

MINUTES OF THE REGULAR PARKS, RECREATION AND CULTURE COMMISSION MEETING
HELD IN THE CONFERENCE ROOM, OF THE BOWEN PARK COMPLEX,
ON WEDNESDAY, 2007-JUL-25, COMMENCING AT 7:00 P.M.

PRESENT: Commissioner L. McNabb, Chair

Members:

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

Absent: Commissioner L. Fraser

Staff:	R. Harding	J. Ritchie
	B. Meunier	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:

- (a) Commissioner Avis requested that the median at Rock City Road on Island Highway be added to Consideration of Other Business.

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-JUN-27 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:

Ms. Tania Levens, Friends of Nanaimo Jazz Society, presented a plaque of thanks to the Parks, Recreation and Culture Commission for their support.

6. DELEGATIONS:

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

- (a) Coach Matt Blokker, V.I. Raiders Football Club, 2005 Boxwood Road, Nanaimo BC V9S 5X9, requesting that the Parks, Recreation and Culture Commission install lighting at Deverill Square Park field.

Mr. Blokker advised that:

- the Raiders have wanted to find a home within Nanaimo City limits and are excited to be allocated Deverill Square Park field and having the opportunity to work with southend groups.
- various players on the team have grown up in the area and having the Raiders in this field location may help to create a more positive area attitude.
- if the Raiders do not have a lighted field for regular practice in September they will have to reduce afternoon practice time because the fall evenings are too dark to practice and this is the most important time of their season.
- it is important for the Raiders, and other user groups such as Youth Soccer, to have lights on the field.
- the team has pride in the City of Nanaimo and currently has 16 players from Vancouver Island.

Commissioner Sherry asked if there was the possibility of the team providing funds towards this request. Mr. Blokker replied that the Club has no extra funding to contribute as they are paying off debt rather than creating revenue; but that the team would be pleased to provide volunteer help.

Commissioner Cameron noted that having the VI Raiders Football Club practicing at Deverill Square field will be a great benefit to the neighbourhood.

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

- (b) Mr. Kent Wilson, Nottingham Volunteer In Park Committee, 319 Nottingham Drive, Nanaimo BC V9T 4T1, requesting that the Parks, Recreation and Culture Commission allocate \$20,000 towards playground development.

Mr. Wilson advised that:

- the Neighbourhood Committee had a meeting in January 2005 with Ms. Kirsty MacDonald, Parks and Open Space Planner.
- a playground and park is needed but the City owned land at 356 Nottingham Drive was not useful because it was too steep, so with the help of the City of Nanaimo, an application to the Provincial Government was submitted to use nearby Provincial Crown Land (D.L. 56).
- the park plan includes low maintenance play structure(s) and a safety surface for children and toddlers to age 12; swings; fencing around the play area; a perimeter tricycle path; benches; picnic tables; and an improved stairway and trail linking Nottingham Drive to the new playground.
- the goals for the park include providing adults with a seating area to supervise children and host neighbourhood gatherings; helping the environment by reducing the usage of cars; creating neighbourhood bonds through interaction of adults and children that will help make the neighbourhood safer and friendlier.
- during Phase 1 in the Fall of 2007 the Budget is \$28,650 which includes site preparation, playground equipment, surfacing and shipping, installation supervision, concrete for posts, auger, bobcat and operator for post digging, wood for safety surface perimeter and laser level rental.
- During Phase 2, in the Spring of 2008, the Budget is \$10,500 which includes fencing, a tricycle trail and landscaping. This also includes signage, benches, picnic table, improvements to access trail and stairway but costs are to be determined for these items.
- the total project cost is approximately \$50,000 and the Committee is requesting \$20,000 from the City of Nanaimo.
- donations have been gathered in the form of cash, products, services and labour amounting to \$8,735 and anticipate more coming in.
- the volunteer hours will continue to grow as this project moves into the hands-on phase.

Commissioner Cameron enquired if the Neighbourhood Committee and their volunteers were ready to proceed. Mr. Wilson replied that yes, they were ready, and had been waiting a long time.

Commissioner Avis questioned the length of the stairway. Ms. Kirsty MacDonald, Parks and Open Spaces Planner, indicated the stairway was approximately three flights and a steep grade.

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

It was moved and seconded that the Parks, Recreation and Culture Commission allocate \$20,000 to the Nottingham Drive VIP project. The motion carried unanimously.

7. CHAIRMAN'S REPORT:

8. REPORTS OF ADVISORY BODIES:

(a) Parks Committee. Commissioner Field reported on the meeting held 2007-JUL-12.

(1) Implementation of Recommendations from the Departure Bay Neighbourhood Plan – Wardropper Park.

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

- a) direct staff to review the park and develop improvement options in consultation with the Departure Bay Neighbourhood Association, Departure Bay School PAC, and Departure Bay neighbourhood in general;
- b) direct staff to arrange stakeholder meetings in September;
- c) recommend improvements as part of the Five-Year Capital Plan review on 2007-OCT-03.

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

(2) Implementation of Recommendations from the Departure Bay Neighbourhood Plan – Departure Bay Beach Walkway.

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

- a) request staff to incorporate costs for the Departure Bay Seawall project consisting of sidewalk improvements and lighting near Kin Beach, into the Parks, Recreation and Culture Five-Year Capital Plan;
- b) direct staff to investigate possible cost-sharing of lighting and/or sidewalk with Engineering/Public Works. The total estimated cost of the project is \$220,000, with lighting of \$90,000 and sidewalk improvements of \$130,000.

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

(3) Long term use of the duck pond parking lot in Bowen Park.

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

- a) direct staff to prepare cost estimates for the interpretive centre and incorporate these costs in the Five-Year Capital Plan;

- b) direct staff to prepare a report detailing plans for the interpretive centre to be presented at the 2007-OCT-03 Commission meeting.
- c) direct staff to investigate partnership opportunities with the Malaspina University-College Horticulture and Aquaculture Programs and the Nanaimo Fish and Game Club in the development and implementation of the interpretive signs and programs.

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

- (b) Recreation Committee. Commissioner Lance reported on the meeting held 2007-JUL-11.

- (1) Travel Assistance Grant Review

Recreation Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the following policy clarification request to City Council for their review and consideration regarding the Travel Assistance Program.

Policy Clarification Request - Travel Assistance Financial Grants.

At the 2007-JUN-11 meeting, Nanaimo City Council reviewed the Parks, Recreation and Culture Commission's recommendations for funding requests within the Travel Assistance Program. The Parks, Recreation and Culture Commission had recommended to not fund the Angels Abreast Dragon Boat Travel Assistance request because it did not meet the grant criteria. Council chose to reverse that decision and make an award of \$900 to the applicant.

The Commission is concerned that if City Council and the Parks, Recreation and Culture Commission do not follow the established criteria for the Travel Assistance Program, it becomes confusing for the Commission, applicants and the public. Would Council please confirm if the criteria for awarding Travel Assistance Grants should be expanded to permit access to a broader range of groups.

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

- (c) Cultural Committee. Commissioner Lance reported on the meeting held 2007-JUL-04.

- (1) Cultural Strategy Review.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission approve presenting the Nanaimo Cultural Strategy draft document to stakeholders and the public at an open house in the Fall for the purpose of receiving feedback and suggestions for changes.

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

(2) 2008 Cultural Capitals of Canada.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission adopt the attached organization model to manage and co-ordinate the 2008 Cultural Capitals of Canada program "Living Our Culture"

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 approve the appointment of Camela Tang as the Chair of the "2008 Living Our Culture" Cultural Capitals of Canada project.

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

(3) Correspondence regarding Crimson Coast Dance Society Program Changes.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission approve the revisions to Crimson Coast's summer project "Whizbang" and that the revisions correspond with the guidelines of the Cultural Operating Grant.

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

(4) 2007 Cultural Forum Workshop Planning.

Cultural Committee's Recommendation: That the Parks, Recreation and Culture Commission adopt the following recommendations:

- a) approves holding four separate workshops for arts and cultural organizations throughout 2007 and 2008.
- b) directs the Committee to facilitate a seminar for the appropriate cultural organizations to explore opportunities for collaboration to clarify responsibilities and to research ways of eliminating overlaps.

Commissioner Dempsey enquired if there were costs associated with the meeting. Commissioner Lance advised that the costs are noted in the Cultural Committee budget.

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

- (d) Athletic Commission. Commissioner McNabb advised that a quorum was not present for the 2007-JUL-12 meeting
- (e) Grants Advisory Committee. Commissioner Burnett reported that no meeting was held.
- (f) Plan Nanaimo Advisory Committee. Commissioner Lance reported that no meeting was held.
- (g) Social Planning Advisory Committee. Commissioner Johnstone reported on the meeting held 2007-JUL-11.

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

- (h) Port Theatre. Monthly report – June 2007.
- (i) Nanaimo Art Gallery. Monthly report – May and June 2007.
- (j) Nanaimo District Museum. Monthly report.
- (k) BC Seniors Games Committee. Commissioner Johnstone reported on the meeting held 2007-JUL-13 and advised that the Games are on track thanks to the efforts of the Board of Directors and many volunteers. The Committee is planning another progress meeting on 2007-AUG-22 or 23 and Commissioners are invited to attend.

Commissioner Sherry asked what games wear day was. Commissioner Johnstone advised that the Committee wants merchants to wear games apparel on Fridays.

Chair McNabb thanked Commissioner Johnstone for her leadership with this Committee.

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

9. STAFF REPORTS:

- (a) Naming Process for the New Community Centre.

Staff's Recommendation: That the Parks, Recreation and Culture Commission approve the attached plan for public input into the naming of the new Community Centre at 6000 Oliver Road; and that staff be directed to initiate a promotional campaign for the process.

Staff will initiate a promotional campaign for the naming process including direct mail outs, posters, radio ads, newspapers, Shaw Cable spots, City website and the new live site. All submissions entered by the 2007-SEP-19 deadline will be compiled for consideration by Commission and Council in October. This timeline will allow for signage to be constructed and installed prior to the facility opening in early 2008.

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

(b) Deverill Square Park (Formerly Haliburton) Improvement Plan.

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

1. approve the Deverill Square Park Improvement Plan.
2. direct staff to proceed with the implementation of Phase One by allocating \$25,000 from the Volunteers In Parks Capital Budget and allocating the remaining funds from the 2007 Parks Operations Budget.
3. that funding for future phases of the plan be considered during the development of the Five Year Capital Plan.

Deverill Square Park (formerly Haliburton) is one of the City's oldest parks. While the park is well used by summer playground programs and is a summer water park destination, it is underutilized by the general public and recreational groups during most of the year. The actual and perceived crime problems have contributed to the park's lack of use. During the Spring and Summer of 2007, the South End Community Association, community sport groups, the general public, Parks staff, City Bylaw Department and the RCMP have worked towards an improvement plan to address concerns and to make the park a safer and more enjoyable place. The proposed improvements are intended to rejuvenate recreational use in this park. Increased activity and improved physical structure will deter criminal activity from occurring in the park and will contribute to a healthy and well used green space in the south end of Nanaimo.

Commissioner Sherry stated that he would like to raise the matter of the Raiders contributing funding to this project. He indicated that various Soccer Clubs have contributed money for lighting and field development over the years and that he felt the VI Raiders Football Club should make a cash donation to this project. Mr. Harding responded that this area has problems related to prostitution, drugs and other issues; and lighting the field is a big component in eliminating this problem and is part of the overall park improvement plan. He noted that Nanaimo Youth Soccer is also planning to use this field.

Commissioner Johnstone suggested a funding request for the lighting costs be submitted to the Gyro Club.

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

(c) Harbourfront Warm Up Implementation.

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

1. approve the Harbourfront Plaza Improvement Plan.
2. direct staff to proceed with the implementation of Phase One this fall with existing allocated funds of \$200,000 from the Downtown Nanaimo Partnership and \$96,000 from the Parks, Recreation and Culture Public Art Capital Fund.
3. that funding for future phases of the plan be considered during the development of the Five Year Capital Plan.

At the regular meeting of the Parks, Recreation and Culture Commission held 2007-APR-25, the draft Harbourfront Plaza Improvement report was received by the Commission and forwarded to City Council for information.

Commission and Council expressed some concern over the draft plan's proposed budget and phasing schedule. At Council's request, the draft plan was posted on the City's website for over a month for public input and copies were also available at City recreation centres. Staff also met with the Downtown Nanaimo Partnership (DNP) to review the plan and as a result of these discussions, a new phasing plan and budget was developed, but the goals and objectives did not change.

The revised phasing plan and budget was presented to the Downtown Nanaimo Partnership at their July board meeting and was favourably received. The new phasing plan also reflects Council's request to remove the plaza's rose planter prior to the Blues Festival this August.

Commissioner Johnstone asked if the name Harbourfront Plaza was confirmed or was a name change still being considered. Mr. Harding stated that a name change is a recommendation in the plan.

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

10. INFORMATION ONLY ITEMS (staff reports):

(a) Liquor License Function at Arena/Sports Fields Staff Presentation (Bob Kuhn, Supervisor, Recreation and Culture Services).

Mr. Kuhn advised that in 1982, the RCMP approached the City about uncontrolled alcohol on sports fields and staff/organizers having to attend to clean up after events. In 1983, the City applied for and received a Class E Liquor License for the stadium areas at Trofton Park (now known as Elaine Hamilton Park), Pioneer Park, Caledonia Park and Frank Crane Arena to permit the sale of beer and cider at those facilities. The process of obtaining a license takes about one year.

Several years ago the City did not renew the license for Caledonia as it was not being used; which is unfortunate now that the V.I. Raiders Football Club is utilizing the park.

The City has a partnership with the Jr. A. Clippers Hockey Club and Timbermen Lacrosse Club that permits their use of the City licenses at the arenas. The BC Seniors Games will also use a City license in September. The Civic Arena license is in dormancy until another facility is in place but the Dragon Boat Festival and Marine Festival use this license. The license at Elaine Hamilton Park is used for slo-pitch and soccer tournaments.

In 2003, the Liquor Board changed from Class E to Liquor Primary Licenses. This helps the City to have direct control over who serves liquor at various events and there have been very few problems. These licenses raise substantial revenue for the community groups; for example, in 2006 the Clippers Jr. A. Hockey Club raised \$34,000 from liquor sales. The groups receive 90% of the revenue and the City retains 10% which will be approximately \$120,000 by yearend. The City retains a Liquor Primary Representative to assist groups with event operation and ensure regulations are followed, and financial/sales reports are completed.

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

Mr. Ritchie, Manager of Parks, briefly reviewed the report.

Commissioner Lance asked which neighbourhood group received the Forestry Plan presentation. Mr. Harding advised that it was a group organized through Community Planning, similar to the Departure Bay Association. Commissioner Lance stated that Cilaire neighbourhood is concerned about this issue and wants to know when a public hearing will be scheduled. Mr. Ritchie replied that a plan was being drafted for presentation later this fall to ensure community input would be received.

(c) Monthly Report from Mr. B. Meunier, Manager of Recreation and Culture Services.

Mr. Meunier, Manager of Recreation and Culture Services, briefly reviewed the report.

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

11. CORRESPONDENCE: (Information Only)

- (a) Letter from Larry McNabb, Chair, Parks, Recreation and Culture Commission, to Mr. Ken Wagner, Senior Partner, Jr. A. Clippers Hockey Club, requesting copies of their financial statements in support of their Travel Assistance Application.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

(a) Rock City Median

Commissioner Avis advised that she is concerned about the Rock City Road median being used as a stopping point for pedestrians to run across the street for coffee because drivers in the left hand turning lane can not see the people on the median. She noted that drivers are making illegal left turns from Rock City Road and many narrow misses have occurred. Commissioner Avis proposed making the median area impossible to access for pedestrians but still visible for traffic in order to eliminate people from getting to that area.

Chair McNabb reported that he spoke with Mr. Mac MacKenzie, Director of Engineering and Public Works, five months ago and that a community member had also requested an overpass for that area. He stated that Mr. MacKenzie wrote a letter to the Department of Highways and received a reply indicating that they will not do anything. Chair McNabb suggested that fencing the area is not a good option because people may try to jump over the barrier as they do at Terminal Park.

Commissioner Sherry suggested having the area listed in ICBC's 10 most accident prone places and that the area be mentioned to ICBC for upgrading.

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Coach Matt Blokker and Ms. Elaine Nelson, V.I. Raiders, requesting that the Parks, Recreation and Culture Commission install lighting at Deverill Square Park field.

It was moved and seconded that the Parks, Recreation and Culture Commission direct staff to proceed with the Deverill Park Improvement Plan which includes the lighting of Deverill Square. The motion carried unanimously.

- (b) Mr. Kent Wilson, Nottingham Volunteer In Park Committee - Dealt with previously.

15. UNFINISHED BUSINESS:

It was moved and seconded that Unfinished Business Items (b) Long Term use of the Duck Pond parking lot in relation to the new alignment of the Millstone Side Channel, (c) Implementation of recommendations from the Departure Bay Neighbourhood Plan and (d) Cultural Capitals organizational model, be removed. The motion carried unanimously.

CURRENT UNFINISHED BUSINESS:

- (a) Nanaimo Christian School Request for Joint Use of Holland Road Park – referred to Parks Committee for consideration in Spring 2008.

16. QUESTION PERIOD:

17. ADJOURNMENT:

It was moved and seconded at 8:12 p.m. that the meeting terminate, with the next Meeting of Commission to be held Wednesday, 2007-OCT-03, 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, 2007-SEP-05, commencing at 4:00 p.m. in the Conference Room of the Bowen Park Complex; and,

With the next meeting of the Recreation Committee to be held, if required, Wednesday, 2007-SEP-12, 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, if required, Thursday, 2007-SEP-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