

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

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PRESENT: Commissioner L. McNabb, Chair

Members:

Commissioner D. Burnett  
Commissioner J. Cameron  
Commissioner P. Field  
Commissioner S. Lance  
Commissioner L. Murray  
Commissioner L. Sherry  
Commissioner A. Young

Absent:

Commissioner L. Fraser  
Commissioner D. Johnstone  
Commissioner B. Dempsey  
Commissioner B. Sperling

Staff:

T. Hickey  
K. MacDonald

R. Harding  
C. Connett, 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-MAR-28 at 12:30 p.m. in the Beacon House Community Centre at Gallows Point, Protection Island.

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

5. PRESENTATIONS:

6. DELEGATIONS:

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

- (a) Mr. and Mrs. Tom Sohler, 5922 Tasha Place, Nanaimo BC V9V 1J4 and Mr. Mark Rapanos, 5957 Broadway Road, Nanaimo BC V9V 1C9, Broadway Park Volunteer In Park (VIP) Committee, requesting that the Parks, Recreation and Culture Commission allocate \$40,000 to the Broadway Park VIP project.

Mr. Rapanos advised that:

- planning for this project commenced with a neighbourhood meeting 2006-SEP-28 attended by 36 families.
- a VIP Committee was formed and members visited other City playgrounds to view equipment and site layout.
- a neighbourhood survey was distributed with 31% returned; and information packages were distributed to Kindergarten and Grade 1 students at the 5 surrounding elementary schools.
- the park concept is to provide a safe, fun and stimulating play space for all children aged 1 – 12 years, with a strong focus on preschool children, in an attractive green space which will enhance the area and serve as an enjoyable gathering place for the community.
- there are no preschool play parks in the northend of the City.
- the focus will be on having 3 separate play areas – one for toddlers, one for preschoolers and one for children aged 6 – 12, with each area having age appropriate equipment.
- preschool children have more time to play at parks, but have the least amount of age appropriate play equipment at playgrounds.
- multi-family housing increases the need for neighbourhood playgrounds.
- childhood obesity is on the rise and having a neighbourhood playground with suitable play equipment is a method of encouraging physical activity.
- in addition to the playground area, an active open play space will be retained, a bermed border at the back of the park will be developed into a natural area with trails, shade trees and benches.
- Phase 1 (2007) will include installation of the play equipment and development of a landscaping plan.
- Phase 2 (2008) will include landscaping, picnic tables, benches, bike rack, pergola entrance, donation panels and irrigation.
- canvassing for donations is underway in the neighbourhood as well as in the business sector and \$3,000 has been raised in addition to the substantial number of volunteer hours contributed.

Commissioner Cameron asked if parking has been considered. Mr. Rapanos advised that an off-street parking area can be created that would accommodate 14 cars and the street is wide enough for additional parking.

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

It was moved and seconded that the Broadway Park VIP proposal be referred to the Parks Committee for review and recommendation. The motion carried unanimously.

- (b) Mr. Mel Sheng, Fisheries and Oceans Canada (DFO), 4166 Departure Bay Road, Nanaimo BC V9T 4B7 requesting that the Parks, Recreation and Culture Commission recommend approval of the Millstone River Side Channel project.

Mr. Sheng advised that:

- representatives of the Fish and Game Club, Malaspina College and School District No. 68 are present to demonstrate their support of this project.
- good spawning habitat is available to Coho salmon in the upper watershed; however, Deadman Falls is a complete barrier to the Coho.
- studies have demonstrated that the Millstone River can support over 30,000 smolts.
- partnerships and funding sources for this project include Community Futures, Ministry of the Environment (Habitat Conservation Trust Fund, Living Rivers), Department of Fisheries and Oceans, Ministry of Transport, Harmac, Nanaimo Hatchery, Island Timberlands, TimberWest, Nanaimo Fish and Game Club, Island Waters Flyfishers, Nanaimo School District 68, Pacific Salmon Foundation, Pacific Salmon Treaty Endowment Fund and Copcan.
- DFO staff and consultants are satisfied with the finalized channel design alignment.
- in May, assessments will be completed regarding rare plant species, breeding birds and dangerous trees along the channel.
- \$435,000 funding is committed to this project which is anticipated to cost \$420,000.
- the proposed project start date is early July 2007 and the channel should be complete within 8 weeks, in sufficient time for this year's Coho return.

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

- (c) Mr. Steve Jackson, Coast Guard Auxiliary, and Mr. Chris Breakey, Nanaimo Canoe and Kayak Club, requesting that the Parks, Recreation and Culture Commission recommend approval of the Community Paddling Dock and Coast Guard Auxiliary Boathouse Project.

Mr. Jackson advised that:

- the Nanaimo Coast Guard Auxiliary is a volunteer organization and has been one of the busiest stations in Canada.
- the planning for this project commenced over 3 years ago.
- the Coast Guard Auxiliary has funding in place for the boathouse (\$165,000).
- this project will benefit the entire community.

Mr. Breakey advised that:

- this is a great community project that will assist the 1,000 local paddlers.
- everyone in the community will have access to the dock which will provide safe access to the water.
- the Canoe and Kayak Club provided community programming for all ages and last year 1,300 people participated.
- the Canoe and Kayak Club applied for a gaming grant in the amount of \$60,000; however, it was rejected and an appeal has been submitted.
- if the gaming grant is not approved, the Club is asking that the City contribute an additional \$20,000 so that the project can proceed; and the Canoe and Kayak Club will contribute \$15,000.

Mr. T. Hickey, Director, advised that \$100,000 is available in the 2007 Capital Budget for this project.

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

7. CHAIRMAN'S REPORT:

8. REPORTS OF ADVISORY BODIES:

- (a) Parks Committee. No meeting held.
- (b) Recreation Committee. No meeting held.
- (c) Cultural Committee. Commissioner Lance reported on the meeting held 2007-APR-04.
- (d) Athletic Commission. No meeting held.
- (e) Grants Advisory Committee. Commissioner Burnett reported on the meeting held 2007-APR-05.
- (f) Plan Nanaimo Advisory Committee. Commissioner Lance reported that a seminar was held at the last meeting.
- (g) Social Planning Advisory Committee. No report.
- (h) Port Theatre. Monthly report.
- (i) Nanaimo Art Gallery. Monthly report.
- (j) Nanaimo District Museum. Monthly report.
- (k) BC Seniors Games Committee. Commissioner Field reported that Games planning is progressing.

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

9. STAFF REPORTS:

(a) Olympic Live Site Video Display Screen Program.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that City Council support the operating goals and program for the Olympic/Paralympic Live Sites Video Display Screen.

In late 2005, the City of Nanaimo was awarded a \$330,000 Spirit 2010 Olympic/Paralympic Live Sites Grant by the Province of BC. The grant was for the purchase of a video display screen and audio system which is to be installed in the Harbourfront Plaza on the back of the Port Theatre this June. The display screen will be 20 feet by 12 feet.

The goals for the screen are:

- To encourage the use of the Harbourfront Plaza and the downtown core.
- To increase resident and visitor awareness in the community.
- To increase community pride and spirit.

Parks, Recreation and Culture Department will be responsible for program scheduling. The guidelines for scheduling will be:

- Content and community response is evaluated on a regular basis.
- Encouraging organizations to bring forward ideas on how the screen may be used and to advertise to the community screen programming and use.
- Monitoring the amount of time allocated to sport, arts and culture to ensure equality.
- Special Events may pre-empt viewing upon request. Plaza Special Events will have the option to utilize the screen for their event. They will also have the option of a live feed.
- Local non-profit organizations will have first opportunity to submit programming for the screen.
- Community organizations using the screen for events will provide their own content. This content will be subject to City review so its content is appropriate for public viewing.
- Community organizations using the screen for Special Events will cover the operating costs.

A non-profit and commercial advertising policy will be developed over the next year for implementation in the 2008 viewing season.

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

(b) Millstone River Side Channel Proposal for Bowen Park.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that City Council approve the Millstone River Side Channel project.

In 2004-MAY-28, the Parks, Recreation and Culture Commission received a presentation from Mr. Mel Sheng, Department of Fisheries and Oceans (DFO), introducing the concept of a Millstone River side channel through Bowen Park. Commission passed a motion supporting in principle the Millstone River Bypass Channel project. DFO provided an update to Commission at their 2005-OCT-26 meeting, at which time the Parks, Recreation and Culture Commission passed a motion supporting the Millstone River (Bowen Park) Side Channel Project.

In Spring 2006, DFO advised that the feasibility study and detailed design work was complete and that the project should proceed. The Parks, Recreation and Culture Commission, along with DFO and other interested organizations, hosted a public open house at Bowen Park in June 2006 to review the concept of the channel.

There were some concerns regarding low flows in the Millstone River during the summer. Therefore, City staff continued to work with Department of Fisheries and Ocean's staff on a method of storing water at Westwood Lake, Witchcraft Lake or Brannen Lake to maintain summer water flows in the Millstone River. DFO and other agencies are satisfied that water storage can be achieved over the next two years.

The cost for the project is estimated at \$420,000 and DFO has commitments of funds and in-kind contributions exceeding \$435,000 to complete the project. The City of Nanaimo has allocated \$40,000 to this project. DFO will oversee the project and liaise closely with City staff to ensure park impact is minimized.

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

(c) Harbourfront Plaza Improvement Site Planning and Redevelopment Process.

Staff's Recommendation: That the Parks, Recreation and Culture Commission forward the draft recommendations of the Harbourfront Plaza Improvement (warm-up) design concepts to the Parks Committee for review and recommendation.

The Downtown Nanaimo Partnership (DNP) recognized the Harbourfront Plaza as an important site for revitalization and set aside \$240,000 for improvements in 2007, of which \$40,000 was allocated for planning and detailed design for the site. The Parks, Recreation and Culture Commission has \$96,000 allocated for public art in the plaza and the Olympic Live Site Video Display Screen will be installed in June.

When preparing design concepts for improvements to the Harbourfront Plaza, the following objectives will be considered:

- To increase pedestrian activity through and into the plaza.
- To enhance this space for special events.
- To complement the Olympic Live Site screen to be installed June 2007.
- To soften the hard landscape and improve aesthetics.

- To incorporate public art elements into the design.
- To consider Crime Prevention through Environmental Design Principles.
- To visually link the plaza to adjacent streets.

Draft design concepts have been established based on stakeholder interviews and information obtained from the public open house. As there are a number of details and options to work out, it is recommended that the draft design recommendations be reviewed by the Parks Committee in May.

Ms. K. MacDonald, Parks and Open Space Planner provided additional background information and reviewed the open house results. Mr. D. Backhouse, Lanarc, provided a PowerPoint presentation with the proposed warm-up plan for the Harbourfront Plaza.

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

(d) Community Paddling Dock/Auxiliary Coast Guard Boathouse at Brechin Boat Ramp.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend to City Council that the community paddling dock / Coast Guard Auxiliary boathouse at Brechin Boat Ramp proceed as planned.

At the 2004-JUL-07 Commission meeting, the Coast Guard Auxiliary presented the concept of a community paddling dock / Coast Guard Auxiliary boathouse. The Commission passed a motion supporting the concept of a community paddling dock / Coast Guard Auxiliary boathouse at the Brechin Boat Ramp and directed staff to work with community groups to further develop plans and feasibility for this project.

In a subsequent report received by the Parks, Recreation and Culture Commission in 2005FEB23, staff indicated that the development of a community paddling dock / Coast Guard Auxiliary boathouse at the Brechin Boat Ramp is feasible and fits well with the recommendations of the Parks, Recreation and Culture Master Plan regarding a Nanaimo Paddling Centre.

The Brechin Boat Ramp has been used primarily by powerboats since its opening in the mid 1960s. In the last ten years, there has been a significant increase in the use of this boat ramp by paddlers. Paddling sports have been gaining popularity over the past decade and there is a continuing trend for increased use of these types of boats.

For this project to proceed, the City had to obtain the riparian rights on an adjacent property to ensure a water lot lease could be secured for the Brechin Boat Ramp. The adjacent property was purchased in the Fall of 2006, work on this project was initiated in early 2007 and construction is to commence in the summer of 2007.

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

(e) Updated City of Nanaimo Trail Implementation Plan.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that City Council adopt the updated City of Nanaimo Trail Implementation Plan.

The City of Nanaimo Trail Implementation Plan has been updated in keeping with the recommendations and findings of the 2004 Parks, Recreation and Culture Master Plan and building on the accomplishments achieved through the existing Trail Implementation Plan.

The updated Trail Implementation Plan:

- Outlines accomplishments over the last 10 years.
- Provides existing and proposed trail locations.
- Identifies user patterns and public preferences.
- Illustrates development priorities.
- Includes revised design and construction standards.

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

(f) Protection Island Community Garden Volunteer In Park Proposal.

Staff's Recommendation: That the Parks, Recreation and Culture Commission recommend that the proposal for a Community Garden on Protection Island be referred to the Parks Committee for review and recommendation.

The establishment of a community garden is a more detailed and relatively new use of City parkland. It is recommended that the proposal and findings of how the parkland was acquired, the soil testing results, details from the meeting staff had with DIGS representatives be reviewed by the Parks Committee and a recommendation developed for Commission's consideration.

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

10. INFORMATION ONLY ITEMS (staff reports):

(a) Rotary Field House at Serauxmen Sports Field.

At the 2006-SEP-27 Parks, Recreation and Culture Commission meeting, the Rotary Clubs of Nanaimo, the Nanaimo Minor Baseball Association and Malaspina University-College were received as a delegation. They asked that the City of Nanaimo participate with them in the construction of a field house at the Serauxmen Sports Fields that would include washrooms, change rooms, a concession, storage space and an upstairs multi-purpose room that could be used by the community. The cost estimate to construct this facility is \$650,000. Construction costs had been rising and fundraising has fallen short by \$175,000.



Two recent developments have been instrumental in moving the Rotary field house project forward. Malaspina University-College has confirmed that in addition to their \$50,000 contribution and services, they will make a further \$75,000 cash contribution to the project. Secondly, the Rotary Clubs of Nanaimo's BC Gaming Grant application was successful and they have received \$100,000 for this project.

Project funding now matches the construction cost estimate of \$650,000. A Request for Proposals has been issued for design consulting services. The design phase will be started immediately with plans to begin construction in early October with the Malaspina University-College trades program working on foundation and building framing. It is expected that the field house will be completed in Summer 2008.

(b) Monthly Report from Mr. R. Harding, Manager of Parks.

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

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

11. CORRESPONDENCE: (Information)

(a) Letter received 2007-APR-02 from Mr. Rol Morris, Chair, Nanaimo Chamber Orchestra, expressing appreciation for the 2007 Cultural Operating Grant.

(b) Letter received 2007-APR-07 from Mr. Douglas Hardie, Chair, South End Community Association, 32 Gillespie Street, Nanaimo BC V9R 4Y3, expressing support for the VI Raiders use of Deverill Park as a training field.

(c) Bowen Park Seniors Board of Director's meeting minutes of 2007-APR-13.

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

12. NOTICE OF MOTION:

13. CONSIDERATION OF OTHER BUSINESS:

(a) Dover Bay Basketball Provincial Championship.

Commissioner Cameron asked if the City will be recognizing the Dover Bay Basketball Team for winning the Provincial Championships. Chair McNabb asked that the coach be contacted and asked to submit team information to the Commission Secretary so that certificates and medallions can be presented.

(b) North American Indigenous Games.

Commissioner Cameron advised that 10,000 athletes are expected to attend the August 2008 North American Indigenous Games in Duncan.

14. BUSINESS ARISING FROM DELEGATIONS:

- (a) Broadway Park VIP - Dealt with previously.
- (b) Millstone River Side Channel proposal - Dealt with previously.
- (c) Community Paddling Dock / Coast Guard Auxiliary boathouse - Dealt with previously.

15. UNFINISHED BUSINESS:

It was moved and seconded that Unfinished Business Item (a) Community Paddling/Auxiliary Coast Guard dock at the Brechin Boat Ramp; Item (c) Serauxmen Field House Funding options within Current Capital Budget; (f) DIGS Community Garden VIP request; and (h) Trail Implementation Plan, 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 2007.
- (b) Departure Bay Centennial Park Improvement Process – report in May 2007.
- (c) Fees and Rental Policy Schedule C Update – report in May 2007.
- (d) Erosion Control at Eastern Edge of Gallows Point – staff report requested.
- (e) Broadway Park VIP request – referred to Parks Committee.
- (f) Harbourfront Plaza Improvement Site Planning and Redevelopment Process – referred to Parks Committee.
- (g) DIGS Community Garden VIP request – referred to Parks Committee.

16. QUESTION PERIOD:

- (a) Mr. Fred Taylor, 204 Emery Way, Nanaimo BC; commented that the Council Procedure Bylaw states that an Information Technology staff person is to be in attendance for all electronic presentations.

17. ADJOURNMENT:

It was moved and seconded at 8:31 p.m. that the meeting terminate, with the next Meeting of Commission to be held Wednesday, 2007-MAY-23, 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-JUN-06, 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, Wednesday, 2007-MAY-09, 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, 2007-MAY-10, commencing at 12:00 noon. 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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T. Hickey, Director  
Parks, Recreation and Culture