

**MINUTES OF THE FIFTH 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-MAY-26, AT 7:00 P.M.**

PRESENT:

Members: Commissioner L. McNabb, Chair
Commissioner B. Holdom
Commissioner D. Johnstone
Commissioner P. Field
Commissioner S. Lance
Commissioner B. Lane
Commissioner C. Tang
Commissioner G. Baltzer
Commissioner J. Whiteaker

Absent: Commissioner A. Young
Commissioner D. Tyndall

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

ADOPTION OF MINUTES:

Amendment to Motion 2004-073

That the motion reading "Moved by Commissioner Blanaru", be changed to Commissioner Baltzer.

Carried unanimously.

Motion

It was moved and seconded that the minutes of the Fourth Regular Meeting of the Parks, Recreation and Culture Commission held 2004-APR-28 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) **Mr. Bob Rowledge, Lions Club, 708 Hyatt Place, Nanaimo BC V9V 1A1** spoke to their proposal to construct a photo celebration Wedding Arch adjacent to the west end of the Lions Pavilion in Maffeo-Sutton Park.

Mr. Rowledge stated that the Nanaimo Lions Club are proposing that they would build a 9ft wide x 2ft deep x 8ft high steel arbour (Wedding Arch) on a 6ft x 10ft two-level concrete pad that will be connected to the pavilion walkway with a paving stone trail.

Mr. Rowledge asked the Commission to:

1. Alter the existing utility/sprinkler lines.
2. Excavate and remove any unused soil and spoil.
3. Provide power/lighting if necessary.
4. Landscape immediate area to enhance the arch and provide it protection.

Mr. Rowledge noted that the Nanaimo Lions Club total construction budget is \$10,000 with Lions Club members being involved in the non-skilled portions of the work. He noted that upon completion of the Wedding Arch it would be turned over to the City for programming and maintenance.

Commissioner Whiteaker asked if Mr. Rowledge had a better rendering of the design of the Wedding Arch. Mr. Rowledge replied that it would be made of ornate rod iron with a low maintenance finish.

Commissioner Johnstone asked who would have the use of the arch and would reservations be needed? If so, would Parks, Recreation and Culture staff allocate it? Mr. Rowledge replied that it is intended for public use and would be allocated by Department staff.

Chairman McNabb asked Mr. Rowledge what the deadline was for the finished construction of the Wedding Arch? Mr. Rowledge replied that the Nanaimo Lions Club would like to have the Wedding Arch completed by the summer of 2004.

Chair McNabb thanked Mr. Rowledge for his presentation.

Motion

It was moved and seconded that the presentation from Mr. Bob Rowledge, be received.

Carried unanimously.

Motion

It was moved and seconded that the Lions Club proposal for a Wedding Arch at Maffeo-Sutton Park be referred to the Parks Committee for review and recommendation.

Carried unanimously.

Motion

It was moved and seconded that Item 3.1 under the Director's Report, Millstone River Salmon Enhancement Project, be brought forward at this time for consideration.

Carried unanimously.

DIRECTOR'S REPORT:

3. (1) **Millstone River Salmon Enhancement Project.** Mr. T. Hickey, Director and Mr. M. Sheng, Biologist, Fisheries and Oceans Canada provided a presentation of the Millstone River (Bowen Park) By-Pass Channel Proposal.

Mr. M. Sheng explained that Deadman Falls on the Millstone River is a complete barrier to adult coho. The construction of a By-Pass Channel through Bowen Park could support over 30,000 coho smolts, which would be similar to the production in Englishman River. The By-Pass Channel would divert water from the pool immediately upstream from the Lenhart Street pedestrian bridge and exit into the top of the fish ladder at Millstone Falls, with a second finger of the channel flowing into the duck pond. He also noted that the proposal would minimally impact the natural integrity of the Park. Educational benefits such as an outdoor classroom, self interpretative trails, a Stream Keepers Program and viewing platforms along the channel would be gained from the construction of the channel. This channel will increase coho production in the watershed and potentially enhance the sport fishing industry.

Mr. T. Hickey advised that if Commission grants approval in principle to the project, this summer the Department of Fisheries and Oceans (DFO), the City and community partners will assess the ground conditions (test pits) and survey potential by-pass channel routes. DFO will advise Commission in the Fall of the recommended channel route.

Commissioner Baltzer asked if there was any chance the river would go dry? Mr. Sheng replied that with the extra waterflow in the by-pass channel there would be no chance of the river drying up and spawning would be no problem.

Commissioner Holdom asked if other species could use the by-pass channel? Mr. Sheng replied that yes, other species could use the channel.

Commissioner Whiteaker asked if there would be First Nations involvement in the project. Mr. Sheng responded that First Nations do participate in projects of this nature.

Mr. Ted Barsby, Mr. Wayne Hamilton and Mr. Al Brown, Nanaimo Fish and Game Club, were in attendance and advised that the Club fully supports the proposal. This project will allow the Millstone River to become a fish producing river again.

Mr. Sheng noted that the Department of Fisheries and Oceans Canada would be responsible for obtaining all the funding for the Millstone River By-Pass Channel Proposal.

Motion

It was moved and seconded that Commission supports in principle the Millstone River (Bowen Park) By-Pass Channel Project.

Carried unanimously.

CHAIRMAN'S REPORT:

Master Plan Status Report. Community surveys have been delivered to 3,000 households. The general public who do not receive a survey by mail, but who wish to provide their input, can pick up a survey at the Parks, Recreation and Culture facilities or on the City website. These surveys will be tabulated separately from the mail-out. Community meetings are nearly complete. Unfortunately, there was a poor turnout to the community forums hosted two weeks ago. The next steps are a "Trends Session" with the Commission in June and a meeting with the consultants in July to review and discuss the comments received from all the community meetings.

Committee Assignments. Chair McNabb advised that Commissioner Lane will replace Commissioner Sperling on the Parks Committee and Commissioner Field will replace Commissioner Sperling on the Social Planning Advisory Committee. Commissioner Sperling will continue to attend the monthly Commission meetings.

Recording of Motions. As part of the revised Bylaw to Regulate Council Meetings, the names of members who move and second a motion will no longer be recorded in the minutes. This is recommended in the most recent publication of the Roberts Rules of Order. The rationale for this is that a motion must be moved and seconded before it is deemed to be in the possession of the Council/Commission; but, those movers and seconders may not necessarily support the motion. Therefore, names will not be recorded in order to alleviate the perception that movers and seconders support the motion. The names of those members opposed to the motion will be recorded.

CORRESPONDENCE:

1. (1) Letter from Ms. Christine Meutzner, for the Chair, Nanaimo Community Heritage Commission, recommending the creation of a public Miner's Memorial. The concept for the project is that it has a heritage component plus incorporate public art.

Motion

It was moved and seconded that a Staff report be prepared advising if the Facility Development Fund could be accessed for this project, and where the Miners Memorial Public Art Project could be located.

Opposed: Commissioners McNabb, Holdom, Field, Lane, Tang, Baltzer, Whiteaker, Lance and Johnstone.

Motion defeated.

Motion

It was moved and seconded that Miner's Memorial Public Art Project be referred to the Cultural Committee to investigate working together with the Nanaimo Community Heritage Commission.

Carried unanimously.

2. (1) Parks Committee. Meeting notes of 2004-APR-28.

Motion

It was moved and seconded that the Parks Committee meeting notes of 2004-APR-28, be received.

Carried unanimously.

2. (2) Recreation Committee. Commissioner Lance reported on the meeting held 2004-MAY-12.

2.(2.1) Tournament and Festival Fund Applications. Information and application forms were made available to groups to apply for these funds. All applications were reviewed and evaluated by the Recreation Committee according to how well each proposed event met the approved criteria.

In the fall, the Recreation Committee of the Commission will receive and review additional applications. The funding criteria will also be evaluated at that time.

Motion

It was moved and seconded that the Commission approve the following Tournament and Festival Fund Applications:

	REQUESTED	RECOMMENDED
Angels Abreast Dragon Boat Society	1,500	0
Artcar Society of Canada	1,500	1,000
Association of Nature, Culture and Heritage Interpreters and Georgia Strait Alliance	1,500	0
Beat of the Street	1,500	0
BMX	1,500	1,500
Bridge Club of Nanaimo	1,500	1,500
Gymnastics School	1,500	500
Island Ryders Wakeboard Club (Is. Wakeboard Tour Stop)	1,000	0
Island Ryders Wakeboard Club (BC Wakeboard Tour Stop)	1,000	0
Island Showcase	1,500	1,500
Kirkwood Production	1,500	0
Lacrosse	1,000	1,000
Lawn Bowling	285	285
Minor Fastball	1,500	1,000
Musicians Co-operative	1,500	0

Power and Sail Squadron	500	0
Riptides Swim Team	1,500	1,500
Runners of Compassion	1,500	0
Senior Men's Fastball	1,200	1,200
Skating Club	1,500	1,500
Ultimate Association	1,500	1,000
VIEX	1,500	1,500
Victoria Athletic Services	1,500	0
TOTAL:	30,485	14,985

Carried unanimously.

Commissioner Whiteaker asked why the BMX Association was receiving \$1,500 from the Tournament and Festival Fund when Commission has already approved \$18,000. Commissioner Lance stated that the Tournament and Festival grant is an operating grant for the BMX World Championship event while the Volunteer in Parks funding of \$18,000 is a capital grant for the development of their facility.

Motion

It was moved and seconded that the Recreation Committee report be received.

Carried unanimously.

2. (3) Cultural Committee. Commissioner Field reported on the meeting held 2004-MAY-05.

2.(3.1) Culture Newspaper Column. Commissioner Field noted that Mr. P. Godfrey, Managing Editor, Nanaimo Daily News, is very enthusiastic about the cultural newspaper articles and would like to begin publishing them bi-weekly at the beginning of June 2004. Ms. Marilyn Jackson is currently developing nine different articles. The articles will be 700 words and it is the intention to pay Ms. Jackson \$50 per article. Mr. M. Harmes will act as 'project co-ordinator' and the Cultural Committee will screen the articles before publication.

Commissioner Field stated that the funding for the articles will come from a private source.

Motion

It was moved and seconded that the Commission endorse the publication of the series of cultural newspaper articles.

Carried unanimously.

Motion

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

Carried unanimously.

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

DIRECTOR'S REPORT:

3. (2) Policy for Accepting Event Tickets or Gifts. Mr. T. Hickey, Director, reviewed a memo from J. T. Bowden, Senior Manager of Corporate Administration, to Mayor and Council regarding the disclosure of gifts. The memo indicated that as of 2004-JAN-01, with the adoption of the *Community Charter* legislation, there will be more specific guidelines and restrictions on members of Council accepting a fee, gift or personal benefit that is connected with the Councillor's performance of the duties of office. These guidelines and restrictions also apply to members of the Parks, Recreation and Culture Commission and the Committees of the Commission.

A gift or personal benefit that is received as an incident of the protocol or social obligations that normally accompany the responsibility of office or employment is appropriate. For example, the Mayor will often receive tickets to events in which he is invited to attend representing the City. This type of request may be made of a Commissioner, or to a member of a Commission Committee. In this case, they can attend the event as a representative of the City. It is quite common that a second ticket will be provided for a guest of the City representative.

The Council memo presents three questions that will help determine if a gift or benefit might be considered as an incident of the protocol of office or a social obligation that normally accompanies the responsibilities of office.

1. Is the item a gift or benefit to the Councillor personally either directly or indirectly. (e.g., will the Councillor or a member of his/her family take personal possession of the gift, or is it a gift over which the City will take control and custody?)
2. Is the gift or benefit being given with any expectation whatsoever that the Councillor will either currently or at some point in the future take some action (e.g., vote on a matter, intervene with municipal officials on the gift giver's behalf, etc.) that will benefit the giver of the gift.
3. Is the value of the gift or benefit likely to influence any decision or action of the Councillor?

Additionally, it is important to consider community perception regarding public appointees getting free tickets.

The standard of conduct for City staff is that no personal benefit shall be received that is not available to the public.

Motion

It was moved and seconded that Commission receive the report.

Carried unanimously.

3. (3) **Parks, Recreation and Culture Regulation Bylaw Update.** Staff has received recommendations from the RCMP and Bylaw Enforcement regarding changes to the Bylaw's formatting that will improve their ability to enforce infractions.

Chair McNabb noted that he has received comments from community members that parks should be closed from dusk to dawn rather than 11:00 p.m. to 6:00 a.m. as now posted. Mr. R. Harding responded that the RCMP cannot ticket offenders unless a specific closure time is posted.

Motion

It was moved and seconded that the Commission recommends that Council adopt Parks, Recreation and Culture Services and Facilities Regulation Bylaw 5721.

Carried unanimously.

3. (4) **Manager of Parks Report.** Mr. R. Harding, Manager of Parks, reviewed his report. He advised that Ms. Kristy MacDonald is the new Parks Planner. Her start date is 2004-JUL-05 and her office will be located at the Parks Maintenance Office.

Mr. Harding noted that the moss will be removed from the Civic Arena on 2004-JUN-07.

Motion

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

Carried unanimously.

3. (5) **Manager of Recreation and Culture Report.** Mr. B. Meunier, Manager of Recreation and Culture, reviewed his report noting that the Healthamongus event at Beban Park was a huge success. Mr. Meunier distributed two posters of upcoming recreational events and a summer staff workshop invitation.

Motion

It was moved and seconded that a congratulatory letter be sent to Recreation and Culture staff, Ms. Tara Fedosoff, Mr. Brian Sugiyama, Ms. Michele Duerksen and Malaspina students Mr. Mike Neville, Mr. Rob Barcelos, Ms. Eileen Bossons and Ms. Kristina Keith on co-ordinating such a successful Healthamongus event.

Carried unanimously.

Motion

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

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. He noted that 8,000 more patrons have attended events at the Port Theatre to date, than last year. Commissioner Whiteaker advised that a report on the Society's surplus will be provided next month.

Motion

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

Carried unanimously.

ITEMS OF GENERAL INFORMATION:

- 5. (1) Copy of correspondence from Ms. Diane Goodman, Principal, Princess Royal Elementary School, 260 Irwin Street, Nanaimo BC V9R 4X5 expressing appreciation to Tara Fedosoff, Recreation Programmer for the Healthamongus Event.
- 5. (2) Copy of correspondence from Mrs. Jacquie Poulin, Principal, Princess Anne Elementary School, 1951 Estevan Road, Nanaimo BC V9S 3Y9 commending the success of Healthamongus Event.
- 5. (3) Copy of correspondence from Mr. Taylor Olson requesting two new arenas.
- 5. (4) Copy of correspondence from Ms. Lori Olson requesting two new arenas.
- 5. (5) Copy of minutes from the Bowen Park Seniors Board Meeting held Friday, 2004-MAY-07.
- 5. (6) Copy of Nanaimo District Museum Newsletter dated MAY 2004.
- 5. (7) Copy of City Notes Newsletter dated 2004-MAY-20.
- 5. (8) Copy of correspondence from Ms. Lynda A. Avis, President, Bowen Seniors, 500 Bowen Road, Nanaimo BC V9R 1Z7 expressing appreciation to Brian Sugiyama, Seniors Programmer and Cindy Bassett, Seniors Clerk.
- 5. (9) Copy of correspondence from Ms. Judi Hopewell, President, Malaspina Choir, PO Box 1175, Station A, Nanaimo BC V9R 6E7 expressing appreciation for their Arts and Culture Events Downtown Grant.

Motion

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

Carried unanimously.

UNFINISHED BUSINESS:

Motion

It was moved and seconded that, Item #1 – Naming of District Lot 13 property and Item #3 - Free Event Tickets for Cultural Committee members, 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
- (2) Proposal to construct Wedding Arch at Maffeo Sutton Park – referred to the Parks Committee.
- (3) Recommendation from Ms. C. Meutzner, Community Heritage Commission, regarding the creation of a Miner's Memorial Public Art Project – referred to Cultural Committee.

ANY OTHER COMPETENT BUSINESS:

MEDIA QUESTION PERIOD. Nil.

PUBLIC QUESTION PERIOD. Nil.

NEXT MEETING DATES:

Cultural Committee Wednesday, 2004-JUN-02, 4:15 p.m.

Recreation Committee *(if required)* Wednesday, 2004-JUN-09, 4:45 p.m.

Parks Committee Thursday, 2004-JUN-10, 5:00 p.m.

COMMISSION WORKSHOP – “Trends” **Wednesday, 2004-JUN-23; 5:00 p.m.**
Bowen Complex Activity Room #1

COMMISSION **Wednesday, 2004-JUN-23; 7:00 p.m.**
Bowen Conference Room

Motion

It was moved and seconded that the meeting be adjourned.

Carried unanimously.

ADJOURNED: 8:35 p.m.