

MINUTES OF THE REGULAR PARKS, RECREATION AND CULTURE COMMISSION MEETING  
HELD IN THE CONFERENCE ROOM, OF THE BOWEN PARK COMPLEX,  
ON WEDNESDAY, 2008-JAN-23, COMMENCING AT 7:00 P.M.

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PRESENT: Commissioner L. McNabb, Chair

Members:

Commissioner L. Avis  
Commissioner D. Burnett  
Commissioner J. Cameron  
Commissioner P. Field  
Commissioner L. Fraser  
Commissioner D. Johnstone  
Commissioner S. Lance  
Commissioner L. Sherry  
Commissioner B. Sperling  
Commissioner A. Young

Absent: Commissioner B. Dempsey

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

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

(a) Minutes of the Regular Parks, Recreation and Culture Commission Meeting held Wednesday, 2007-NOV-28 at 7:00 p.m. in the Conference Room of the Bowen Park Complex.

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

5. PRESENTATIONS:

A BC Seniors Games presentation was given by Commissioner Johnstone. Commission requested that the presentation be included at the Council meeting of 2008-FEB-11.

6. DELEGATIONS:

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

- (a) Mr. Bruce Halliday, General Manager, Port Theatre, 125 Front Street, Nanaimo BC V9R 6Z4 requesting that the Parks, Recreation and Culture Commission support in principle the proposed Port Theatre Studio Theatre development.

Mr. Halliday advised that the original design for the Port Theatre included a Rehearsal Hall / Studio Theatre and that some of the underground pilings and infrastructure were completed to allow for this future expansion. He noted that the Port Theatre Society is continuing its mandate to bring additional diversity to the region and believes that the arts have a cultural, social and economic impact on society. Members of the Port Theatre Society spoke to many groups such as the Vancouver Island Children's Festival, Crimson Coast, Theatre One, Malaspina University-College, Nanaimo Conservatory of Music and all groups indicated interest in using the proposed studio space.

Mr. Halliday advised that the plan is to increase the number of dressing rooms, storage and technical support areas, to improve service, add south side washrooms and create food service areas to meet community needs. He stated that the Society is requesting that the Parks, Recreation and Culture Commission provide support in principle for the Port Theatre Society's plan to complete their vision with the construction of a rehearsal hall/studio theatre.

- (b) Mr. Mel Sheng, Biologist, Fisheries and Oceans Canada, 4166B Departure Bay Road, Nanaimo BC V9T 4B7 regarding 2008 Bowen Side Channel plans.

Mr. Sheng advised that the Millstone Side Channel opened 2007-OCT-08 and the first Coho were observed in the channel 2007-OCT-09. Coho were observed spawning in the channel until late December; and trout have been observed and captured in the concrete settling pond. He noted that park use has increased significantly since the opening of the side channel.

Mr. Sheng informed the Commission that the Friends of the Millstone planted trees and shrubs along the channel and will continue to do so for the next few years. In addition, Malaspina University-College is now conducting outdoor science programs along the Millstone Side Channel.

An operation and maintenance manual should be completed in March and then a partnership agreement will be developed between the City, Department of Fisheries and Oceans Canada, Nanaimo Fish and Game and Island Waters Flyfishers.

Mr. Sheng requested support in principle to install a fish counting system that would indicate the size, sex and species of fish in the channel and could potentially have a live web camera observing the fish that is linked to the City's website.

Mr. Sheng also requested support in principle to develop an interpretive program. He indicated that an interpretive kiosk near the Wall Street park entrance could be built and interpretive signage installed in the park. An outdoor chalk board or screen could be used as an outdoor classroom and a shelter could be an asset to the interpretive program during poor weather season when fish are spawning.

The focus of the school and community interpretive program is to provide opportunities for children, youth and adults to learn about salmon, rivers and streams, flora and fauna and animals and insects. A future outdoor classroom and eco-centre managed by Malaspina University-College is a possibility with this interpretive program, Mr. Sheng noted. The proposed plan is to hire summer students or recruit volunteers from local organizations for special events and tours. Potential program activities are Landowner Outreach, Rivers Day, Malaspina University-College Bowen Park Rivers programs and Coho Salmon Enumeration.

- (c) Ms. Joanne Hogan, President, L'Association des francophones de Nanaimo, 30 – 1925 Bowen Road, Nanaimo BC V9S 1H1 requesting additional support for the Maple Sugar Festival.

Ms. Hogan advised that the Maple Sugar Festival has an economic and cultural impact on the community and the L'Association des francophones de Nanaimo is requesting additional support in the form of an in-kind donation for hosting this event.

Ms. Hogan noted that the City's Economic Strategy Plan indicates that Nanaimo wants to position itself as a centre for knowledge-based businesses, tourism and arts and culture; and to create physical infrastructure connecting businesses to their markets. Ms. Hogan noted that for implementation of this strategy to be successful, a champion is needed and the L'Association des francophones de Nanaimo (LFN) is this champion. She stated that the role of City Council includes a formal commitment to groups and to implement those parts of the strategy which includes grant requests.

Ms. Hogan noted that the LFN has economic exchanges with Quebec which brings French culture and business to our community; and has also been working for three years to position Nanaimo as an international tourist destination for the 2010 Olympics.

The LFN is conscious of budget limitations, Ms. Hogan stated, but feels that the support they have received thus far is not commensurate of what they give to the community. The LFN is planning a special Maple Sugar Festival in 2010 to celebrate their 10<sup>th</sup> Anniversary and would appreciate, in addition to monetary donations, the \$3,000 rental fee for the Beban grounds and the Centennial building be deemed a donation in kind to show support of the goals of both the Association and the Maple Sugar Festival.

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

7. CHAIRMAN'S REPORT:

- (a) Chair McNabb advised that the Oliver Woods Community Centre VIP reception will be held Friday, 2008-FEB-15, from 5:30 pm until 7:00 pm and that the Public Open House will be held Saturday, 2008-FEB-16, from 10:00 am until 2:00 pm. The ribbon cutting for the Public Open House will be at 10:00 am.

Mr. R. Harding, Director, Parks, Recreation and Culture, advised Commission that if they wished, he would arrange a tour of Oliver Woods Community Centre prior to the opening. Commission requested that a noon hour tour be arranged.

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. Commissioner Field reported on the meeting held 2008-JAN-10.

Bowen Side Channel Walk Around.

The Bowen Park Improvements proposed for 2008 will focus on providing:

- 1) accessibility to the side channel and other park amenities.
- 2) education through partnering with Malaspina University-College, School District #68, Department of Fisheries and Oceans, Nanaimo Fish and Game Club. There is an opportunity to provide interpretative programs and signage along the Millstone Trail and bypass channel.
- 3) lifestyle opportunities through enhanced trailway system.

Parks Committee's Recommendation: That the Parks, Recreation and Culture Commission support the ongoing development of a Bowen Park Improvement Plan.

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

Mr. Harding stated that the Lions Club was active with the Bowen Barnyard development and staff have met with Club representatives to discuss upcoming changes to the area. Staff will present a more detailed plan in March that includes an outdoor amphitheatre.

- (b) Recreation Committee. Commissioner Lance reported that no meeting was held.
- (c) Cultural Committee. Commissioner Lance reported on the meetings held 2007-NOV-21, 2007-NOV-28 and 2007-DEC-06.
- (1) Review of Arts and Cultural Event Fund Applications and Funding Recommendations.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend the following Arts and Cultural Event Fund Grants to Council:

	<b>2007 Approved</b>	<b>2008 Requested</b>	<b>2008 Recommended</b>
1 Arts Council	\$ 2,000	\$ 2,000	\$ 1,550
2 Ballroom Dance Society	\$ 1,000	\$ 1,500	\$ 1,000
3 Botanical Garden Society		\$ 1,500	\$ 0
4 Children's Book Festival		\$ 2,500	\$ 0
5 Crimson Coast	\$ 4,000	\$ 5,000	\$ 3,100
6 Friends of Nanaimo Jazz Society	\$ 2,600	\$ 5,000	\$ 2,530
7 Harbour City Photography		\$ 3,000	\$ 1,000
8 Highland Dancing Association		\$ 2,500	\$ 1,000
9 Nanaimo Sings		\$ 2,500	\$ 700
10 Nanaimo Wiccan Congregation		\$ 650	\$ 0
11 Symphony	\$ 6,700	\$ 6,700	\$ 6,200
12 TheatreBC		\$ 7,000	\$ 3,170
13 Tozan Cultural Society		\$ 7,119	\$ 2,350
14 Global Film Festival		\$ 4,000	\$ 1,000
15 Canada Day	\$ 2,000	\$ 4,000	\$ 1,900
<b>TOTAL</b>	<b>\$ 18,300</b>	<b>\$ 54,969</b>	<b>\$ 25,500</b>

Funds Available:	\$ 25,500
Grants Recommended:	\$ 25,500
Funds Remaining:	\$ 0

Commissioner Field expressed appreciation to the Cultural Committee for their hard work in adjudicating the applications.

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

(2) Review of Arts and Cultural Operating Fund Applications and Funding Recommendations.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission not recommend funding for the Western Edge Society for 2008 because they have dissolved and withdrawn from the process.

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

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend the following Cultural Operating Fund Grants to Council:

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		<b>2007 Approved</b>	<b>2008 Requested</b>	<b>2008 Recommended</b>
A	Arts Alive	\$ 1,300	\$ 1,900	\$ <b>1,400</b>
B	Arts Council	\$ 8,750	\$ 20,000	\$ <b>8,350</b>
C	Arts Festival Society (Children's Festival)	\$ 11,200	\$ 14,800	\$ <b>11,200</b>
D	Blues Festival Society	\$ 7,250	\$ 14,775	\$ <b>8,050</b>
E	Centre for the Arts	\$ 4,300	\$ 8,000	\$ <b>4,800</b>
F	Chamber Orchestra	\$ 2,400	\$ 5,000	\$ <b>2,300</b>
G	Conservatory of Music	\$ 2,200	\$ 3,500	\$ <b>2,400</b>
H	Crimson Coast	\$ 14,000	\$ 31,500	\$ <b>14,000</b>
I	Francophone Association	\$ 7,200	\$ 14,000	\$ <b>7,000</b>
J	Island Bel Canto Singers	\$ 500	\$ 1,000	\$ <b>500</b>
K	Pacific Institute of Bagpiping and Celtic Music		\$ 10,000	\$ <b>1,250</b>
L	TheatreOne	\$ 33,000	\$ 40,000	\$ <b>33,600</b>
M	Tidesmen	\$ 650	\$ 2,000	\$ <b>750</b>
N	Tozan Kiln Society	\$ 5,300	\$ 13,550	\$ <b>6,150</b>
O	Western Edge Theatre	\$ 2,250	\$ 11,000	<b>0</b>
P	Vancouver Island Symphony	\$ 57,200	\$ 57,200	\$ <b>57,200</b>
Q	Malaspina Choir	\$ 2,200	\$ 4,000	\$ <b>2,350</b>
	<b>TOTAL</b>	<b>\$ 159,700</b>	<b>\$ 252,225</b>	<b>\$ 161,300</b>

Funds Available:	\$ 161,300
Grants Recommended:	\$ 161,300
Funds Remaining:	\$ 0

Commissioner Field asked if the Cultural Committee had approached Destination Nanaimo regarding contributing funds. Commissioner Lance replied that staff were asked to do this. Mr. Harding indicated that staff are working out details and investigating other projects and will report back to Commission.

Commissioners discussed the \$8,000 request from the Centre for the Arts (CAN) remarking that a surplus is shown on financial statements; and that rent is collected from tenants. It was noted that CAN also commits to a great deal of art advocacy in the community. Mr. Harding advised that monies left over from the operation of the building are directed into a surplus fund that is spent with the Director's authority.

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

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend funding of the Nanaimo Arts Council on a quarterly basis with the condition that a status report be made to the Culture Committee every quarter.

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

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission recommend that the Pacific Institute of Bagpiping and Celtic Music Society inform groups that donations are gratefully accepted.

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

- (d) Grants Advisory Committee. Commissioner Burnett reported that no meeting was held.
- (e) Plan Nanaimo Advisory Committee. Commissioner Lance reported on the meeting.
- (f) Social Planning Advisory Committee. Commissioner Johnstone reported that no meeting was held.
- (g) Port Theatre. Monthly report – November.
- (h) Nanaimo Art Gallery. Monthly report – December.
- (i) Nanaimo District Museum. Monthly report – December.

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

9. STAFF REPORTS:

- (a) Vending Machines in City Buildings.

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

1. changing product in all Parks, Recreation and Culture facility vending machines in 2008 to reflect the Guidelines for Food and Beverage Sales in BC Schools with the exception of ten percent (10%) of product.
2. working with contract food service providers to enhance and adapt current menu choices to be more aligned with the guidelines over the next year.

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

10. INFORMATION ONLY ITEMS (staff reports):

- (a) Cultural Capitals Staff Presentation (J. Zebic).

Ms. Jasmine Zebic, Project Coordinator, Cultural Capitals of Canada, noted that progress has been made and that some of the Commission members are on the

organizing committee. In 2008, the City of Nanaimo and three other cities received the designation of Cultural Capitals of Canada.

Ms. Zebic listed some of the events occurring in 2008: Alive with the Arts of Many Cultures, Francophone Day, Multicultural Festival, Living our Cultural Cabaret and Canada Day which will be a multicultural free family event. The Summer Street Festival will be located downtown and have street theatre depicting Nanaimo history. Capturing the Music includes six associations and each of those have separate performances. Arts in Momentum will be an exhibit showcasing 12 Nanaimo artists and will be held at the Conference Centre. Portals to our Heritage will consist of 3 portals: Departure Bay, Newcastle Island and Jack island, and will give voice to Nanaimo's diverse history.

Ms. Zebic noted that there is a community plan for public art and that sponsorship packages are being developed. The website is in construction and the official Events Guide should reach every Nanaimo household by the end of February.

Mr. Harding noted that a representative of the Cultural Capital of Canada project will attend Commission each month with an update. He also noted that their office is located in the ARC Building, Main floor, Room 126.

(b) Cultural Capitals of Canada Report from Mr. B. Kuhn, Manager of Cultural Capitals of Canada 2008 Project.

Mr. Bob Kuhn, Manager of Cultural Capitals of Canada, advised that Nanaimo's Cultural Capital of Canada project is well underway. Ms. Jasmine Zebic was hired in November as the Project Coordinator. Ms. Zebic will be involved in all aspects of the project and will be working closely with the nine project leaders, supporting them in the planning and implementation of all the events.

Mr. Kuhn noted that there are four projects currently underway:

- 1) Two Nanaimo Cultural Capital street entrance signs were provided by Canadian Heritage which will be placed at the north and south entrances to the City. A third sign will also be produced and placed at the entrance from the Departure Bay Ferry Terminal. These signs will be installed shortly.
- 2) Kwik Kopy Design and Print Centre will produce the Nanaimo Cultural Capital Event Guide, which will be a comprehensive full color guide on glossy paper. Details of all the events will be included and the guide will be delivered to every household in Nanaimo in February.
- 3) NISA Custom Internet Solutions will construct and host the Nanaimo Cultural Capital website ([www.nanaimoculturalcapitals.ca](http://www.nanaimoculturalcapitals.ca)). There is some basic information about the project presently on the site, with full information to be available in February.
- 4) Sponsorship packages are being produced and will be mailed out to potential sponsors in January. Cultural Capitals hopes to have three to four major sponsors with various other business and organizations contributing throughout the entire project.



(c) Monthly Report from Mr. J. Ritchie, Senior Manager of Parks.

Commissioner Field questioned if the City was involved in the Beaufort Community Garden. Mr. Ritchie replied that the City assisted in the implementation of the garden but not the maintenance of it.

Commissioner Lance noted that the Rotary Track is deteriorating quickly and asked if the City is considering assisting in the track's repair. Mr. Harding stated that a request was sent to the School Board regarding a Community Connection Grant that involved making the track a multi purpose facility. The School Board has received the grant and the City has been invited to a meeting to discuss.

(d) Monthly Report from Ms. S. Samborski, Senior Manager of Recreation and Culture Services.

Commissioner Johnstone inquired if there was any liability on the City's behalf regarding the Pearson Bridge guard rail accident. Mr. Harding replied that the area in question belongs to the Ministry of Highways.

Commissioner Avis noted that the Leisure Economic Access Policy (LEAP) numbers are decreasing. Ms. Samborski stated that as the economy improves then less people are applying. She also noted that the Child Tax Benefit is included now when calculating total income and that we may be able to help families that don't qualify in other ways.

(e) Westwood Lake Dam Seismic Remediation Project.

Mr. S. Pamminger, Water Resources Technologist, City of Nanaimo, stated that Westwood Lake Dam has undergone mandated safety reviews and one recommendation was that the dam needed to be upgraded. A significant amount of water and rock will be added to stabilize the dam seismically that will allow the lake to drain slowly. The upgrade is an economical fix that adds mass to the dam so that a sudden discharge of water would not occur during or shortly after a 7.0 magnitude earthquake. Without the upgrade, the shake would cause complete failure of the upstream slope and crest of the dam resulting in an uncontrolled discharge and risk to the downstream residents, the parkway and the environment.

The 2008 Capital Plan has funds budgeted for this project which is planned for April/May 2008 to minimize disruptions to the park and provide suitable construction conditions.

Commissioner Johnstone inquired if the dam appearance would change. Mr. Harding replied that earth would be moved to form a 20 metre wide platform for use as a picnic area and a special event area.

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

11. CORRESPONDENCE: (Information)

- (a) Letter dated 2007-DEC-07 to Chair and Trustees, Conseil Scolaire Francophone School District 93, from Sue Clark, Program Officer, Local Government Program Services, advising that the Phase 2 application for funding in the amount of \$40,000 was approved.
- (b) Bowen Park Seniors Board of Director's meeting minutes of 2007-DEC-07.
- (c) Copy of letter dated 2008-JAN-11 to Dave and Trish Carlson in appreciation of constructing the Lacrosse Display Case at Frank Crane Arena.
- (d) Copy of newspaper article dated 2008-JAN-08 from Nanaimo News Bulletin regarding the Nanaimo birds making a comeback at the Buttertubs Marsh and Jingle Pot Marsh in the annual Christmas Bird Count.
- (e) Copy of letter dated 2008-JAN-15 to Chair Brennan and Trustees, School District 68, from Sue Clark, Program Officer, Local Government Program Services, advising that the Phase 2 application for funding in the amount of \$40,000 was approved.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Mr. Bruce Halliday, General Manager, Port Theatre, 125 Front Street, Nanaimo BC V9R 6Z4 requesting that the Parks, Recreation and Culture Commission support in principle the proposed Port Theatre Studio Theatre development.

Commissioners stated that they admire the Society's vision and commitment but are concerned about supporting a project without knowing the cost to the City; and that the Society should seek additional funding options. It was noted that this project was identified as a key requirement in the 10 Year Parks, Recreation and Culture master plan.

It was moved and seconded that the Parks, Recreation and Culture Commission support the concept of the Port Theatre Studio Theatre development; and look forward to receiving design, costing and fundraising details from the Society as they proceed with their planning work. The motion carried unanimously.

- (f) Ms. Joanne Hogan, President, L'Association des francophones de Nanaimo (LFN), 30 – 1925 Bowen Road, Nanaimo BC V9S 1H1 requesting additional support from the City of Nanaimo for the Maple Sugar Festival.

Commissioner Cameron inquired where the LFN fits with groups such as Vancouver Island Exhibition. Mr. Harding advised that the Fees and Rental Charges Bylaw is in place to be fair and economical to all groups and the Bylaw cannot be waived unless Council amends the Bylaw.

Commissioner Lance noted that previously the Commission and Council have refused to waive facility use rental fees for other groups and suggested that Destination Nanaimo may have funds available to assist the LFN.

Commissioner Field noted that the Maple Sugar Festival is the only Nanaimo event recognized by the Olympic Committee.

Commissioner Sherry noted that there are other funding avenues available within the community.

It was moved and that the Parks, Recreation and Culture Staff look into funding alternatives for the L'Association des francophones de Nanaimo to offset rental costs for the Maple Sugar Festival 2010 and report back to Commission. The motion carried unanimously.

- (g) Mr. Mel Sheng, Biologist, Fisheries and Oceans Canada, 4166B Departure Bay Road, Nanaimo BC V9T 4B7 regarding 2008 Bowen Side Channel plans.

It was moved and seconded that the Parks, Recreation and Culture Commission support in principle the installation of a fish counter on the Millstone Side-Channel. The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Culture Commission support in principle the development of a Bowen Side Channel Interpretive program. The motion carried unanimously.

15. UNFINISHED BUSINESS:

It was moved and seconded that Unfinished Business Item (b) Bowen Side Channel Interpretive Plan and (c) Designating Parkland on Plecas Road, be removed from unfinished business.

CURRENT UNFINISHED BUSINESS:

- (a) Nanaimo Christian School Request for Joint Use of Holland Road Park – referred to Parks Committee for consideration in Spring 2008.
- (b) Alternate funding options for Maple Sugar Festival's building rental fees – staff report requested (February 2008).

16. QUESTION PERIOD:

17. ADJOURNMENT:

It was moved and seconded at 8:55 p.m. that the meeting terminate, with the next Meeting of Commission to be held Wednesday, 2008-FEB-27, commencing at 7:00 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Cultural Committee to be held Wednesday, 2008-FEB-13, commencing at 4:30 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Recreation Committee to be held Wednesday, 2008-FEB-13, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Parks Committee to be held Thursday, 2008-MAR-13, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex.

The motion carried unanimously.

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L. McNabb, Chair  
Parks, Recreation and Culture Commission

CERTIFIED CORRECT:

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R. Harding, Director  
Parks, Recreation and Culture