

MINUTES OF THE REGULAR PARKS, RECREATION AND CULTURE COMMISSION MEETING
HELD IN THE CONFERENCE ROOM OF THE BOWEN PARK COMPLEX,
ON WEDNESDAY, 2008-MAY-28, COMMENCING AT 7:00 P.M.

PRESENT: Commissioner L. McNabb, Chair

Members:

Commissioner L. Avis
Commissioner J. Cameron
Commissioner B. Dempsey
Commissioner P. Field
Commissioner L. Fraser
Commissioner D. Johnstone
Commissioner S. Lance

Absent:

Commissioner D. Burnett
Commissioner L. Sherry
Commissioner B. Sperling
Commissioner A. Young

Others:

Brenda Grice and Associates, Archadia Landscape Architecture

Staff:

R. Harding	I. Blackwood
M. Smith	K. MacDonald
S. Pamminer	C. Connett, recording
E. Bossons	

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2008-APR-23 at 7:00 p.m. in the Hemlock Room of the Oliver Woods Community Centre.

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

5. PRESENTATIONS:

6. DELEGATIONS:

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

- (a) Mr. Greg Entwistle, Nanaimo Minor Baseball Association (NMBA), P.O. Box 327, Nanaimo BC V9R 5L3, requesting that the Parks, Recreation and Culture Commission permit NMBA to install "Nevco" scoreboards at Serauxmen Sports Fields.

Mr. Entwistle advised that the Nanaimo Minor Baseball Association has a sponsor, Ramsay Lampman Rhode, who are willing to donate 4 "Nevco" scoreboards for the Serauxmen Sports Fields. One scoreboard will be located at "Mariner Field" in 2008 and will be suitable for baseball or soccer use, 2 scoreboards will be positioned on the 70 foot "Rotary" diamonds in 2009 and 1 will be situated on the 60 foot "Gyro" Diamond in 2010. The donation has an approximate value of \$25,000 and the sponsor is requesting exclusive advertising for 10 years from the date of installation. The advertising panels will be mounted below the scoreboard and will not exceed 2 feet in height.

Mr. Entwistle also asked the City to assist in paying for the trenching of power to the Mariner Field scoreboard. He advised that Vancouver Island University will also be asked to cost share on the electrical trenching. Funding costs and sources will be determined at a later date.

It was moved and seconded that the Parks, Recreation and Culture Commission support the NMBA scoreboard request. The motion carried unanimously.

- (b) Dr. William Weller, President, and Mr. Pal Virag, Member, Nanaimo Astronomy Society, c/o 3322 Smugglers Hill Drive, Nanaimo BC V9T 3V3, requesting that the Parks, Recreation and Culture Commission recommend that Council donate the former Nanaimo District Museum building to the yet to be formed Science Centre Society for use as a Science Centre

Dr. Weller stated that rather than demolishing the existing Nanaimo District Museum building, his group is proposing that the building be donated to them, along with the money allocated for demolition, to create an educational Science Centre. The

Science Centre would provide multimedia presentations, exhibits and hands on activities for elementary and high school students as well as local residents and visitors. Their goal is to develop a space/science centre featuring a unique space theatre that provides an unparalleled view of the solar system in a three dimensional format, advised Dr. Weller. He stated that the facility will also raise awareness in allied sciences such as biology, geology, atmospheric and ocean sciences, as well as environmental issues such as green energy, pollution and global warming. The centre will also create interest in developing science based jobs in local high tech scientific firms.

A non-profit society will be formed to operate the Science Centre, advised Dr. Weller. The Society will fundraise and apply for grants to federal, provincial and other agencies such as the Canadian Space Agency which has funded these types of programs in the past. Dr. Weller asked the Commission for an Agreement in Principle after which the Society will prepare a more detailed proposal.

Dr. Weller advised that the science programs currently offered fill very quickly. He noted that Mr. Virag has been involved in delivering space education for over 10 years and over 60,000 students have participated in his programs.

Dr. Weller stated that an architectural inspection would be necessary to ensure structure stability.

Commissioner Cameron congratulated the delegation on their thoughtful presentation and asked if they have investigated other facilities. Dr. Weller replied that a facility in Duncan had been explored but had not proceeded. He confirmed that no additional municipal support is expected because provincial and federal grants, as well as agencies such as the Vancouver Foundation and Canadian Space Agency will provide grant funding. Mr. Virag noted that the City has allocated funds to demolish the building and if the building and those funds were donated to create the Science Centre, that would provide the ability to obtain funding from other agencies.

Chair McNabb noted that there has been a lot of community interest in this building.

It was moved and seconded that the Parks, Recreation and Culture Commission direct staff to include the request by Dr. W. Weller and Mr. P. Virag to have the City donate the Nanaimo District Museum building for use as a Science Centre as information in the upcoming Piper Park Planning Process. The motion carried unanimously.

- (c) Mr. Mel Sheng, Biologist, Fisheries and Oceans Canada, 4166B Departure Bay Road, Nanaimo BC V9T 4B7 requesting that the Parks, Recreation and Culture Commission approve the Staff Report entitled, "Westwood Lake Water License Amendment", Item 9 (a), on this agenda.

Mr. Sheng advised that in order to ensure summer water flow through the Millstone River and Bowen Park side channel, it is necessary to increase water storage at Westwood Lake. A biological impact assessment study on Westwood Lake amphibians, vegetation, fish and birds was completed in July 2007 and this information was used to identify the drawdown zone in the lake that will have the least impact on flora and fauna. An increase to 90 acre-feet will provide

approximately 14 litre/second for 90 days. This will significantly increase wild Coho smolt production by increasing summer base flows and 6 kilometres of stream habitat in the middle and lower Millstone River as well as the new side channel in Bowen Park.

A 4 inch diameter pipe will be installed over the Westwood Lake Dam to provide increased flows into Darough Creek and the Millstone River. A low level weir will be installed at the current creek outlet of Westwood Lake to raise the lake level 15 cm higher with the stored water released from approximately late February to mid-September.

The \$84,900 cost of these improvements will be funded by Pacific Salmon Commission (\$50,000), Habitat Conservation Trust Fund (\$20,000), DFO (in-kind support \$5,000), Georgia Basin Living Rivers Program (\$5,000), MOT Environment Stewardship Program (\$4,000) and Nanaimo Fish and Game Association (\$900).

The existing City water storage license will need to be amended and Mr. Sheng urged Commission to approve the Staff Report entitled, "Westwood Lake Water License Amendment", Item 9 (a), on the agenda.

It was moved and seconded that the Parks, Recreation and Culture Commission include the information provided by Mr. M. Sheng regarding the relationship of the Westwood Lake Water License and summer water flow through the Millstone River Side Channel when considering the Staff Report entitled, "Westwood Lake Water License Amendment", Item 9 (a), on this agenda.. The motion carried unanimously.

7. CHAIRMAN'S REPORT:

- (a) Chair McNabb stated that an elevator is needed at the Frank Crane Arena to provide disability access; but the best location has not been selected because of financial constraints. He stated that there are two better locations but they will cost significantly more money and perhaps it would be better to select one of those.

Mr. Harding, Director, noted that it is difficult to retrofit this building with an elevator and the proposed location is the most economical. The tender process has proceeded and the City now has 30 days to go forward with the bid or to cancel. The elevator is necessary to provide accessibility but it may be best for the Commission to review the proposed location and other choices prior to proceeding. Commission may choose to postpone the installation of the elevator until sufficient funds are accumulated to position it in a different location.

Commissioner Field suggested that the best location should be selected and other funding sources sought.

Commissioner Johnstone suggested that service clubs such as Rotary or Gyro may be interested in contributing to the cost of the elevator.

Chair McNabb asked Commissioners to contact the Secretary if they would like to meet on site and review the proposed location and other options available.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.
- (b) Recreation Committee. Commissioner Lance reported on the meeting held 2008-MAY-14 regarding the 2008 Tournament and Festival Grant Applications and Funding Recommendations.

1. Nanaimo School Financial Awards Society.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council not approve the \$2,000 Tournament and Festival Fund request from the Nanaimo School Financial Awards Society. (Note that this recommendation is included in the chart below)

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

2. Nanaimo Art Gallery – Festival of Banners.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council approve \$1,700 from the tournament and festival fund for the Nanaimo Art Gallery – Festival of Banners, on a one-time basis, to offset costs associated with the development of street banners. (Note that this recommendation is included in the chart below).

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 2008 Tournament and Festival Grant requests:

		2007 Approved	2008 Requested	2008 Recommended
(a)	CVI Botanical Garden Society	\$1,050	\$1,500	\$1,200
(b)	Canadian Body Painting Championships	n/a	\$6,250	\$1,800
(c)	Nanaimo Art Gallery - Artsfest	\$1,000	\$1,000	\$1,000
(d)	Nanaimo Art Gallery - Festival of Banners	n/a	\$4,758	\$1,700
(e)	Nanaimo Blues Festival	\$1,500	\$1,500	\$1,500
(f)	Nanaimo Breakers	n/a	\$2,500	\$900
(g)	Nanaimo Ice 2008 - Minor Hockey	n/a	\$2,000	\$1,400
(h)	Nanaimo School Financial Awards Society	n/a	\$2,000	0
(i)	Nanaimo Figure Skating Club	n/a	\$2,500	\$2,500
(j)	Vancouver Island Exhibition Association	\$1,200	\$2,000	\$1,700
(k)	White Rapids Invitational Meet	\$1,000	\$1,500	\$1,500
TOTAL:		\$5,750	\$27,508	\$15,200

Commissioner Fraser noted that under the revised Grant Policy all groups need to be notified of the proposed recommendations 14 days prior to the report going forward to Commission / Council.

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

- (c) Cultural Committee. Commissioner Lance reported on the meeting held 2008-MAY-07.

Cultural Strategy Review Project Committee.

Cultural Committee's Recommendation: It was moved and seconded that the Parks, Recreation and Culture Commission direct Staff to submit a Higher Service Level request for the 2009 Budget for an Arts and Cultural Manager.

Commissioner Cameron advised that at this time she will not support this recommendation because she has not seen the other Higher Service Level requests.

Commissioner Lance stated that the Cultural Committee needs dedicated staff support and should not have to depend on volunteers.

Commissioner Johnstone noted that the creation of this position has been identified as a major priority during the last three Cultural Forums and is supported by all the cultural groups.

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

- (d) Grants Advisory Committee. Commissioner Fraser reported that a review of the grant procedures took place.
- (e) Plan Nanaimo Advisory Committee. No meeting held.
- (f) Social Planning Advisory Committee. Commissioner Johnstone reported that grants were reviewed.
- (g) Port Theatre. Monthly report – April 2008.
- (h) Nanaimo Art Gallery. Monthly report – February to May 2008.
- (i) Nanaimo District Museum. Monthly report – May 2008.

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

9. STAFF REPORTS:

(a) Westwood Lake Water License Amendment.

Staff's recommendation: That the Parks, Recreation and Culture Commission recommends that Council:

1. endorse Department of Fisheries and Oceans request to amend the City of Nanaimo's Water License at Westwood Lake from recreational use to recreational and conservation use and to apply for a new license to raise the lake level by 15 cm.
2. authorize staff to enter into a Letter of Agreement with Department of Fisheries and Oceans governing the operation and use of additional water storage.
3. authorize the Department of Fisheries and Ocean to provide additional flows to the Millstone River side channel in 2008 using the existing storage in Westwood Lake.

The Millstone River side channel in Bowen Park was opened in the fall of 2007. The long-term goal of the side channel is to develop a self-sustaining Coho run of up to 3,000 adults. Coho salmon are now able to migrate into the upper watershed using the side channel which also provides rearing for the young salmon.

In March 2006, the Parks, Recreation and Culture Commission was informed by the Department of Fisheries and Oceans (DFO) that as part of the side channel project, they were considering methods to maintain water flows. After evaluation, the best location to secure additional water storage is at Westwood Lake. When the Millstone River is in periods of low flow (July through October), water from Westwood Lake can be released into Darough Creek which flows into the Millstone River. This water can then be diverted into the side channel for salmon rearing.

Approval from the Dam Safety Branch and a new water license will be required to raise the height of the lake by six inches (15 cm). This will have minimal impact to the foreshore, will improve recreational use of the lake in the summer, and most importantly, will provide for additional flows to the Millstone River side channel.

Council's endorsement is required for staff to apply to the Provincial Government for a new water license.

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

(b) Maffeo Sutton Park Improvement Plan.

Archadia Landscape Architecture Ltd. and Gemella Designs provided an updated concept of the overall Maffeo Sutton Park Improvement Plan and how Phase 1 of 4 will be implemented. Ms. B. Grice reviewed the key goals and attributes of the overall plan which includes a central Spirit Square, a 5 metre multi purpose trail

connecting the main entrances to the site, maintaining parking through the use of the adjacent site, creating more access on the north side of the water's edge, a new performance space, highlighting Nanaimo's industrial and cultural heritage, possibly relocating the Lion's Pavilion and enhancing the beach area. There will be transitions between green space and performance space, advised Ms. Grice.

Phase 1 includes the Spirit Square, entry gateway at Cliff Street, showing where the waters edge was originally by having paver designs and small water features. Phase 1 is valued at \$1.2 million and will link with the lagoon and existing infrastructure.

Chair McNabb thanked Ms. Grice for the presentation.

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

1. approve the draft Maffeo Sutton Park Improvement Plan for public review on Thursday, 2008-JUN-12 from 5:00 – 8:00 p.m. at Bowen Complex Activity Room #1; and,
2. request that staff provide an updated Maffeo Sutton Park Improvement Plan, including information from the public review, at the June Commission meeting for Commission's consideration and recommendation to Council.

Maffeo Sutton Park has developed over the last thirty years from an industrial site into a destination urban waterfront park. The site was recently awarded a \$500,000 Spirit Square Grant from the Provincial Government. When the concept plan and Spirit Square location is approved, detailed design and construction drawing preparation will begin. It is expected that the detailed design process will continue throughout the summer and that tendering for the Spirit Square portion of the park improvement plan will occur in September. The Spirit Square must be under construction by the Fall of 2008.

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

(c) Parks, Recreation and Culture Regulation Bylaw 2008 – 7073.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommends that Council give first three readings to the Parks, Recreation and Culture Regulation Bylaw 2008 – No. 7073 as attached.

The Department of Parks, Recreation and Culture Regulation Bylaw was last updated in 2004. Mr. Harding provided a brief overview noting that proposed changes reflect an updating of definitions, additions of new regulations as recommended by the City Solicitor and City Staff, changes to Hours of Operation Schedule "A", changes and/or amendments to the Fees and Rental Policy Schedule "B" to reflect the addition of new facilities and programs, and changes to the Fines Schedule "C".

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

(d) Travel Assistance Application from the Quick Silver Dragon Boat Team.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommends that Council deny the application for a Travel Assistance Grant for the Quick Silver Dragon Boat Team because it does not meet two of the grant criteria - the team did not win a regional, provincial or national competition to qualify and they are not travelling out of province.

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

10. INFORMATION ONLY ITEMS:

(a) Oliver Woods Community Centre Programs Staff Presentation – E. Bossons.

Ms. Bossons, Recreation Coordinator, advised that the Oliver Woods Community Centre is a LEED (Leadership in Energy and Environmental Development) facility. The facility has two gymnasiums, a preschool room, three wellness rooms, two multi-purpose rooms, one conference room and a community policing station.

Registration for programs at the centre has been strong with over 2,300 people participating in a variety of programs covering all demographics, stated Ms. Bossons. She noted that there has been a slow but steady increase in gymnasium use since the facility opened 2008-FEB-16. Program availability includes a variety of dance lessons, music, art, yoga, pilates, cardio fitness, adaptive fitness, osteo fitness, ebay, cards and sports.

Ms. Bossons advised that several unique events have been held including an integrated seniors and preschool event where an organic garden was planted on the upper deck divider; the promotion of arts and culture in the facility by having a preschool art show that invited participation from the adult art classes; and facilitating a senior focus group who have advised staff that they prefer board game options to computers.

(b) Youth Swims at the Nanaimo Aquatic Centre.

The Nanaimo Aquatic Centre is a very popular location for Nanaimo youth. A "Youth Only" Friday evening event from 8:00 - 11:00 p.m. during the school year will make the facility more inviting to youth by giving them a safe and enjoyable place to go. As well, this will reinforce the relationship the Parks, Recreation and Culture Department and the community continues to build with local youth.

(c) Role of the Westwood Lake Building Caretaker.

The City of Nanaimo has recently purchased a residence and property at Westwood Lake Park and will be contracting the services of a permanent caretaker to reside in the premises and provide various customer service and park security duties. Electronic trail counters monitoring pedestrian traffic confirm that public use of Westwood Lake has increased and is consistent throughout the year.

- (d) Monthly Report from Mr. J. Ritchie, Senior Manager of Parks, as presented by Mr. Ian Blackwood, Manager of Parks, Maintenance and Construction.
- (e) Monthly Report from Ms. S. Samborski, Senior Manager of Recreation and Culture Services, as presented by Ms. Mary Smith, Manager of Recreation and Culture Services.

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

11. CORRESPONDENCE:

- (a) Email dated 2008-MAY-01 to Ms. Darcie Osborne, Manager of Arenas, from Mr. Don Cornish, expressing appreciation to arena staff for their assistance when he fell and hurt his head while skating with his grandson.
- (b) Minutes of the Bowen Park Seniors Board of Directors Meeting held 2008-APR-04 and 2008-MAY-02.
- (c) Letter dated 2008-MAY-12 to Mr. Larry McNabb, Chair, Parks, Recreation and Culture Commission, from Ms. Linda Dier, Island Bel Canto Singers, expressing appreciation for the Cultural Operating Grant in the amount of \$500.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

- (a) Nanaimo School Financial Awards Society.

Commissioner Lance asked if there was another source of funding that could be accessed to fund \$2,000 for the school group to plant vegetation along the Bowen Park side channel.

Mr. R. Harding, Director, will ask Mr. Ritchie to investigate possible options and report back.

- (b) Surveillance Cameras.

Commissioner Johnstone asked where the City has security cameras because the installation of cameras is cheaper than the cost of continued graffiti removal. Mr. Harding replied that there are cameras at the Nanaimo Aquatic Centre and Merle Logan field.

Commissioner Cameron noted that Council recently passed a motion that staff can add cameras where necessary.

(c) Newspaper Article.

Commissioner Field Staff noted that the information article in the newspaper has a banner reading Parks and Recreation, rather than Parks, Recreation and Culture. He asked if this could be corrected.

Chair McNabb advised that staff will have this corrected.

14. BUSINESS ARISING FROM DELEGATIONS:

Dealt with previously.

15. UNFINISHED BUSINESS:

It was moved and seconded that Item (c) Role of the Westwood Lake Building Caretaker, be removed from Unfinished Business. The motion carried unanimously.

CURRENT UNFINISHED BUSINESS:

- (a) Nanaimo Christian School Request for Joint Use of Holland Road Park – referred to Parks Committee for consideration in Spring 2008.
- (b) Host a Public Open House re Loudon Park Building Locations - Commission.
- (c) Process Of Advisory Bodies Reporting to Commission – staff report.
- (d) “Atlantis” Theme for Beban Pool – referred to Recreation Committee.

16. QUESTION PERIOD:

17. ADJOURNMENT:

It was moved and seconded at 8:30 p.m. that the meeting terminate, with the next Meeting of Commission to be held Wednesday, 2008-JUN-25, commencing at 7:00 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Cultural Committee to be held Wednesday, 2008-JUL-02, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Recreation Committee to be held, if required, Wednesday, 2008-JUL-09, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex; and,

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With the next meeting of the Parks Committee to be held, if required, Thursday, 2008-JUL-10, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex.

The motion carried unanimously.

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L. McNabb, Chair
Parks, Recreation and Culture Commission

CERTIFIED CORRECT:

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R. Harding, Director
Parks, Recreation and Culture