

**MINUTES OF THE NINTH 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-OCT-27, AT 7:00 P.M.**

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
Commissioner G. Baltzer
Commissioner A. Young
Commissioner J. Whiteaker

Absent: Commissioner B. Sperling

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

ADOPTION OF MINUTES:

Motion

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

Carried unanimously.

INTRODUCTION OF LATE ITEMS: Nil.

RECEIVING OF LATE CORRESPONDENCE AGENDA:

Motion

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

Carried unanimously.

RECEIVING OF DELEGATIONS:

(1) **Ms. Lila Tanner, President, Port Theatre Society, Ms. Sandra Thomson, General Manager and Mr. Bruce Halliday, Technical Director, 125 Front Street, Nanaimo BC V9R 6Z4,** responding to Commission's request for the Port Theatre's Past Operating Performance and Future Operating and Capital Needs.

Ms. L. Tanner stated that originally the Port Theatre planned to reduce the City operating grant over time as the Endowment Fund grew. The assumption was that the building and all systems would be completed at construction. The original prospectus also included an annual operating contribution from the Regional District of Nanaimo of \$135,000; however, only \$46,000 of this has been secured to date. The Capital Development Fund (CDF) contribution to the Endowment Fund was stopped in 2000 when it became evident that the funds were required to finish the theatrical systems. The Port Theatre plans to continue to contribute up to \$65,000 from the CDF each year for the next six years towards capital completion and upgrading projects between 2005-2010. Ms. Tanner asked that the City of Nanaimo contribute \$100,000 per year for the next six years to complete finishing the building.

Ms. S. Thomson noted that in order to complete the theatre project on time and on budget in 1998, there were many cuts made to both the building and equipment allocations in the construction budget.

The Port Theatre Society is proposing an allocation of \$100,000 per year by the City of Nanaimo and \$65,000 per year from the Port Theatre Society over the next six years to: complete the existing building in an orderly manner, upgrade items of equipment that may be inadequate for current uses, and start replacing items that have reached the end of their expected life span.

Ms. Thomson noted that it was anticipated that after 15 – 20 years the Endowment Fund would be 15 million and the interest would replace the City Management fee; however, because of using these dollars for capital projects this has not occurred. The Endowment Fund is now at \$93,794. Ms. Thomson also noted that there is still no signage on the Port Theatre building.

Mr. B. Halliday advised that rigging and lighting equipment for the Port Theatre was never finished and if another 5 years passes, some items may not be available. At this time high quality performance needs are not being met. Eventually the City will have to complete and upgrade the Port Theatre, but it may be at a greater expense than what is being proposed today.

Commissioner Johnstone noted that the Port Theatre has won international acclaim and at the time of construction \$700,000 went into the foundations instead of equipment.

Commissioner Whiteaker asked what the City contributes annually for maintenance. Mr. T. Hickey, Director, stated that \$15,000 is budgeted annually to meet City responsibilities as outlined in the management and operating agreement.

Commissioner Tang asked how much funding did the City contribute to the construction of the Port Theatre in 1998. Mr. Hickey stated that the City contributed \$600,000. Chair McNabb added that City staff assisted with preparing various grant applications.

Commissioner Holdom noted that both the operating revenues and expenses are continuing to climb. He asked if there is a budgeting plan to maintain the surpluses. Ms. Thomson advised that the Port Theatre Society is using the surplus for capital projects and that they have never had a deficit.

Commissioner Tyndall asked if the Regional District of Nanaimo is contributing to the Port Theatre. Ms. Thomson stated that the Regional District of Nanaimo is undertaking a service review. Parksville and Qualicum do not contribute to the Port Theatre. Lantzville has provided a \$5,000 grant in 2003 and a \$3,000 grant in 2004. Gabriola Island, Cedar and Extension contribute annually to the Port Theatre.

Commissioner Field asked if it is still the intention that the Endowment Fund will replace the management fee. Ms. Thomson stated that yes it is, eventually.

Commissioner Whiteaker asked if the new conference centre would affect the use of the Port Theatre. Mr. Halliday noted that he didn't foresee any diminished use of the Port Theatre when and if the new conference centre is built.

Commissioner Johnstone asked if there are any cultural or federal grants that the Port Theatre could apply for. Ms. Thomson informed Commission that the Federal Government contributed 4.3 million towards the theatre construction and the Port Theatre Society is careful to not compete for grant funding with other City projects.

Motion

It was moved and seconded that the presentation from The Port Theatre Society Ms. L. Tanner, Ms. S. Thomson and Mr. B. Halliday be received.

Carried unanimously.

Motion

It was moved and seconded to bring forward discussion of the Port Theatre Society's request at this time.

Carried unanimously.

BUSINESS ARISING FROM DELEGATIONS:

- (1) **Port Theatre Society.** Commissioner Lane noted that according to the master plan survey results the public is happy with the Port Theatre. He asked if the Port Theatre Society's request for additional funding meant that they want to rewrite their contract.

Mr. T. Hickey, Director, indicated that this request varies from the existing agreement. Currently, the Port Theatre Society is responsible for what may be described as leasehold improvements.

Commissioner Tang noted that the City owns the building and is an economic generator for the City. She urged Commission to support this request.

Commissioner Tyndall expressed appreciation for how well the Port Theatre has been managed resulting in good value to the taxpayers. She believes supporting the request will help further develop our City.

Commissioner Holdom stated that he has always supported the theatre and is pleased to see that it is operating with a surplus. He noted that the building and its equipment need to be maintained and that the City should provide additional funding to complete the facility.

Commissioner Lance stated that there were significant cutbacks during construction and that it is unfair to expect the Port Theatre Society to bring it up to standard.

Commissioner Whiteaker noted that there needs to be more acknowledgement of the growth of the cultural component of our City and the large number of people it employs.

Commissioner Lane noted that past history of other publicly funded theatres is that they continually require tax dollars.

Chair McNabb noted the higher service level request from the Port Theatre also included a 2% cost of living increase. Commission agreed to not include this in the Higher Service Level request.

Motion

It was moved and seconded that the Parks, Recreation and Culture Commission recommends that Council support a Higher Service Level request for the Port Theatre Society of \$100,000 annually for the next 6 years.

Carried.

Opposed: *Commissioners Baltzer and Lane.*

CHAIRMAN'S REPORT:

New Nanaimo Centre Update

The next open house for the New Nanaimo Centre is on 2004-OCT-28 at the old HSBC building. Chair McNabb noted that Council has been very busy meeting with many interested groups.

REPORTS OF STANDING COMMITTEES:

2. (1) **Parks Committee.** No meeting held.

2. (2) **Recreation Committee.** Commissioner Lance advised that a meeting had been held at 6:30 p.m. on 2004-OCT-27 regarding the \$5,015 of unused Tournament and Festival Grant Funds for 2004.

Motion

It was moved and seconded that the unspent funds in the 2004 Tournament and Festival Grant Fund be carried over for allocation to qualifying organizations in the 2005 calendar year.

Carried unanimously.

2. (3) **Cultural Committee.** No meeting held.

2. (4) **Athletic Commission.** No meeting held.

DIRECTOR'S REPORT:

3. (1) **Mr. J. Plasteras, Parks Foreman, reporting on Park and Sports Field Operations.**

Mr. J. Plasteras advised that his City responsibilities are for sports field maintenance and inventory. He is also the President of the Western Turf Grass Association of Canada. The City of Nanaimo's sports field inventory includes 20 soccer fields, 25 baseball fields, one rugby and one football field.

The major issues for Nanaimo sports fields are water, pesticides and wear. City staff have just completed installing a computerized central control irrigation system that monitors sports fields from a central weather station located at Beban Park. The computer calculates how much water the grass has used that day and will only replace that amount. The savings will be between 25 – 30% in the first year of operation. The City of Nanaimo maintains sports fields using an integrated pest management program. City sports fields are overplayed because of our weather and that some sports are played year round. The new artificial turf field slated for 2005 at Grandview Bowl should provide some relief for our other sports fields.

Commissioner Whiteaker asked if it would be a very big job getting the School District's sports fields up to the same standard as the City's. Mr. Plasteras advised that for some of the field areas it would not be a huge task.

Commissioner Baltzer asked if only the sports fields are on the central control system. Mr. Plasteras replied yes, but two more phases are scheduled which will include all the City's horticultural beds.

Motion

It was moved and seconded that the presentation from Mr. J. Plasteras, be received.

Carried unanimously.

3. (2) **Facility Development Reserve Fund Contributions.** Mr. B. Meunier, Manager of Recreation and Culture Services, advised that to encourage decentralized programming the Facility Development Fund will no longer be collected for programs in facilities not owned by the City. This change in collection procedure will meet with the provisions of the bylaw.

Currently, there is a growing demand for programs at the local neighbourhood level; however, there is not adequate City facilities within the neighbourhoods to accommodate the demand. Delivery at the neighbourhood level requires the use of elementary schools, churches and local community halls.

When rental rates for non-City facilities and the Facility Development Reserve Fund are included in program costs, the price that we have to charge the community for programs in non-City facilities is 15% – 20% higher than it is for programs in City facilities. The outcome is that programming staff are discouraged from providing activities in non-City facilities.

Motion

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

Carried unanimously.

3. (3) **Manager of Parks Monthly Report.** Mr. R. Harding, Manager of Parks, reviewed his report noting that the HRDC grant for Invasive Species will start on 2004-NOV-01 for three months.

Commissioner Lane asked about bylaw enforcement regarding dogs running loose in City parks? Mr. Harding confirmed that main City parks have bylaw enforcement officers working 9 a.m. to 5 p.m., Monday through Friday, as well as weekends and some evenings.

Commissioner Tyndall asked what the 40 park complaints were. Mr. Harding replied that the Parks Maintenance Yard receives complaints regarding views, next door neighbours trees, parks, boulevards, etc.

Commissioner Tyndall asked if there has been an increase of vandalism in City parks? Mr. Harding stated that there has been no increase in vandalism from last year. He informed Commission that a contractor has been hired to remove graffiti within 48 hours in City parks and trails and that the Rotary Skate Park is completely graffiti free.

3. (4) **Manager of Recreation and Culture Services Monthly Report.** Mr. B. Meunier, Manager of Recreation and Culture Services, reviewed his report and circulated a special interest flyer marketing current art programs for children.

3. (5) **McGirr Field House Naming Rights.** Mr. T. Hickey, Director, advised that the McGirr Sports Society has confirmed Thrifty Foods as a major capital donor to the field house project. In recognition of this contribution, Thrifty Foods have asked to have naming rights for the field house for 10 years, plus permission to place their logo on the side of the building. The McGirr Sports Society requests that the City support this sponsorship recognition.

The McGirr Sports Society is contributing \$227,000 to this \$560,000 project. Thrifty Foods is making a \$60,000 contribution of cash and product in kind towards this project. They are also the McGirr Sports Society's major fundraising contributor.

Motion

It was moved and seconded that the Parks, Recreation and Culture Commission recommends that Council supports recognizing Thrifty Foods contribution to the McGirr field house project by providing them with naming rights for the field house for 10 years, and permission to place their logo on the side of the building.

Carried unanimously.

Motion

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

Carried unanimously.

COMMITTEE/COMMISSION REPRESENTATIVE REPORTS:

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

Motion

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

Carried unanimously.

ITEMS OF GENERAL INFORMATION: Nil.

UNFINISHED BUSINESS:

- (1) Proposal for Annual Bike Rack Competition – referred to Staff to work with Cultural Committee and Downtown Nanaimo Partnership (Nov).
- (2) Recommendation from Ms. C. Meutzner, Community Heritage Commission, regarding the creation of a Miner's Memorial Public Art Project – referred to Cultural Committee (Nov).
- (3) Community Paddling/Auxiliary Coast Guard dock at the Brechin Boat Ramp – referred to staff to work with groups to develop plans and feasibility.
- (4) Sunset Ceremony Flag Pole at Maffeo Sutton Park – staff report (Oct).
- (5) Commission Assignments to Community Boards – postponed to 2004-OCT-27 meeting.
- (6) Port Theatre's Past Operating Performance and Future Operating and Capital Needs – staff report (Oct).

Motion

It was moved and seconded that Unfinished Business Item (5) Commission Assignments to Community Boards be discussed.

Carried unanimously.

UNFINISHED BUSINESS:

- (5) **Commission Assignments to Community Boards.** Commission had considerable discussion on options for making Commission appointments to Community Boards.

Commissioner Lane stated there was no urgency for an immediate conclusion to this discussion and that the Commission needs to get this right. He suggested that Commission discuss this topic at the next Commission seminar and asked staff to find out what other jurisdictions do with regards to appointing members to Community Boards.

Motion

It was moved and seconded that Item #5 -Commission Assignments to Community Boards, be deferred to the next Commission seminar.

Carried unanimously.

Motion

It was moved and seconded that Item #5, Commission Assignments to Community Boards, and Item #6, Port Theatre's Past Operating Performance and Future Operating and Capital Needs, be removed from Unfinished Business.

Carried unanimously.

CURRENT 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.
- (4) Sunset Ceremony Flag Pole at Maffeo Sutton Park – staff report (Nov).

ANY OTHER COMPETENT BUSINESS:

Commissioner Tang advised that the Nanaimo Cricket Club has joined with the Shawnigan Club and have gone on to win the Mid-Island championship and placed second in Provincials. There has been a huge influx of young cricketers from Malaspina University-College this season.

Mr. T. Hickey advised Third Street site options are ready for Commission's review. Mr. R. Harding will be available on 2004-NOV-03 at the Miners Cottage at 3:15 p.m. to meet with Commissioners to discuss the site options. The environmental and biological Consultants will also be in attendance.

MEDIA QUESTION PERIOD. Nil.

PUBLIC QUESTION PERIOD. Nil.

NEXT MEETING DATES:

Cultural Committee	Wednesday, 2004-NOV-03, 4:15 p.m.
Recreation Committee <i>(if required)</i>	Wednesday, 2004-NOV-10, 4:45 p.m.
Parks Committee <i>(if required)</i>	Thursday, 2004-NOV-09, 5:00 p.m.

COMMISSION **Wednesday, 2004-NOV-24; 7:00 p.m.**

COMMISSION Christmas Meeting **Wednesday, 2004-DEC-08; 6:30 p.m.**
Bowen Complex Auditorium

Motion

It was moved and seconded that the meeting be adjourned.

Carried unanimously.

ADJOURNED: 9:05 p.m.