

**MINUTES OF THE TENTH REGULAR MEETING OF THE CITY OF NANAIMO  
PARKS, RECREATION AND CULTURE COMMISSION, HELD IN THE  
CONFERENCE ROOM OF THE BOWEN PARK COMPLEX,  
ON WEDNESDAY, 2004-NOV-24, AT 7:00 P.M.**

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**PRESENT:**

**Members:** Commissioner L. McNabb, Chair  
Commissioner B. Holdom  
Commissioner D. Tyndall  
Commissioner P. Field  
Commissioner S. Lance  
Commissioner D. Johnstone  
Commissioner B. Lane  
Commissioner C. Tang

**Absent:** Commissioner J. Whiteaker  
Commissioner A. Young  
Commissioner G. Baltzer  
Commissioner B. Sperling

**Staff:** T. Hickey  
B. Meunier  
R. Harding  
C. Connett, Recording

**RECEIVING OF LATE CORRESPONDENCE AGENDA:**

**Motion**

It was moved and seconded that the Late Correspondence Agenda be received.

**Carried unanimously.**

**PRESENTATION OF PROVINCIAL AWARDS:**

Commissioner Lance and Chair McNabb presented Provincial awards and certificates to two BC Seniors Games Swimmers.

Chair McNabb presented Ms. S. Thomson, General Manager, Port Theatre, with a certificate in recognition of the Port Theatre winning the national 'Presenting Organization of the Year' award.

**ADOPTION OF MINUTES:**

**Motion**

It was moved and seconded that the minutes of the Special Meeting of the Parks, Recreation and Culture Commission held 2004-OCT-25, and the Ninth Regular Meeting of the Parks, Recreation and Culture Commission held 2004-OCT-27, be adopted as circulated.

**Carried unanimously.**

**Motion**

It was moved and seconded that the Commission reconsider PacificSport's Higher Service Level request.

**Carried.**

Opposed: Commissioners Lane and Holdom.

**INTRODUCTION OF LATE ITEMS:** Nil.

**CHAIRMAN'S REPORT:**

**Master Plan Update:** Mr. W. Webster and Mr. B. Johnson, PERC and Mr. D. Reid, Lanarc, presented a draft of the Master Plan Report.

Mr. Webster noted that the final Master Plan report will have an additional chapter entitled 'Implementation', which will include a timeline and the approximate cost to implement the recommendations. A listing of stakeholder groups involved in the target group meetings will also be included in the final report.

An Open House will be facilitated in January with the final report presented at the January Commission meeting. Mr. Webster asked the Commission to review the draft report both individually and as a group and provide them with feedback.

Commissioner Holdom asked if the City meets the number of acres of parkland per resident if Newcastle Island Park is not included. Mr. Reid replied that to accurately respond he would need to study the matter in more detail. He further noted that Nanaimo is keeping up with the need for more parks as land is developed but residents want more waterfront access and more linear park space.

Commissioner Holdom asked if the consultants will be providing recommendations regarding developing a Lake Use Management Plan. Mr. Reid replied that suggestions will be provided in the final report.

Chair McNabb suggested that Commission should schedule a seminar session before the public open house in January to review the draft master plan and provide comments to the consultants.

#### **RECEIVING OF DELEGATIONS:**

(1) **Ms. Anne Gilroyed, Executive Director, Nanaimo Art Gallery, 900 Fifth Street, Nanaimo, BC V9R 5S5** advised that the Nanaimo Art Gallery had a most successful season and some of the highlights were:

- Working with L'Association des francophones de Nanaimo on the Maple Sugar Festival.
- The Vancouver Island Children's Festival.
- The 2004 Festival of Banners saw 300 banners created and then sold in the Fall via an on-line auction. Malaspina University-College funded 48 banners this year.
- The Art in the Park pilot project was well received and will be expanded for 2005.
- ArtsFest attracted 2,200 people over 2 days to downtown and featured 65 artists. Live music was provided by the Wellington Senior Jazz Band.

Ms. Gilroyed thanked Commission for their continuing support. She noted that many international exhibits are available for display such as the Tibetan Monk Exhibit and King Tut Exhibit; however a lack of funding and space prohibits them being displayed in Nanaimo.

Commissioner Tang congratulated Ms. Gilroyed on the partnerships that have been established in the past year and the community use of the Gallery.

#### **Motion**

It was moved and seconded that the presentation from Ms. A. Gilroyed, Executive Director, Nanaimo Art Gallery, be received.

**Carried unanimously.**

- (2) **Mr. Drew Cooper, General Manager, PacificSport Group, 900 Fifth Street, Nanaimo BC V9R 5S5**, requested that the Parks, Recreation and Culture Commission maintain PacificSport's annual funding at a minimum of \$4,000 and give consideration to increasing the amount. Mr. Cooper stated that 90% of activity occurs in the City in which the Centre resides in all four BC regional sports centres; and that all Centres are responsible for the delivery of services to other communities within their respective region.

Mr. Cooper stated that continued support at the \$4,000 level will sustain the current programs and activities of "Sport for All" summer sport camps and athlete services in the area of strength training, sporting goods discount, sport medicine support services and a SportMap presentation. An investment of \$7,000 would provide enhanced services in 5 of the following 7 areas - an athlete and coach who would deliver presentations to schools and community groups about the importance of sport and physical activity (minimum 6 school visits); revive the annual coaching conference; host a one day 'Sport Fest' that will provide opportunities for children to interact with high performance athletes and coaches; solicit additional sponsorship in order to expand the Event Kit resources for the use by sport and cultural groups; initiate one major officials development event that will focus on recruiting and training, as well as public education; upgrade computers, software, printer and other key equipment; organize a Chapter of Olympians (former Olympic and national team athletes residing in Nanaimo) to provide support for community events and school visits. The \$10,000 level of support would sustain all of the above plus include additional services.

Mr. Cooper advised that nine years ago it was anticipated that gaming revenue would cover most of the management costs of operating the centre but that is not a reality. The Sports for All program provides summer camp opportunities to over 200 children and employs three people. PacificSport has also contributed \$5,000 to the special event kit, which will be accessible to all community groups hosting events in the City. Mr. Cooper stated that they are proud to bring recognition to the City with respect to the Olympics. PacificSport also provides programming for women, coaching certification; recruiting and training of volunteers and encourages our youth to be the best that they can be.

Commissioner Johnstone asked what affiliation PacificSport has with Malaspina University-College. Mr. Cooper replied that the College provides space and in-kind services.

Commissioner Field asked where the revenues are received from. Mr. Cooper replied that approximately \$16,000 is received from Legacies Now (BC Government), approximately \$3,000 from Malaspina University-College, \$4,000 from the City of Nanaimo and gaming has raised \$30,000 - \$55,000 in the past, but they are no longer able to count on that; there is also some sponsorship, cost recovery and fundraising dollars.

Commissioner Tang asked how much municipal funding the other BC PacificSport Centres receive. Mr. Cooper replied that the City of Kamloops provides \$23,000 cash plus about \$15,000 in-kind; the City of Kelowna provides \$20,000 plus in-kind support; the City of Prince George provides about \$5,000 cash and some in-kind; the City of Abbotsford contribution varies between \$6,000 to \$14,000. All of the PacificSport Centres provide regional services.

Commissioner Lane thanked Mr. Cooper for his work on this updated presentation and noted that budget figures for 2005 would have been helpful.

### **Motion**

It was moved and seconded that the presentation from Ms. D. Cooper, General Manager, PacificSport, be received.

**Carried unanimously.**

**REPORTS OF STANDING COMMITTEES:**

2. (1) **Parks Committee.** No meeting held.
2. (2) **Recreation Committee.** Meeting notes only. Commissioner Lance reported on this meeting at the 2004-OCT-27 Commission meeting.
2. (3) **Cultural Committee.** Commissioner Field reported on the meeting held 2004-NOV-03.
2. (3.1) **Arts and Cultural Event Fund.** The Commission was presented with the Cultural Committee's recommended changes to the Downtown Arts and Culture Event fund. A few excellent applicants for the Downtown Arts and Culture Events Grant have been turned down because their events were not being held downtown. The Cultural Committee is recommending the removal of the 'downtown' criteria.

**Motion**

It was moved and seconded that the Downtown Events Grant be renamed 'Arts and Cultural Events Grant' to allow events taking place outside of the downtown core to qualify for this grant.

**Carried unanimously.**

Commissioner Field advised that in the past there has been no 'cap' on the Arts and Cultural Events funding. He noted that the Committee has had the flexibility to determine the funding amount. The Tournament and Festival Grant has a maximum cap of \$1,500 per event. Discussion took place about placing a cap of \$2,500 or \$5,000 on the Arts and Cultural Events Grant.

Commissioner Tang suggested setting a cap may be detrimental to some of the groups; and that having a few groups do things well and make an impact is better than spreading the funding to many groups and not making a significant community impact.

Mr. Meunier noted that the intent of this recommendation is to provide more consistency between the Festival and Tournament Grant and the Arts and Culture Grant. If a cap of \$5,000 is implemented, Symphony in the Harbour would be the only group impacted, and they would only be reduced by \$1,000. It is anticipated that there will be more groups applying for funding this year than last.

Commissioner Tyndall confirmed that groups can only apply for one or the other grant, but not both.

**Motion**

It was moved and seconded that the Parks, Recreation and Culture Commission approve the Arts and Cultural Events Grant have a cap set at \$5,000.

**Defeated.**

Opposed: Commissioners Holdom, Tyndall, Field, Lance, Johnstone, Tang.

Mr. Meunier reviewed the other minor changes made to the Arts and Cultural Events Fund Application Guidelines.

**Motion**

It was moved and seconded that minor housekeeping changes be made to the Arts and Cultural Events Grant Application and be submitted to the Parks, Recreation and Culture Commission for their approval.

**Carried unanimously.**

2. (3.2) **Association des francophones de Nanaimo.** The Francophone Association is requesting support from the Cultural Committee and the Parks, Recreation and Culture Commission in declaring Nanaimo a bilingual City, effective before, during and after the 2010 Olympics.

**Motion**

It was moved and seconded that the Parks, Recreation and Culture Commission defer this request until L'Association des francophones de Nanaimo has met with the Chamber of Commerce.

**Carried unanimously.**

**Motion**

It was moved and seconded that the Cultural Committee report be adopted.

**Carried unanimously.**

2. (4) **Athletic Commission.** Chair McNabb asked Mr. Meunier to report on the meeting held 2004-OCT-28. Mr. Meunier advised that Athletic Commission fees have not increased for ten years. The proposed fees and charges were compared to other Canadian jurisdictions and found equitable. Commission Garner attended the annual Canadian Boxing Federation meeting in Montreal 2004-NOV-19 and 20.

**Motion**

It was moved and seconded that the Parks, Recreation and Culture Commission recommend that Council approve the fee schedule for regulated sport events in Nanaimo as presented.

**Carried unanimously.**

**Motion**

It was moved and seconded that the Athletic Commission report be received.

**Carried unanimously.**

**DIRECTOR'S REPORT:**

3. (1) **Buttertubs Marsh Co-Management.** Mr. R. Harding, Manager of Parks, advised that after a number of years of development and review, members of the Co-Management Steering Committee will formally adopt the Buttertubs Marsh Conservation Area Management Plan on Thursday, 2004-NOV-25. The Co-Management Steering Committee consists of The Nature Trust of British Columbia (landowners), Ministry of Water, Land and Air Protection (primary leaseholder), and the co-management partners of the Nanaimo Field Naturalists and the City of Nanaimo. The Management Plan has been prepared to guide the Buttertubs Marsh Conservation Area over the next ten years.

**Motion**

It was moved and seconded that the Buttertubs Marsh Co-Management Agreement report be received.

**Carried unanimously.**

3. (2) **Vancouver Island Rebels Junior Football Progress Update.** Mr. T. Hickey, Director, advised that the V.I. Rebels Junior Football team recently announced it is relocating from Victoria to Nanaimo. Staff are currently working with team representatives to confirm a site for game play and practice. The V.I. Rebels will play 6 – 8 games between July and October. Caledonia Park is the only City venue with bleachers and the ability to easily accommodate a ticketed outdoor event. Because football can be hard on turf fields; winter soccer user groups will be concerned with this allocation. Booking Junior Football onto this field will result in high school football moving back to School District 68 venues so that the field is not over utilized.

Commissioner Johnstone asked if the City will receive a percentage of the gate. Mr. Hickey replied the Department will receive a field charge of approximately \$280/game plus practice field and equipment storage fees.

Commissioner Holdom asked why the School Board prohibits football at Rotary Bowl and asked how a community club controls what takes place on school property? Commissioner Lane advised that the Track and Field Club funded most of the construction of the Rotary Bowl track and has an agreement with the School Board regarding use of the facility.

Commissioner Tyndall noted that she will include use of the Rotary Bowl as a discussion topic at the next City/School Liaison Committee meeting.

**Motion**

It was moved and seconded that the Vancouver Island Rebels Junior Football report be received.

**Carried unanimously.**

3. (3) **Manager of Parks Monthly Report.** Mr. R. Harding, Manager of Parks, reviewed his report. Mr. Harding extended an invitation to Commission, on behalf of the Fly Fishers and Fairview School students, to attend the official opening of the viewing platform on the Third Street Property on Thursday, 2004-DEC-02 at 3:15 p.m.

Commissioner Holdom inquired about the status of the memorial bench donation program and asked if there is any space remaining. Mr. Harding advised that bench sites are sold out in waterfront parks. Staff will be presenting a Memorial Bench Program report to Commission early in the new year. He noted that the tree dedication program is a good alternative to a memorial bench.

Commissioner Field asked that the report include costs to maintain the benches.

**Motion**

That a staff report be prepared regarding the Memorial Bench program including the space available and the related maintenance costs.

**Carried unanimously.**

3. (4) **Manager of Recreation and Culture Services Monthly Report.** Mr. B. Meunier, Manager of Recreation and Culture Services, reviewed his report. He noted that the Master Plan recommendation of a Bowen Complex retrofit acknowledging it as an arts centre is exciting. For example, this evenings bookings at Bowen included Beginners Spanish, Fun with French, Italian the Fun and Fast Way, Art of Paint, Ballroom Dance, Chinese Brush Painting, Ceramics, Drop In Pottery and the Field Naturalists.

**Motion**

It was moved and seconded that the Director's report be received.

**Carried unanimously.**

**COMMITTEE/COMMISSION REPRESENTATIVE REPORTS:**

4. (1) **Port Theatre** – reviewed the monthly activity report.

**Motion**

It was moved and seconded that the Port Theatre report be received.

**Carried unanimously.**

**CORRESPONDENCE:**

1. (1) Correspondence from Ms. Allison Habkirk, Brentwood Bay, and Ms. Catherine Campbell Umland, Victoria, requesting that the City of Nanaimo dedicate a garden at Anchor Way and install a plaque to commemorate the life of Catherine Gisborne.

**Motion**

It was moved and seconded that request from Ms. A. Habkirk and Ms. C. Umland be referred to the Parks Committee for review and recommendation.

**Carried unanimously.**

**ITEMS OF GENERAL INFORMATION:**

5. (1) Copy of Minutes from the Annual Meeting of the Bowen Park Seniors held 2004-OCT-20.
5. (2) Copy of minutes from the Bowen Park Seniors Board Meeting held Friday, 2004-NOV-05.
5. (3) Copy of correspondence to Ms. Mary Smith and Mr. Tom Hickey from Mr. Normon Thibault, Frontrunners, #3-5767 Turner Road, Nanaimo BC V9T 6L8, expressing appreciation for their assistance in arranging a venue for the Vancouver Island Championship Cyclocross.
5. (4) Copy of Press Release regarding the Canadian Arts Presenting Association naming the Port Theatre the "Presenting Organization of the Year" for last year's creative programming during the 2003-04 season.

**Motion**

It was moved and seconded that the Items of General Information be received.

**Carried unanimously.**

**BUSINESS ARISING FROM DELEGATIONS:**

- (1) **Mr. D. Cooper, General Manager, PacificSport Group.**

Commissioner Tyndall suggested that funding PacificSport is in line with the Master Plan recommendations regarding Sport and Cultural Tourism and the Focus on Youth; and also compliments the service objectives of Commission related to fostering a sense of community and fostering individual citizenship.

Commissioner Field asked if the Higher Service Level is permanent or if it is for one year only. Chair McNabb replied that it would be for one year only.

Commissioner Tang said that PacificSport is a benefit to the City and should receive financial support from the City.

Commissioner Johnstone noted that PacificSport was very supportive of the 2002 BC Summer Games and is working to profile the 2010 Olympics in our community.

Commissioner Holdom asked for clarification that the \$7,000 level of support includes the items in the \$4,000 level such as Sport for All. Mr. Cooper replied that was correct.

**Motion**

It was moved and seconded that the Parks, Recreation and Culture Commission recommends that Council support a Higher Service Level request of \$7,000 for PacificSport.

**Carried unanimously.**

**UNFINISHED BUSINESS:**

- (1) Proposal for Annual Bike Rack Competition – referred to Staff to work with Cultural Committee and Downtown Nanaimo Partnership (Jan).
- (2) Recommendation from Ms. C. Meutzner, Community Heritage Commission, regarding the creation of a Miner's Memorial Public Art Project – referred to Cultural Committee.

- (3) Community Paddling/Auxiliary Coast Guard dock at the Brechin Boat Ramp – referred to staff to work with groups to develop plans and feasibility. *The Port Authority has approved the plans in principle.*
- (4) Sunset Ceremony Flag Pole at Maffeo Sutton Park – staff report (Jan).
- (5) Memorial Bench Program – staff report.

**ANY OTHER COMPETENT BUSINESS:** Nil

**MEDIA QUESTION PERIOD.** Nil.

**PUBLIC QUESTION PERIOD.** Nil.

**NEXT MEETING DATES:**

<b>COMMISSION Christmas Meeting</b>	<b>Wednesday, 2004-DEC-08, 6:30 p.m. Bowen Complex Auditorium</b>
<b>COMMISSION – Special Meeting</b>	<b>Wednesday, 2005-JAN-05; 2:30 p.m. Bowen Complex Conference Room.</b>
Cultural Committee	Wednesday, 2005-JAN-05, 4:15 p.m.
Recreation Committee <i>(if required)</i>	Wednesday, 2005-JAN-12, 4:45 p.m.
Parks Committee	Thursday, 2005-JAN-13, 5:00 p.m.
Master Plan Open House	Wednesday, 2005-JAN-19; 5 – 8 p.m. Beban Park Lounge
<b>COMMISSION</b>	<b>Wednesday, 2005-JAN-26; 7:00 p.m. Bowen Complex Conference Room.</b>

**Motion**

It was moved and seconded that the meeting be adjourned.

**Carried unanimously.**

**ADJOURNED:** 9:10 p.m.