

# AMENDED

## AGENDA FOR THE REGULAR PARKS, RECREATION AND CULTURE COMMISSION MEETING TO BE HELD IN THE HEMLOCK ROOM, OF THE OLIVER WOODS COMMUNITY CENTRE ON WEDNESDAY, 2008-APR-23 COMMENCING AT 7:00 P.M.

---

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

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

*Motion to adopt agenda.*

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2008-MAR-26 at 7:00 p.m. in the Conference Room of the Bowen Park Complex.

*Motion to adopt minutes of 2008-MAR-26.*

5. **PRESENTATIONS:**

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

*Motion to receive the following delegations:*

- (a) Ms. Holly Morris, Sierra Park VIP, 6098 Montgomery Way, Nanaimo BC V9V 1T5 requesting that the Parks, Recreation and Culture Commission allocate \$20,000 towards their park improvement project.

*Pg. 86-88*

*Staff's Recommendation:* *That the Parks, Recreation and Culture Commission allocate \$20,000 from the Volunteer In Park fund for the Sierra Park VIP project.*

- (b) Mr. Kim Smythe, Cultural Capitals speaking to the Parks, Recreation and Culture Commission about the cre8 - Youth Arts Experience.
- (c) Carmella Luvisotto, Cultural Capitals speaking to the Parks, Recreation and Culture Commission about the "Capturing the Music" School Jazz Program.

- (d) Ms. Kelly Tracey, Brechin School PAC, 434 Girvin Avenue, Nanaimo BC V9S 4W6, requesting that the Parks, Recreation and Culture Commission allocate funds toward their school playground. (Ms. Tracey was directed by City Staff to present her request to Parks, Recreation and Culture Commission.) Pg. 89

*Additional information provided by Ms. Kelly Tracey, Brechin School PAC.* Pg. 89.1 - 89.2

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

- (e) Mr. Nolan Graham, Director of Marketing, Nanaimo Clippers Hockey Club, 33 – 1925 Bowen Road, Nanaimo BC V9S 1H1 regarding upgrading signage at Frank Crane Arena and will bring examples of designs. Pg. 90

*Staff's Recommendation: That the Parks, Recreation and Culture Commission request the Arena Manager to work the Clippers in upgrading advertising signage.*

#### **LATE DELEGATIONS: (5 MINUTES)**

#### **7. CHAIRMAN'S REPORT:**

#### **8. REPORTS OF ADVISORY BODIES:**

- (a) **Parks Committee.** Meeting held 2008-APR-10. Pg. 91-93

##### **1. Loudon Park**

*Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission recommends that the Commission host a public meeting with the neighbouring residents at Loudon Park to discuss the final locations of the buildings prior to construction.*

##### **2. Westwood Lake Building**

*Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission request that Staff prepare a report regarding the role of the Westwood Lake Building Caretaker.*

##### **3. Advisory Body Reporting Process**

*Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission request that Staff prepare a report regarding the process used by Advisory Bodies in reporting to the Commission.*

- (b) **Recreation Committee.** Meeting held 2008-APR-09.

Pg. 94-95

1. Travel Assistance Grant Funding

*Recreation Committee's Recommendation:* That the Parks, Recreation and Culture Commission recommend no changes be made to the criteria requiring that Travel Assistance Grant applicants travel out of province.

That the Parks, Recreation and Culture Commission recommend that Council provide Recreation and Culture staff with the authority to recommend directly to the Parks, Recreation and Culture Commission Travel Assistance Funding for travel grants that clearly meet the grant criteria; and further,

That the Chair of the Recreation Committee be notified when a grant application has been processed.

2. Travel Assistance Application from Wellington Secondary School

*Recreation Committee's Recommendation:* That the Parks, Recreation and Culture Commission recommend that Council award \$1,500 to Wellington Secondary School to attend the Canadian National Band Competition.

3. Travel Assistance Grant Application and Criteria.

*Recreation Committee's Recommendation:* That the Parks, Recreation and Culture Commission recommend that Council adopt the Travel Assistance Grant criteria as revised.

Travel Assistance Funding Information Only Report.

Pg. 96-98

- (c) **Cultural Committee.** Meeting held 2008-APR-02.

Pg. 99-102

*Nanaimo Cultural Strategy Update (Replaces Pages 102 - 103)*

Pg. 102 –  
103.1

*Cultural Committee's Recommendation:* That the Parks, Recreation and Culture Commission recommend that Council approve the updated Nanaimo Cultural Strategy as attached.

Nanaimo Cultural Strategy.

Pg. 104-117

- (d) **Grants Advisory Committee.** No report.
- (e) **Plan Nanaimo Advisory Committee.** No report.
- (f) **Social Planning Advisory Committee.** No report.
- (g) **Port Theatre.** Monthly report.

Pg. 118-119

- (h) **Nanaimo Art Gallery.** No report.
- (i) **Nanaimo District Museum.** No report.

*Motion to receive all Advisory Body reports.*

9. **STAFF REPORTS:**

- (a) *Item 10 (c) Yearly Charges for Parks, Recreation and Culture "Nominal" Fee Licenses and Agreements to be brought forward.* Pg. 121-122

*Staff's Recommendation:* *That the Parks, Recreation and Culture Commission continue to charge a \$1.00 per year for licenses that have been approved by Commission and Council as "nominal" fee agreements.*

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

- (a) Urban Forest Staff Presentation (J. Plasteras/A. Kemp).
- (b) Monthly Report – Cultural Capitals of Canada. Pg. 120
- (c) ***Already dealt with.*** *Yearly Charges for Parks, Recreation and Culture "Nominal" Fee Licenses and Agreements.*
- (d) Monthly Report – Senior Manager of Parks. Pg. 123-126
- (e) Monthly Report – Senior Manager of Recreation and Culture Services. Pg. 127-129

*Motion to receive all Information Items.*

11. **CORRESPONDENCE: (Action)**

- (a) Information from Commissioner Avis suggesting that an "Atlantis" theme be introduced at the Beban Park Pool to increase usage by creating a sense of freshness to the facility. Pg. 130-133

*Staff's Recommendation:* *That the Parks, Recreation and Culture Commission refer this information to the Recreation Committee for consideration and recommendation.*

**CORRESPONDENCE: (Information)**

- (b) Letter dated 2008-MAR-12 to Mr. Larry McNabb, Chair, Parks, Recreation and Culture Commission, from Mr. Boyd Shaw and Mr. Gordon Webb, Pacific Gael Pipes and Drums, expressing appreciation for the Cultural Grant in the amount of \$1,250. Pg. 134

- (c) Letter dated 2008-MAR-31 to Mr. Larry McNabb, Chair, Parks, Recreation and Culture Commission, from Ms. Sara Frisch, President, Malaspina Choir, expressing appreciation for the Cultural Operating Grant in the amount of \$2,350. Pg. 135

- (d) *Bowen Park Seniors Board of Director's meeting minutes of 2008-APR-04.* Pg. 136-138

*Motion to receive all Correspondence.*

12. **NOTICE OF MOTION:**

13. **CONSIDERATION OF OTHER BUSINESS:**

14. **BUSINESS ARISING FROM DELEGATIONS:**

15. **UNFINISHED BUSINESS:**

- (a) Nanaimo Christian School Request for Joint Use of Holland Road Park – referred to Parks Committee for consideration in Spring 2008.
- (b) Options for Annual Fees for Non-Profit Organizations - staff report.

*Motion to remove Item (b) Options for Annual Fees for Non-Profit Organizations.*

16. **QUESTION PERIOD:**

17. **MEETING DATES:**

Cultural Committee	Wednesday, 2008-MAY-07; 4:00 p.m.
Recreation Committee	Wednesday, 2008-MAY-14; 4:00 p.m. – if required
Parks Committee	Thursday, 2008-MAY-15; 4:00 p.m. – if required
COMMISSION	Wednesday, 2008-MAY-28; 7:00 p.m. Bowen Park Conference Room

18. **ADJOURNMENT:**

*Motion to adjourn to "In Camera".*

NOTICE IS HEREBY GIVEN pursuant to "COUNCIL PROCEDURE BYLAW 2007 NO. 7060", OF AN "In Camera" Meeting of the Parks, Recreation and Culture Commission to be held:

DATE: Wednesday, 2008-APR-23  
LOCATION: Oliver Woods Community Centre  
TIME: Immediately following the regular Commission meeting

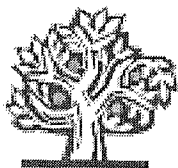
The purpose of the "In Camera" Meeting is to discuss matters pertaining to items that may be closed to the public as per *Community Charter* Section 90(1):

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.



---

Richard Harding, Director,  
Parks, Recreation and Culture.



## SIERRA WAY PARK

*VIP GRANT Request and Proposed Name Change to "Carmanah Way Park"*

---

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

April 17, 2008

Dear Commission Members:

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

The original park was on Sierra Way and was under half an acre. Recently the area of Montgomery Way and Carmanah Way have been developed and due to the new subdivisions, the park has quadrupled in size and is now two acres!

The park is currently undeveloped, but the City of Nanaimo will be working towards creating a green space by rododarbrenning the field and adding topsoil and seed this month. With the addition of amenities to this park, it has great potential to be a wonderful park that will suit the needs and wants of the neighbourhood, and to be a major attractor for many families in the neighbourhood.

A meeting was previously held in May of 2006 to discuss the same topic, but the entire park was not in possession of the City at that time. As mentioned above, the park is now two acres in size. The neighbourhood has grown immensely since that time, and residents of our neighbourhood organised a neighbourhood meeting at the site and contacted the Parks Department for assistance.

On April 10<sup>th</sup>, 2008 we held a neighbourhood meeting with both Kirsty MacDonald and Jesse Tranberg. Over fifteen families attended this meeting, there was lots of interest and excitement expressed by residents. We struck up a VIP park Committee and have begun planning for our playground and park site.

We feel that we have a very unique neighbourhood park site. The parcel that backs onto Sierra Way is a wooded area that provides a wonderful nature experience within the City. There are some large trees lining the middle area in which we would like to incorporate a playground. Along Carmanah Way is an open field play area.

Our neighbourhood was in agreement that we want the existing trees to stay. We would like to restore the wooded area, that was disturbed by City workers, with natural salal and ground cover. In addition we would like to add some natural trails to the wooded area to help restore the natural lay of the land.

86

Our neighbourhood would like to request a grant from the Volunteers in Parks Program for \$20,000 to install a playground and support to implement our park vision.

**Phase 1:**

- Playground equipment \$20,000 (plus additional fundraising)
- Boulevard trees with drip irrigation \$5,000
- Native plantings to restore wooded area
- Park entrance signage – City to install
- Picnic amenities and benches – City to provide

**Phase 2:**

- May look at future irrigation of the park
- May look at additional playground equipment

**Neighbourhood Contributions:**

- Neighbours will install the playground
- Neighbours will do fundraising to augment funds received
- Many neighbours have expressed that they are very interested in long-term park maintenance (similar to Cathedral Grove Park)

We are aware that donations of labour, materials, and services are crucial to the success of our plan. Our neighbourhood is very keen to work to develop this site and we have several developers still residing in the neighbourhood that are willing to make significant contributions.

**Name Change:**

Our neighbourhood would also like to formally request that the park be re-name to “**Carmanah Way Park**”.

This name change is a logical choice as the entire two acres of the park runs along Carmanah Way. This will make it easier for people to find the park and identify its location. The original park half acre was only accessible from Sierra Way.

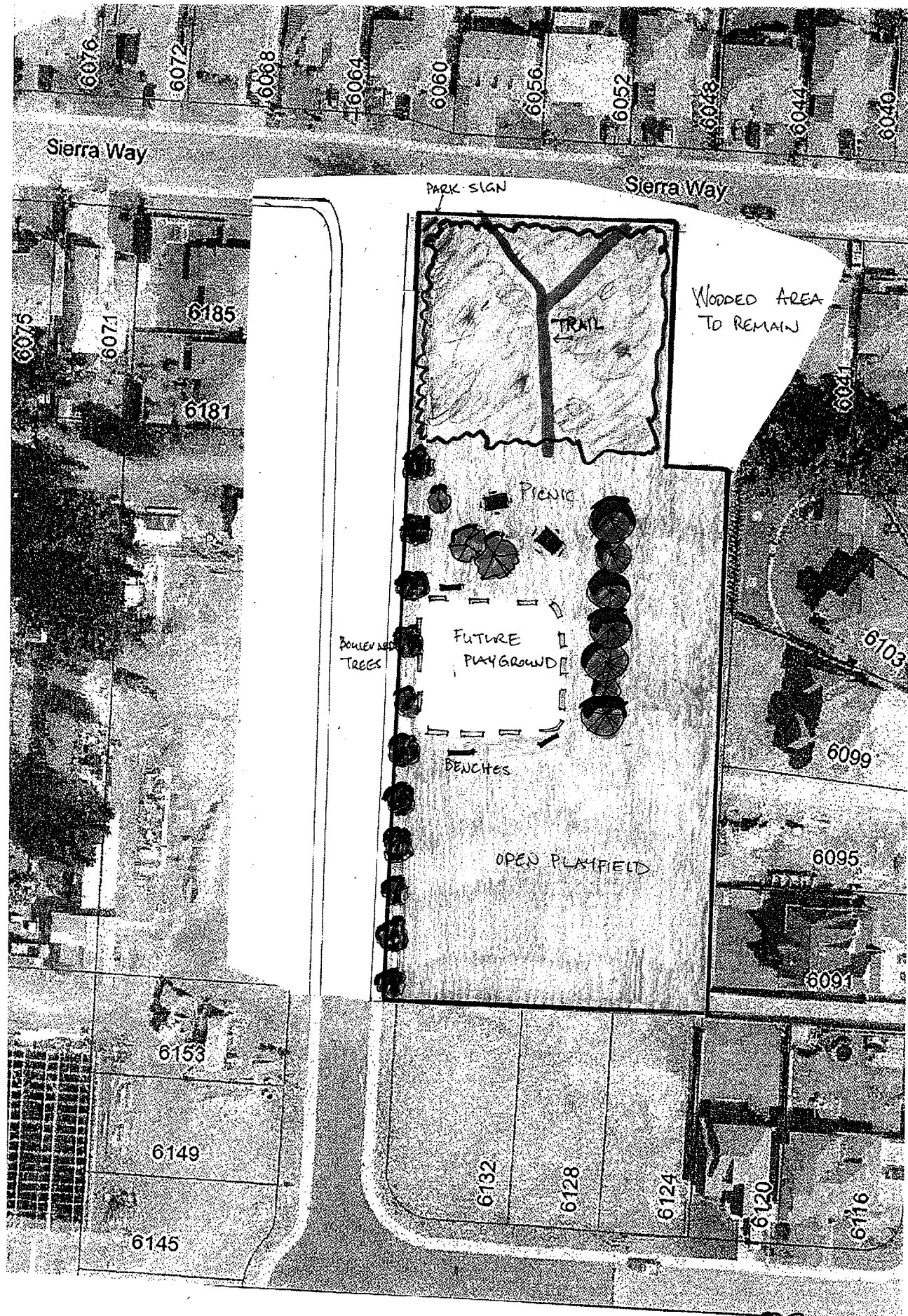
This park has a wooded component and a line of very large trees running down the middle section, which also fits the name. We have discussed this with many Sierra Way residents and at our April 10<sup>th</sup> meeting and they were in support and thought that the name “Carmanah Way Park” made more sense now that the park has grown to its current size.

If you have any questions, or would like a tour of the park, please feel free to call me at 751-7541 or email me at [himorris@telus.net](mailto:himorris@telus.net) at your convenience. Thank you very much for your consideration of our proposal.

Sincerely,

Holly Morris  
Sierra Way Park VIP Committee Chair





88



RECEIVED

APR 08 2008

LEGISLATIVE SERVICES

REQUEST TO APPEAR AS A DELEGATION

ON 2008 - 4 - 14  
year month day



COUNCIL

(at 7:00 p.m. in the RDN Board Chambers, 6300 Hammond Bay Road)



FINANCE / POLICY COMMITTEE OF THE WHOLE

(at 4:30 p.m. in the City Hall Board Room, 455 Wallace Street)

Agenda Item ☐  
Delegation ☐  
Proclamation ☐  
Correspondence ☐  
Council Committee ☐  
Open Meeting ☐  
In-Camera Meeting ☐  
Meeting Date: 2008-APR-14

NAME OF PERSON MAKING PRESENTATION: Kelly Tracey for Brechin PAC

Print

ADDRESS: 434 Girvin Ave. Nanaimo British Columbia V9S4W6

street address

City

Province

Postal Code

PHONE: 250-716-3554

home

business

FAX: -

NAME OF APPLICANT IF OTHER THAN ABOVE:

DETAILS OF PRESENTATION:

I would like to make a funding request to the City regarding Brechin Elementary School's need for a new playground. We have a power point presentation that is no longer than 9 minutes long. Our school is facing the removal of it's playground in the next year or so due to structural disintegration and the fact that it does not meet current safety standards. Brechin Elementary School is an inner city school and our parent population is not able to donate much in terms of monetary funds. However, our Parent Advisory Council has been hard at work fundraising and putting together this presentation in hopes of meeting our goal of replacing our playground with a new wheelchair accessible playground. A copy of our presentation will be emailed and hard copies will be supplied. Thank you for your time!

Erase Form

PLEASE NOTE

Email Form

- 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 of the Council Procedure Bylaw.

Legislative Services Department  
455 Wallace Street, Nanaimo BC V9R 5J6

Phone: (250) 755-4405  
Fax: (250) 755-4435  
legislativeservices.office@nanaimo.ca

89

April 21, 2008

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

Dear Commission Members,

On behalf of the Brechin Parent Advisory Council we are submitting our power point presentation requesting your help to fund the purchase of a new playground for Brechin Elementary School.

We became aware that our playground was due to be removed when parts of it were not repaired due to their age, structural damage and not meeting the most current safety guidelines of today. Instead, these components were removed with a warning, that soon the entire playground will have to be removed. The school district indicated the structure could be removed as early as 2008. Since this news 3 years ago, the Brechin Parent Advisory Council, (made up of 6 executive members and many members at large), have been tirelessly fundraising and have applied for several grants to help meet our financial goal. Unfortunately, Brechin has not been awarded any grants to date. As of April 2008, we have raised just over \$16,000, a task made more difficult by Brechins' inner-city status and increasing demands on PAC to provide more supplemental funding for curriculum. PAC aims to replace the existing playground before it is removed permanently.

Our objective is to provide a wheelchair accessible playground for children of all abilities to enjoy. We want to provide a structure to encourage exercise, play and socialization as well as a place for the community families to enjoy. There are numerous daycares in the area that rely on Brechin Elementary School's playground to provide a place to play and learn.

We decided to not only replace our playground, but to go a step further and make it a wheelchair accessible playground, appropriate for children with physical and developmental disabilities and special needs, as we realized many of our children have such needs. The fact that Camp Sunsation runs out of our school every summer, was also an influencing factor in this decision. Camp Sunsation is for children with physical/developmental disabilities and therefore, they too, would benefit greatly from a wheelchair accessible playground. We have been working actively with Henderson Recreation Equipment and they have measured our playground area and drawn up mock playgrounds, incorporating structures we have requested quotes for. As well, we have completed a consultation process with Brechins children, caregivers, PAC, School Planning Council and our school Principal. Our parents and community families have filled out questionnaires, letting us know what structure features are most important to them in a playground. These results are shown in our power point presentation.

Our budget of approximately \$50,000 may require additional funding to accommodate the cost of interlocking foam surface material. This choice is best for the accessibility of wheelchairs and the hygiene of the children.

Our hope is to meet our financial end by the fall of 2008, and begin installation of a new playground in the spring of 2009. We hope you enjoy our presentation and look forward to answering any questions or concerns you may have.

Thank you so much for your time,  
Yours sincerely,

Brechin Parent Advisory Council  
Sarah Sherman, PAC Chair  
Quinn Morrison, PAC Vice Chair  
Elaine McQuade Lumsden, PAC Treasurer  
Andrea Patton, PAC Secretary  
Linda McCandless, DPAC Representative  
Kelly Tracey, Past PAC Chair



April 16, 2008

*Island Division*

*Champions*

1973  
1977  
1978  
1981  
1999  
2001  
2002  
2003  
2005  
2006

City of Nanaimo  
Parks, Recreation, and Culture Commission

**Re: Advertising Improvements**

*Coastal Conference*

*Champions*

1977  
1978  
1980  
2004

The Nanaimo Junior 'A' Clippers seek the opportunity to address the Parks, Recreation, & Culture Commission regarding the upgrade of advertising in the Frank Crane Arena.

Please find enclosed color renderings of the improvements to the Frank Crane Arena for consideration.

*Chevrolet Cup*

*Champions*

2005  
2006

The Nanaimo Clippers believe that these upgrades are necessary to bring cosmetic consistency and appeal to the Frank Crane Arena.

*BCHL Champions*

1976  
1977  
1978  
2004

Thank you for your time and I look forward to the opportunity to speak with you.

*Doyle Cup*

*Champions*

2004

Nolan Graham

Director of Marketing  
Nanaimo Clippers Hockey Club



Member of the BCHL

Nanaimo Clippers Jr. A Hockey

33 - 1925 Bowen Road, Nanaimo, B.C. V9S 1H1 Office: (250) 751-0593 Fax: (250) 751-0598  
email: nanaimoclippers@shaw.ca • www.nanaimoclippers.com

90

NOTES OF THE REGULAR PARKS COMMITTEE MEETING  
HELD IN THE CONFERENCE ROOM, OF THE BOWEN PARK COMPLEX,  
ON THURSDAY, 2008-APR-10, COMMENCING AT 12:NOON.

---

PRESENT: Commissioner P. Field, Chair

Members:

Commissioner J. Cameron  
Commissioner B. Dempsey  
Commissioner L. Sherry  
Commissioner M. Young

Staff: J. Ritchie

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 12:noon.

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MEETING NOTES:

(a) Meeting Notes of the Regular Parks Committee Meeting held Thursday, 2008-MAR-13 at 4:00 p.m. in Bowen Park Complex.

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

5. DELEGATIONS:

6. CHAIR'S REPORT:

7. REPORTS OF ADVISORY BODIES:

8. STAFF REPORTS:

9. OTHER BUSINESS:

(a) Loudon Park Improvement Plan Overview

Staff reviewed the Loudon Park Improvement Plan on-site with the Parks Committee in regards to the final location of the buildings.

Recommendation: That the Parks Committee recommends that the Parks, Recreation and Culture Commission host a public meeting with the neighbouring residents to discuss the final locations of the buildings prior to construction.

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

(b) Westwood Lake Building and Property Tour

A tour of the newly acquired building took place with a discussion of the potential caretaker role.

Recommendation: That the Parks Committee recommends Staff prepare a report for the Parks, Recreation and Culture Commission regarding the caretaker role.

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

(c) Advisory Body Reporting Process

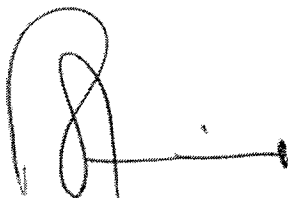
Recommendation: That staff prepare a report on the process used by Advisory Bodies in reporting to the Parks, Recreation and Culture Commission.

10. QUESTION PERIOD:

11. ADJOURNMENT:

It was moved and seconded at 1:00 p.m. that the meeting terminate, with the next Meeting of the Parks Committee to be held, if required, Thursday, 2008-MAY-15 commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex.

The motion carried unanimously.



CERTIFIED CORRECT:

---

P. Field, Chair  
Parks Committee



---

R. Harding, Director  
Parks, Recreation and Culture

2008-APR-10  
G:\Admin\PRCC\ParksCommittee\PC080410M.doc



NOTES OF THE RECREATION COMMITTEE MEETING  
HELD IN THE CONFERENCE ROOM, OF BOWEN PARK COMPLEX,  
ON WEDNESDAY, 2008-APR-09, COMMENCING AT 4:00 P.M.

---

PRESENT: Commissioner S. Lance, Chair

Members:

Commissioner P. Field  
Commissioner J. Cameron  
Commissioner L. Avis

Absent: Commissioner D. Burnett

Staff: M. Smith S. Samborski

1. CALL THE REGULAR RECREATION COMMITTEE MEETING TO ORDER:

The Meeting was called to order at 4:00 p.m.

2. 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 Recreation Committee Meeting held Wednesday, 2008-FEB-13 at 4:00 p.m. in the Conference Room of the Bowen Park Complex.

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

5. STAFF REPORTS:

(a) Travel Assistance Grant Funding.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend no changes be made to the criteria requiring that Travel Assistance Grant applicants travel out of province.

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

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council provide Recreation and Culture staff with the authority to recommend directly to the Parks, Recreation and Culture Commission Travel Assistance Funding for travel grants that clearly meet the grant criteria; and further,

That the Chair of the Recreation Committee be notified when a grant application has been processed.

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

6. OTHER BUSINESS:

(a) Review of Travel Assistance application from the Wellington Secondary School.

Wellington Secondary School is requesting funds for five bands to travel to the Canadian National Band Competition in Ottawa, Ontario from 2008-MAY-13 to 18.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend awarding the requested \$1,500 to Wellington Secondary School to attend the Canadian National Band Competition.

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

(b) Review of Travel Assistance Grant Application and Criteria.

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that Council adopt the Travel Assistance Grant criteria as revised.

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

7. ADJOURNMENT:

It was moved and seconded at 4:40 p.m. that the meeting terminate, with the next Meeting of the Recreation Committee to be held at the direction of the Parks, Recreation and Culture Commission.

The motion carried unanimously.



S. Lance, Chair

CERTIFIED CORRECT:



R. Harding, Director  
Parks, Recreation and Culture

## FOR INFORMATION ONLY

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION

FROM: SHIRLEY LANCE, CHAIRPERSON RECREATION COMMITTEE

AUTHORED BY: MARY SMITH, MANAGER, RECREATION AND CULTURE

RE: TRAVEL ASSISTANCE FUNDING

---

### RECOMMENDATION:

That Commission receives the report.

### EXECUTIVE SUMMARY:

Travel Assistance Funding applicants are allowed up to a maximum of \$100 per person and many applications are for amounts less than \$1,000. Application processing could be expedited if staff evaluated the applications based on the criteria clearly established by the Recreation Committee, and submitted recommendations directly to the Parks, Recreation and Culture Commission for deliberation. Applications involving extenuating circumstances would continue to be evaluated by the Recreation Committee and forwarded to the Parks, Recreation and Culture Commission for recommendation to City Council.

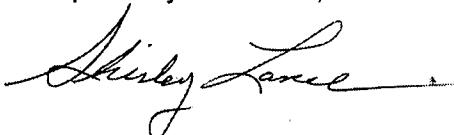
At the 2008-APR-09 Recreation Committee meeting, the Committee passed a motion to recommend that the Parks, Recreation and Culture Commission recommend that Council "provide Recreation and Culture staff with the authority to recommend directly to the Parks, Recreation and Culture Commission Travel Assistance Funding for travel grants that clearly meet the grant criteria."

### BACKGROUND:

The Criteria for Travel Assistance Grant funding was established several years ago by the City of Nanaimo Grants-in-Aid Committee.

There is a total of \$7,500 in the Travel Assistance Funding budget and applicants are allowed up to a maximum of \$100 per person. Many applications are for nominal amounts less than \$1,000. Processing these applications could be expedited if staff evaluated the applications based on the criteria clearly established by the Recreation Committee, and submitted recommendations directly to the Parks, Recreation and Culture Commission for deliberation. All applications where there are extenuating circumstances would continue to be evaluated by the Recreation Committee and forwarded to the Parks, Recreation and Culture Commission for recommendation to City Council.

Respectfully submitted,



Shirley Lance, Chair,  
Cultural Committee.

## CITY OF NANAIMO

### APPLICATION FOR TRAVEL ASSISTANCE

The City of Nanaimo provides a contingency account for amateur groups and individuals to travel to a Regional, National or International Championship. These funds are available to sports and cultural groups winning Provincial, Regional or National competitions.

Requests will be considered on a first-come, first-served basis as funds remain available.

When completing this form, please provide ALL the information requested, paying particular attention to the submission of a budget outlining revenues and expenditures for the proposed trip. The current policy provides \$100 per person to a maximum of \$2,000.

**Applications should be returned Attention to Application for Travel Assistance, Parks, Recreation and Culture, City of Nanaimo, 2300 Bowen Road, Nanaimo BC, V9T 3K7. For further information, please call 756-5200.**

### CRITERIA FOR AWARDING GRANTS

- o winner of Provincial, Regional, or National competition (or equivalent)
- o must be attending a Regional, National or International championship
- o preference given to multi-day events
- o maximum \$100.00 per person up to \$2,000.00 per group
- o there must be other sources of funding
- o must be from Nanaimo
- o the application must be made by a local organization
- o grants to participants only, not coaches or chaperones
- o organizations facing critical financial difficulties are eligible to apply for emergency funding
- o demonstrated financial need
- o must be a registered, non-profit organization (**NEW**)

**A BUDGET AND FINANCIAL STATEMENTS OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.**



# CITY OF NANAIMO APPLICATION FOR TRAVEL ASSISTANCE

Office Use

ORGANIZATION:		DATE:	
ADDRESS:		PRESIDENT:	
		SENIOR STAFF MEMBER:	
		POSITION:	
		CONTACT:	
TELEPHONE:		TELEPHONE:	
TOTAL NUMBER OF PERSONS TRAVELLING:	TOTAL NUMBER OF <u>COMPETITORS</u> TRAVELLING:	TOTAL NUMBER OF COMPETITORS RESIDING WITHIN THE CITY OF NANAIMO:	TOTAL AMOUNT REQUESTED:
DESTINATION:		DATE OF DEPARTURE:	
EVENT TO BE ATTENDED:			
PROVINCIAL/REGIONAL/NATIONAL CHAMPIONSHIP RECEIVED:			
PLEASE LIST ALL OTHER SOURCES OF FUNDING FOR THIS TRIP:			
WHY SHOULD THIS TRIP RECEIVE CITY FUNDING?			
SIGNATURE:		TITLE/POSITION:	DATE:
<p>* IN SIGNING THIS DOCUMENT I CONFIRM THAT I HAVE READ AND UNDERSTAND THE CRITERIA *</p> <p><b>NOTE: A BUDGET OUTLINING REVENUES AND EXPENDITURES FOR THIS TRIP MUST BE ATTACHED FOR CONSIDERATION.</b></p>			

98

NOTES OF THE REGULAR CULTURAL COMMITTEE MEETING HELD IN  
BOWEN PARK CONFERENCE ROOM ON WEDNESDAY, 2008-APR-02  
COMMENCING AT 4:00 P.M.

---

PRESENT: Commissioner S. Lance, Chair

Members:

Commissioner L. Fraser  
Commissioner L. Avis  
Ms. E. O'Rourke  
Ms. J. Husband  
Ms. M. Pettitt  
Ms. J. McGladrey

Staff:

B. Kuhn  
H. Richardson (recording)

S. Samborski

ABSENT: Commissioner D. Johnstone  
Mr. M. Harmes

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 4:00 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MEETING NOTES

- (a) Meeting Notes of the Regular Cultural Committee Meeting held Wednesday, 2008-MAR-12 at 4:00 p.m. in the Conference Room of the Bowen Park Complex.

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

4. DELEGATIONS:

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

- (a) Burton Lancaster, Artistic Director, Wendy Smitka, President, Douglas Hoare, Vice President and Mary Crocker, of TheatreOne, updated the Cultural Committee on the status of their season.

The Board has become very strong, growing from three members last year to ten this year. TheatreOne had planned four plays for 2008, which turned out to be too aggressive of a goal, and cut back to only two plays. Although two of the plays were cancelled, the Port Theatre has been very supportive.

Fringe Flicks, held in the Galaxy Theatre, is a very stable component of TheatreOne. Tickets for these shows are sold as a subscription. The rent at the Galaxy has been raised and TheatreOne is exploring other options as a venue for Fringe Flicks.

The Cultural Operating Grant from the City has either been spent or is committed. TheatreOne received \$75,000 from gaming money. Gaming grants are awarded on a 3-year basis, with this being the third year of their current grant. There is no commitment at this point for the next three years. It is a 'Catch 22' situation with Canada Council grants as TheatreOne needs to produce to receive funding, but they need the funding to produce.

Fundraising efforts for 2008 include Just Kiddin', Emerging Voices, Fringe Flicks, Bite of Nanaimo and a spring fundraiser.

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

## 5. CHAIR'S REPORT

At their meeting of 2008-MAR-31, City Council approved the "Songbird" sculpture as the Public Art Project for the Harbourfront Plaza. This project is to be completed before the opening of the Port of Nanaimo Conference Centre.

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

## 6. REPORTS ON ADVISORY BODIES

### (a) Art In Public Places Project Committee.

- (i) Port Theatre Marquee – J. McGladrey. The selection committee for the Port Theatre Marquee is reviewing maquettes for the proposed Port Theatre Marquee. A decision on the artwork for the marquee will be made by the end of April.
- (ii) Oliver Woods Community Centre (OWCC) Artwork – B. Kuhn. The glass artwork at OWCC has been completed.

- (b) Cultural Strategy Review Project Committee – B. Kuhn. The Cultural Strategy draft was reviewed. Suggestions were made by Cultural Committee members for minor changes before submitting to Commission, which included:

- Page 4 – No. 3, change “daily experiences of our City.” to “daily experiences in our City.”
- Page 5 – No. 2.2.5, “Nanaimo’s cultural groups, businesses, School District 68 and Tourism Nanaimo.”, should read “Nanaimo’s cultural groups, businesses, educational or post-secondary institutions, School District 68 and Tourism Nanaimo.”
- Page 8 – Art In Public Places – “such as sculptures, murals, paintings, environmental and infrastructure art.”, should read “such as sculptures, murals, paintings, installation art, environmental and infrastructure art.”
- Page 14 – Public Art – “murals, paintings, environmental and” should read “murals, paintings, installation, environmental and”.
- Page 14 – Add a definition for ‘installation art’ under Art in Public Places which reads, “Art which evolves around time elements set according to media being used.”

It was suggested that Staff attend the City Council meeting when the Cultural Strategy is reviewed should questions arise regarding the \$100,000 for the Public Art Reserve Fund.

It was moved and seconded that the Reports on Advisory Bodies be received. The motion carried unanimously.

7. STAFF REPORTS:

- (a) Cultural Capitals of Canada (CCC) – B. Kuhn. The Nanaimo Bulletin is the official newspaper of Cultural Capitals of Canada for 2008. The Bulletin will feature the CCC logo on every issue until the end of December 2008.

Concerns were expressed that principle arts and culture groups were not included in the CCC Guide. B. Kuhn explained that the Guide highlights the nine projects involved in the CCC program. The CCC website is available for groups that would like to promote their events, with links to calendars of events on both [harbourliving.ca](http://harbourliving.ca) and [tourismnanaimo.com](http://tourismnanaimo.com).

A large pop-up banner has been created for display at events.

The youth Spring Break Festival was very successful with availability for 250 spots in workshops being filled by the 79 youth attending. Competitions were held with cash prizes being awarded. This was a week of very valuable time for youth.

B. Kuhn will forward a copy of the CCC budget to the Cultural Committee members.

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



8. OTHER BUSINESS:

- (a) Community Plan for Public Art Request for Proposals. A meeting will be held 2008-APR-15 to finalize the RFP for the Community Plan for Public Art.
- (b) Nanaimo Arts Council Final Report and Financial Statement. The Cultural Committee reviewed the Arts Council's financial information as part of the Cultural Operating Grant criteria.

9. UNFINISHED BUSINESS:

- (a) Art In The Park. The Arts Council has agreed to manage the 2008 Art In The Park Program. Art In The Park will run from 2008-JUN-28 to the end of August, including 2008-SEP-01 which is the BC Day holiday. The budget for the program is \$3,500.
- (b) Cultural Workshops/Forum 2008. The Cultural Forum will be held the morning of Wednesday, 2008-OCT-01 at Beban Park. The Forum will include workshops and café discussions, with Cultural Committee members participating. There will be three or four workshops and no keynote speaker. Groups will be invited to participate in a discussion around the Cultural Capital legacy.
- (c) Cultural Grant Criteria Review for 2008 Cultural Fund Grants and Arts and Cultural Events Grants. L. Fraser will chair a committee to review these grants. B. Kuhn and Elizabeth Williams, Staff, will be invited to participate in the review process.

10. ADJOURNMENT

It was moved and seconded at 5:20 p.m. that the meeting terminate, with the next Meeting of the Cultural Committee to be held on Wednesday, 2008-MAY-07 at 4:00 p.m., if required, or at the discretion of the Cultural Committee Chair.

The motion carried unanimously.



S. Lance, Chair  
Cultural Committee

CERTIFIED CORRECT:



R. Harding, Director  
Parks, Recreation and Culture

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION  
FROM: SHIRLEY LANCE, CULTURE COMMITTEE CHAIRPERSON  
AUTHORED BY: BOB KUHN MANAGER, RECREATION AND CULTURE  
RE: NANAIMO CULTURAL STRATEGY UPDATE

---

RECOMMENDATION:

That the Parks, Recreation and Culture Commission recommend that Council approve the updated Nanaimo Cultural Strategy as attached.

EXECUTIVE SUMMARY:

The draft Nanaimo Cultural Strategy document is the result of numerous committee meetings and a review of documents from cities across Canada, along with feedback from a public/stakeholder open house.

Throughout the past year, a number of changes to wording, structure and grammar were made to the Nanaimo Cultural Strategy and the following summary outlines the most significant changes.

At their 2008-APR-02 meeting, the Culture Committee recommended that the Parks, Recreation and Culture Commission recommend that Council approve the updated Nanaimo Cultural Strategy. Staff concurs with this recommendation.

BACKGROUND:

In January 2007, a sub-committee of the Cultural Committee began meeting to review the Nanaimo Cultural Strategy document and make recommendations for changes. Members of the sub-committee were Cultural Committee members Eveline O'Rourke, Lynda Avis, Joanne Husband and members at large Bruce Halliday, Debbie Trueman and Bruce Farquharson.

Staff completed research using "Creative City of Canada" publications and prepared a preliminary draft for the Committee to review. The Committee also looked at key documents, strategies and policy documents from cities across Canada.

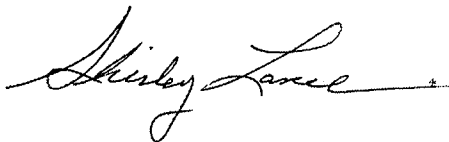
Once a final draft was completed, an open house was held at the Oliver Woods Community Centre for the public and stakeholders on 2008-FEB-21. All feedback from the public and stakeholders was considered and appropriate changes made to the Nanaimo Cultural Strategy. The Cultural Committee supports the document as revised.

The following summary outlines the most significant changes to the Nanaimo Cultural Strategy.

1. A number of changes and additions to the Terms of Reference section were made, including:
  - I. an emphasis on the importance of the role of local government in cultural planning and development and the collaboration of all city departments and partners; and,
  - II. the addition of lists of past and current cultural development initiatives and cultural events to highlight the City's cultural accomplishments to date.

2. The Funding section was renamed "Investment".
3. The Marketing and Economic Development section was renamed "Marketing".
4. A separate section entitled "Economic Development" was created, with some of the information moved from the previous "Marketing and Economic Development" section and some of the information being new.
5. A new section, "Cultural Tourism" was created.
6. The most significant changes made to the Administration section were:
  - I. The addition of Goal 3, "To move towards the creation of a "Cultural Division" of the Parks, Recreation and Culture Department; and
  - II. The addition of the corresponding strategy; "Hire a new full time Manager of Arts and Culture Development who will oversee all arts and cultural planning, development and programming for the city in cooperation with arts and cultural organizations".
7. "Three Year Core Funding" to Professional Groups was added to the Investment section.
8. In the Art in Public Places section, a policy that sees "a minimum of \$100,000 added to the Public Art Reserve Fund on an annual basis from the Parks, Recreation and Culture Budget", was added.
9. An additional strategy was added to the Facilities section under Goal 1 that is intended to "create and maintain a cultural facilities development plan to be integrated into the Parks, recreation and Culture Department Five-year Capital Plan".

Respectfully submitted,



Shirley Lance, Chair,  
Culture Committee.

**2008-MAR-19**

**DRAFT: 2007 REVIEW**

**A CULTURAL STRATEGY FOR NANAIMO**

**INTRODUCTION AND TERMS OF REFERENCE**

Nanaimo began a process of cultural development from its inception. The Nanaimo Cultural Committee was formed in the early 1990's to advise the Parks, Recreation and Culture (hereafter PRC) Commission and City Council on arts and cultural development. The City has been committed to develop common goals and civic strategies for future cultural development in our community. In June 2001; a "**Nanaimo Cultural Strategy**" was adopted by Council as a guideline for cultural development in Nanaimo.

Cultural Development is widely recognized across Canada and in Nanaimo to be of vital importance to the quality of community life and for its economic and social benefits. Cultural planning and development is an important role local government must play in the growth of our community to ensure that we have a creative and livable city. Cultural planning and development requires collaboration from all City Departments and partners, in particular:

1. Planning and Development (Plan Nanaimo and the Official Community Plan)
2. The Economic Development Office (Cultural industries, such as film and video, cultural tourism and destination marketing etc. and the Economic Development Strategy)
3. Engineering and Public Works (integrating public art and ensuring an aesthetic City infrastructure)
4. Tourism Nanaimo
5. The Downtown Nanaimo Partnership Society
6. Private Partners

The City also actively seeks input from the cultural sector, business and citizens. All partners need a clear understanding of why public investments are integral to cultural development. The cultural sector provides more than economic prosperity to Nanaimo; it defines who we are as a society and community.

Nanaimo is maturing as a city and it is clear from the recent Parks, Recreation and Culture Master Plan, that residents desire more opportunities for recreation, sport and cultural expression and experience.

As our community's cultural resources grow and mature, the positive impact on our city increases dramatically. Cultural organizations, in partnership with the City, will be instrumental in further developing the aesthetic environment and cultural activities which people are demanding of the community in which they live or visit. This cultural strategy for Nanaimo sets community vision and direction for future cultural planning and development.

Cultural planning is vital for realizing the cultural amenities that attract a vibrant workforce to live, work and play in our community. Nanaimo is moving from a resource-based to an

information-based economy and creativity is becoming one of the most sought after commodities. The City is recognizing that what were once "amenities" are now "necessities" and that culture and creativity is an essential part of sustainable municipal planning.

The diversity of Nanaimo's cultural activities and organizations have driven the need for effective cultural policy, goals and strategies to direct future cultural development.

The City's response to these needs has resulted in significant additions to Nanaimo's cultural scene such as:

1. The Nanaimo Cultural Strategy
2. The adoption of the "Art in Public Places Guidelines and Procedures"
3. The creation of an "Arts District" in the downtown core
4. Notable increases in funding to arts organizations
5. Increased cultural activities and new and expanded festivals
6. Significant budget allocation to public art
7. Expanded arts and cultural programming

Municipal cultural amenities have grown to include:

1. 800 seat Port Theatre
2. New Nanaimo Museum
3. The Nanaimo Art Gallery
4. Harbourfront Plaza
5. Harbourfront Walkway
6. Lion's Pavilion
7. Pioneer Plaza
8. CIBC Nanaimo Arts Centre
9. Public Art: Public Murals; Frank Ney Statue; Nanaimo Banner Festival (commissioned hand painted street banners); Tozan Mural in the Nanaimo Aquatic Centre; "Generations" sculpture honouring women; Bronze Busts of Mark Bate (first Nanaimo Mayor) and Coal Tyee (First Nations Chief who found coal) and the "Pacific Sails" project.

The City is collaborating with businesses, neighbourhoods and various organizations, cultural and otherwise, to develop the cultural component of major events such as:

1. Marine Festival
2. Symphony in the Harbour
3. Upper Island Music Festival
4. Empire Days
5. Canada Day
6. Dragon Boat Festival
7. Festival du Sucre D' Érablé
8. Vancouver Island International Children's Festival
9. Cadillac Van Isle 360
10. Nanaimo Blues Festival
11. Nanaimo Arts Festival,
12. Festival of Banners

13. InFrinGinG Dance Festival
14. Theatre BC Mainstage
15. Island Fantasy Ball

The City's continuing investment in arts and cultural organizations will ensure their stability and growth in the community.

### **Purpose and Scope of The Cultural Strategy:**

The purpose of the Cultural Strategy is to direct planning for cultural development in Nanaimo. The Cultural Strategy will include Vision, Cultural Policies, Goals, and Strategies for identified key areas of cultural development.

The Cultural Strategy for Nanaimo includes the following components:

1. Administration
2. Investment
3. Art in Public Places
4. Facilities
5. Marketing
6. Cultural Tourism
7. Economic Development
8. Programming/Education

### **CITY OF NANAIMO COMMUNITY VISION**

"Nanaimo will be a community that respects people. It will hold neighbourhoods as the building blocks of the city. Nanaimo will be safe and supportive for people of all ages and all income levels. It will be an attractive place to live with the historic downtown core forming the 'heart' of the city. Change in the city will be based on the foundation of community participation. Nanaimo will be a community that respects and preserves the environment and one that is pedestrian friendly. It will be a city of social and economic opportunity that has a diverse economy and a wide range of social, recreational, cultural and artistic amenities and services" (from "Imagine Nanaimo" and the "Official Community Plan").

It is the intent of the Nanaimo Cultural Strategy to work in collaboration with other community initiatives to achieve the Community Vision.

### **A COMMUNITY VISION FOR NANAIMO'S CULTURAL DEVELOPMENT**

1. Arts and culture will be widely recognized as a significant contributor to the life and soul of our community.
2. Artists will come to live, create and sell their work in Nanaimo.
3. Nanaimo citizens and visitors will encounter art in public places as part of their daily experiences in our City.

4. A variety of programs, activities, events, festivals, attractions, entertainment, arts and craft products and displays will be available year round for residents and visitors to enjoy.
5. Conferences, conventions, trade shows and other major events will select Nanaimo because of its uniqueness, cultural attractions and its natural beauty.
6. Residents of all ages and abilities will be able to explore their individual creativity through a wide variety of arts and cultural opportunities.
7. Cultural organizations will have excellent facilities and meaningful funding based on identified community needs and long range plans.
8. Our heritage will be preserved and presented in an engaging and informative manner for residents and visitors to experience and enjoy.
9. Nanaimo will grow as a popular cultural tourism destination.
10. Arts and culture will be a valuable marketing tool for Nanaimo's economic development strategy.
11. Nanaimo will have a strong and vibrant culture which evolves with a coordinated and collaborative effort leading to greater popularity as a place to visit, live, work and play.

## **CITY OF NANAIMO**

### **CULTURAL POLICY STATEMENT**

The City of Nanaimo recognizes the integral contribution generated by arts and cultural activities to the City's social and economic progress, and the value of artistic and cultural expression and enjoyment by its citizens.

The City of Nanaimo affirms its ongoing commitment to encourage and support an active and successful arts and culture sector within the community.

### **ADMINISTRATION**

#### **GOAL ONE:**

To develop an effective and efficient administrative structure that will foster cultural development.

#### **Strategies**

The City will:

1. Ensure an effective relationship between Council, the Parks, Recreation and Culture Commission (PRC) and the Cultural Committee.
2. Receive recommendations from the Cultural Committee through the PRC Commission regarding Nanaimo's Cultural Strategy, as reflected in the mandate for the Cultural Committee (see 2.2).

## 2.1 Policy

The Cultural Committee is a Committee of the PRC Commission and will comprise nine members as follows:

- 2.1.1 Three members appointed from the PRC Commission.
- 2.1.2 Six Members At Large selected and recommended from applications submitted to the PRC Commission.

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

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

## GOAL TWO:

To ensure that the Nanaimo Cultural Strategy is implemented and reviewed regularly.



### **Strategies**

The City will:

1. Develop and distribute information regarding the Nanaimo Cultural Strategy and the process for providing feedback and suggestions regarding cultural development to the City.
2. Carry out a regular review (at least every three years) of Nanaimo's Cultural Strategy, to ensure its effectiveness, efficiency, integration with all City departments and the evolving needs of the community.
3. Develop specific objectives and action plans that will be instrumental in accomplishing the goals of the Nanaimo Cultural Strategy.

### **GOAL THREE:**

To move towards the creation of a "Cultural Division" of the Parks, Recreation and Culture Department.

### **Strategies**

The City will:

1. Hire a new full time "Manager of Arts and Culture Development" who will oversee all arts and cultural planning, development and programming for the city in cooperation with arts and cultural organizations.

## **INVESTMENT**

There are practical examples of success in Nanaimo and other communities as well as academic research (e.g. Dr. Richard Florida "The Rise of the Creative Class") that have convinced municipalities that it pays to invest in arts and cultural development and make it an essential part of its core business. Investing in arts and culture will strengthen our economic base, improve quality of life for residents and visitors and enhance community identity and reputation.

### **GOAL ONE**

To stimulate cultural and economic growth through increased investment.

### **Strategies**

The City will:

1. Identify cultural planning and development priorities to facilitate the growth and economic impact of arts and culture in Nanaimo.
2. Provide, through municipal operating grants to cultural groups, the annual financial investment of two dollars per capita (based on Provincial statistics). This investment is intended to facilitate funding from other government and private sources which in turn will provide net financial benefit to the community.

3. Provide annual funding to assist groups in the production and growth of arts and cultural events.
4. Refer all applications for cultural operating and event funding to the Cultural Committee of the PRC Commission for recommendations to the Commission and Council for the distribution of municipal grants.
5. Encourage good financial management and accountability within cultural organizations and maximize a variety of revenue sources including grants, donations, sponsorships and earned revenue.
6. Facilitate the financial support from other levels of government, foundations and corporate donors.
7. Increase funding levels when appropriate, to ensure that the goals of this strategy are being realized and make recommendations to the PRC Commission in that regard.
8. Review extraordinary funding requests and make recommendations to the PRC Commission.

### **GUIDELINES FOR ARTS AND CULTURAL EVENT GRANTS**

1. The City of Nanaimo will work with community groups on the production of arts and cultural events that attract both residents and visitors.
2. Annual funding will be available to assist groups with the cost of producing arts and cultural events.
3. All applications to this fund will be evaluated based on established criteria.  
Events must showcase local arts and cultural talent and have good economic impact potential. Preference will be given to annual or ongoing events that provide a good long term investment for the city.

### **GUIDELINES FOR MUNICIPAL CULTURAL OPERATING GRANTS**

1. **Established Organizations** - The City will allocate operating grants to cultural organizations based on their merit, how well they fulfill the City's Cultural Strategy, the criteria for cultural funding and on their demonstrated ability to contribute to the local economy and community. Amounts invested in each organization will be determined by the number of applications, amounts requested, use of funds, cultural benefit to the community and potential return on the investment.
2. **Three Year Core Funding to Professional Groups** is available to established not-for-profit professional arts organizations that have been in existence for at least four (4) years. Applicants must have received at least one annual grant through the City of Nanaimo's Cultural Funding Program, have an arts mandate and be recognized for excellence in their artistic discipline and programming. They must also demonstrate long-range financial stability and be able to articulate long-term artistic visioning and planning.
3. **New and Emerging Cultural Organizations** requiring seed money.
4. **Projects** that relate directly to arts and culture in the area of collaborative marketing, partnerships and arts programming and / or education.

These are guidelines for the awarding of cultural operating grants and will be adjusted to meet the needs of the city and the cultural sector.

## **ART IN PUBLIC PLACES**

For the purposes of the Nanaimo Cultural Strategy, public art is defined as: two and three-dimensional work such as sculptures, murals, paintings, installation, environmental and infrastructure art.

### **GOAL ONE**

To make Nanaimo a place where citizens and visitors will encounter various forms of visual arts as part of their daily experience.

#### **Strategies**

The City will:

1. Strive to integrate public art into city infrastructure where feasible and consult the Cultural Committee regarding all projects where it would be appropriate to include art in public places.
2. Follow the City of Nanaimo's "Art in Public Places Guidelines and Procedures" document.
3. Use art to enhance public spaces and plazas as active and attractive people-friendly places.
4. Review and revise the "Art in Public Places Guidelines and Procedures" document (in consultation with artists, other city departments and the cultural sector) at least every three years.

### **GOAL TWO**

To administer a Public Art Reserve Fund for the purpose of purchasing and/or commissioning and staging public art.

#### **Strategies**

The City will:

1. Maintain a "public art reserve fund" to be used to purchase and/or commission, maintain, document and catalogue works of public art for display in municipal and/or public places.

#### **Policy**

A minimum of \$100,000 will be added to the Public Art Reserve Fund on an annual basis from the Parks, Recreation and Culture Budget.

### **GOAL THREE**

To encourage public art in appropriate private developments within the City.

111

### **Strategies**

The City will:

1. Encourage private contributions to public art.

## **FACILITIES**

Arts and cultural facilities (including redeveloping old buildings for new creative uses) bring economic prosperity and revitalization to neighbourhoods and in particular the downtown core.

### **GOAL ONE:**

To ensure that excellent facilities are available for the creation, preservation and presentation of arts and culture within the City.

### **Strategies**

The City will:

1. Conduct a cultural facilities needs assessment every three years.
2. Create and maintain a cultural facilities development plan to be integrated into the Parks, Recreation and Culture Department Five Year Capital Plan.
3. Maintain and keep current a Cultural Facilities Resources Inventory.
4. Continue to work to facilitate the growth of the downtown "Cultural District". This will be accomplished by locating new facilities, or re-developing facilities suited for cultural purposes.
5. Explore innovative solutions to accommodate building uses that include the arts and artists.
6. Be proactive with regards to taking advantage of acquiring cultural spaces that may become available.

### **GOAL TWO:**

To encourage live / work spaces for artists in the city with an emphasis on the downtown core.

### **Strategies**

The City will:

1. Actively encourage property owners and developers to include artist live / work spaces in the Downtown core.
2. Develop partnerships with the private and non-profit sectors and with other levels of government to develop artist live / work spaces.

## **MARKETING**

The City and the cultural sector will work collaboratively to develop a coordinated marketing strategy that will ensure the best exposure possible for cultural programs and services in our community.

### **GOAL ONE**

To develop coordinated marketing strategies that will increase exposure for cultural organizations, programs and services.

#### **Strategies**

The City will:

1. Assist local cultural organizations in developing collaborative strategies to increase marketing efficiencies, audience awareness and participation in cultural activities.
2. Maintain the Cultural Resources Inventory and Information Service. This will be updated regularly with information on all cultural organizations and facilities available online and in printed form.
3. Maintain a current "Community Media Guide" online and in print form.
4. Work cooperatively with relevant organizations to maintain a comprehensive arts and cultural calendar of events.
5. Encourage all cultural groups to promote their programs and services through "at cost" ads in the Parks, Recreation and Culture "Leisure Guide".
6. Maintain an annual Cultural Awards program.
  - 6.1 "Excellence in Culture Award" recognizes deserving individuals and groups for their artistic excellence.
  - 6.2 "Honour in Culture Award" recognizes individuals, groups or corporations for outstanding service, dedication or support to the development of arts and culture.

## **CULTURAL TOURISM**

Tourism based around arts and cultural events, festivals, museums, art galleries and heritage attractions has a profound economic impact on the community.

### **GOAL ONE**

To develop Nanaimo as a cultural tourism destination.

### **Strategies**

The City will:

1. Develop a wider coordinated marketing strategy for increased tourism potential by facilitating community partnerships between the City (Destination Marketing), arts and cultural groups, business and Tourism Nanaimo.

## **GOAL TWO**

To encourage arts and cultural organizations to plan events and festivals by removing barriers and providing financial investment and other support.

### **Strategies**

The City will:

1. Maintain an Arts and Cultural Event Fund (\$24,000 in 2007) for the purpose of assisting groups in the planning and running of events and for providing seed money for new events. The amount of this fund should be reviewed annually with recommendations for increases based on needs.
2. Maintain a Festivals Fund separate from a Tournament Fund for the purpose of assisting groups in planning and running of arts and cultural festivals. The amount of this fund should be reviewed annually with recommendations based on needs.
3. Provide support by the way of logistics, equipment (Community Event Equipment Loan / Rental Program), administration, and information support to event and festival organizers (The City and Tourism Nanaimo).
4. Update and maintain a "Community Events Resource Manual" online and in print form.

## **GOAL THREE**

To determine what is unique and special about Nanaimo's culture and heritage, and market these experiences to potential cultural tourists.

### **Strategies**

The City will:

1. Preserve, maintain and celebrate Nanaimo's heritage assets (in compliance with the Nanaimo Heritage Strategy and the Nanaimo Heritage Action Plan).
2. Develop a cultural map of Nanaimo's cultural assets including human resources, physical resources and written history. The map will be used to draw attention to the existence and importance of cultural resources and prepare the ground for effective cultural planning.
3. Actively promote and celebrate our city through festivals, cultural celebrations, and arts and cultural activities.

## **ECONOMIC DEVELOPMENT**

"Cities will attract new business and investment, and see job growth if 'creativity' is a component of economic and strategic plans. Creativity is the engine of the new economy" (Creative City News, Special Edition # 1).

"Cultural industries create job growth, turn ordinary cities into 'destination cities,' create interconnections between arts and business, revitalize urban areas, attract skilled workers and create spin-off businesses." (Creative City Network of Canada, 2005; Culture as an Economic Engine, Making the Case for Culture).

### **GOAL ONE**

To develop a process which educates the community and funders as to the value of arts and culture as a driver for the City's economic prosperity.

#### **Strategies**

The City will:

1. Recognize and measure the economic impact of investing in cultural planning and development in the City of Nanaimo by conducting an economic impact study.
2. Foster closer ties between local business and the arts in order to generate profitable arts and cultural industries and beneficial partnerships.
3. Promote the benefits of investing in arts and culture through the City's website, workshops, forums, and press releases.

### **GOAL TWO**

To include cultural facilities, cultural spaces, arts and cultural programming and public art in neighbourhood and downtown revitalization strategies.

#### **Strategies**

The City will:

1. Include arts, culture and heritage in Nanaimo's planning (The Official Community Plan) and economic strategies.

## **PROGRAMMING / EDUCATION**

### **GOAL ONE**

To promote and develop opportunities for all Nanaimo residents and visitors to become involved in a wide range of cultural programs, courses, activities and special events.

## **Strategies**

The City will:

1. Co-ordinate the provision of educational and recreational cultural programs and activities to ensure that a full range of opportunities are reasonably available at all stages of a person's life, regardless of socio-economic status, in accordance with community needs and initiatives.
2. Maintain a staff position (Arts and Cultural Coordinator) that would be responsible for arts and cultural programming/community development and liaising with arts and cultural groups.
3. Develop community arts programs (arts, crafts, dance, music, theatre) that engage youth, build self esteem, facilitate learning and leadership development opportunities, and provide positive use of leisure time for youth.
4. Actively promote partnerships with community and business groups in the development of cultural programs and services.
5. Encourage and support both new and established festivals that promote the celebration of civic identity and pride and the awareness of cultural diversity.

## **GOAL TWO**

To promote awareness about the benefits derived from a vibrant arts and culture aspect to the community.

## **Strategies**

The City will:

1. Affirm the importance of the provision of art and cultural programming and education at all levels.
2. Inform and educate the community about the benefits of participation in the arts (including recreational arts).

## **APPENDIX A**

### **DEFINITIONS**

The following terms are defined for the purposes of this document

#### **CULTURE (CULTURAL):**

Culture is the artistic, intellectual and spiritual characteristics that reflect the heritage of our community.

#### **ART:**

Art, in its broadest meaning, is the expression of creativity or imagination, and is a reflection of our society.



Art stimulates an individual's thoughts, emotions, beliefs or ideas. (e.g. Fine or applied art, music, drama, literature and dance).

#### **RECREATIONAL ART:**

Recreational art is any creative endeavour that people participate in for lifelong learning, social networking and leisure, and not for financial gain.

#### **PUBLIC ART:**

Public art is art such as sculptures, murals, paintings, installation, environmental and infrastructure art that is encountered by the public free of charge

#### **INSTALLATION ART:**

Installation art uses sculptural materials and other media (sound/performance / computers/ fabric etc) to modify the way we experience a particular space. Installation art can be site specific and not necessarily confined to gallery spaces nor is it time restrictive.

#### **CULTURAL POLICY OR POLICY STATEMENTS:**

Cultural Policy is a statement that defines the course and methods of action selected to guide and determine present and future decisions or practices regarding cultural development in Nanaimo.

#### **CULTURAL DISTRICT:**

For the purpose of this document "The Nanaimo Cultural District" includes the "Arts District", the "Old City Quarter", the Harbourfront Walkway, and the areas encompassing the "Downtown Heritage Walk".

#### **GOALS:**

Goals are statements of what the City wants to achieve regarding cultural development. Goals precede strategies.

#### **STRATEGIES:**

Strategies are actions or means to be used to attain goals.

#### **OBJECTIVES:**

Objectives are specific tasks or projects intended to be accomplished by a specified date. Objectives must be measurable and are used to implement strategies and accomplish goals.

**THE PORT THEATRE  
MONTHLY ACTIVITY REPORT  
MARCH 2008**

<b>DATE</b>	<b>EVENT</b>	<b>TIME</b>	<b>CATEGORY</b>	<b>AUD/Artists</b>
3	Toronto Dance Theatre	3pm – 9:30 pm	Load in and Tech day	0/16
4	Toronto Dance Theatre	7:30 pm	Modern Dance	325/16
5	Angele Dubeau La Pieta	7:30 pm	Violinists	334/13
7	Vancouver Island Symphony	3pm – 9:30 pm	Rehearsal	0/53
8	Vancouver Island Symphony	7:30 pm	Symphony performance	645/53
11	Ron James – FULL TILT	8 pm	Stand up comedy	804/4
12	Coastal Community Credit Union	4:30 pm – 8 pm	Staff function in main lobby	600/7
13	An Evening w/Groucho Marx	7:30 pm	Theatre performance	385/6
15	Jim Witter – The Long Winding Road	7:30 pm	Beatles tribute	315/10
17	VI Childrens Festival	8 am - 4 pm	Day long workshops	0/37
18	VI Childrens Festival	8 am - 4 pm	Day long workshops	0/37
19	VI Childrens Festival	8 am - 4 pm	Day long workshops	0/37
20	VI Childrens Festival	8 am - 4 pm	Workshops wrap up	112/37
21	Henry Rollins	8 pm	Stand up comedy	570/2
27	Parks Canada	3 pm – 4 pm	Press conference – Main Lobby	30/6
31	Women Fully Clothed	7:30 pm	Stand up comedy	616/8

**TOTALS**

**Number of Events = 16**  
**Estimated Audience Attendance: = 4736**  
**Estimate Number of Artists: = 342**  
**Total people through the building = 5078**

# THE PORT THEATRE

	# Events 2004	# Events 2005	# Events 2006	# Events 2007	# Events 2008	# Patrons 2004	# Patrons 2005	# Patrons 2006	# Patrons 2007	# Patrons 2008
Jan	19	24	18	12	22	10,776	7,082	7,609	5,626	5,126
Feb	18	23	26	20	32	9,223	8,141	11,692	8,161	10,911
Mar	25	20	19	18	16	10,952	5,758	8,075	8,305	5,078
Apr	24	34	31	32		7,859	12,520	10,784	12,389	
May	31	31	38	29		11,901	14,170	15,615	13,851	
Jun	23	36	25	25		13,059	15,262	14,408	12,055	
Jul	3	26	4	11		704	6,317	2,191	4,304	
Aug	3	3	3	3		672	643	865	701	
Sep	12	9	15	20		2,862	2,245	3,551	5,934	
Oct	30	20	19	13		9,504	8,069	7,915	5,119	
Nov	24	22	28	21		10,725	12,326	14,392	9,765	
Dec	17	19	31	14		7,684	6,895	15,378	5,049	
TTL	229	267	257	218	70	95,921	99,428	112,475	91,259	21,115

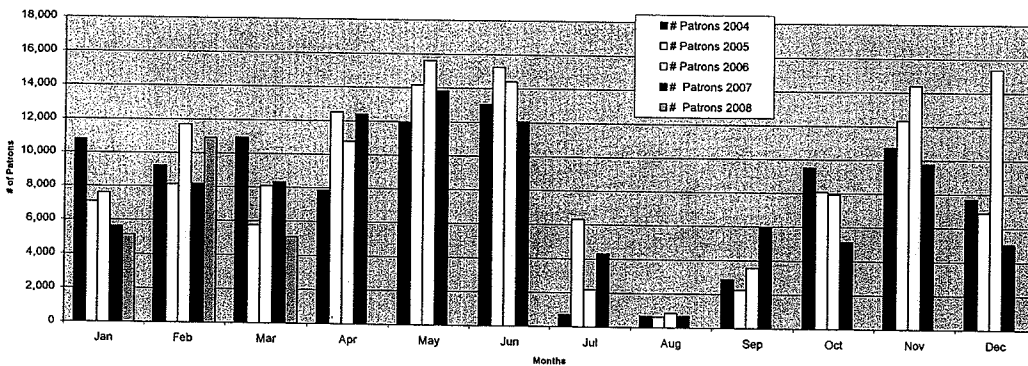
comparison of attendance for the same month last year  
comparison of events for the same month last year

-39% increase  
-11% increase

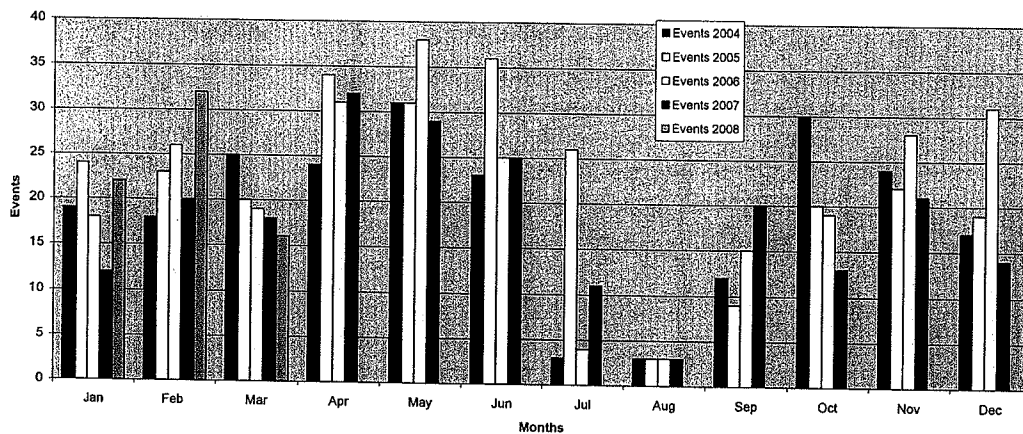
five yr. average attendance for same month  
five yr. average number of events same month

7,634  
20

Patron Attendance Comparison



Event Comparison



## FOR INFORMATION ONLY

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION  
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE  
AUTHORED BY: BOB KUHN, MANAGER, CULTURE CAPITAL OF CANADA  
RE: CULTURE CAPITAL OF CANADA UPDATE

---

### RECOMMENDATION:

That Commission receives the report.

### EXECUTIVE SUMMARY

The 2008 Culture Capital of Canada activities continue to gain momentum. Some key activities throughout March included the following.

#### **Promotions**

The Culture Capital of Canada project continues to get great exposure in the local newspapers, on local radio, and in various publications. Street banners have been installed along Bowen Road at Beban Park and on Third Street. A number of free standing banners have been produced. These will be displayed year-round in all Parks, Recreation and Culture facilities, the Nanaimo Airport, the Nanaimo Art Gallery, Port Theatre, Tourism Nanaimo, City Hall and at all our events throughout 2008.

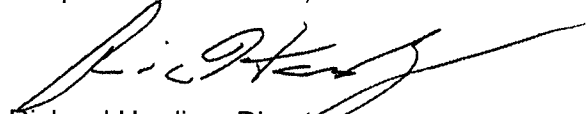
#### **"Capturing the Music" School Jazz Program**

This event will be held on 2008-APR-22 and includes a clinic where master jazz artists can mix with up-and-coming students of jazz.

Students from School District 68 and Malaspina College will have the opportunity to work with Juno award winning Hugh Fraser and the Vancouver Ensemble of Jazz Improvisation (VEJI). This project was created and organized by music teacher Carmella Luvisotto. Former Nanaimo Jazz teacher Brian Stovell and current Malaspina Jazz teacher Steve Jones are also involved.

A second event, the Finale Concert at the Port Theatre, will also be held on 2008-APR-22 and involves a Rep Student Band as well as the VEJI. Local music teachers nominated 20 students to be a part of the Rep Band who will play at the concert not only as a feature band, but also with the VEJI (who will also perform on their own).

Respectfully submitted,



Richard Harding, Director,  
Parks, Recreation and Culture.

REPORT TO: THE PARKS, RECREATION AND CULTURE COMMISSION  
FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE  
RE: YEARLY CHARGES FOR PARKS, RECREATION AND CULTURE "NOMINAL" FEE  
LICENSES AND AGREEMENTS

---

RECOMMENDATION:

That the Parks, Recreation and Culture Commission continue to charge a \$1.00 per year for licenses that have been approved by Commission and Council as "nominal" fee agreements.

EXECUTIVE SUMMARY

Historically, non-profit organizations that provide Park, Recreation and Cultural services on City of Nanaimo parkland have been charged a fee of \$1.00 per year. Other municipalities in British Columbia charge between \$1.00 to \$10.00 for similar agreements.

BACKGROUND:

At the 2008-FEB-27 Parks, Recreation and Culture Commission meeting, it was requested that staff review what other municipalities charge their non-profit organizations for annual license fees and report back to Commission.

The City solicitor, Staples McDannold Stewart, was asked to provide comments based on their extensive experience in providing license agreements to other municipalities. The attached correspondence to this report outlines Mr. Stewart's review and comments.

Based on the City of Nanaimo solicitor's comments, Staff recommends maintaining the policy of charging the yearly fee of \$1.00 for licenses that have been determined by the Parks, Recreation and Culture Commission and City Council as "nominal" fee agreements.

Note: an administration fee of \$125.00 is also charged to organizations at the renewal stage for each license.

Respectfully submitted,



Richard Harding, Director,  
Parks, Recreation and Culture.

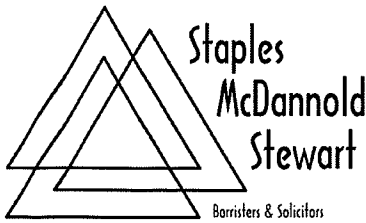
Attachment

RH:clc  
2008-APR-15

File: C2

g:\Admin\prcc\ReportComm\PRCCRPT080423NominalConsideration2.doc

121



---

**Email Transmission**

March 27, 2008

File No: 194 224

Mr. Jeff Ritchie  
City of Nanaimo  
455 Wallace Street  
Nanaimo, B.C.  
V9R 5J6

Dear Mr. Ritchie:

**Re: Nominal Consideration**

You have asked for our comments as to the amount of money that is typically specified in a situation where a transaction is to be for what is "nominal consideration". "Nominal consideration" is of course consideration that bears no relation whatsoever to the actual value of the good or service that is being provided in exchange for the consideration. In some circumstances, the City may provide a Licence of Use to a "not for profit" society for nominal consideration to enable the society to operate with a lower lever of operating costs. This assistance is permitted where the party receiving the assistance is a not for profit society.

The amount paid as consideration is not regulated by law. At one time, the sum of \$1.00 was the amount typically used in the case of a transfer for nominal consideration. More recently, however, the practice seems to have shifted so that the more common amount used in connection with such transfers is \$10.00. Realistically, of course, when one is dealing with a large and valuable asset, such as a piece of land, there is little difference between \$1.00 and \$10.00. As a general practice, I tend to follow the \$10.00 rule when I am drafting an agreement, but often standard form agreements will be prepared from our office with consideration set at \$1.00. I repeat that this is simply a practice and is not based on any specified regulation or case law.

Consideration is one of the elements necessary for the existence of a contract, the other elements being certainty of the parties (which legal persons are bound by the Agreement and have rights under the Agreement) and certainty as to the material terms of the contract.

Yours truly,

**STAPLES McDANNOLD STEWART**

*"Original Signed By"*

Per:

Colin Stewart\*

CS/sc

\*Denotes Personal Law Corporation

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

FROM: JEFF RITCHIE, SENIOR MANAGER OF PARKS

RE: MONTHLY REPORT FOR MARCH 2008 – PARKS OPERATIONS

---

The following highlights are the park initiatives for March 2008. Regular maintenance tasks are not listed.

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

- The Maffeo Sutton Park redesign is moving forward. Staff, stakeholders and the Archadia design team are reviewing issues and developing design concepts. The open house is scheduled for 2008-MAY-15 at the Maffeo Sutton Lion's Pavilion.
- Detailed design drawings and modelling of the Phase 1 Harbourfront Plaza Improvements are underway. Fabrication will begin this spring.
- The Oliver Woods playground installation is nearing completion and will be open for play in May.
- Staff are moving forward with cycling strategy implementation for 2008 and marketing materials for the Nanaimo cycle network.
- Staff are liaising with the Port Theatre on their public art marquee selection.
- Many development applications have been reviewed for park and trail acquisition (most in the Harewood area).
- Playground planning and improvements in many parks around the City for 2008 are underway.

### **VOLUNTEER IN PARKS (VIP)**

- Community gardens at Beaufort Park and Protection Island are planting spring crops. More beds are planned this spring for both gardens.
- The grand opening of the DIGS Garden on Protection Island is set for 2008-MAY-25.
- Installation of Robin's Den playground equipment occurred the weekend of 2008-APR-12 and site finishing was completed the following week.
- The Deverill Square Park neighbourhood is actively fundraising for upcoming park improvements.

### **SPORTS TOURISM AND OUTDOOR EVENTS**

#### **Recreation Coordinator Highlights**

- Weekly drop-in sports schedule for Oliver Woods Community Centre was implemented recently.
- New spring outdoor programs include; War Canoe, Learn to Run, Hiking(new locations), Ultimate Frisbee and Treasure Hunting with a GPS.
- Spring Break sport and basketball camps went very well, with 160 children registered.
- Registration for summer programs has started. Over 70 weeks of a wide variety of children's sports camps are being offered by Parks, Recreation and Culture.
- This year's Canada Day event is tied into the Culture Capital of Canada project. Recreation coordinator is representing Parks, Recreation and Culture at the Culture Capitals monthly meetings. Planning is well underway.

123

### **Manager of Sports Tourism and Outdoor Events Highlights**

- Sport & Cultural Tourism contacts this month include: VI Honda Motorcycle Camp for kids; Folk Festival; Run for the Cure; Festival for Young Audiences.
- A meeting was held to discuss Minor Fastball and Wellington, Pleasant Valley and Lantzville (WPVL) field allocations. A letter explaining this year's allocation of the fields to the two groups was sent to Minor Fastball.
- Projects that are currently being worked on include: Harbourfront Plaza re-design; Maffeo Sutton Park redesign open house; VICC Grand Opening; 2009 World Under 17 Hockey Challenge, Nanaimo Fire/Rescue Station #4 Opening, BC Lions 2009 Training Camp and Bicycle Route Map.
- The City has purchased Special Event insurance; this will hopefully lower some of the financial barriers for organizing groups that are required to purchase event insurance. More details will follow once staff have met with the Risk Manager.

### **TRAIL DEVELOPMENT**

- The trail on the north side of Westwood Lake was rebuilt and widened.
- Two sections of the Parkway Trail were repaved.
- Repairs were made to the handrails on the stone bridges at Bowen Park.
- The newly acquired house at Westwood Lake was cleared of debris and the locks were changed. Final repairs will be completed by the end of the month.

### **MAINTENANCE AND CONSTRUCTION**

- The new 8" water service was installed at the Rotary Field House. The work was done by the Public Works Water Department.
- Work has begun at Loudon Park. The new storage compound for the Canoe and Kayak Club has been completed, with the old compound removed. The contract for the parking lot was awarded to Knappett Construction and construction has begun.
- Brechin Paddling Dock is near completion. Auxiliary Coast Guard has moved their boats into their new boathouse and are working on finishing the office and storage areas.

### **UTILITY**

- New irrigation was installed at Lions Square.
- The kitchen at the Community Service Building had the sinks and faucets replaced.
- Two new irrigation zones were added to Departure Bay Centennial Park.
- Outfield fencing was installed at Gyro Youth Park.

### **HORTICULTURE AND SPORTS FIELDS**

- Horticulture renovations continue at Beban Park. North and south entrance signs are now visible from both directions when travelling on Bowen Road.
- Turf grass repairs are complete in areas of high use, seeding is beginning to germinate.
- Hailey's Rhododendron Garden has had additional plants installed improving its overall appearance.

124



## **TURF AND PARKS**

- Serauxmen and Departure Bay were converted to allow for 50' and 60' base paths and Robins converted to an 80' diamond. This will allow the fields to be used by various age groups at different times.
- Rockridge Park has been cleaned of debris, the soil pile has been removed and the park reshaped. The park will be seeded with a low maintenance fescue ryegrass mix for the meantime until further development of the park is determined.
- Sierra Park is almost complete; the wooded side of the park has been cleared of stumps, forest floor debris and dangerous trees. The other side will be prepped and reseeded by the end of April.

## **URBAN FORESTRY**

- Sixty-nine phone calls were received regarding tree issues resulting in forty-three site visits. Issues included site visibility, view obstructions, illegal tree cutting and tree health concerns.
- Eight referrals were received from the Planning Department to review Tree Management Plans.
- Five developments are in stream with Tree Removal Permits pending approval of Development Permits.
- Eight trees were replanted on the median on Uplands at Longwood Station.
- Three trees were replanted on the boulevard at Cavendish and Avonlea.
- One Gingko biloba was planted in Bowen Park as a donation tree.
- Staff are in the process of installing 14 boulevard trees on Victoria Road between Milton Street and Selby Street as a result of a request from the Nob Hill Neighbourhood Association. The project is the result of cooperation between Parks Operations and Public Works.
- Tree planting plans are in process for boulevard trees on Dawes Street (4) and Haliburton Street (16).
- Tree removals have occurred at Theresa Terrace Park as a result of a hazard tree analysis in conjunction with the playground re-installation.
- A hazard tree analysis has been completed at Westwood Lake Park as part of the preplanning process prior to beginning the Westwood Lake Park Plan next year.
- The results have been received from the City Trees and You survey. A report will be forthcoming.
- The Urban Forest Plan is under review and staff will be giving an update on progress to Commission on 2008-APR-23.

## **TRAIL COUNTS FOR MARCH 2008**

<b>Park Sites</b>	<b>December Daily Average</b>	<b>January Daily Average</b>	<b>February Daily Average</b>	<b>March Daily Average</b>	<b>March Peak Times</b>
Walley Creek	168	133	169	178	8am-9am
Linley Valley	33	30	33	34	11am-12pm
Buttertubs Marsh	141	163	217	246	4pm-5pm
Colliery Dam (lower)	124	133	163	175	3pm-4pm
Loudon Park	39	36	47	54	3pm-4pm
Third Street Trail	184	194	235	246	3pm-4pm
Beaufort Park	52	54	62	64	12pm-1pm
Wardropper Park	33	64	78	116	3pm-4pm
Bowen Side Channel	61	54	68	78	2pm-3pm

125

**TRAIL COUNTS FOR MARCH 2008 CON'T.**

Park Sites	December Daily Average	January Daily Average	February Daily Average	March Daily Average	March Peak Times
Harbourfront Plaza (Conference Centre stairs)	NA	112	182	180	10am-11am
Harbourfront Plaza (Commercial Street)	NA	601	655	584	1pm-2pm
Harbourfront Plaza (Port Theatre Stairs)	NA	544	644	519	11am-12pm

**VANDALISM REPORT FOR MARCH 2008**

**Building and Engineering Repair & Maintenance**

- Graffiti removal \$2,428.25
- Fence repairs (Pleasant Valley) \$ 893.00
- Lock repairs and replacement padlocks \$ 205.37
- Repair lamp standard at RCMP \$ 290.74

**Cost 3,817.36\$**

**Materials and Supplies**

- Replacement tree \$ 593.00
- Miscellaneous materials \$ 48.14

**Cost \$ 641.14**

**Labour and Fleet (City Vehicles)**

**Cost \$1,149.96**

**TOTAL VANDALISM COST \$5,608.46**

Graffiti removed in many areas including: Biggs Park, Maffeo Sutton, Bowen Skate Park, Caledonia Park, Diver Lake tennis court, Parkway Trail, under Pearson Bridge, Groveland Park, Colliery Dam, Robins Park and Elaine Hamilton. A chain link fence at Pleasant Valley was hit by a vehicle. A Downtown tree was also involved in a motor vehicle accident and needed to be replaced. A lamp standard at the RCMP station was vandalized and needed a new base welded on.

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

FROM: SUZANNE SAMBORSKI, SENIOR MANAGER OF RECREATION AND CULTURE SERVICES

RE: MONTHLY REPORT MARCH 2008 RECREATION AND CULTURE SERVICES

---

## **PROGRAMS**

There are currently 46 youth registered in the Youth Drop-In program. Staff is anticipating an increase in attendance over the next few months resulting from the addition of Oliver Woods Community Centre.

Spring Break camps were very successful with over 120 children enjoying a variety of sports camps. Twenty participants enjoyed a special one-day Easter program.

The pools were also busy over spring break with lots of children, families and day camps. Some of the activities that took place during the break included: a Spring Board Learn-to-Dive Camp, a Pacific Sport day camp, and Junior Lifeguard training. Unfortunately, due in part to the nice weather, attendance was down from last year.

The Spring/Summer Leisure Guide was distributed 2008-MAR-05. The total number of first day registrations almost doubled (rising from 734 to 1250 with revenues doubling from \$31,000 to \$65,000). The internet registration system (IREG) accounted for 51% of registrations taken the first day of day registration.

Swimming lesson registration was very good in March with 340 participants this year compared to 285 in March 2007.

The Central Island Lifeguard Training Center Workshop for March focused on first aid. These workshops replace traditional staff in-service training sessions and are open to the public. A number of aquatic facilities outside Nanaimo are interested in sending their staff to the Nanaimo workshops as a way of supplementing their own staff training.

Attendance figures were down in the arenas due to the Nanaimo Clippers having fewer games in March 2008 than March 2007, start and end dates of programs, and a reduction in school use in March.

The arenas hosted a number of events and tournaments including: the Nanaimo Casual Hockey League Year End tournament, five Nanaimo Clippers hockey games, the Shocker Shootout Adult Hockey tournament, an Atom Development Hockey tournament, the BC Bantam Girls Provincial Hockey tournament, a Glow in the Dark public skate and the So You Think You're Tough boxing/mixed martial arts event.

Programs and rentals are in full swing at Oliver Woods. One hundred forty residents attended the Tour and Tea on 2008-MAR-14 where they provided a number of seniors' program ideas in addition to the seniors programs already happening.

Community gymnasium drop-in programs at Oliver Woods are growing in popularity with anywhere from two to eighteen people attending each session. Sessions include mixed volleyball, women and men's basketball, mixed futsal, mens floor hockey, mixed badminton and a general family drop-in where the choice of sport is optional.

127

The RCMP is starting to use the Community Policing Station at Oliver Woods, but have not begun operating the volunteer desk.

## **PROJECTS**

A Request for Proposals for a Parks, Recreation and Culture Marketing Plan was advertised with the deadline for proponent submissions 2008-APR-11.

Staff is busy coordinating the 2008 Healthamongus, which will take place at Beban Gyro Fields from May 5-9. April's registration resulted in the program being filled to capacity (1000 participants per day) with a wait list. The format is essentially the same as previous years with new activities added. The hiring of staff for this one-week event is underway.

Staff continues to work on a pilot daily physical activity project with School District 68. This Ministry of Education initiative is exploring the possibility of implementing a graduation requirement for students requiring each student to participate 150 minutes of physical activity per week. The Ministry is working with British Columbia Recreation and Parks Association to coordinate the pilot projects.

The Department's Healthy Choices Committee continues to collaborate with the Vancouver Island Health Authority to work with our food and beverage contractors to implement healthy food choices in all parks, recreation and culture facilities (both concession operators and vending machine contractors). A "Recreation Facilities Healthy Food Choices" grant was made available to municipalities by the Union of British Columbia Municipalities. Recreation and Culture submitted an application to support the City's Healthy Food Choices initiatives that the Parks, Recreation and Culture Commission and City Council endorsed in fall 2008.

The engineering plan for the Frank Crane Arena elevator was updated. A Request for Proposal document will be available to proponents by the end of April 2008. A LocalMotion grant application was submitted to assist with elevator costs.

## **STATISTICS**

### ***Front Desk***

<b>MARCH</b>	<b>2007</b>	<b>2008</b>	<b>Difference</b>
<u>Numbers</u>			
Registrations	5,163	6,276	1,113
Memberships	140	598	458
Economy Tickets	<u>1,188</u>	<u>1,131</u>	<u>(57)</u>
Total	6,491	8,005	1,514
<u>Sales</u>			
Registrations	234,060	301,570	67,510
Memberships	19,200	27,252	8,052
Economy Tickets	<u>36,982</u>	<u>37,081</u>	<u>99</u>
Total	290,242	365,903	75,661

128

### Arenas

FEBRUARY		Hours of Use		Attendance	
		2008	2007	2008	2007
Public Admissions		119.00	136.25	2,527	3,579
Lessons: Department programs and Schools		166.25	210.75	3,747	5,965
League Rentals		558.00	741.25	33,055	50,253
Other/Casual		193.50	193.25	7,627	6,537
<b>TOTAL:</b>		<b>1,036.75</b>	<b>1,281.50</b>	<b>46,956</b>	<b>66,334</b>
<u><b>Hours:</b></u>		<u><b>Attendance:</b></u>			
NIC1 –	271.25	NIC 1 –	12,304		
NIC 2 –	262.50	NIC 2 –	9,535		
Cliff McNabb –	254.00	Cliff McNabb –	5,764		
Frank Crane –	249.00	Frank Crane –	19,353		
<b>Total:</b>	<b>1,036.75</b>	<b>Total:</b>	<b>46,956</b>		

### LEAP

- 2007-FEB: 147 applications
- 2008-MAR: 171 applications

## **BEBAN POOL:**

### **1. HISTORY/USAGE:**

According to information received from staff, Beban Pool was built in 1973, and some upgrades as well as the addition of the Leisure Pool were made in 1999.

Since the construction of The Nanaimo Aquatic Center, the number of General Admissions to Beban Pool has decreased significantly. According to data provided by staff, in 2007 there were 389,252 general admissions to NAC, and 85,438 general admissions to Beban Pool.

Naturally, people are attracted to the new facility with its many innovative features such as the wave pool, the comfortably large hot tub and the competitive length main pool. The attractive and clever decor which successfully represents the beauty and activity of our harbour and environs is another draw for locals as well as visitors to our city.

### **2. POPULATION:**

The City of Nanaimo is experiencing phenomenal growth and much of this growth is due to the construction in the Divers Lake, Rockridge, Uplands areas, and in the extreme boundary areas of North Nanaimo. It would seem that this amazing growth should stimulate usage of the Beban Pool facility, as it is conveniently located on a bus route and on a major thoroughfare, in what many would call the center and heart of Nanaimo. Yet this aquatic facility does not seem to be used as much as one would expect.

It is an aging facility, however it would seem prudent to upgrade and revitalize this center in order to attract more patrons from the large and growing population that essentially surrounds it.

page 2.....

### 3. POSSIBLE REASONS FOR LOW USAGE:

The following reasons may contribute to the low General Admission usage of Beban Pool, and illustrate why many patrons drive to NAC in spite of the fact that Beban is closer to their place of residence. Users site the showers and change rooms which need updating; the smallness of the hot tub; the steam room which often seems to be out of order; and for those who use both the pool and exercise facility, they remark that the exercise equipment at Nac is better quality and there is more choice of equipment.

### 4. A NEW THEME FOR BEBAN POOL:

To increase usage of Beban Pool, dealing with the obviously identified updates is not sufficient. Facilities, like people, sometimes need to be RE-INVENTED. I think it is time for Beban Pool to be re-invented and perhaps the means to do this is to introduce a dramatic and exciting new water-related theme.

In giving this some thought, I would like to suggest that the LOST ISLAND CONTINENT AND CITY OF ATLANTIS could form the basis of a new theme for Beban Pool, replacing the Caribbean/Pirate theme.

We are all familiar with the mythical city of Atlantis, a story which has fascinated oceanographers, archaeologists and historians alike, for centuries. The story of Atlantis was first told by Plato in his dialogues written over 2300 years ago. He uses his dialogues to tell the story of a city situated on an Island Continent somewhere in the Atlantic Ocean outside the Straits of Gibraltar. The city was inhabited by a highly intelligent civilization and ruled by the King of the sea, Poseidon.

The city was surrounded by exceptionally beautiful forests and pastures, and there were numerous man-made structures like gymnasiums and spas. "The people of Atlantis enjoyed both hot and cold springs and made full use of them.....on the circles of land there were many.....gardens, gymnasia and exercising areas for horses."<sup>1</sup> It is not difficult to equate this description of Atlantis with what we find in our own city, particularly around Beban Park and in the present pool facility itself.

1 Page 16, ATLANTIS: FACT OR FICTION, Edited by Edwin S. Ramage

page 3.....

Plato created a great natural catastrophe to explain the disappearance of Atlantis, in the form of an enormous tidal wave that swallowed up the entire continent, and caused it to sink to the bottom of the sea.

The theme of Atlantis, The Lost Continent, either before or after its destruction would be easy to implement in the present pool facility. The ruler of Atlantis, Poseidon, God of the Sea, could be represented as the central component of the leisure pool, along with appropriate sea animals, fish, etc. The existing configuration of the river walk in the leisure pool need not be changed in any way, only the decorative touches along the pool need be altered to reflect the new theme. The murals which are presently painted on the pool walls could easily be re-painted, replacing the Caribbean theme with scenes typifying the grand city of Atlantis. Of course, this new theme would be carried out into the lobby area of the facility.

##### 5. CONCLUSION:

A new theme for Beban Pool, such as the Lost Continent of Atlantis, could be the means by which an exciting new dimension is added, thus re-inventing this excellent facility. The introduction of a new theme, accompanied by already identified upgrades to the basic features earlier discussed in this report, as well as an aggressive marketing campaign, could be the catalysts to increase usage.

The above comments and ideas are respectfully submitted in hopes that they may encourage a fresh dialogue and perhaps influence any future planning for the Beban Pool facility.

Lynda Avis  
PRC Commissioner



## The Lost Continent:

# ATLANTIS



### The Lost Continent:

*The capital of Atlantis as described by Plato. (Copyright Lee Krystek 2006)*

The idea of a lost, but highly advanced civilization has captured the interest of people for centuries. Perhaps the most compelling of these tales is the story of Atlantis. The story appears again and again in books, television shows and movies. Where did the story originate and is any of it true?

#### Plato's Atlantis:

The story of the lost continent of Atlantis starts in 355 B.C. with the Greek philosopher **Plato**. Plato had planned to write a trilogy of books discussing the nature of man, the creation of the world, and the story of Atlantis, as well as other subjects. Only the first book was ever completed. The second book was abandoned part way through, and the final book was never even started.

Plato used dialogues to express his ideas. In this type of writing, the author's thoughts are explored in a series of arguments and debates between various characters in the story. Plato often used real people in his dialogues, such as his teacher, Socrates, but the words he gave them were his own.

In Plato's book, *Timaeus*, a character named Kritias tells an account of Atlantis that has been in his family for generations. According to the character, the story was originally told to his ancestor, Solon, by a priest during Solon's visit to Egypt.

There had been a powerful empire located to the west of the "Pillars of Hercules" (what we now call the Strait of Gibraltar) on an island in the Atlantic Ocean. The nation there had been established by Poseidon, the God of the Sea. Poseidon fathered five sets of twins on the island. The firstborn, Atlas, had the continent and the surrounding ocean named for him. Poseidon divided the land into ten sections, each to be ruled by a son, or his heirs.

The capital city of Atlantis was a marvel of architecture and engineering. The city was composed of a series of concentric walls and canals. At the very center was a hill, and on top of the hill a temple to Poseidon. Inside was a gold statue of the God of the Sea showing him driving six winged horses.

About 9000 years before the time of Plato, after the people of Atlantis became corrupt and greedy, the gods decided to destroy them. A violent earthquake shook the land, giant waves rolled over the shores, and the island sank into the sea, never to be seen again.

So, is the story of Atlantis just a fable used by Plato to make a point? Or is there some reason to think he was referring to a real place? Well, at numerous points in the dialogues, Plato's characters refer to the story of Atlantis as "genuine history" and it being within "the realm of fact." Plato also seems to put into the story a lot of detail about Atlantis that would be unnecessary if he had intended to use it only as a literary device.

On the other hand according to the writings of the historian Strabo, Plato's student Aristotle remarked that Atlantis was simply created by Plato to illustrate a point. Unfortunately, Aristotle's writings on this subject, which might have cleared the mystery up, have been lost eons ago.



PACIFIC GAEL  
PIPES & DRUMS  
OF NANAIMO

Boyd Shaw  
Pacific Institute of Bagpiping &  
Celtic Music Society  
P.O. Box 4607  
Nanaimo, BC, V9R 6E8

March 12, 2008

Larry McNabb, Chair,  
Parks, Recreation and Culture Commission  
500 Bowen Road  
Nanaimo, British Columbia  
V9R 1Z7




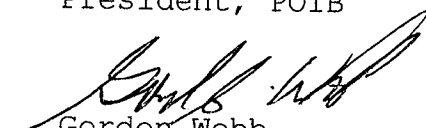
Dear Sir,

On behalf of the Pacific Institute of Bagpiping and Celtic Music Society, I wish to thank the Parks, Recreation, and Culture Commission for the Cultural Grant in the amount of \$1,250. This grant will assist the Pacific Gael Pipes and Drums of Nanaimo to continue our mandate which includes:

- Provide entertainment to the community by way of parades and concerts.
- Present music to Nanaimo's service clubs, charity organizations and Long Term Care Facilities.
- Facilitate learning opportunities of the Great Highland Bagpipe for all levels of interest, ability and ages.
- Represent the City of Nanaimo as musical ambassadors throughout Western Canada and the Northwestern United States.
- Promote Celtic music and culture.

The Pacific Gael Pipes and Drums of Nanaimo is a self-funding organization which relies upon our community for support. Once again, thank you this Cultural Grant.

  
Boyd Shaw,  
President, POIB

  
Gordon Webb  
Pipe Major  
Pacific Gael Pipes & Drums

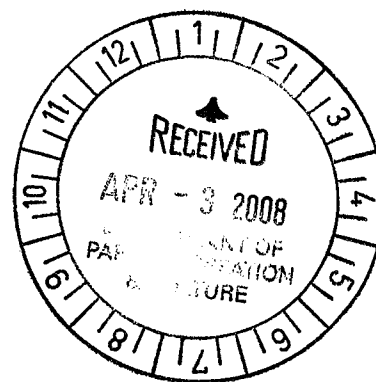
Pacific Institute of Bagpiping and Celtic Music Society  
P.O. Box 4607  
Nanaimo B.C.  
V9R 6E8

134



# Malaspina Choir

Wade Noble, Music Director



March 31, 2008

Larry McNabb, Chair  
Parks, Recreation and Culture Commission  
City of Nanaimo  
500 Bowen Road  
Nanaimo, B.C. V9R 1Z7

Dear Mr. McNabb

Re: 2008 Cultural Operating Grant Funding

On behalf of the Malaspina Choir Society, I want to thank the Parks, Recreation and Culture Commission of the City of Nanaimo for approving an operating grant for \$2350 for 2008. These grants are making it possible for the Choir to offer Nanaimo audiences high calibre performances of choral works with symphonic accompaniment. Our final concert of this season on May 4<sup>th</sup> includes works by Bruckner, Beethoven, Händel and Mozart for which we have invited the VISO to join us. We are programming works of similar scope as part of our 2008-2009 season

Malaspina Choir was very pleased to be part of the Opening Ceremonies for the BC Seniors' Games this past fall. It was another opportunity for us to contribute to events highlighting all Nanaimo has to offer. We anticipate continuing to be part of the cultural and civic life of this community in the years ahead.

Thank you again for approving our grant request and thank you for your good wishes.

Sincerely,

Sara Frisch

President, Malaspina Choir

## MINUTES OF BOARD OF DIRECTORS MEETING - April 4, 2008

### In Attendance

President Lynda Avis in the Chair, Colleen Evans, Pat Foley, Pat Parkin, Arvo Paivarinta, Bob Nixon, Miriam Peacock, Jane Adkins, Bob Davies, Brian Sugiyama.

Regrets: Anne Smith

### Call to Order

Meeting was called to order at 9:05 a.m.

### Changes to Agenda

The agenda was accepted as circulated.

### Minutes of Last Meeting

M/S/C That the minutes of the March 7, 2008 meeting be adopted as read.

### Business Arising from the Minutes

1. Soup and Sandwich Lunch - original date of April 17 has to be changed to May 1. Menu will be potato salad, sandwiches and coffee. Event will be held in the lobby at Bowen Park Complex.
2. Volunteer Appreciation Plaque - has been hung by the display case in the lobby. Bob suggested another form of appreciation could be a coffee cup, glass, or a stainless steel mug with our logo engraved. Brian will get a price list for next meeting.
3. Lobby Furniture Plaque - is ready to be picked up today and will be put on the wall in the furniture area.
4. Name Change for Bowen Seniors - Lynda reported that the City is not actively advocating a name change at this time so this matter could be discussed at next year's A.G.M. or an Extraordinary Meeting in October. A questionnaire could be made available for members to make suggestions for a name change. Richard Harding, Director of Parks, Recreation and Culture, cautions that we should either become a non-profit society or the City could operate our finances to protect ourselves against any lawsuits as individuals. The City would then be able to do the auditing of the accounts. President Lynda will ask Richard to come to our next meeting to further discuss this matter.
5. Evaluation Forms from the Oliver Woods Open House - Brian says these have been assembled and a summary will be ready for the next meeting.

### Correspondence

1. Letter received from the Chair of Parks, Recreation and Culture Commission in appreciation of our donation of \$1,000 towards the lighting in the lobby at Oliver Woods Community Centre.
2. Letter received from the Card Lady, Anita Jones, with a bill of \$63.15 for expenses. Secretary will write a thank you to Anita for her efforts over the years.

.....see page 2

136

### **Financial Report**

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

Treasurer noted that we made a profit of \$63.15 on the last Soup & Sandwich lunch.

### **COMMITTEE REPORTS**

#### **Lobby Committee**

Miriam reported on a meeting with Mary Smith. A new bulletin board will be put up, and a few artificial plants bought. Pamphlet holders will be re-installed sideways, instead of up and down. Changes to the bulletin board should be under \$200 and the changes will be in place before the A.G.M. in May.

Brian said a lot of the notices on the bulletin board need to be removed and only items of general interest to seniors will be included in future.

#### **Nominating Committee**

In the absence of the Chairperson, Lynda polled everyone to see who is willing to let their name stand in the next election.

Miriam Peacock - yes

Jane Adkins - yes

Bob Nixon - non-committal at the moment

Arvo Paivarinta - no

Bob Davies - yes

Colleen Evans - yes

Pat Parkin - yes

Pat Foley - yes

Lynda Avis - yes

Anne Smith - not in attendance

#### **Program Committee**

No report

#### **Seniors Coordinator**

1. Current 2008 membership is 1554 with 104 sold in the past month.
2. Thursday Special Events continue to be well-attended, as do the van and lunch trips.
3. Programs/activities that moved to Oliver Woods Community Centre are thriving, resulting in continued membership sales.
4. The tour & tea on March 11 at Oliver Woods Community Centre had 140 seniors in attendance.
5. Brian has been active at several community groups' meetings: Nanaimo Newcomers, Tillicum Lelum Elders, and Dufferin Place Geriatric Outpatients.

#### **New Business**

1. New Members Tea - invitations have been sent out for this event scheduled for Thursday, April 24<sup>th</sup>, at 9:45 a.m. at Bowen Complex. Directors were asked to attend if at all possible.
2. Wellness Park visit - will be in late April or early May.
3. A.G.M. - will be held on Wednesday, May 21<sup>st</sup>, at 10:30 a.m. Reminder letter will be sent to the coordinator of each group, or Lynda and Miriam will visit the groups to remind them.

.....page 3

Minutes of Directors' Meeting - April 4, 2008

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

4. Member Biography for Newsletter - Lynda volunteered to do small profiles of Bowen Seniors members, including a picture, for inclusion in the newsletters.

**Adjournment**

Meeting adjourned at 10:20 a.m.

**Next Meeting**

May 2<sup>nd</sup>, at 9 a.m.

/pf

08.04.08

