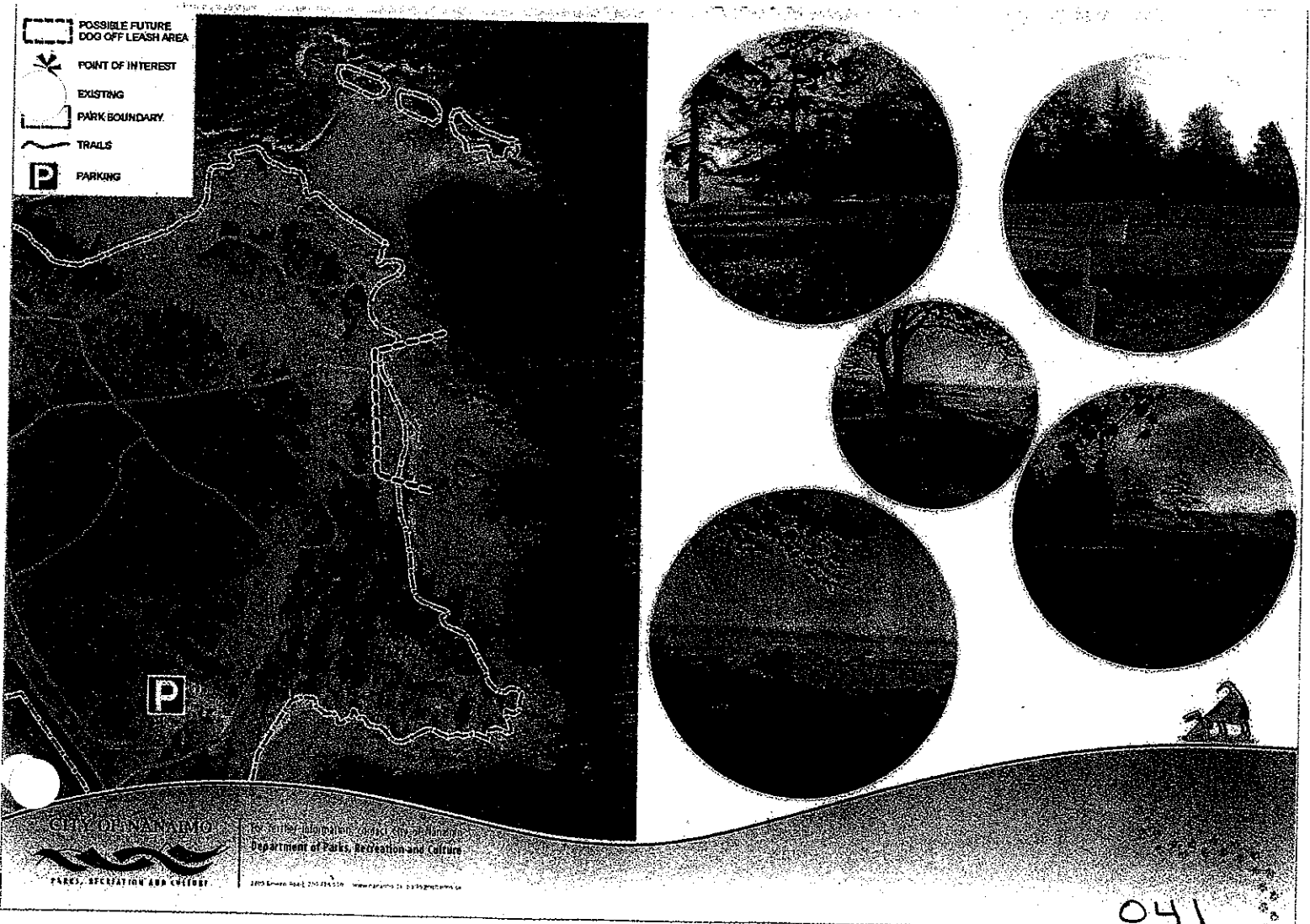
SCHEDULE H

PRIORITY 3 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

H. Neck Point Park, Indian Beach Natural Park with ocean access.

- The Neck Point Park Master Plan was written in 1999. The City of Nanaimo recently purchased a 3 acre piece of property to add to this park. Over the fall of 2009 and into 2010, staff will be preparing a master plan for this new parkland and will ask for public input to evaluate and update the ten year old Master Plan. The public will be invited to participate during this process through surveys and open houses.
- The idea of making Indian Beach an off-leash park will be tested during the public planning process. If the public likes the idea, only Indian Beach would be off-leash. Dogs would be required to be on a leash in all other areas of the park.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Undetermined. Maybe signage and a split rail style fence in strategic locations, but open for discussion.	Undetermined	Tested during public input for the park plan 2012	This location will be presented as an option during the Neck Point Park planning process.



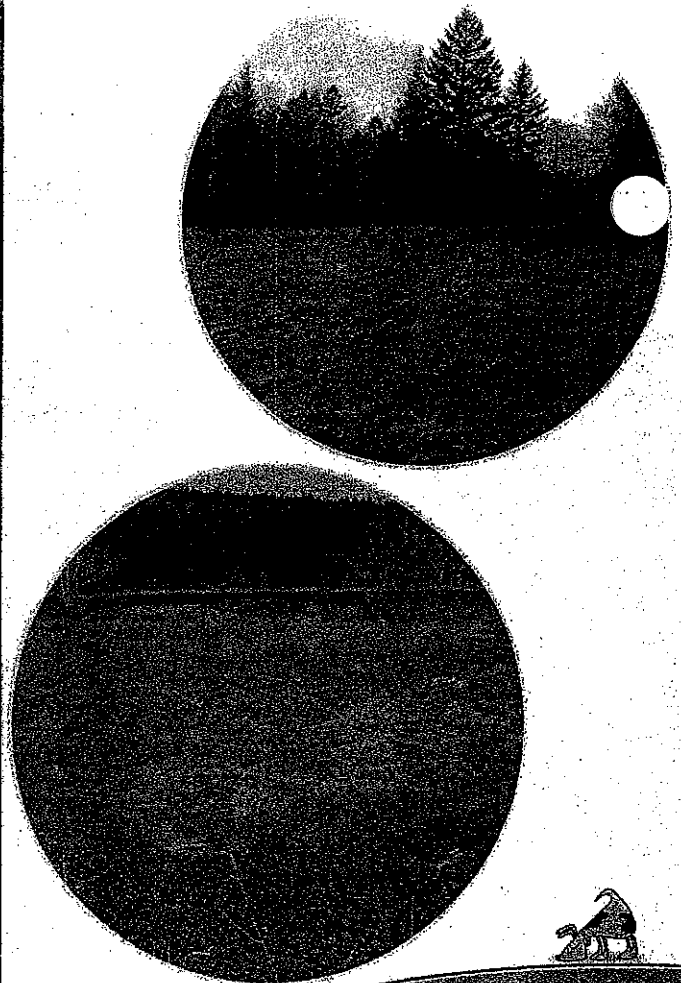
SCHEDULE I

PRIORITY 3 - DOG OFF-LEASH PARK DEVELOPMENT STRATEGY

I. Linley Valley Park, Meadow Near Cottle Lake Natural Park

- The Linley Valley Park Plan was adopted by City Council in 2006. The park plan identifies future development and management strategies in the park. Dog off-leash facilities were not part of the original plan, but a desire to accommodate dogs off-leash in the park has been expressed from the public to Parks, Recreation and Culture staff. Consequently, staff are willing to explore this idea with park stakeholders and the general public. If desired, this would require amending the original park plan.

SUGGESTED IMPROVEMENTS	BUDGET	TIME	COMMENTS
Undetermined. Maybe signage and a split rail fence, but open for discussion.	?	2012	This location will be tested with stakeholders and the public as an amendment to the Linley Valley Park Plan.



REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: BARRY SPARKES, CHAIR, PARKS COMMITTEE

RE: LOUDON PARK IMPROVEMENT PLAN-UPDATE

RECOMMENDATION:

That the Parks, Recreation and Culture Commission adopt the amended Loudon Park Improvement Plan.

EXECUTIVE SUMMARY:

As a continuation of the Loudon Park Improvement Plan at Long Lake, an open house was held on 2009-OCT-22 to update the public on park improvements to date and future plans for Loudon Park. At that open house a concept to erect the boathouse on the current Centennial building site was presented. This proposal was very favorably received, and as a result the Improvement Plan has been amended to reflect this change.

BACKGROUND:

The original Loudon Park Improvement Plan was adopted by the Parks, Recreation and Culture Commission on 2006-NOV-22. The adopted plan followed two open houses which were held in 2006 to gather public input from area residents as well as stakeholder groups (Canoe and Kayak Club, Rowing Club, Accessibility Group). Three draft concepts were presented which showed the parking lot and boathouse in different locations. The concept adopted was the one with the parking lot relocated to its current position and the boathouse on the western side of the park.

Subsequently, at the Parks, Recreation and Culture Commission meeting of 2008-APR-23, it was recommended that the Commission host a public meeting with the neighboring residents at Loudon Park to discuss the final locations of the building prior to construction starting.

The Nanaimo Canoe and Kayak Club and Rowing Club have engaged an architect to look at possible building concepts. Through that process they identified an alternate site for the building from the original Improvement Plan which proposes the boathouse being built in the same location as the existing washroom building. This was identified as a possible site throughout earlier stages of the Improvement Plan process.

As a result, and following on Commission's recommendation, a Public Open House was held on 2009-OCT-22 to review this revised site and concept drawings. Neighboring residents were invited to attend and offer their comments.

The feedback from the Open House was overwhelmingly supportive of the proposed concept and site for the building.

Therefore, the Nanaimo Canoe and Kayak Club and Rowing Club would like to amend the current Loudon Park Improvement Plan to reflect the new location for the boathouse.

The Centennial building site for the proposed boathouse results in far fewer trees having to be removed and is far less obtrusive to neighboring residents. Next steps in the plan will be fund-raising initiatives to be undertaken by the user groups.

Since the Park Improvement Plan was adopted in 2006, there have been many improvements already implemented:

- The Loudon Walkway was upgraded from Norwell Drive along the lake to Loudon Park.
- The accessible fishing pier was added in 2007.
- Trails were hardened to facilitate access for general park users, paddlers and physically challenged individuals.
- The parking lot was relocated in 2008 to enhance parking, traffic flow, drop-off areas and pedestrian circulation routes.
- Gates were installed to limit vehicular park access afterhours.
- There was no parking (resident exempt areas) on adjacent streets.

Improvements still to come:

- Development of new boathouse with new accessible washrooms.
- Swimming beach improvements and expansion.
- Enhancement of park signage including a park entrance kiosk.
- Playground improvements.

The Parks Committee met on 2010-JAN-14 and made the following motion:

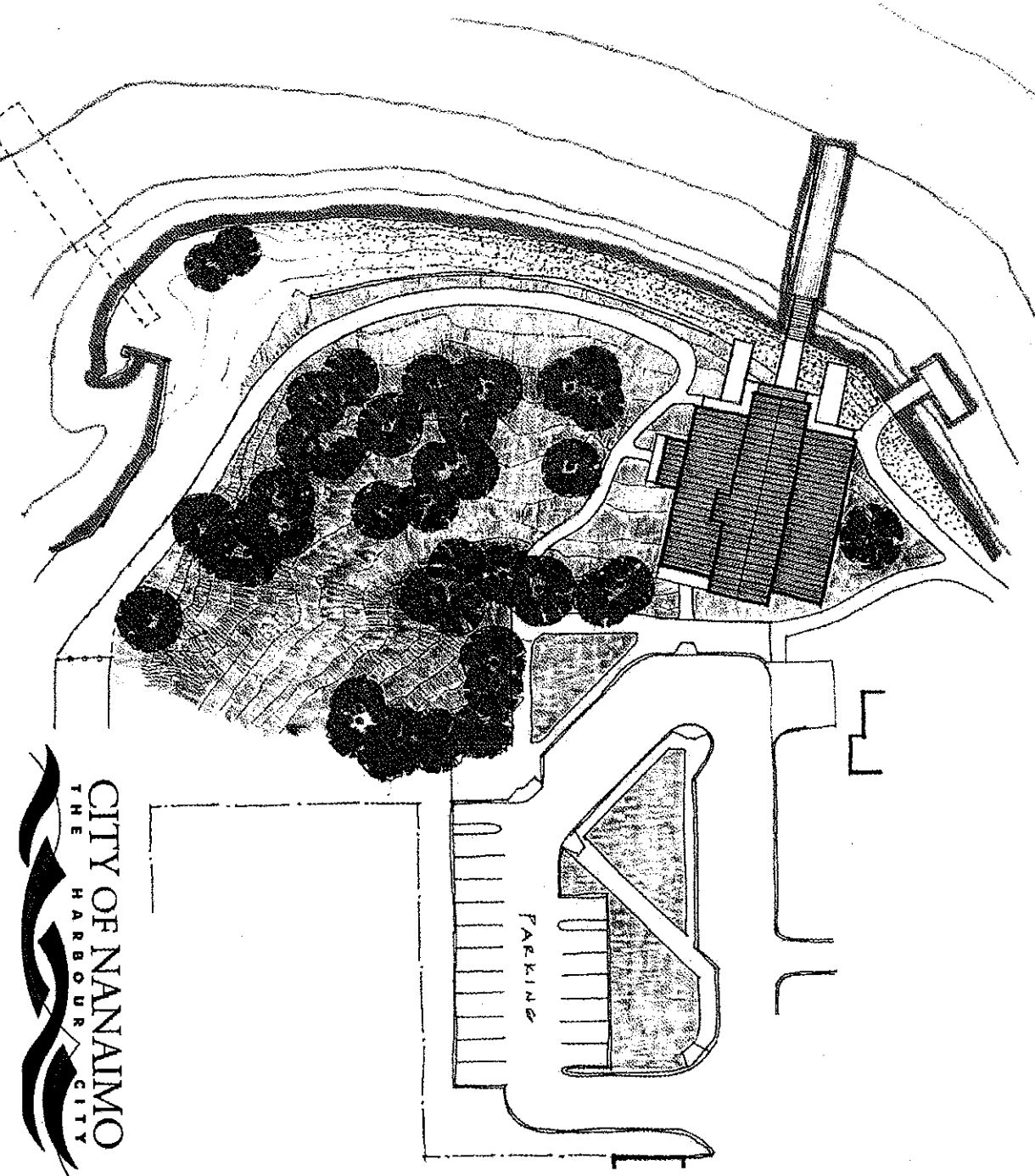
It was moved and seconded that the Parks Committee recommend that the Parks, Recreation and Culture Commission adopt the amended Loudon Park Improvement Plan. The motion carried unanimously.

Respectfully submitted,



Barry Sparkes, Chair
Parks Committee

Loudon Park Improvement Plan – Revised Boathouse Location



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Amended January 2010

**NOTES OF THE REGULAR RECREATION COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2010-JAN-13, COMMENCING AT 3:00 P.M.**

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

Staff: Mary Smith Robin Tweed, Recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 3:00 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

- (a) Meeting Notes of the Regular Recreation Committee Meeting held Wednesday, 2009-NOV-10, at 2:00 p.m. in the Bowen Park Complex Conference Room.

It was moved and seconded that the meeting notes of 2009-NOV-10 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (None.)

6. CHAIR'S REPORT: (None.)

7. REPORTS OF ADVISORY BODIES: (None.)

8. STAFF REPORTS:

9. INFORMATION ONLY ITEMS (staff reports):

- (a) Community Program Development Grant – verbal – Mary Smith.

Discussion was held regarding both the wording of the "Community Program Development Grant Guidelines and Application for Funding" document and the history of funding and operation of the Cedar District 4-H Club and the Club's current funding status.

As part of their discussion, the Recreation Committee reviewed the 2009-NOV-25 motion passed by the Parks, Recreation and Culture Commission, that,

the draft "Community Program Development Grant Guidelines and Application for Funding" document, "Application Criteria", point "Preference will be given to new applications. Applications for the same project or program funding in consecutive years will be considered where there is clearly identified change or expansion of the project or program" be reviewed for removal at the next Recreation Committee meeting;

as well as the 2009-MAR-13 letter to the Cedar District 4-H Club advising of the motion passed at the 2009-FEB-25 Parks, Recreation and Culture Commission meeting,

1. *that the funding for the Cedar District 4-H Club 2009 Barnyard Operation be reduced to \$5000.00 and staff, for the following year, work with the Cedar District 4-H Club to explore other areas of funding; and, further,*
2. *that the method through which funding is provided to the Cedar District 4-H Club Barnyard Program be changed from a line item in the operational budget to an annual grant.*

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve that, based on the historic nature of the Barnyard Program, the funding for the Cedar District 4-H Barnyard Program be added as a line item to the City of Nanaimo budget. The motion was withdrawn.

It was moved and seconded that the Parks, Recreation and Culture Commission write a letter to Council requesting that Council find funding for the Cedar District 4-H Club Barnyard program, in the maximum amount of \$5,000.00, for the year 2010 with the caveat that the Cedar District 4-H Club actively seek future funding and sponsorship from other sources. The motion carried unanimously.

It was moved and seconded that the "Application Criteria", contained within the "Community Program Development Grant Guidelines and Application for Funding" document be amended to read "Preference will be given to new applications. Applications for the same project or program funding in consecutive years will be considered where there is clearly identified change or expansion of the project or program, or, where there is proven need to sustain the program". The motion carried unanimously.

It was moved and seconded that the application deadline in the "Community Program Development Grant Guidelines and Application for Funding" document be amended from March 15th to February 15th. The motion carried unanimously.

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

10. CORRESPONDENCE: (Action) (None.)
CORRESPONDENCE: (Information) (None.)
11. NOTICE OF MOTION: (None.)
12. OTHER BUSINESS: (None.)
13. UNFINISHED BUSINESS: (None.)
14. QUESTION PERIOD: (No questions.)
15. ADJOURNMENT:

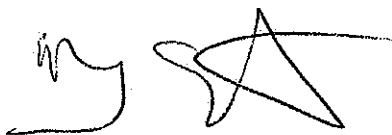
It was moved and seconded at 4:25 p.m. that the meeting adjourn, with the next Meeting of the Recreation Committee to be held, if required, Wednesday, 2010-FEB-10, commencing at 3:00 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Diana Johnstone, Acting Chair
Recreation Committee

CERTIFIED CORRECT:



Mary Smith, Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

**NOTES OF THE SPECIAL GRANT REVIEW MEETING
OF THE CULTURAL COMMITTEE
OLIVER WOODS COMMUNITY CENTRE, HEMLOCK ROOM
THURSDAY, 2009-NOV-19, COMMENCING AT 4:00 P.M.**

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Diana Johnstone
Commissioner Fred Pattje
Commissioner Lynda Avis
Ms. Lynne Fraser
Ms. Joanne Husband
Ms. George McGladrey
Ms. Gerda Hofman

Absent: Mr. Simon Schachner

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

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Meeting of the Cultural Committee was called to order at 4:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- Add item 4(a) - Three-Year Funding Clarification;
- Add item 4(b) - Conflict Of Interest Guidelines.

3. ADOPTION OF AGENDA:

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

4. (a) THREE-YEAR FUNDING CLARIFICATION:

Need to clarify the three-year funding – it was felt that perhaps there was an error in the minutes of 2008 minutes, as the Committee, in 2008, had approved three-year funding for professional organizations – Theatre One, the Vancouver Island Symphony, and the Crimson Coast Dance Society; however, the minutes reflected that only Theatre One had been approved.

It was moved and seconded that three-year funding be approved for the Vancouver Island Symphony and Crimson Coast Dance Society for 2009, 2010, and 2010. The motion carried unanimously.

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(b) CONFLICT OF INTEREST GUIDELINES:

Policy regarding conflict of interest guidelines for Directors of organizations being reviewed for funding.

It was moved and seconded that a policy be adopted regarding Conflict of Interest Guidelines for Committee members who are Directors of organizations requesting funding and that such members should absent themselves from discussion and any decision surrounding funding. The motion carried unanimously.

5. GRANT REVIEWS:

(a) Cultural Operating Grants:

(i) A Cappella Plus Choral Society – requested **\$5,000**

- New application
- Should be interviewed

(ii) Arts Alive – requested **\$2,000**

- Applicable
- Qualify – have applied previously
- Do not need to interview

(iii) Arts Council – requested **\$15,000**

- Qualify
- There are questions from Committee
- Do not need to interview

(iv) Blues Festival Society – requested **\$10,000**

- Large request for their Operating budget
- Established group
- Qualify
- Do not need to interview

(v) Centre for the Arts – requested **\$7,800**

- Qualify
- Do not need to interview

(vi) Chamber Orchestra – requested **\$7,080**

- For Young Musician's Mentoring Program
- Request is higher than would normally be approved
- Total budget for the program
- Should be interviewed

- (vii) Conservatory of Music – requested **\$10,000**
 - First request
 - Applying for three-year funding
 - Should be interviewed
- (viii) Crimson Coast Dance – requested **\$18,000**
 - Completed under multi-year funding
 - Do not need to interview
- (ix) Francophone Association – requested **\$10,000**
 - Asking for two-year funding
 - Strategic plan was provided in English
 - Should be interviewed
- (x) Malaspina Choir – requested **\$2,600**
 - Qualify
 - Do not need to interview
- (xi) Nanaimo Concert Band – requested **\$8,000**
 - First year of application
 - Should be interviewed
- (xii) Nanaimo Tidesmen Barbershop Chorus – requested **\$2,000**
 - Qualify
 - Were interviewed last year & received funds
 - Do not need to interview
- (xiii) Pacific Institute of Bagpiping – requested **\$3,000**
 - Interviewed last year
 - Received funds
 - Qualify
 - Do not need to interview
- (xiv) Theatre BC – requested **\$14,500**
 - Should be interviewed
- (xv) TheatreOne – requested **\$28,000**
 - Under Three-year funding
 - Have done a good job in 2008
 - Do not need to interview

(xvi) Tozan – requested **\$7,500**

- Qualify
- Kiln is just outside the boundary; however, they are a Nanaimo organization and operate within the City
- Do not need to interview

(xvii) Vancouver Island Symphony – requested **\$59,300**

- Under three-year funding
- Do not need to interview

(xviii) Western Edge Theatre – requested **\$14,500**

- Directorship is in question and Artistic Producers are stepping down
- Should be interviewed

After the three-year funding is factored in \$73,441, is all that remains in the budget. Three-year funding is what was approved under the three-year funding. They can ask for an increase, but there is no guarantee that it will be increased; however, the Committee can entertain a request for increase.

(b) Arts, Cultural and Festival Events Grants:

(i) African Heritage Society – requested **\$2,500**

- Are working hard towards meeting requirements
- Have not received their society registration number yet
- Very few participants
- Did not undertake any fund raising – although they intend to
- Do not need to interview

(ii) Arts Council - requested **\$3,000**

- Requested for the Film Festival at VIU
- Qualify
- Do not need to interview

(iii) Art Gallery Festival of Banners - requested **\$6,000**

- City hangs the banners at the cost of \$9500 in-kind service (do not want it perceived as "double-dipping")
- Bob Kuhn to look into further and advise the Committee
- We have received international recognition
- Qualify
- Do not need to interview

- (iv) Ballroom Dance Island Fantasy Ball - requested **\$5,000**
 - Qualify
 - Do not need to interview
- (v) Beat of the Street - requested **\$2,000**
 - New application
 - Has created some controversy
 - They are a registered society
 - Should be interviewed
- (vi) Blues Festival Society - requested **\$1,500**
 - Draws a lot of people for this four-day event
 - Qualify
 - Do not need to interview
- (vii) Botanical Garden Society- requested **\$1,500**
 - Similar to a trade show event with workshops
 - Received funding in 2009
 - Average 1850 people per year
 - Qualify
 - Do not need to interview
- (viii) Canada Day - requested **\$2,500**
 - Qualify
 - Do not need to interview
- (ix) Celtic Performing Arts – requested **\$10,000**
 - First year of application
 - Should be interviewed
- (x) Child Development Centre – requested **\$1,000**
 - They receive for funding every year
 - Silly Boat Regatta
 - Have also applied for Community Services Grant for their operating – Bob Kuhn to clarify with John Horn
 - Do not need to interview
- (xi) Coaltown Festival – requested **\$3,000**
 - Funded last year
 - Qualify
 - Do not need to interview

(xii) **Crimson Coast Dance Fest - requested \$3,000**

- Qualify
- Do not need to interview

(xiii) **Francophone Association - requested \$10,000**

- Qualify
- Can be interviewed at time of the Operating interview if required

(xiv) **Friends of Nanaimo Jazz Society - requested \$5,000**

- Qualify
- Do not need to interview

(xv) **Harbour City Jazz Society – requested \$3,500**

- Highschool event
- Previously funded
- Qualify
- Do not need to interview

(xvi) **Highland Dance Association – requested \$2,500**

- Previously funded
- Do not have audience numbers – Bob Kuhn to contact them and advise Committee
- Do not need to interview

(xvii) **Malaspina Choir - requested \$1,500**

- Qualify
- Do not need to interview

(xviii) **Men's Resource Centre – requested \$5,000**

- First application
- Should be interviewed

(xix) **Nanaimo Quilters Guild - requested \$8,000**

- First application
- Should be interviewed

(xx) **Theatre BC - requested \$4,800**

- Great event previously
- Can be interviewed at time of the Operating interview if required

(xxi) V.I. Symphony in the Harbour - requested **\$7,500**

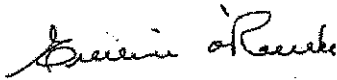
- Qualify
- No need to interview

As there are a number of interviews, it was decided that each interview would only be allocated 20 minutes.

6. ADJOURNMENT:

It was moved and seconded at 5:32 p.m. that the Special Meeting adjourn, with the next Special Meeting of the Cultural Committee to be held Monday, 2009-NOV-23, commencing at 4:00 p.m., in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

**NOTES OF THE SPECIAL GRANT REVIEW MEETING
OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
MONDAY, 2009-NOV-23, COMMENCING AT 4:00P.M.**

PRESENT: Eveline O'Rourke, Chair

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

Absent: Ms. Lynne Fraser
Mr. Simon Schachner

Staff: S. Samborski Charmaine Kuziw, recording
B. Kuhn

1. CALL THE OPEN MEETING TO ORDER:

The Special Grant Review Meeting of the Cultural Committee was called to order at 4:01 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

5. GRANT REVIEW INTERVIEWS:

(a) Cultural Operating Grants:

(i) A Cappella Plus Choral Society – requested \$5,000

James Duthie & Val Duthie
Proven and in existence for some time – their 30th Anniversary is in 2010.
They have a paid Music Director and are trying to get younger members.

Question: BK - How many in audience database? *Close to 500.*

Question: BK - What would a typical concert attendance number be?
Approximately 150

Question: FP - How many ticket events are planned for next year? *1*

Question: FP - First time coming, why now? *Did apply a few years ago. Have always been fairly self sufficient. Fundraising is more difficult. We are aware that others have been recipients. Our organization has greater need because of the paid director position. \$9000/year.*

Question: DJ – Thank you from the community. DJ – Do you intend on having joint concerts? Yes.

Question: LA – Please explain occupancy costs? *Rental costs for Dover Bay.*

Question: LA – Is there any way to reduce that cost? *It has been attempted in houses but it is not satisfactory. Dover is quite reasonable.*

Question: LA – Is there anything that could increase that concert attendance? *Improved marketing. Currently it is word of mouth. The papers are not very helpful. All free advertising is taken advantage of.*

Question: JH – What do you charge for an adult? \$15

Question from the Society: When can we expect to hear the result? *Results will be available in January.*

- (ii) Chamber Orchestra – requested **\$7,080**

(Deferred to Thursday, 2009-NOV-26.)

- (iii) Conservatory of Music – requested **\$10,000**

Cathleen Darby, Executive Director

Conservatory has been 30 years in the community. May 2 2010 2pm is the next large event. The Conservatory has expanded to 400 students. The Conservatory is now focusing on the new building and having funds available for the maintenance and management of the building.

Question: EO – What are the upcoming plans? *Our objectives included in the plan. Page 3 There is possibility for building expansion but firm plans are not available. Plan will be to utilize space and renovate Studio 7. There are also possible plans to expand to other facilities within the City as well as to satellite into other communities.*

Question: FP – Please clarify the upgrade to technology. *Our Registration system is all paper based. There is an online registration system available that we would like to upgrade to and implement in September 2010.*

Question: FP – How many instructors? 35. *There are 5 instructors that don't always have students.*

Question: LA – If the satellite program goes, would you go to other communities to ask for assistance from them? *It would depend on the size of that satellite program. If it reached a good size, that would be likely choice.*

Question: FP – If not forthcoming, what would be cut? *Salaries, publicity, marketing budget.*

Question: DJ – You have had huge growth and anticipate further growth. A major renovation is likely. Any thoughts on how that will happen? *Our board has expanded significantly. They are very interested in achieving this. A leader will be needed to head up an expansion. It will be at least a year before this is investigated.*

Question: JM – Could you please expand on where the money from bursaries comes from? *Funds come from fundraising and BC gaming. Gaming is not a certainty for the future.*

(iv) Francophone Association – requested **\$10,000**

Nicole Langlois

Maple Sugar Festival. Funding was cut drastically by Provincial Government \$65K less than last year. It will show. Asking that the City would continue to support us. Entertainment budget went from \$75 down to \$25. More attendees. More demand and less capacity. The goal is to keep things at the same level. Fees for Beban Park have gone from \$69 to over \$1,000. Please keep this in mind. Over the years there has been good collaboration with City staff but now it is more difficult. The launch of the proclamation will be on December 8th at Martini Grill from 5:00 p.m. to 7:00 p.m. Plans for the festival will be disclosed then.

Question: FP – Entertainment budget being cut a lot will be lost. That will be three good bands. We will get the most we can for our money.

EO – Trying to preserve some money with the Art Gallery and the Dragon Boat Teams. They will be partnering for help in exchange for a donation to their causes. This is cheaper than employees. Saving a good amount of money.

(v) Nanaimo Concert Band – requested **\$8,000**

Sheri Barker & Lucy Bolton

The Band has been in existence since 1872. It is the oldest in BC if not Canada. One of the top bands in Canada. We participate in a lot of charity work and free to the public performances. Our money is made at a spring and fall concert. The Port Theatre reports that we are one of the only groups that bring in a full house. We do bring audience in from outside Nanaimo. We work with training and encouraging students and youth. We currently have a large waitlist for members to play with the band. We are seeking a permanent home and trying to raise money for a building.

Question: FP - How did you come to \$8000? *That is the cost for the events this year. Charity concert food drive. All costs are out-of-pocket. The costs have been increased and we need assistance. We would like to participate in competitions in Ladner and the National competition as well. Funds would assist.*

Question: EO – Have you considered raising the prices? *The band is here for the entire community. We don't want it to be for just those who can afford it.*

Question: LA – Can't something be done to find if the costs can be lowered that are being charged by the City? **Recommended to go to the Cultural Committee for the adjustment to fees.** This is the Band's first application.

- (vi) Theatre BC – requested **\$14,500**

(Withdrawn.)

- (vii) Western Edge Theatre – requested **\$14,500**

Frank Moher

No presentation.

LA - Frank is stepping back. A replacement will hopefully be determined at the AGM on December 3.

Question: EO - Will there be a search done for your replacement? *The board will determine that. There is no money offered for a director.*

Question: EO - Will Caprice remain the venue? *Yes*

Question: JM - Will you personally continue to support Western Edge? *Yes, however, more than one person needs to be involved.*

(b) **Arts, Cultural and Festival Events Grants:**

- (i) Beat of the Street - requested **\$2,000**

Catherine Davis Vice President & James Cunningham, President

No presentation at this time. Letter from Real Estate Webmasters presented endorsing Beat of the Street. \$1500 donation offered and \$1500 domain address donation.

Question: FP - I attended last year, and had a feeling that the performers were not actually buskers. Am I incorrect? *Those who were not busking were part of Catherine's group (?) All others were buskers except for one was from Nanaimo.*

Question: JM - What other types of projects are you planning during the year? *We have a proposal now with the Port of Nanaimo for use of Port Authority property. Looking for assistance in making the Nanaimo busking experience a success next year with their assistance.*

Question: JM - Do you have regular meetings? *Yes, monthly.*

Question: FP - Looking at your estimated numbers, this is quite an increase. What are your plans? *Headline entertainment. We have international connections and are networking to have the international influence. We hope to have the Gogo family join in.*

Question: FP - These are not attendees. How do you think you are going to get the attendance that you have quoted? *Advertising is the way to make things happen. Advertise with the local buskers. Starting very soon to get the word out that it will be taking place.*

Comment: LA - We tend to fund people from our own community and you are planning on bring in international participants.

Comment: LA - Clarification of the non profit and List of Directors for this organization is requested for the next meeting.

Comment: EO - You are planning to do a lot of publicity but you have not expanded on how you are planning on marketing. *The website is very important.*

Question: BK – You plan to raise \$2K in fundraising, could you please explain? *We have spoken to the City about having a Tag Day (Info table set up), canvass the malls for Tag day, and Buskers Ball on Valentine's Day.*

Comment: DJ – Thank you and wish you success. It is a very viable project.

Comment: FP – Very glad to see you here tonight.

Staff clarified that organizations don't have to be non-profit status.

(ii) Celtic Performing Arts – requested **\$10,000**

Rene Cuson & Carolyn Cuson

Celtfest Vancouver Island Event

10th year. Canadian Celtic cultural event of the West Coast.

At VIU and Port Theatre in July 2010. Who comes to the event? Students from Vancouver Island, lower mainland and across Canada and international students. They come specifically to our event. Attendance is approximately 300 students. 1500 to 2000 viewers. Scholarship and bursary fund is supported. They make an effort to offer free performances to the community.

Question: JM – Are you registered at a company? *We are volunteers running under the structure of a company. This year we will become a registered society.*

Question: JM – Could you provide information on your Board of Directors? *(Information was handed out.)*

Question: JM – This is a school format; however, being a company are there licensing and liability issues? *We do have legal assistance and scrutinized before it is carried out.*

Question: EO – Do you hire instructors, and, are they on the contract basis? *Yes they are contracted and receive honorariums. The rest are volunteers.*

Question: JM – Have you applied for Provincial and Federal Grants? *No, we have not applied as of yet.*

Question: EO – Where is the school? *VIU and Port Theatre. Teaching space is at VIU.*

Question: BK – When do you expect to have your new society? *Before the next Celtfest.*

(iii) Francophone Association - requested **\$10,000**

See above under "Cultural Operating Grants".

(iv) Men's Resource Centre – requested **\$5,000**

Kim Howland

We would like to expand on "Father's Day in the Park". Kim introduced a poster for the 2009 event. We expanded last year to bring in a name act as well as partnering with students for volunteering. Our focus is celebrating fathers with a focus on music. We involved the community with the Fire Department, info booths for families and fathers. Event

photos shared. Come together as a community and celebrate at no cost. Expanding by bringing in a children's entertainer to encourage bringing out more families. Donations were down last year.

Question: LA – Could you clarify your expenditures? *Employees on contract. Only 2 full-time staff.*

Question: EO – Financials that United Way was not collected. Under the Family Crisis Support Program. Original grant was to come in 3 instalments. Through budget cuts they were not given full amount.

Question: FP – Have you broken even with the event every year? Yes, for the past 8 yrs.

- (v) Nanaimo Quilters Guild - requested \$8,000

(Deferred to Thursday, 2009-NOV-26.)

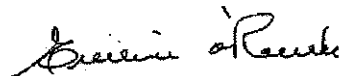
- (vi) Theatre BC - requested \$4,800

(Withdrawn.)

6. ADJOURNMENT:

It was moved and seconded at 7:19 p.m. that the meeting adjourn, with the next Special Meeting of the Cultural Committee to be held Wednesday, 2009-NOV-26, commencing at 4:00 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



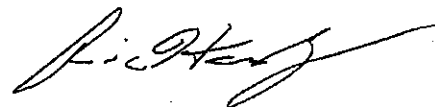
Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

**NOTES OF THE SPECIAL GRANT REVIEW MEETING
OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
THURSDAY, 2009-NOV-26, COMMENCING AT 4:00P.M.**

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Lynda Avis
Ms. Joanne Husband
Ms. Gerda Hofman

Absent: Commissioner Diana Johnstone
Commissioner Fred Pattje
Ms. George McGladrey
Ms. Lynne Fraser
Mr. Simon Schachner

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

1. CALL THE OPEN MEETING TO ORDER:

The Special Grant Review Meeting of the Cultural Committee was called to order at 4:05 p.m.

2. INTRODUCTION OF LATE ITEMS: (None.)

3. ADOPTION OF AGENDA:

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

5. GRANT REVIEW INTERVIEWS:

(a) Cultural Operating Grants:

(i) Chamber Orchestra – requested **\$7,080**

Mr. Rolf Morris appeared on behalf of the Chamber Orchestra.

This year they have made a concerted effort to submit their request and feel that organizationally are starting to get on their own feet. Their submission is about a composite program – experienced persons and youth. No Agenda, curriculum, was set – learning was by osmosis. This is a conscious mentoring opportunity. Develop something within the City of Nanaimo that is unique. Over the years, more structure has been established with the advent of a "guidelines" document; however, improvement was needed by way of contact with the larger orchestras. Youth have been able to tap into the ensembles and then the orchestra - paving

the way for university level experiences. This year that was extended to the BC Music Teachers Association. As this developed, we felt that the children in this mentoring programs moved through the system, gaining more responsibility over time. This will eventually take them to doing a complete concerto all by themselves. This competition opens up everything that the Chamber does to the entire community north of Victoria. They hire local teachers every year as soloists. These individuals could help to consciously mentor the students and interact with them through the music score. This also opens up a relationship to the BC Music Teachers Association. Summer music camp at \$700/child gives them an opportunity to work with some of the best musicians in the country. Not all of the children can afford this. Now have someone from the Calgary Symphony Orchestra who may be able to assist with liaising with the Orchestra and the SD. Mini program into the school with the choir and band from the school. Instituting Kinder Music. These children play and react to these tunes.

Questions/Answers:

Commissioner Avis – How many students that play in the orchestra are from Nanaimo? *All.*

Commissioner Avis - But the competition will be opened up to people outside of Nanaimo? *Yes.*

Chair O'Rourke - Are these students beginners? Do they have other musical training? *Most have taken private lessons – some are grade 8 or 9 in the conservatory of music; however, there are all levels at the younger ages (12, 13, etc.). Must have grade 6/7/8 in their instrument.*

Bob Kuhn – in reviewing the budget for the mentoring program it appears that the Chamber Orchestra is asking for funding of entire amount – is this correct? *Continuing to determine funding sources - have proposed to RBC, Shaw TV also gives grants for local funding – but have not heard back from either agency.*

Chair O'Rourke - Your total budget for the fiscal year is \$19,250? *(Mr. Morris then provided the budget to the Committee.)*

Bob Kuhn – This is your financial statement for operating the orchestra? *Yes.*

Commissioner Avis – Is Bruce still playing? *Yes, he will continue to play, but will no longer be acting as Treasurer – he felt that six years as Treasurer was enough.*

It was noted that the Chamber Orchestra is asking for the entire funding of the program. This is approximately one-half of their entire budget. They do have a great program; however, the guidelines are usually 25% maximum of their entire budget.

(b) **Arts, Cultural and Festival Events Grants:**

(i) Nanaimo Quilters Guild - requested **\$8,000**

Norma Franks, Co-President / Carol Bailey, Co-Chair,
appeared on behalf of the Nanaimo Quilters Guild.

Questions/Answers:

Joanne Husband - How many members in association? *200 from September. 205 paid, 200 honorary.*

Chair O'Rourke – Were they successful? Yes.

Chair O'Rourke – Do they come from the immediate area? Most. Some from Duncan, some from Parksville. Main body is local

Chair O'Rourke – How long is their event at Beban? 3 days - one day set up, 2 days show.

Chair O'Rourke - How many are expected to attend? Approximately 1840 non-members coming over the 3 days.

Commissioner Avis – Does the group do outside fund raising? No.

Joanne Husband – Do they have, or, have they considered sponsorship? The document shows guild as well as quilt show

Commissioner Avis – The Income statement is for Guild not the Quilt Show.

Teachers are brought in from other parts of Canada and the USA in addition to the gifted quilters in the area. The group tries to make the event accessible to everyone.

Chair O'Rourke – Do the fees cover the costs? No membership fees do not cover – barely covers the newsletter; however they sell advertising (1/4 page is \$20 just to keep the copies going) for charity quilts etc. Membership funds cover plus the members contribute labour and some materials.

Bob Kuhn – This shows a total of \$41,110 – is this the budget for event? Or Guild? Sounds like the Guild. That is the budget for the fiscal year for the show. The pages are the actual budget for the show. Expense amount is detailed just to the left of the expense column. If there is an assumption base (example admissions) it is based on what we expect.

Chair O'Rourke - Do you raffle the quilts? Yes. 5 quilts were raffled this year. License from the gaming commission and a society is set up according to the gaming rules. Revenue is immediately paid to the comfort quilt society in accordance with the gaming rules. At the beginning of December approx 250 placements (double-sided) to meals-on-wheels and the telephone visiting, 150 quilts at Christmas to various association representing people in need. One stop – Nanaimo you employment centre – 80 Christmas bags with personal care items as well as food and movie coupons inside. 5 boxes of food go to loaves and fishes every Thursday from the membership. Local purchasing as much as possible.

Chair O'Rourke - Where do the funds for the goods come from? From the quilt show. Generally expect cash for goods in kind; however, this year, a number of the larger sponsors which usually donate \$500 are gone, others are asking for the quilters to return in January. Disposable income has diminished. The group is trying to provide quality charity goods for those in need. Want to send e-mail to Cowichan and Comox areas that have been in need due to recent weather issues. Have given to other locations and also to the interior during the fire season. The fees are kept at a reasonable level because the majority of people are retired and on a fixed income.

Chair O'Rourke - Where do you meet? At Brechin Church - there is both an afternoon and evening portion.

5. GRANT REVIEW RECOMMENDATIONS:

(a) Cultural Operating Grants:

GROUP	REQUESTED	RECOMMENDED
A Capella Plus Choir Society	\$ 5,000	\$ 2,300
Arts Alive	\$ 2,000	\$ 1,800
Arts Council	\$ 15,000	\$ 10,050
Blues Festival Society	\$ 10,000	\$ 7,880
Centre for the Arts Society	\$ 7,800	\$ 6,190
Chamber Orchestra	\$ 7,080	\$ 3,230
Conservatory of Music	\$ 10,000	\$ 7,200
Crimson Coast Dance	\$ 18,000	\$ 14,800
Francophone Association	\$ 10,000	\$ 9,531
Malaspina Choir	\$ 2,600	\$ 2,360
Nanaimo Concert Band	\$ 8,000	\$ 4,790
Nanaimo Tidesmen Barbershop Chorus	\$ 2,000	\$ 1,550
Pacific Institute of Bagpiping	\$ 3,000	\$ 2,105
TheatreOne	\$ 28,000	\$ 28,000
Tozan Cultural Society	\$ 7,500	\$ 6,595
Vancouver Island Symphony	\$ 59,300	\$ 59,300
Western Edge Theater	\$ 14,500	\$ 6,460
TOTALS:	\$ 209,780	\$ 174,141

The Committee, with the input of all members – either verbally in person, or in written form, reviewed the amounts that were requested by each group. The Committee then used an across-the-board averaging and percentaging formula and arrived at an equitable amount that they felt should be allocated to each group, bearing in mind the actual request and the funds available. The total funds available in 2010 for Cultural Operating Grants is \$174,141.

The outcome of these deliberations was tabled, to be voted on at the next meeting of the Cultural Committee on Wednesday, 2010-JAN-06.

(b) **Arts, Cultural and Festival Events Grants:**

African Heritage Black History Celebration – There was concern expressed by the Committee that it appears that, according to their written submission for their event, they have no fund raising. Staff advised that they have received sponsorship every year. Staff can obtain a list of their sponsors. Would like them to find someone to mentor them with the application and its requirements. Staff may need to provide more assistance.

GROUP	REQUESTED	RECOMMENDED
African Heritage Black History Celebration	\$ 2,500	\$ 745
Arts Council- Short Film Festival	\$ 3,000	\$ 1,635
Art Gallery Festival of Banners	\$ 6,000	\$ 1,120
Ballroom Dance- Island Fantasy Ball	\$ 5,000	\$ 2,145
Beat of the Street- Little Woodstock Fest.	\$ 2,000	\$ 785
Blues Society- Summertime Blues Fest	\$ 1,500	\$ 855
Botanical Garden- Celebration of Island Gardening	\$ 1,500	\$ 810
Canada Day 2010	\$ 2,500	\$ 1,640
Celtic Performing Arts - Celt Fest	\$ 10,000	\$ 1,905
Child Development- Silly Boat Regatta	\$ 1,000	\$ 830
Coaltown Festival	\$ 3,000	\$ 1,090
Crimson Coast- Voices in Motion, Bodies That Sing	\$ 3,000	\$ 2,475
Francophone- Maple Sugar Festival	\$ 10,000	\$ 3,975
Friends of Nanaimo Jazz- A Jazz Affair	\$ 5,000	\$ 2,075
Harbour City Jazz Fest	\$ 3,500	\$ 1,175
Highland Dance Competition	\$ 2,500	\$ 1,075
Malaspina Choir 40th Anniversary Celebration	\$ 1,500	\$ 950
Men's Resource Center- Fathers Day in the Park	\$ 5,000	\$ 1,035
Nanaimo Quilters Guild- Material Magic Quilt Show	\$ 8,000	\$ 1,660
Vancouver Island Symphony in the Harbour	\$ 7,500	\$ 5,540
TOTALS:	\$ 84,000	\$ 33,520

The Committee, with the input of all members – either verbally in person, or in written form, reviewed the amounts that were requested by each group. The Committee then used an across-the-board averaging and percentaging formula and arrived at an equitable amount that they felt should be allocated to each group, bearing in mind the actual request and the funds available. The total funds available in 2010 for Arts, Cultural and Festival Events is \$33,520.

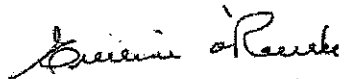
The outcome of these deliberations was tabled, to be voted on at the next meeting of the Cultural Committee on Wednesday, 2010-JAN-06.

Obb

6. ADJOURNMENT:

It was moved and seconded at 6:03 p.m. that the meeting adjourn, with the next Regular Meeting of the Cultural Committee to be held Wednesday, 2010-JAN-06 commencing at 4:15 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

2009-DEC-07
File: A2-11
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NOTES
REGULAR CULTURAL COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2010-JAN-06, COMMENCING AT 4:15 P.M.

PRESENT: Eveline O'Rourke, Chair

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

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 4:20 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, 2009-NOV-04, at 4:15 p.m., in the Conference Room of the Bowen Park Complex.

It was moved and seconded that the Notes of the meeting held 2009-NOV-04 be adopted as circulated. The motion carried unanimously.

- (b) Notes of the Special Grant Review Meeting of the Cultural Committee held Thursday, 2009-NOV-19, at 4:00 p.m., in the Hemlock Room, Oliver Woods Community Centre.

It was moved and seconded that the Notes of the meeting held 2009-NOV-19 be adopted as circulated. The motion carried unanimously.

- (c) Notes of the Special Grant Review Meeting of the Cultural Committee held Monday, 2009-NOV-23, at 4:00 p.m., in the Bowen Park Complex Conference Room.

068

It was moved and seconded that the Notes of the meeting held 2009-NOV-23 be adopted as circulated. The motion carried unanimously.

- (d) Notes of the Special Grant Review Meeting of the Cultural Committee held Thursday, 2009-NOV-26, at 4:00 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the Notes of the meeting held 2009-NOV-26 be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (None.)

6. COMMISSION REPORT:

- (a) Commissioner Pattje advised that the Parks, Recreation and Culture Commission met on 2010-JAN-05. Staff was requested to prepare a seminar on the mandate and structure of the Cultural Committee for Commission members. The seminar is to be held between now and the next PRCC meeting scheduled for 2010-FEB-24.

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

7. REPORTS OF PROJECT COMMITTEES:

- (a) Cultural Award Committee.

The Cultural Awards presentations are to be held on 2010-MAR-10. A planning committee is required. Members of the Committee will be Lynda Avis, Gerda Hofman and Joanne Husband, with Lynda Avis serving as Chair.

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

- (c) Cultural Forum Project Committee. Staff reported that a survey was held and the responses should be brought forward at the next Cultural Committee meeting.

8. STAFF REPORTS: (None.)

9. INFORMATION ONLY ITEMS (staff reports):

- (a) **Community Plan for Public Art** – Bob Kuhn reviewed the process related to the production of the draft Community Plan for Public Art with Cultural Committee Members and asked for their feedback prior to Open House scheduled for 2010-JAN-21.

- "Bold" sentence "program not fully developed". Page 12, Para 2, 1st line. Page 34.
- Change wording to read "recommend" instead of "encourage". Page 34.

- Insert, "Nanaimo's Public Art program began in 1992, and this document is meant to update and enhance the previous Art in Public Places Guidelines and Procedures document approved by Council in 2003." Page ii, Para 1, and any other place in the document.

It was moved and seconded that this statement be included in the document as required. The motion carried unanimously.

- City staff member name should be removed and title or position should be inserted. Page 14.
- Open house has wrong address. Should be at 150 Commercial Street. Page 6.
- Bring a better "understanding and tolerance" to "understanding and appreciation". Page 9 in the Vision Statement, Point 4.
- Public Art is a "visual" word. Would like to remove "visual". Public Art is art that is accessible to all. Page 2, 26
- "or" to read "and/or". Page 2.
- Black type on the blue is hard to read. Lighten blue colour.
- The "discreet" public art. What is "discreet" public art? Page 2, Last paragraph.
- Community Public Art – what is it? Is it "neighbourhood" public art? It is confusing. Only where appropriate, this should be "community".
- Insert, "Nanaimo's Public Art program began in 1992, and this document is meant to update and enhance the previous Art in Public Places Guidelines and Procedures document approved by Council in 2003." Page 4.2.1, item 1, Page 5 under bullet.
- Small red printing explaining focus groups – red printing should be larger. Page 6.
- Inconsistency with use of "Selection Committee" or "Review Panel" – should use "Selection Committee". Page 10.3.4.1
- Stronger word usage – "recommend" rather than "encourage". Page 12.
- "Neighbourhood". Page 13.
- Neighbourhood corridors and hubs. (Planning terms.) Page 17, para 4
- Change "Community" to "Neighbourhood". Page 20,,4.1,,3.4
- Remove "visual". Page 23

- Nanaimo's existing public art – Insert, "Nanaimo's Public Art program began in 1992, and this document is meant to update and enhance the previous Art in Public Places Guidelines and Procedures document approved by Council in 2003." Page 25.
- Refer to changes available on the Website. Pages 28-33.
- Replace "encourage" with "recommend". Page 34.
- Attach the graphic for the Cultural Committee to the PRCC graphic. Page 36.
- " Change to reflect that while it is a Community Plan for Public Art Toolkit ~ it is a Neighborhood Public Art Project. Page 38.
- Insert, "Nanaimo's Public Art program began in 1992, and this document is meant to update and enhance the previous Art in Public Places Guidelines and Procedures document approved by Council in 2003." Page 40. After first paragraph.
- Change "manpower" to "labour". Page 43, Bullet 3.
- Examples of community public art (not Nanaimo). Page 46.
- Remove second "review". Page 48, Item 2.
- Remove "visual". Page 50, Item 1.
- Fix word "Archive". Page 53.

Thanks were expressed to Brent Meunier and the team that worked on the Community Plan for Public Art.

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

10. CORRESPONDENCE: (Action) (None.)

CORRESPONDENCE: (Information) (None.)

11. NOTICE OF MOTION:

12. CONSIDERATION OF OTHER BUSINESS:

13. BUSINESS ARISING FROM DELEGATIONS: (None.)

14. UNFINISHED BUSINESS:

(a) Cultural Operating Grants:

GROUP	REQUESTED	RECOMMENDED
A Capella Plus Choir Society	\$ 5,000	\$ 2,300
Arts Alive	\$ 2,000	\$ 1,800
Arts Council	\$ 15,000	\$ 10,050
Blues Festival Society	\$ 10,000	\$ 7,880
Centre for the Arts Society	\$ 7,800	\$ 6,190
Chamber Orchestra	\$ 7,080	\$ 3,230
Conservatory of Music	\$ 10,000	\$ 7,200
Crimson Coast Dance	\$ 18,000	\$ 14,800
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Pacific Institute of Bagpiping	\$ 3,000	\$ 2,105
TheatreOne	\$ 28,000	\$ 28,000
Tozan Cultural Society	\$ 7,500	\$ 6,595
Vancouver Island Symphony	\$ 59,300	\$ 59,300
Western Edge Theater	\$ 14,000	\$ 6,460
TOTALS:	\$ 269,780	\$ 174,141

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Cultural Operating Grant recommendations. The motion carried unanimously.

(b) **Arts, Cultural and Festival Events Grants:**

GROUP	REQUESTED	RECOMMENDED
African Heritage Black History Celebration	\$ 2,500	\$ 745
Arts Council- Short Film Festival	\$ 3,000	\$ 1,635
Art Gallery Festival of Banners	\$ 6,000	\$ 1,120
Ballroom Dance- Island Fantasy Ball	\$ 5,000	\$ 2,145
Beat of the Street- Little Woodstock Fest.	\$ 2,000	\$ 785
Blues Society- Summertime Blues Fest	\$ 1,500	\$ 855
Botanical Garden- Celebration of Island Gardening	\$ 1,500	\$ 810
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Highland Dance Competition	\$ 2,500	\$ 1,075
Malaspina Choir 40th Anniversary Celebration	\$ 1,500	\$ 950
Men's Resource Center- Fathers Day in the Park	\$ 5,000	\$ 1,035
Nanaimo Quilters Guild- Material Magic Quilt Show	\$ 8,000	\$ 1,660
Vancouver Island Symphony in the Harbour	\$ 7,500	\$ 5,540
TOTALS:	\$ 84,000	\$ 33,520

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council approve the Arts, Cultural and Festival Events Grants recommendations. The motion carried unanimously.

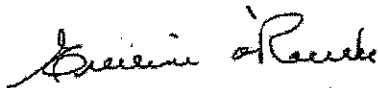
15. **QUESTION PERIOD**

- (a) Western Edge Theatre – status of their Board and operations.
- (b) Ed Hughes Mural – Commissioner Lance advised that the mural is not really open to the public. Not well signed. Sometimes the venue is closed, despite groups utilizing the Conference Centre for other events. Not accessible on weekends. Staff to follow up.
- (c) City of Nanaimo flower – Commissioner Pattje advised, for information of the Committee, that a suggestion has been made that the "lotus pinnatus" which only grows in the bog in Harewood, be adopted as the official City flower.

16. ADJOURNMENT:

It was moved and seconded at 5:35 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held, if required, on Wednesday, 2010-FEB-03, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room.

The motion carried unanimously.



Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:



S. Samborski, Senior Manager
Recreation and Culture Services

2010-JAN-12
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APPROVED FOR DISTRIBUTION:



Richard Harding, Director
Parks, Recreation and Culture

UNAD

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NOTED

M1-23

THE PORT THEATRE
MONTHLY ACTIVITY REPORT

November, 2009

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	3	Tour of Building	10:00am	Tours	11	1
2	5	Matthew Good	7:30pm	Music	787	21
3	6	International Guitar Night	7:30pm	Music	521	7
4	7	Tidesmen Chorus	2:00pm	Music	516	59
5	8	Nanaimo Concert Band	2:30pm	Music	694	63
6	9	Random Acts	7:30pm	Music/Drama	25	7
7	10	Random Acts	12:15pm	Music/Drama	75	8
8	10	Random Acts	7:30pm	Music/Drama	46	8
9	12	Interview with Sheila Rogers	9:00am	Interview	0	2
10	12	Random Acts	12:15pm	Music/Drama	75	9
11	12	Random Acts	7:30pm	Music/Drama	57	9
12	13	Afro-Cuban All-Stars	7:30pm	Music	468	20
13	14	Kerplunks	2:00pm	Music	505	11
14	14	Marc Djokic	7:30pm	Music	109	5
15	15	Malaspina Choir	2:00pm	Music	358	70
16	15	Jann Arden	5:30pm	Tech	0	35
17	16	Jann Arden	8:00pm	Music	804	35
18	18	Pilot House	12:00pm	Lobby Rental	25	1
19	19	ViSymphony	3:00pm	Tech	0	49
20	20	ViSymphony	12:30pm	Rehearsal	0	49
21	20	ViSymphony	7:30pm	Music	468	49
22	21	ViSymphony	7:30pm	Music	610	49
23	22	Majesties of Rock	7:30pm	Music	262	18
24	24	The Trews	7:30pm	Music	540	11
25	25	Banff Mtn. Film Fest	7:00pm	Video	804	6
26	27	Art Change over Harmac Room	12:30pm	Art Gallery	0	4
27	27	The Nylons	7:30pm	Music	501	42
28	28	Barney Bentall	7:30pm	Music	502	17
29	29	Elvis, Elvis, Elvis	7:00pm	Music	589	15
30	30	School District Art Reception	7:00pm	Reception	50	1
31						
32						

RECEIVED

DEC 02 2009

DEPARTMENT OF
PARKS RECREATION AND CULTURE

TOTALS

Number of Events:	30
Estimated Audience Attendance:	9402
Estimated Number of Artists/Crew:	681
Total people through the building:	10083

075

THE PORT THEATRE

	# Events 2005	# Events 2006	# Events 2007	# Events 2008	# Events 2009	# Patrons 2005	# Patrons 2006	# Patrons 2007	# Patrons 2008	# Patrons 2009
Jan	24	18	12	22	13	7,082	7,609	5,626	5,126	4,191
Feb	23	26	20	32	18	8,141	11,692	8,161	10,911	8,308
Mar	20	19	18	16	27	5,758	8,075	8,305	5,078	9,604
Apr	34	31	32	20	33	12,520	10,784	12,389	7,888	10,137
May	31	38	29	28	16	14,170	15,615	13,851	13,173	6,254
Jun	36	25	25	29	30	15,262	14,408	12,055	12,507	16,465
Jul	26	4	11	20	2	6,317	2,191	4,304	6,908	457
Aug	3	3	3	2	2	643	865	701	1,339	85
Sep	9	15	20	15	9	2,245	3,551	5,934	6,787	2,925
Oct	20	19	13	26	25	8,069	7,915	5,119	8,067	7,794
Nov	22	28	21	34	30	12,326	14,392	9,765	14,306	10,083
Dec	19	31	14	24		6,895	15,378	5,049	9,302	
TTL	267	257	218	268	205	99,428	112,475	91,259	101,392	76,303

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

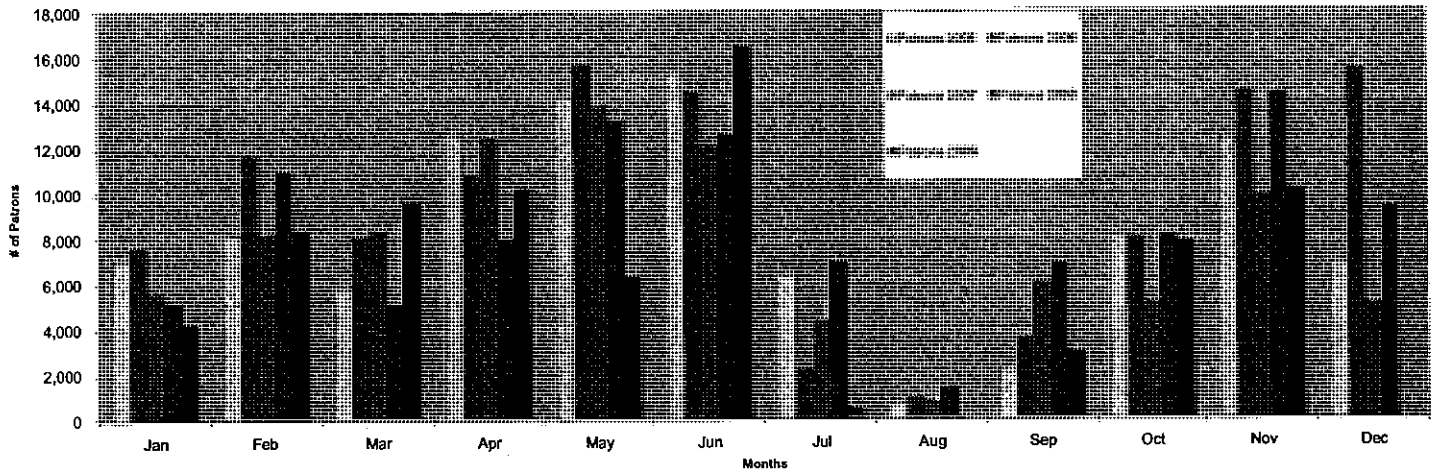
-30% increase
-12% increase

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

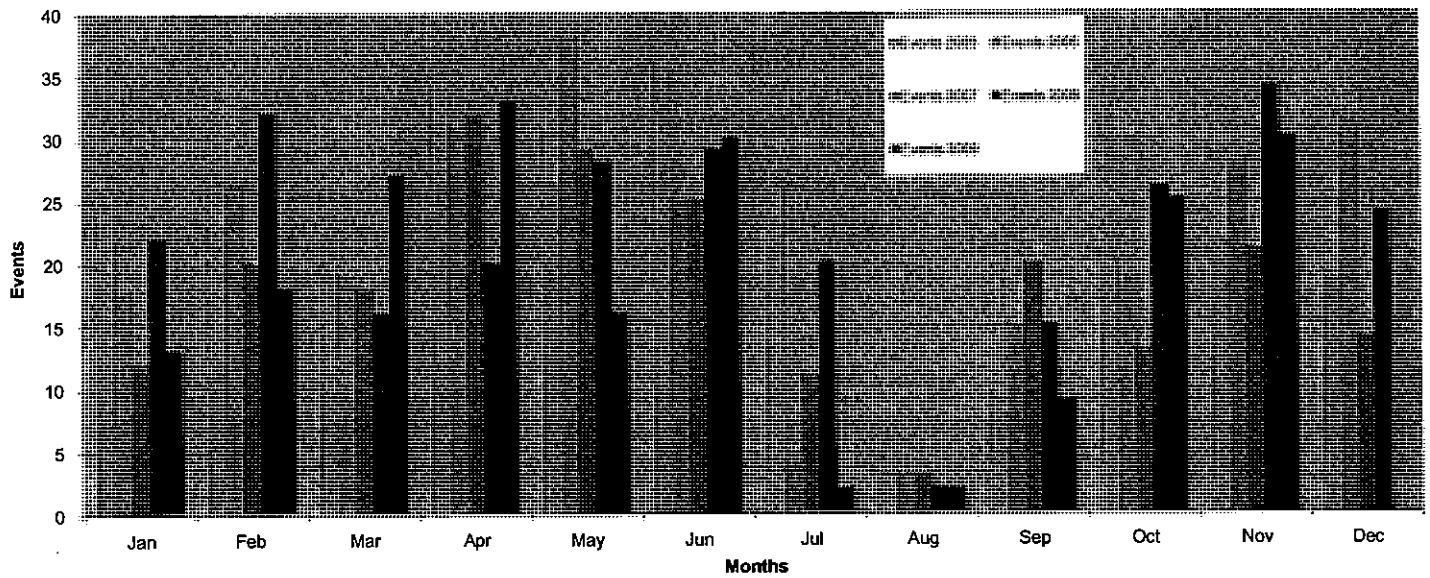
12,174
27

076

Patron Attendance Comparison



Event Comparison



THE PORT THEATRE
MONTHLY ACTIVITY REPORT

M1-23

December, 2009

#	DATE	EVENT	TIME	CATEGORY	AUD	ARTIST
1	1	Michelle Wright	7:30pm	Music	366	12
2	2	Shrine Fantasy	7:00pm	Magic	477	7
3	3	Le La La Dancers	7:00pm	Music/Dance	235	25
4	4	VISymphony	7:30pm	Rehearsal	0	52
5	5	VISymphony	7:30pm	Music	804	52
6	6	VISymphony	2:00pm	Music	804	52
7	9	Fuel	7:00pm	Film	318	9
8	10	Tempo	3:30pm	Rehearsal	0	40
9	11	Tempo	10:00am	Dance	608	40
10	11	Tempo	1:00pm	Dance	339	40
11	11	Tempo	7:00pm	Dance	327	40
12	12	Winter Harp	3:30pm	Music	606	11
13	12	Winter Harp	7:30pm	Music	542	11
14	13	Christmas Eve in Scotland	2:30pm	Dance	574	143
15	14	Tour	2:00pm	Tour	0	2
16	15	Malaspina Choir	7:30pm	Music	449	95
17	16	Coal Town Festival	1:00pm	video shoot	0	3
18	17	Fab Four	7:30pm	Music	555	13
19	18	Holiday Mingler	5:30pm	Private booking	0	70
20	19	Ken Lavigne	7:30pm	Music	322	16
21	20	Ken Lavigne	2:30pm	Music	436	16
22	23	Shaw TV	3:00pm	Interview	0	5
23						
32						

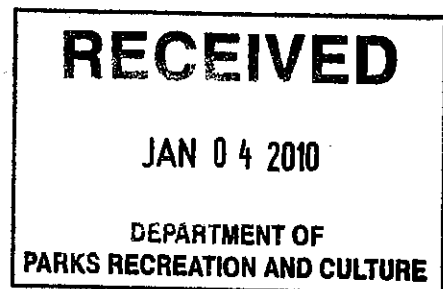
TOTALS

Number of Events: 22

Estimated Audience Attendance: 7762

Estimated Number of Artists/Crew: 754

Total people through the building: 8516



078

THE PORT THEATRE

	# Events 2005	# Events 2006	# Events 2007	# Events 2008	# Events 2009	# Patrons 2005	# Patrons 2006	# Patrons 2007	# Patrons 2008	# Patrons 2009
Jan	24	18	12	22	13	7,082	7,609	5,626	5,126	4,191
Feb	23	26	20	32	18	8,141	11,692	8,161	10,911	8,308
Mar	20	19	18	16	27	5,758	8,075	8,305	5,078	9,604
Apr	34	31	32	20	33	12,520	10,784	12,389	7,888	10,137
May	31	38	29	28	16	14,170	15,615	13,851	13,173	6,254
Jun	36	25	25	29	30	15,262	14,408	12,055	12,507	16,465
Jul	26	4	11	20	2	6,317	2,191	4,304	6,908	457
Aug	3	3	3	2	2	643	865	701	1,339	85
Sep	9	15	20	15	9	2,245	3,551	5,934	6,787	2,925
Oct	20	19	13	26	25	8,069	7,915	5,119	8,067	7,794
Nov	22	28	21	34	30	12,326	14,392	9,765	14,306	10,083
Dec	19	31	14	24	22	6,895	15,378	5,049	9,302	8,516
TTL	267	257	218	268	227	99,428	112,475	91,259	101,392	84,819

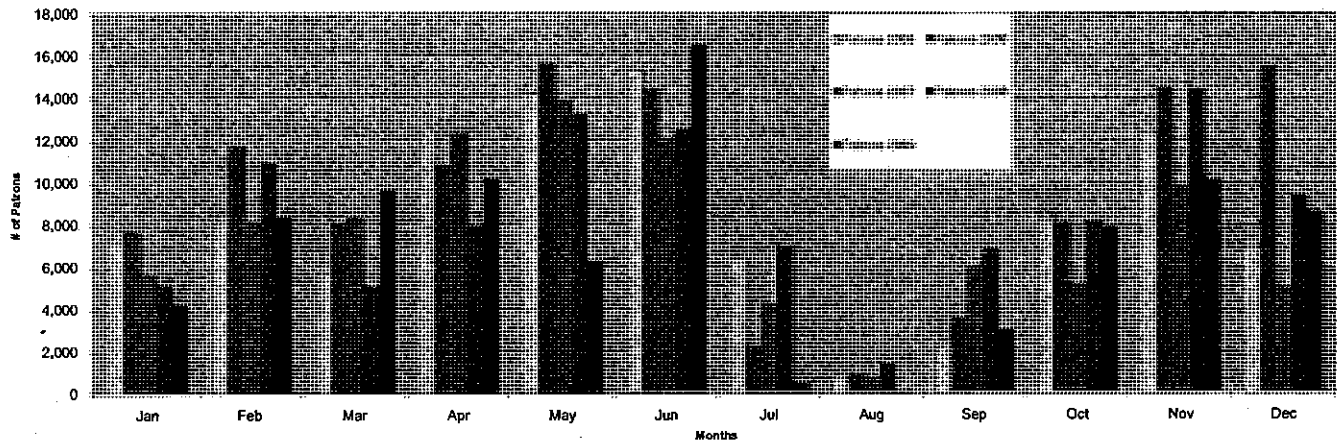
comparison of attendance for the same month last year
comparison of events for the same month last year

-8% decrease
-8% decrease

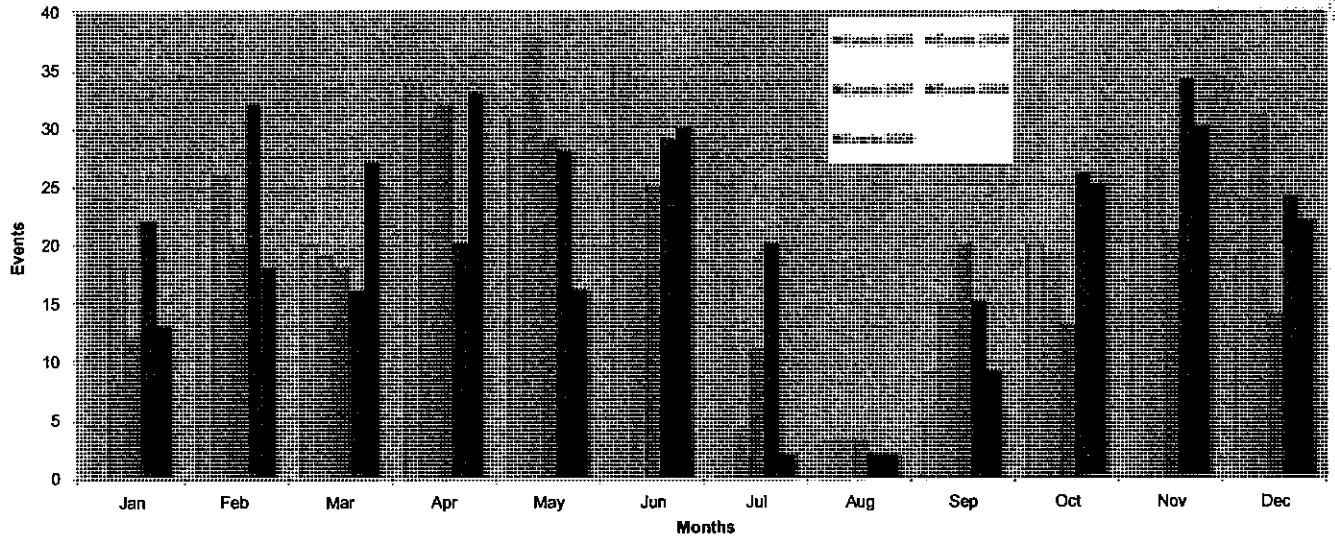
five yr. average attendance for same month
five yr. average number of events same month

9,028
22

Patron Attendance Comparison



Event Comparison



City of Nanaimo-Parks, Recreation and Culture Commission
 Nanaimo Art Gallery: Activity Report
 November 1, 2009 to November 30, 2009

Submitted by Ed Poli, Gallery Manager

The Campus Gallery (900 Fifth Street) presented:

- **TYPEface** – *From October 9 to November 14, 2009* - An exciting exhibit of powerful new work by Grant Leier and Nixie Barton that makes use of letters, words, and text as integral components of the paintings.
- **Upstairs at Wah Lee's** - *From November 20 - December 19, 2009* – A traveling exhibition from the Quesnel Museum featuring the work of Chow Shong Wing who established a photographic studio on the upper floor of the Wah Lee Store. He was the first professional photographer in Quesnel and his portraits of local residents – Chinese, First Nation and Caucasian, speak profoundly of the economic, religious and social forces of acculturation at work in this young frontier town, but also reflect a casual intimacy that existed between individuals of diverse cultural background.
- **Advanced Watercolour Workshop** (Nov 4) and **Beginner Acrylic Painting Workshop** (Nov 7)

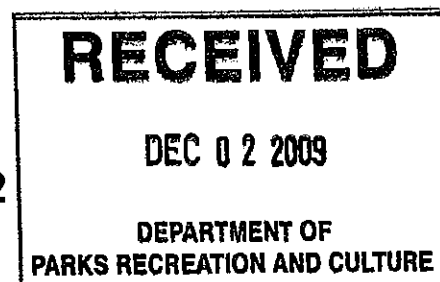
Campus Gallery Attendance **488**

The Downtown Gallery (150 Commercial Street) presented:

- **Royal Architecture Institute of Canada (RAIC) Design Awards** – *From October 15 - November 15, 2009* – Display of presentation panels showcasing the winners of the RAIC's annual awards. These awards recognize excellence in the architectural profession. This exhibit features award-winning projects from three programs: 2009 RAIC Awards of Excellence, 2008 Governor General's Medal's in Architecture, and 2008 National Urban Design Awards.
- 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 **634**

Total Attendance: **1122**



m1-2

City of Nanaimo-Parks, Recreation and Culture Commission
Nanaimo Art Gallery: Activity Report
December 1, 2009 to December 31, 2009

Submitted by Ed Poli, Gallery Manager

The Campus Gallery (900 Fifth Street) presented:

- **Upstairs at Wah Lee's** - from November 20 - December 19, 2009 -- A traveling exhibition from the Quesnel Museum featuring the work of Chow Shong Wing who established a photographic studio on the upper floor of the Wah Lee Store. He was the first professional photographer in Quesnel and his portraits of local residents --Chinese, First Nation and Caucasian, speak profoundly of the economic, religious and social forces of acculturation at work in this young frontier town, but also reflect a casual intimacy that existed between individuals of diverse cultural background.
- **Structural Connections** - from November 20 - December 19, 2009 -- An exhibition of work by the visual arts students in VIU's Arts 384 course demonstrating their abilities in working with three dimensional installations.

Campus Gallery Attendance **223**

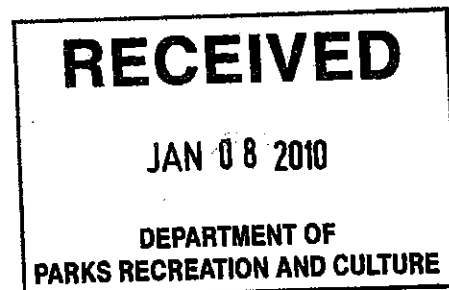
Note: The Campus Gallery was closed from December 23rd to 31st

The Downtown Gallery (150 Commercial Street) presented:

- Ongoing display of the work of the artists in the Gallery's Art Sales and Rental program
- Exhibition of Gerda Hofman's paintings from the 2009 Nanaimo Blues Festival
- The Downtown Gallery space was used by a number of organizations and community groups and for various community events.

Downtown Gallery Attendance **812**

Total Attendance: **1035**



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**Report to Parks, Recreation & Culture Commission
Nanaimo Museum – November/December 2009
Submitted December 11, 2009 by Debbie Trueman**

M1-18

Financial:

- Gaming – There finally is a posting on the gaming website saying that some bingo hall charities have to reapply but that if you are in the middle of a license (as our hall charities are) you don't have to reapply. I reapplied anyway as did many other charities. I believe the Hall is submitting re-applications for all of us as well. No word yet on when we may hear about anything.
- Bastion Repair project update – I received a call (out of the blue!) from the Director of Community Investment & Heritage for Hudson's Bay Company head office (in Brampton) last week looking for more information on the Bastion project she read about in the paper! They want to get involved in the repair project but also in a more long term commitment. I have sent them a proposal and am waiting for a response on detail for their involvement.
- Sports Hall of Fame event was well received. It is time to renew the Parks, Recreation and Culture Commission appointee to the Selection Panel. Current appointee is Brian Dempsey. Thank you again to the Commission for their involvement in this process.

New Space:

- Deficiencies list is down to a few items. The air flow problems fix is now in progress.
- Use of old Museum Building-just so that everyone is aware, we are still using the old Museum building as a workshop to construct exhibits for the new space. This will be the case for at least the next year. We will, however, always need a workshop off site. There are still many items stored in the old building.
- January presentation-I will be giving a presentation to Council and Commission in January on the highlights from our first 18 months in the new space.
- Expenses for new exhibits are on track with available reserves.

Programs and Events:

- We were thrilled to receive a visit from the federal Minister of Heritage James Moore accompanied by MP James Lunney last week to see the new space and how we spent the \$2.3M from Cultural Spaces Canada. We got a rave review!
- Closet Collector is our latest Feature Exhibit. Next exhibit (opening January 12, 2010) is by artist Lou Lynn and features brass and glass pieces inspired by the antique tool collection of Lee Valley tools. It will be shown together with tools from our collection.
- Coal mine tunnel is next (opening early 2010) with Retail/downtown development next year to complete "round 1" of the permanent gallery. We will then go back to the beginning to add elements not completed first round and add some interactive elements that have been developed.
- Venue Rental- Infringing Dance performance, Princess Royal Day lunch, SECA speaker presentation, RCMP Christmas party, CCCU reception and Godspell rehearsal.
- Doug Steel and Richard Mackie book signings were very successful with almost 100 people enjoying the events.
- We are now into a very busy time for school programs with 26 classes booked this month.

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In the Community:

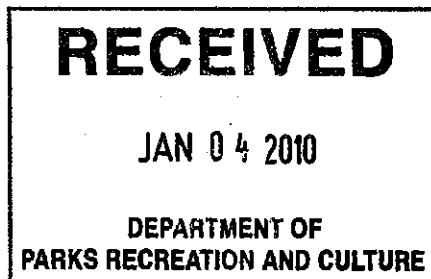
- Met with Shelley Harding from the Alberni Valley Museum about sponsoring the Heritage Fair for this area in 2011. Our winners would go to Port Alberni-their winners go to Provincial fair and then on to a National fair.
- The Nanaimo Art Gallery visioning Committee continues.
- I continue to sit on the Destination Nanaimo committee and we have Board representation on the Heritage and Cultural committees.

Favourite comments of the month:

As reported by a neighbouring business owner:

A woman and young son were overheard, "Mommy, I want to go back to the museum." to which Mom replied, "No we have to go to the Library". Son replies, "No Mom I want to go back to the museum!"

We take that as a compliment!



REPORT TO: PARKS, RECREATION AND CULTURE COMMISSION
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE
AUTHORED BY: ELIZABETH WILLIAMS, MANAGER, SPORT TOURISM AND MARKETING
RE: TRAVEL ASSISTANCE APPLICATION FROM THE WELLINGTON SECONDARY BAND

STAFF'S RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the application for a Travel Assistance Grant for the Wellington Secondary Band in the amount of \$2,000.00. The application meets all of the grant criteria.

EXECUTIVE SUMMARY:

The City of Nanaimo provides a contingency account for amateur sports and cultural groups and individuals to travel out of province to a Regional, National or International Championship. These funds are available to sports and cultural groups winning Provincial or Regional competitions and the current policy provides \$100 per person to a maximum of \$2,000 per application. Requests are considered on a first-come, first-served, basis as funds remain available.

On 2009-DEC-21, Staff reviewed a Travel Assistance Grant application from the Wellington Secondary Band, determined that the application meets all of the grant criteria and recommend that the Parks, Recreation and Culture Commission approve the application in the amount of \$2,000.00.

BACKGROUND:

Staff review all Travel Assistance Grant applications and forward the recommendation to the Parks, Recreation and Culture Commission for approval. Staff determined that the application meets all of the grant criteria and recommend that the Parks, Recreation and Culture Commission approve the application in the amount of \$2,000.00. The Wellington Secondary Band (26 members) will be representing Nanaimo at the MusicFest Canada – Canadian National Competition in May 2010.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

Travel Assistance Grant Evaluation

APPLICANT: Wellington Secondary School DATE: Dec 21st, 2009

CRITERIA	Meets Criteria (✓)	Does not meet Criteria (✓)	NOTES
A. Winner of a Regional, Provincial or National Championship (or equivalent)	✓		
B. Attending a Regional, National, or International Championship	✓		
C. Traveling out of Province	✓		
D. Maximum \$100 per person up to \$2,000 per group	✓		
E. Other sources of funding identified	✓		
F. Grant recipient(s) reside in Nanaimo	✓		
G. Application made by a local organization	✓		
H. Grant for participants only, not coaches or chaperones	✓		
I. Demonstrated financial need	✓		
J. Applicant is a non-profit organization	✓		
K. Budget & financial statements attached	✓		

RECOMMENDED FOR FUNDING (✓): ✓ AMOUNT: \$ \$2000.00

OR

NO GRANT RECOMMENDED (✓): _____ DOES NOT MEET CRITERIA: _____

EVALUATOR: Liz Willcocks POSITION: Manager of Sport Tourism & Marketing

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

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

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

RE: DRAFT BEBAN PARK REDEVELOPMENT PROJECT FOR PUBLIC REVIEW

RECOMMENDATION:

That the Parks, Recreation and Culture Commission:

1. approve the draft Beban Park Redevelopment Project for public review; and,
2. request that staff provide an updated Beban Park Redevelopment Project Report, including information from the public review, at the May Commission meeting for Commission's consideration and recommendation to Council.

EXECUTIVE SUMMARY:

The Beban Park Facility Redevelopment project got underway in January, 2009. Since then, a consulting team of recreation and design professionals gathered input and feedback from stakeholders, the general public and facility users regarding the potential redevelopment of Frank Crane Arena, Beban Pool and the Beban Social Centre.

BACKGROUND:

The draft Beban Park Redevelopment Project is now at a stage where it should go to the public for review and comment.

At their planning and review meeting of 2010-JAN-19, the Commission reviewed the five step process outlined in the document:

Step 1 - People and the Community- This step focused on understanding: the City of Nanaimo demographics, both current and future; the changing context of neighbourhoods within Beban Park's primary and secondary catchment areas; and city-wide planning contexts and direction. This step also evaluated future direction against Nanaimo's regional context.

Step 2 - Programs and Services - This step focused on understanding: the changing program and service needs and desires of Nanaimo residents; regional and national recreation trends; and the offerings of market-place providers (public and private). This step included public consultation with individual users, user groups, community stakeholders, allied service providers and City representatives.

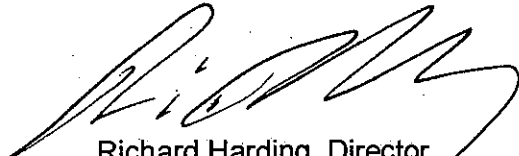
Step 3 - Scenario Analysis - This step, using conclusions from Step 1 and Step 2, focused on exploring three business model scenarios: Refresh (business as usual), Reposition (creating a unified community centre with focused positioning) and Repurpose (changed strategic purpose) and their suitability and appropriateness for Beban Park). A preferred scenario, Reposition, was selected to inform subsequent steps.

Step 4 - Place and Facility Concept Planning - This step focused on creating three potential facility re-development concepts: Independent Program Model (life-cycle only, no new program capacity); Integrated Program Model (new program capacity and life-cycle); and Real Estate Model (additional rental space for appropriate lessees). Each concept was translated into conceptual architectural illustrations and order-of-magnitude cost estimates. A preferred scenario, Integrated Program Model, was selected to inform subsequent steps.

Step 5 - Management and Operational Implications - This step focused on understanding the leadership and management, marketing and operational, and financial performance implications arising from the preferred facility concept. Each area was examined in the context of City of Nanaimo policy and practice, industry best practice and comparison to comparable organizations.

Part of the redevelopment process included getting feedback from public and stakeholders on the concept plans developed via the planning process. To meet the tight timelines of the RInC program, staff was unable to get the concept plans to the public prior to submitting the application. It is requested that the Parks, Recreation and Culture Commission receive the Beban Park Facility Redevelopment concept and phasing plan and have an Open House to forward the Plan for public and stakeholder review and comment.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture

2010-JAN-20
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REPORT TO: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE

FROM: JEFF RITCHIE, SENIOR MANAGER OF PARKS

RE: MONTHLY REPORT FOR NOVEMBER AND DECEMBER 2009 – PARKS OPERATIONS

The following highlights are the park initiatives for November and December 2009. Regular maintenance tasks are not listed.

PARK DEVELOPMENT AND SPECIAL PROJECTS

- From the 15 RFP applicants, Bruce Carscadden Architect Inc. was hired to design the Maffeo Sutton amenity building. Concept designs will be generated over the Fall of 2009.
- A Dog Off-Leash Park Open House was held on Thursday, 2009-OCT-22, and was attended by about 100 people. Staff presented nine options for future dog off-leash park development. Comments from the Open House regarding the short and long term options are being reviewed.
- Staff are beginning stakeholder discussions about improvements to Harewood Centennial Park. It is anticipated that this process will take about two months.
- Neighborhood meeting was held 2009-NOV-15 to discuss park improvements at Groveland and McKinnon Parks.
- Staff worked with three artists to complete mural projects this Fall including: Deverill Square Washroom building; tunnel from Brook Landing to the E&N trail; tunnel from L'ecole Ocean to the E&N trail; and, Park Operations Yard.
- Plans to improve Neck Point Park and integrate the new park acquisition into the existing park are being developed. Concepts are being presented to the public for input at an Open House on Saturday, 2010-JAN-23, from 10:00 a.m. to 4:00 p.m.
- Construction of the Bowen Outdoor Classroom project has been awarded to C&M. Construction is expected to begin in late January and be complete by the end of April, 2010.
- Presentation materials are being put together regarding the Sports Field Strategy for user group meetings and website publication. A user group meeting has been scheduled for 2010-FEB-01.

VOLUNTEERS IN PARK

- The Rockridge Park neighborhood is actively fundraising and writing a proposal for improvements to Rockridge Park.
- The South End Neighbourhood Association is working on a proposal for improvements on Irwin Street adjacent to Deverill Square Park.
- Staff are liaising with NOCA (Nanaimo Old City Association) and the residents around Pauson Park about potential improvements to the park next Spring.
- Staff are liaising with residents around Bob-o-link Park to discuss graffiti removal and park stewardship in conjunction with the recently completed playground.
- A toolkit for Neighborhood Public Art projects under the Volunteers in Parks program has been drafted and integrated into the Community Plan for Public Art.

TRAIL DEVELOPMENT

- A large section of stairs and boardwalk has been replaced at Beach Estates.
- Buttertubs Marsh Trail flooded during heavy rain falls. Crews improved drainage and installed new culverts.

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MAINTENANCE AND CONSTRUCTION

- New linoleum flooring was installed at the Harewood Activity hall. The old wood flooring had deteriorated and could not be refinished again.
- A new sign kiosk was built and installed at the East Wellington access to the Parkway Trail.
- The new area at Neck Point Park was opened to the public just before Christmas. Trails, stairs and handrails were installed and the rest of the area cleaned and made safe. The Park was packed with visitors on Christmas day.
- The kitchen at the Kin Hut is being renovated. New cupboard doors and hardware are being installed.
- The floor joists at the Kin Hut had rotted, causing the floor to drop. The floor was raised up and the framing was reinforced.

HORTICULTURE

- Horticulture crew has been working in the Departure Bay traffic Islands preparing for 2010. Grasses have been spread out and Spring bulbs added to bring some colour to the site.
- Staff have designed and planted a hedge at the Bowen Cemetery.
- Staff have been working with the Public Works crew to ensure the wall replacement along Stewart Avenue did no permanent damage to the private, very well cared for, plantings at the Buccaneer Inn.
- Staff have submitted an application for certifying staff through the Pesticide Accreditation Program through Plant Health BC, of which Nanaimo is a member City.
- Work-host partnership between Nanaimo Foodshare, funded by the Government of Canada's Youth Employee Strategy, has completed. Our work experience was a good experience for our staff as well as a fantastic learning opportunity for our participant.
- Work was performed at Pioneer Park to reduce the bulk of the roses over hanging the sidewalk area and at Italian Fountain to ensure we are providing an aesthetically pleasing site as well as keeping site lines open from a crime prevention methodology.

TURF AND PARKS

- Trail construction and Park development at Neck Point.
- Yearly performance planning for all crews.

UTILITY

- A chain link compound was installed around the heat pump at the Rotary Field House.
- A new "fish" bike rack was installed at Maffeo Sutton Park.
- Utility staff installed new style garbage cans in various downtown locations. These are the same style used at V.I.C.C. (Vancouver Island Conference Centre).
- A new septic system was installed for the Neck Point Caretakers residence. The old tank had failed and there had never been a septic field installed.

URBAN FORESTRY

- Six Tree Removal Permits processed.
- An application was sent in to Tree Canada for grant money to plant boulevard trees on Vancouver Avenue and Haliburton Street. This application was a response to a prompt from Tree Canada who indicated that monies are available. If the application is successful we would be working with the Southend Neighbourhood Association and the Vancouver Avenue Neighbourhood Association. Nine red oak and eleven red maples would be planted on Vancouver Avenue, and thirty ornamental cherries would be planted on Haliburton Street.
- Hazard tree removals as a result of the floods of late November and early December.
- 163 phone calls received, resulting in 87 site visits to deal with various tree questions and concerns.

TRAIL COUNTS FOR NOVEMBER/DECEMBER 2009

Park Sites	October Daily Average	November Daily Average	December Daily Average	December Peak Time Of Use
Bowen Side Channel	114	107	43	3:00 p.m. – 4:00 p.m.
Westwood Lake Entrance	296	267	173	2:00 p.m. – 3:00 p.m.
Oliver Woods Playground (Side Entrance)	84	54	39	3:00 p.m. – 4:00 p.m.
Oliver Woods Playground (Front Entrance)	131	71	52	3:00 p.m. – 4:00 p.m.
Pipers Spit	245	139	108	3:00 p.m. – 4:00 p.m.
Pipers Knoll	141	73	49	3:00 p.m. – 4:00 p.m.
Wellness Park	149	105	40	12:00 noon – 1:00 p.m.
Oliver Woods Trail	192	70	37	12:00 noon – 1:00 p.m.
Richards Marsh	N/A	34	47	1:00 p.m. – 2:00 p.m.
Third Street Park	N/A	109	97	3:00 p.m. – 4:00 p.m.

▪ **VANDALISM REPORT FOR NOVEMBER/DECEMBER, 2009**

BUILDING AND ENGINEERING R&M

- | | |
|--|------------|
| • Graffiti removal and painting | \$5,523.88 |
| • Replace broken window at D. Bay Hall | \$ 201.70 |
| • Repair lamp standard at Maffeo | \$ 348.55 |
| • Illegal dumping | \$ 127.00 |
| • Damaged Porta-potties | \$ 43.00 |

COST **\$6,244.13**

MATERIALS AND SUPPLIES

- | | |
|----------------------------------|------------|
| • Materials for Graffiti removal | \$ 244.05 |
| • Miscellaneous Supplies | \$1,618.43 |

COST **\$1,862.48**

LABOUR AND FLEET (City Vehicles)

COST **\$1,429.17**

TOTAL COST **\$9,535.78**

Graffiti at Brooks Landing Tunnel, Maffeo Sutton Park, Parkway Trail, QE II Promenade, Caledonia and many other locations. Signs throughout Bowen Park were damaged. Window broken at Departure Bay Activity Centre. Lamp Standard at Maffeo Sutton Park damaged.

REPORT TO: RICHARD HARDING, DIRECTOR, PARKS, RECREATION & CULTURE
FROM: SUZANNE SAMBORSKI, SENIOR MANAGER, RECREATION & CULTURE SERVICES
RE: MONTHLY REPORT – NOVEMBER/DECEMBER 2009
RECREATION AND CULTURE SERVICES

Recreation and Culture

Harbour City Seniors' programs and special events continue to be popular with residents. Over 2,011 (1,776 in 2008) memberships have been sold since 2008-NOV-01. Ninety-eight participated in van trips in November, including lunch at Longwood Brew Pub, dinner at Yellow Point Lodge, Tidesmen Concert at the Port Theatre, Lake Cowichan Christmas House, Granville Island, and Sidney Ocean Discovery Centre. Four Thursday Special Events took place with an average of 100 participants attending each one. The Woodcarving Show on 2009-NOV-22 had 155 entries and 175 in attendance. Seniors Craft Bazaar was very successful with seniors groups selling their creations.

Arts and Culture programs enjoyed over 850 registrations. Christmas themed pottery classes were very successful (every course offered resulted in a waitlist). A special event called "Exhibition of Students Artwork" is scheduled for 2010-JAN-16 at Oliver Woods Community Centre (OWCC). Students who took classes in the Fall were invited to display their work for friends and family. Instructors will also be doing live demonstrations of the programs they teach to promote winter classes.

A \$4,000 grant was received from Walk BC to run free walking programs targeted at adults between the ages of 35 and 54. Bowen Park kiosk signs maps are being updated to current City of Nanaimo sign standards.

Instructor training was held 2009-NOV-26 for those leading children's programs. The session focused on Customer Service, teaching progressions (breaking skills down further), and what is next (developing continued more advanced levels for successful programs); another session is planned for January 2010. New programs planned for Spring and Summer include sustainability and environmental aspects of learning.

Only 1 of 15 fitness/wellness classes during the Fall was cancelled. Two free nutritional tours of Thrifty's Foods were offered.

375 youth attended the last Teen Dance of the year on 2009-DEC-11 at Beban Social Centre. The Wednesday night youth drop-in gymnasium program at OWCC will be cancelled in the Spring due to low attendance. Youth drop-in will still be available three evenings a week through the Spare Blox Program. A survey of Nanaimo youth through Survey Monkey showed that youth gained information for upcoming local events mainly through friends and Facebook, with posters and radio advertising being a distant third and fourth.

Department staff attended AED training at Beban Social Centre and OWCC during November and December.

Vancouver Island University Students conducted a Drop-in Program Satisfaction Survey at OWCC. This was a very well-run survey, with the results being very useful for future program

planning. The students also conducted a customer service survey at Nanaimo Aquatic Centre (NAC), which had very positive results.

2,623 LEAP applications have been processed this year to the end of December, compared to 1,942 in 2008.

Aquatics

In November, there were 1131 participants enrolled in lessons at Beban and NAC compared to 1037 in 2008. In December, 410 enrolled in classes, compared to 327 in 2008.

December was a very busy month with an increase of over 9,000 regular admission customers at NAC and Beban compared to 2008, which included 8,795 at NAC and 211 at Beban. This was due partly to very poor weather in 2008. However, 2009 was the highest attendance at aquatic facilities since 2004.

Special events included "Sunken Treasures" and "Mermaid Games" at Beban Pool. A high school swim meet with 220 in attendance and Master's swim meet with 175, took place in November at NAC. In December, Happy Holiday Family Fun at NAC had approximately 60 children in attendance. Feedback was very positive.

Eighteen Aquatic staff completed a four hour "wet" test as well as a written exam before being hired.

Arenas

Attendance to public skate sessions are up with the very successful return of Winter Wonderland in 2009.

All numbers are up from December 2008 as there were several cancellations due to snow. In December, 2008, the entire operation was shut down for two full working days, plus several bookings and lessons were cancelled or rescheduled to January, 2009, due to poor weather conditions.

Marketing

Marketing projects include:

- ongoing 'This year I will...' campaign promotions;
- 2010 Marketing Plan;
- confirmation of 2010 contracts for Harbourliving.ca, Island Radio, News Bulletin;
- drafting layout for 'fresh sheet' to be hosted on City website in 2010;
- reviewing plans for "Give the Gift of Wellness" promotions - set for January;
- exploring turn-page technologies software;
- Monitoring/Contributing to City Facebook page and Twitter (the City now has 1,500 Facebook fans);
- Completed Provincial Grant Report for Olympic Torch Relay.

Media promotions and/or releases included:

- News Bulletin Monthly Feature Articles – Facilities and Christmas Craft Bazaar;
- Press Releases: Gamestown2010.ca contest, Winter Wonderland and Finale.

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Maintenance

Work permits have been received for NIC office renovations.

Outside security gates are completed at NAC. New partitions to the men's change room at NAC have been added.

Special Events

- **Olympic Torch Relay Wrap-up:** Olympic Torch Relay wrap-up work continues; event evaluation and grant reports have been completed. Nanaimo has been requested by the Province to participate in a conference call with the remaining BC Communities in the hopes that they will benefit from our experience. The Olympic Torch Relay Event has been nominated for a Sport Achievement Award.
- **Picnic in the Park:** Staff will be working with Alternative Groove on this outdoor event, which is being planned for February 2010, targeting children and youth. It will be similar to the snowboard rail jam that occurred at Divers Lake Park in the spring.
- **Christmas Craft Bazaar:** 99 vendors and 2,553 shoppers took part in the 2009-NOV-20 to 2009-NOV-22 Christmas Craft Bazaar at Beban Social Centre.
- **Upcoming Events:** Planning is underway for an Olympic Live Site Canada/US Hockey Game at Diana Krall Plaza, and a Snowboard event for youth.

Community Development

- Three requests have been received for bike route and trails brochures in response to promotion letters sent to all School District 68 schools.
- Staff met with the Harewood Inter Agency Team, Nanaimo Men's Resources Centre, School District 68, Tillicum Lalum, Nanaimo Youth Service Association and Ministry of Children and Family Development, to share program and event information from our department, and to hear about other community group programs and services.
- Facility improvements either completed or near completion include the Centennial Building washrooms, activity monitors at entrances to Oliver Woods, Beban Social Centre and Bowen Park, and replacement window coverings and lobby furniture at Beban Social Centre.
- The Beban Social Centre has been extremely busy through November with several significant events including: Nanaimo Professional Craft Fair; Marianas Trench Concert; PRC Christmas Craft Bazaar; two blood donor clinics; flu vaccination clinics; several workshops; awards ceremonies; fundraisers; and, Christmas parties.

NOVEMBER Statistics

Front Desk:

November:	2008	2009	Difference
Numbers			
Registrations	2,451	2,181	-270
FITT Passes	237	223	-14
Economy Tickets	11,166	10,757	-409
TOTAL:	13,854	13,161	-693
Sales			
Registrations	100,785	93,165	-7,620
FITT Passes	42,395	41,592	-803
Economy Tickets	39,479	39,282	-197
TOTAL:	\$182,659	\$174,039	-\$8,620

Arenas:

November:	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	193.5	170.75	4,594	4,905
Lessons: Department programs and Schools:	204.5	207.75	2,785	4,611
League Rentals:	840.5	802.00	35,447	37,904
Other/Casual:	281.5	214.25	10,760	13,060
TOTAL:	1,520	1,394.75	53,586	60,480

Hours:		Attendance:	
FCA –	432.25	FCA –	19,036
NIC 1 –	360.00	NIC 1 –	11,414
NIC 2 –	405.75	NIC 2 –	11,291
CMM –	322.00	CMM –	11,845
Total –	1,520.00	Total –	53,586

Receipts:

November 2008: \$539,697
 November 2009: \$489,503

DECEMBER Statistics

Front Desk:

December	2008	2009	Difference
<u>Numbers</u>			
Registrations	1,791	1,876	85
FITT Passes	171	152	-19
Economy Tickets	8,993	10,220	1,227
TOTAL:	10,955	12,248	1,293
<u>Sales</u>			
Registrations	68,780	86,561	17,781
FITT Passes	30,477	29,373	-1,104
Economy Tickets	31,978	37,240	16,677
TOTAL:	131,235	153,174	33,354

Arenas:

December	Hours of Use		Attendance	
	Current Month	Last Year	Current Month	Last Year
Public Admissions:	181.25	169.75	7,571	4,443
Lessons: Department programs and Schools:	136	165.5	2,096	3,277
League Rentals:	618.75	570	37,065	31,071
Other/Casual:	296.25	191	8,329	8,409
TOTAL:	1232.25	1096.25	55,061	47,230

<u>Hours:</u>		<u>Attendance:</u>	
FCA –	308.00	FCA –	18,444
NIC 1 –	325.75	NIC 1 –	14,436
NIC 2 –	323.00	NIC 2 –	12,169
CMM –	275.50	CMM –	10,012
Total –	1,232.25	Total –	55,061

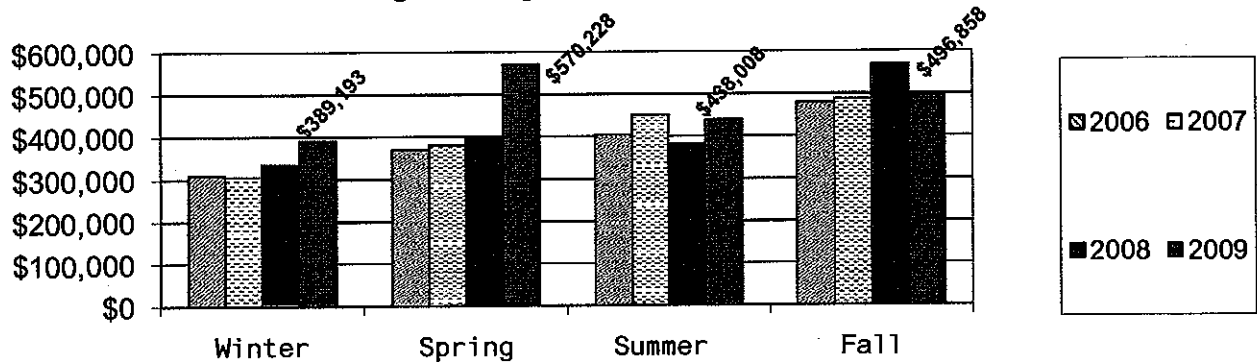
Receipts:

December 2008: \$411 298
 December 2009: \$476 561

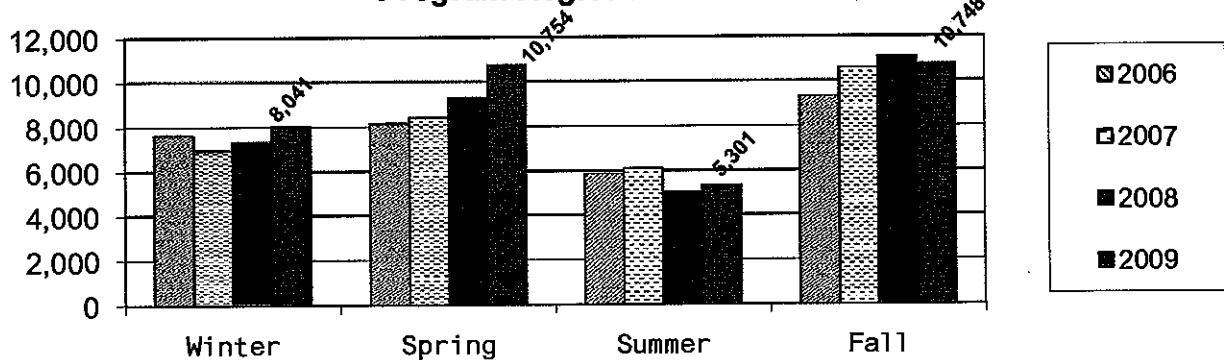
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2006 to 2009 Recreation and Culture Programs Registrations and Revenues

Program Registration Revenue



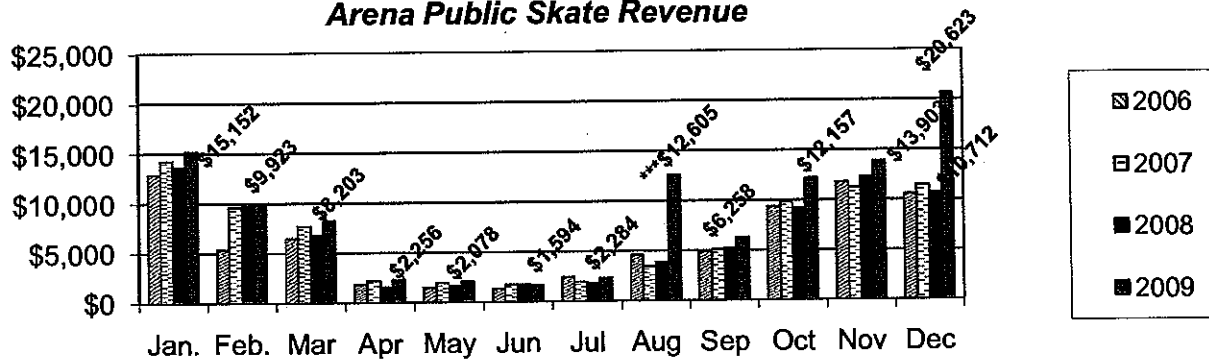
Program Registrations*



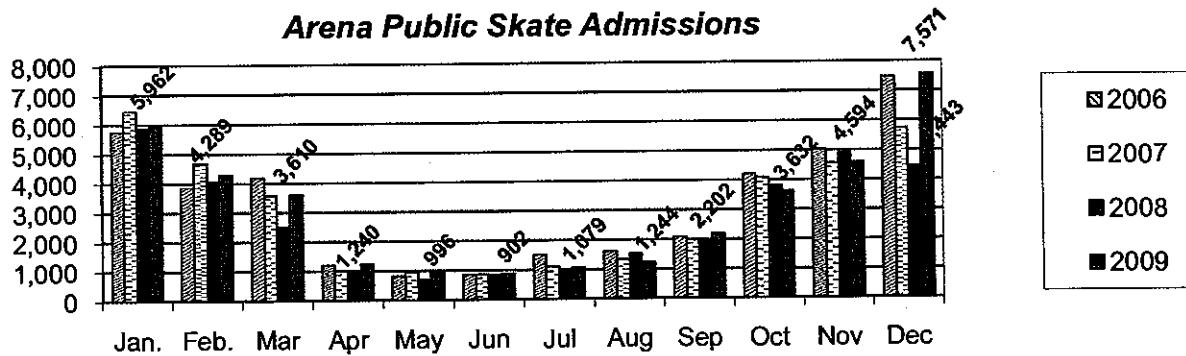
Summary of Recreation And Culture Services - November/December 2009

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

Arena Public Skate Revenue

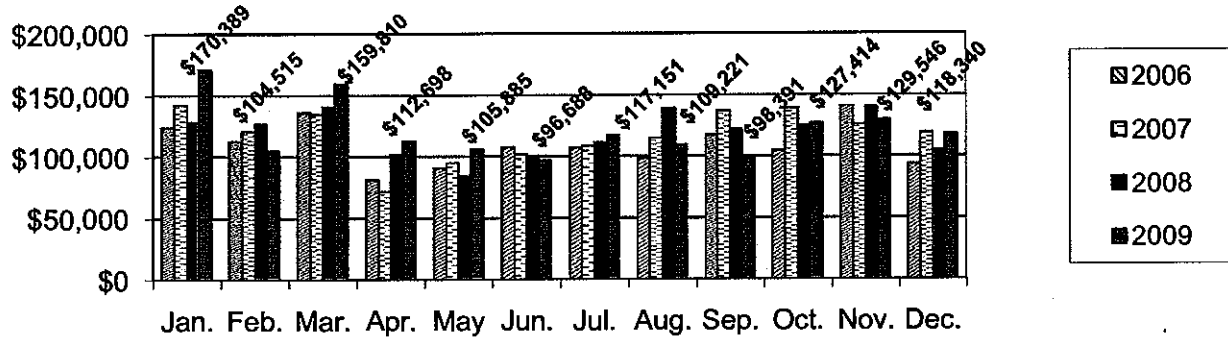


Arena Public Skate Admissions

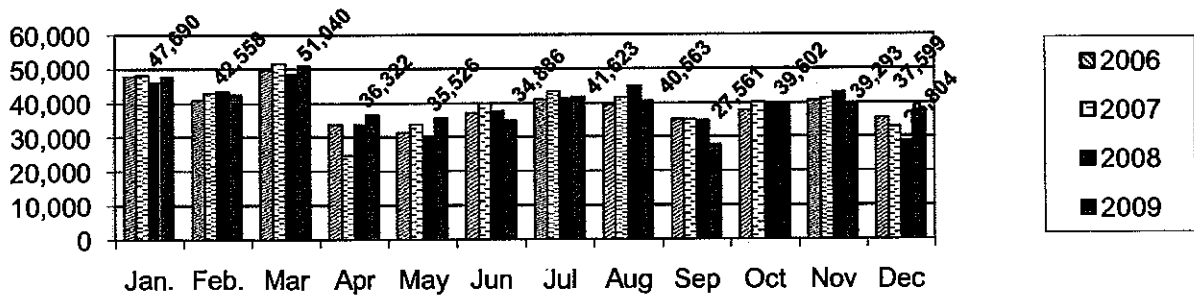


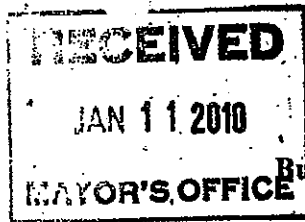
Summary of Recreation And Culture Services - November/December 2009

Aquatic and Fitness Gym Revenue



Aquatic and Fitness Gym Public Admissions





DI-7-1/m1-9

Buttertubs Marsh Liaison Committee

c/o 3205 Granite Park
Nanaimo, B.C., V9T 3C8

January 8th, 2010



Mayor and Council,
City of Nanaimo,
455 Wallace Street,
Nanaimo, B.C., V9R 5J6

Dear Mayor Rattan and Councillors:

The Buttertubs/Jingle Pot Liaison Committee has given the contentious issue of the pathway through the sensitive Catstream/Jingle Pot wetland a considerable amount of thought and discussion. Needless to say, what the committee, and interested citizens, were led to expect during the preparation of the Land Use Plan and the proposed facilities for this area, is certainly not what is in place today. This is the reality. (see attachment)

This pathway, in one form or another, has been in existence for decades. The wetland area which the path traverses has been subject to drastic modification (and abuse) for more than half a century. Despite the recent efforts of City staff, consultants, senior government agencies, NGO's, and volunteers, our understanding of the dynamics at this site is still incomplete, but improving.

Members of the Committee have a number of concerns relative to the recently completed pathway in the area where it crosses the Catstream, not for its entire length. These include its excessive width, the nature and location of the fencing, the surface materials used for the trail and the impediment these collectively create for wildlife. In the spirit of co-operation and the desire to put this issue behind us, the committee's position is not to demand the removal of the pathway, but rather to request that it be modified to make it more "wildlife friendly". These modifications are in keeping with the objectives specified in Section 5.2 of our City's recently adopted Official Community Plan, namely to enhance the ecological health of Nanaimo. Our recommendations, to better achieve these objectives, in this portion of the Catstream are as follows:

- Remove at least 15 M (50 ft.) of the asphalt cap in the vicinity of the spillway and replace it with an elevated boardwalk (as originally indicated). Sketch & photograph attached. City to determine specifications, materials, public safety considerations, etc.
- Move the fences that parallel the asphalt inward (closer to the asphalt) to better protect and enhance vegetation re-growth and future plantings.
- Replace about 50m of the page wire fence with horizontal strands of heavy gauge wire at a spacing of 25 cm (10 inches).

Cont 2:

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City of Nanaimo letter – Jingle Pot Trail Recommendations – page 2:

- Plant additional Nootka Wild Rose shrubs along these new sections of fence.
- In the spillway section, recommended for asphalt removal and the placement of an elevated boardwalk, we ask that this now scarified area be planted with hardy, native perennial, deep rooted grasses.

The City may wish to add a public viewing opportunity in this vicinity (also indicated in original concept).

One of our wishes for 2010 is to get this issue behind us so that we can devote our time and energy to further improving our City's environmental footprint.

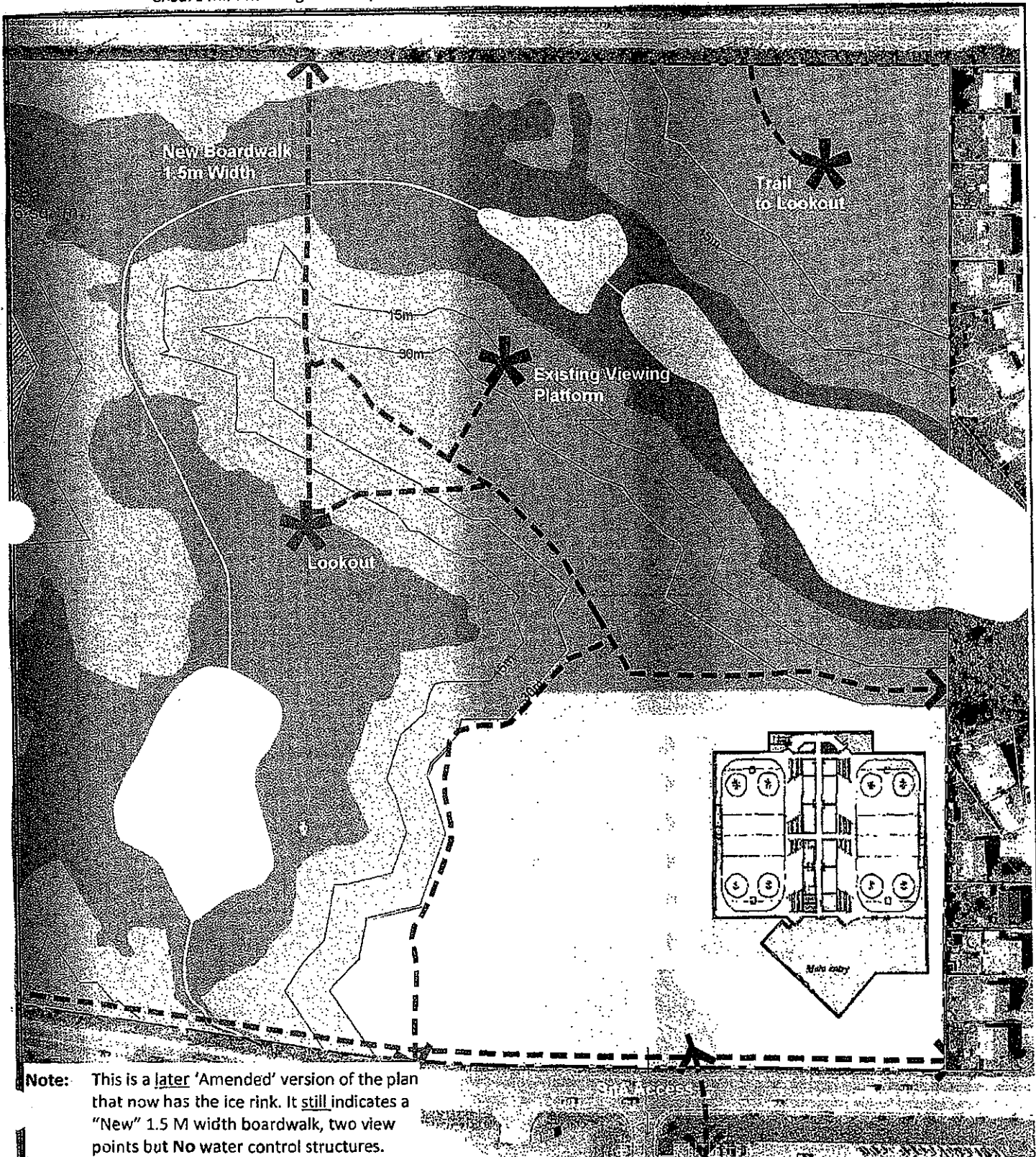
Yours truly,



Bill Merillees, for the Buttertubs/Jingle
Pot Liaison Committee.

#8

"It is the strong opinion of the Third Street Property Master Plan Steering Committee that due to the extreme environmental sensitivity of this property, which is known to be a rearing area for Coho Salmon and Cutthroat Trout, it is perhaps the most significant habitat in Canada for wintering Virginia Rails, any development should be approached conservatively, undertaken with the utmost care and managed to ensure minimal long-term impact from use."



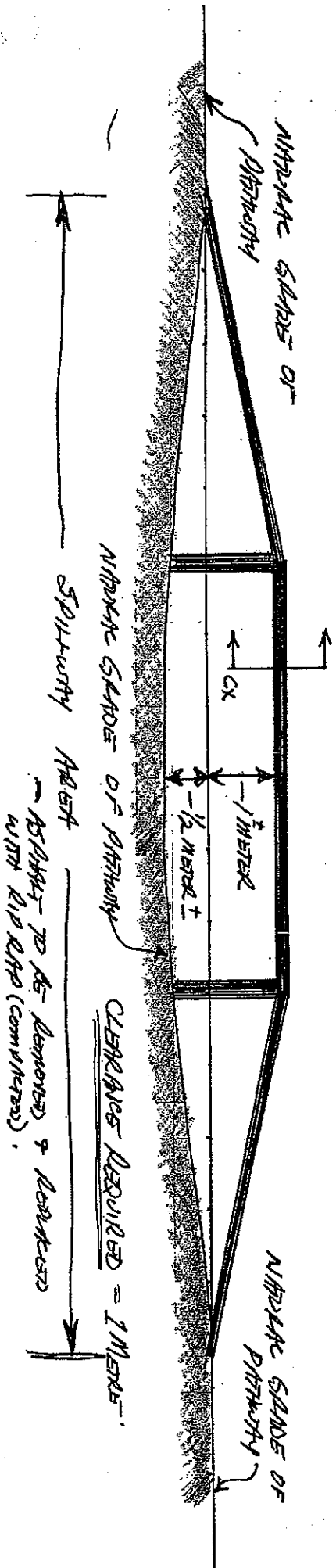
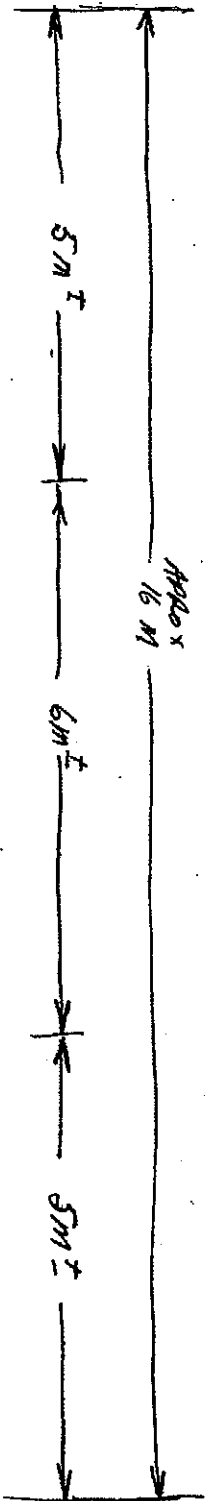
Note: This is a later 'Amended' version of the plan that now has the ice rink. It still indicates a "New" 1.5 M width boardwalk, two view points but No water control structures.

VIRGLE FOR WETLAND OVERPASS ASSET

CONCEPT SKETCH TO SCALE

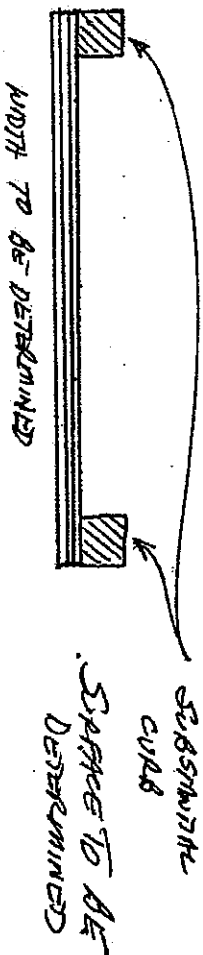
SCALE: 13mm (1/2") = 1 METER - (40" or 3.33 FT)

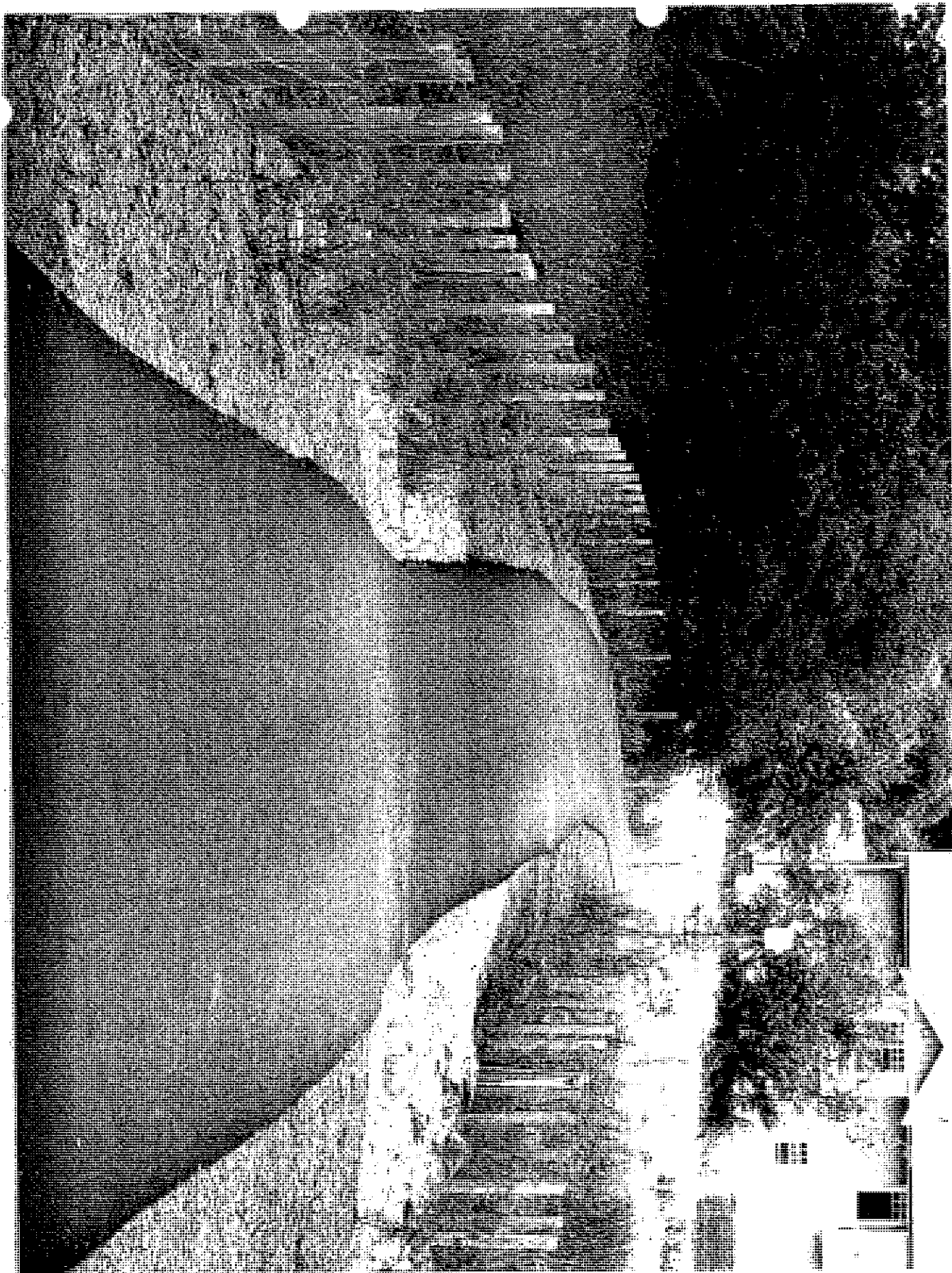
* SKETCH ASSEMBLED FROM INTERSEMENT MOBILE ON SITE.



CROSS SECTION
(NOT TO SCALE)

ELEVATED ROADWAY





MINUTES OF BOARD OF DIRECTORS' MEETING -
NANAIMO HARBOUR CITY SENIORS - January 8th, 2010

In Attendance

President Lynda Avis in the Chair, Anne Smith, Jane Adkins, Miriam Peacock, Colleen Evans, Pat Foley, Bob Davies, Clive Jones, Brian Sugiyama.

Regrets: Sally Monteith

Guests: David Burns, Webmaster; Suzanne Samborski, Sr. Manager of Recreation and Culture; Kathleen Kerr-Donohue, Staff; and Tammy Toor, Staff.

Call to Order

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

Changes /Additions to Agenda

Poinsettia Sale - added to "New Business".

RECEIVED

JAN 18 2010

**DEPARTMENT OF
PARKS RECREATION AND CULTURE**

Discussion of NHCS Newsletter

The above-named persons were in attendance to discuss the publication of the Newsletter.

Aims & Priorities of Newsletter were identified as:

- a) to give timely information to members re programs and events
- b) to serve as a communications vehicle for general membership to liaise via the Directors
- c) to prioritize the set-up of information

It was generally felt that accuracy is of utmost importance so a new template will be made up by Staff. The new format would be easier to read, contain less ads, make it easier to find things of interest, and would be a monthly, smaller document.

Minutes of Last Meeting

M/S/C That the minutes of the December 4th, 2009 meeting be adopted as amended.

Business Arising from the Minutes

1. Lobby Lunches - in view of the low attendance at these lunches, it was felt they should be discontinued.

M/S/C That the last Lobby Lunch be held on January 21st.

2. 50/50 Tickets - will be brought forward to the next meeting.
3. Designation of a Project for the Board - an assessment of usage of the Wellness Park at Oliver Woods needs to be done before we can plan another one in a second location. To be discussed at the next meeting.

.....see page 2

Correspondence

1. Letter was sent to the Canadian Western Bank advising them the name of our new Treasurer.
2. Request from a member for a refund of unused bar tickets from the Christmas Dinner was received and filed.
3. Letter was received from member Helen Utgarten requesting that the stained glass instructor receive a free membership to NHCS. She will be thanked for her letter and advised that the instructor has already received recognition on the plaque in the lobby and that it is not necessary that he be a member of NHCS.

Financial Report

M/S/C That our GIC's be moved from the Canadian Western Bank to the Coastal Community Credit Union.

That the Financial Report be accepted as presented.

COMMITTEE REPORTS:

Program

Miriam reported that the March 27th date has been confirmed for the Mediterranean Medley event. Food supplier is yet to be confirmed. Brochures will be made up to advertise the event.

Publicity

No report.

City Seniors Coordinator's Report

- A total of 962 memberships have been sold since November 1st.
- The 2009 Christmas Dinner & Dance had 183 registrants and was a very successful event.
- A Wii game console has been purchased and was used at the Finale on New Year's Eve. The console can be used for seniors' activities as required.

NEW BUSINESS:

1. 2009 Christmas Dinner Entertainment Cost -

M/S/C That we increase our contribution \$55. over the original \$200. slated for entertainment.

2. Christmas Dinner & Dance Bar Report - was received and filed.
3. Poinsettia Sale - Bob reported that 140 plants were purchased and sold. It was agreed that next year the Bridge Room will be used for the sale as it can be better policed.

.....see page 3

NEW BUSINESS (.....cont'd.)

4. New Members Tea - scheduled for Thursday, January 28th, at 9:30 a.m. All Directors were asked to attend if they are available.
5. Contact of new members - Miriam asked if there is any way of finding out when new members join NHCS if they have email. Brian will investigate.

Adjournment

Meeting adjourned at 10:45 a.m.

Next Meeting

February 5th, 2010 at 9 a.m.

/pf

2010.01.13