

**MINUTES OF THE SIXTH REGULAR MEETING OF THE CITY OF NANAIMO  
PARKS, RECREATION AND CULTURE COMMISSION, HELD IN THE  
CONFERENCE ROOM OF THE BOWEN PARK COMPLEX,  
ON WEDNESDAY, 2003-JUL-23, AT 7:00 P.M.**

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**PRESENT:**

**Members:** Commissioner L. McNabb, Chair  
Commissioner B. Holdom  
Commissioner D. Tyndall  
Commissioner G. Baltzer (7:05)  
Commissioner P. Field  
Commissioner R. Lane  
Commissioner C. Tang  
Commissioner A. Young  
Commissioner J. Whiteaker

**Absent:** Commissioner S. Lance  
Commissioner B. Sperling  
Commissioner D. Johnstone

**Staff:** A. Laidlaw  
B. Kuhn  
R. Harding  
C. Connett, Recording

**ADOPTION OF MINUTES:**

**Motion 2003-112**

Moved by Commissioner Tyndall, seconded by Commissioner Holdom, that the minutes of the Fifth Regular Meeting of the Parks, Recreation and Culture Commission held 2003-JUN-25 be adopted as circulated.

**Carried.**

**RECEIVING OF LATE CORRESPONDENCE AGENDA:**

**Motion 2003-113**

Moved by Commissioner Tyndall, seconded by Commissioner Young, that the Late Correspondence Agenda be adopted.

**Carried.**

**CHAIRMAN'S REPORT:**

Chair McNabb welcomed Commissioner Robert (Bob) Lane who is Commissioner Rispin's replacement.

**RECEIVING OF DELEGATIONS:**

- (1) **Ms. Lila Tanner, Vice-President, and Ms. Sandra Thomson, General Manager, Port Theatre, 125 Front Street, Nanaimo BC V9R 6Z4,** requested that the City consider an increase to the annual management fee for the operation of the Port Theatre to \$400,000 annually with a 1.5% annual increase for each year following.

Ms. Thomson stated that since September 1998, the Port Theatre Society has allocated \$378,481 to completing the building and technical systems of the theatre with an additional \$124,000 allocated for 2003 for a total of \$502,000. These funds are generated from individual donations, foundation grants and the Capital Development Fund surcharge collected on every ticket sold.

Ms. Thomson noted that throughout this time, the management fee has remained consistent at \$375,000 per year even though operating costs have increased. She advised that the Society has established an ongoing capital plan to ensure equipment is maintained and replaced as required; and has also developed a 7 Year Building Plan to complete the facility.

Commissioner Holdom asked if the increase to the management fee is because of the reduction of Regional District participation in the theatre function? Ms. Thomson replied that is not the reason. She noted that utility and insurance costs have increased this past year, as has the cost of staff benefit packages.

Commissioner Holdom stated that he was expecting the management fee to be reducing, not increasing. Ms. Thomson responded that the Port Theatre requires a stable source of funding and that in 1998 the City funded 33% of the Theatre's operating budget; and that figure is now only 28%.

Commissioner Lane asked how the annual 1.5% increase to the management fee was arrived at. Ms. Thomson advised that a 1.5% increase is below the cost of living increase so is not unreasonable, and that Commission has been approving a 1.5% increase for the Museum during the past few years.

Commission Young asked if the Port Theatre will be coming to Commission each year requesting a 1.5% increase. Ms. Thomson responded yes, they will be requesting the 1.5% increase each year.

**Motion 2003-114**

Moved by Commissioner Tyndall, seconded by Commissioner Whiteaker, that the presentation from Ms. Lila Tanner, Vice-President, and Ms. Sandra Thomson, General Manager, Port Theatre Society, be received.

**Carried.**

- (2) **Groveland VIP Group, c/o Mrs. Carol Mjoen, 6337 Lasalle, Nanaimo BC V9V 1N5**, requested that a splash park be located at Groveland Park. She stated that Groveland Park is the centre of a family oriented community in North Nanaimo and the park is in need of an upgrade. Mrs. Mjoen stated that the neighbourhood believes a splash park would suit very young children through to pre-teens and be well used. She advised that a neighbourhood meeting is planned for September, and discussions have taken place with a representative from Habitat, a park equipment supply company.

Chair McNabb asked if the delegation had visited the Harewood Mining Community Water Park? Mrs. Mjoen responded she had and she had also spoken with Sandy Coones. She said that the Harewood Water Park is a great area for neighbourhood children to enjoy.

**Motion 2003-115**

Moved by Commissioner Tyndall, seconded by Commissioner Lane, that the presentation from Ms. Carol Mjoen, be received.

**Carried.**

**Motion 2003-116**

Moved by Commissioner Whiteaker, seconded by Commissioner Baltzer, that a staff report be requested advising of how this proposed Groveland Park development would fit in with overall City park planning.

**Carried.**

- (3) **Mr. Fred Taylor, 204 Emery Way, Nanaimo BC V9R 5Z8** stated that parking fees at the Brechin Boat ramp are not consistent with other City parking lots. He noted that all other City Parks, Recreation and Culture parking lots are free of charge including 3 other City operated boat ramps.

Mr. Taylor noted that City Council recently adopted recommendations of the Parking Commission that the Civic Arena lot be free for 3 hours, \$2.00/6 hours and \$3/24 hours. The Civic Arena parking lot serves a large number of users throughout the year and therefore requires significant maintenance. The Brechin parking area does not receive the number of visitors nor receive the same attention but is \$1.00/hour or \$6.00/day.

Commissioner Tyndall asked Mr. Taylor if he felt it was acceptable for taxpayers to subsidize a small number of specialized users of the Brechin Boat Ramp, rather than a large number of general users of the Civic Arena, Maffeo-Sutton / Swy-a-Lana Parks and the waterfront walkway. Mr. Taylor did not respond.

Commission Holdom asked why the City charges parking fees at the Brechin Boat Ramp and not other boat ramps? Mr. Andy Laidlaw, General Manager of Community Services replied that a number of years ago the Commission determined that public use of passive park areas should be free, whereas specialized areas should have a user fee. This includes specialized areas such as sports fields, field house facilities and the Brechin Boat Ramp. The Brechin Ramp facility includes several wharves, boat ramps, a fish cleaning table, washrooms, a boat wash and a parking lot.

**Motion 2003-117**

Moved by Commissioner Tyndall, seconded by Commissioner Holdom, that the presentation from Mr. Fred Taylor, be received.

**Carried.**

**CORRESPONDENCE:** nil

**REPORTS OF STANDING COMMITTEES:**

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

2. (2) **Recreation Program and Facilities Committee.** No meeting held.

2. (3) **Cultural Committee.** Commissioner Field reported on the meeting held 2003-JUL-02 and asked Commission to promote the Cultural Awards program. The Art in the Park sub-committee is being formed and an initial meeting to be arranged.

Chair McNabb thanked Commissioner Field, Ms. George McGladrey and the rest of the Art in Public Places sub-committee for their hard work. Commissioner Field thanked staff for their commitment to help bring this project to fruition.

**Motion 2003-118**

Moved by Commissioner Field, seconded by Commissioner Young, that the Cultural Committee report be adopted.

**Carried.**

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

**Motion 2003-119**

Moved by Commissioner Whiteaker, seconded by Commissioner Baltzer, that the Standing Committee reports be received.

**Carried.**

**DIRECTOR'S REPORT:**

**3. (1) Brechin Boat Ramp Water Lot Lease and Parking Fees.** Mr. A. Laidlaw, General Manager of Community Services, noted that at its meeting of 2003-MAY-28, the Commission made a motion that the Brechin Boat Ramp Parking pass for seniors be increased by \$10 per year until it is 75% of the general rate. The intent of the motion was to bring the rate for the Brechin Boat Ramp parking pass for seniors in line with senior's rates at other Parks, Recreation and Culture facilities. Commission also believed that by bringing this pass rate more in line with the adult pass rate, it would help deter misuse of the seniors parking pass by adults. At the Commission meeting of 2003-JUN-25, the Commission passed a motion that the fees for the Brechin Boat Ramp remain status quo until a staff report regarding water lot lease information was presented.

Mr. Laidlaw reviewed the history of the Water Lot Lease and advised that the Port Authority is currently re-negotiating its head lease with the Province. Once the head lease is established the City will continue to follow up with the Port Authority for the renewal of the City's water lot lease.

Prior to 1997, there was no fee for recreational use of the ramp or parking lot, and the commercial rate was \$200 per year or \$5 per day. Currently, the parking rate for Brechin Boat Ramp is \$75 / year for general boat and trailer; \$30 for seniors boat and trailer pass (60 years and older) and \$30 for a car-top pass. The daily parking fee is \$1 / hour or \$6 / day. These rates have not changed since the implementation of parking fees in January 1998. Parking fee revenue is currently sufficient to cover 50% of future capital expenditures and 50% of the maintenance costs. Mr. Laidlaw advised that approximately \$100,000 is to be spent on improvements on the Brechin Boat Ramp facility in the next few years.

Chair McNabb asked what other Municipalities charge for boat ramp use. Mr. Laidlaw responded that Nanaimo's fees are on the low side, some Municipalities charge \$12/day and private ramps charge from \$10 - \$15/day.

Commissioner Holdom asked if there was no longer any commercial use? Mr. Laidlaw responded that yes, there is some commercial use and Bylaw Enforcement officers are monitoring use at the ramp.

Mr. Laidlaw confirmed that when Commission was asked to consider rates for the facility; they considered exclusive use versus general public use and determined that when there is exclusive use, higher fees are applicable. Because the Boat Ramp has high maintenance costs for a relatively few users, the Commission also determined that the Boat Ramp should be self-financing.

Commissioner Field asked if the water lot lease is jeopardy by charging parking fees? Mr. Laidlaw advised that City owns the upland lot and charging parking fees will not affect the water lot lease.

**Motion 2003-120**

Moved by Commissioner Field, seconded by Commissioner Tyndall, that Commission move to the policy objective established in the Fees and Rental Bylaw that Seniors rates are 75% of Adult rates; therefore, Commission recommend increasing the Brechin Boat Ramp Senior's parking pass by \$10 per year until it is 75% of the general parking pass rate.

**Carried.**

3. (2) **Manager of Parks Monthly Report.** Mr. Richard Harding, Manager of Parks, reviewed his report noting that the acquisition of parkland, District Lot 13 in the Linley Valley, has been finalized. Richard confirmed that the E&N trail extension is on budget and because it is a well engineered and built trail, minimal maintenance will be required.
3. (3) **Manager of Recreation Services Monthly Report.** Mr. Bob Kuhn, Acting Manager of Recreation Services, reviewed the report noting that the playgrounds and water parks have been very well attended throughout July. A HRDC federal grant for a one year youth program has been approved.

**Motion 2003-121**

Moved by Commissioner Tyndall, seconded by Commissioner Baltzer, that the Director's report be received.

**Carried.**

**COMMITTEE/COMMISSION REPRESENTATIVE REPORTS:**

4. (1) **Port Theatre** – Monthly activity report reviewed and Commissioner Whiteaker noted that there are more rentals and performances this season than last. The Port Theatre's 5<sup>th</sup> Anniversary Gala, is scheduled for Saturday, 2003-SEP-20 and tickets are still available.

**Motion 2003-122**

Moved by Commissioner Whiteaker, seconded by Commissioner Baltzer, that the Port Theatre report be received.

**Carried.**

4. (2) **McGirr Society** – Commissioner Field advised that the McGirr Society is very concerned that the existing concession trailer will not pass health standards next year. He noted that the Society is anxious to commence construction of the field house because:

- they are paying \$10,000 annually to rent three trailers
- the Cowichan District is proceeding with a field complex that will be in direct competition with McGirr for tournaments
- the cost to construct the field house continues to rise each year

He said that the McGirr Sports Society urges the Commission to show their support for this much needed field house by approving 50% funding.

**Motion 2003-123**

Moved by Commissioner Field, seconded by Commissioner Whiteaker, that the McGirr Society report be received.

**Carried.**

**ITEMS OF GENERAL INFORMATION:**

5. (1) Copy of correspondence from Mr. Doug Rispin, to Mr. L. McNabb, Chair, Nanaimo Parks, Recreation and Culture Commission, advising of his resignation from the Commission because of health problems.
5. (2) Copy of correspondence from Mr. Doug Rispin, to Mr. B. Meunier, Staff Liaison to the Nanaimo Athletic Commission, advising of his resignation from the Commission because of health problems.
5. (3) Copy of correspondence from Mr. Richard W. Johnston, President, Malaspina University-College, to Mayor Gary Korpan, advising that the Board will consider the City's request for funding of a lighted synthetic turf field at its September meeting.

5. (4) Copy of correspondence from Mr. Brent Meunier, to Mrs. Aileen Fabris, Past-President, Bowen Park Seniors, expressing appreciation and support of the Board endorsing the creation of the Friends of Bowen Park Seniors Society.
5. (5) Copy of correspondence from Mr. Gerry Montgomery, Chair, School District 68 (Nanaimo-Ladysmith), to Mayor Korpan, regarding support of the 2006 BC Seniors Games.

**Motion 2003-124**

Moved by Commissioner Tyndall, seconded by Commissioner Tang, that the Items of General Information be received.

**Carried.**

**BUSINESS ARISING FROM DELEGATIONS/REPORTS:**

**(1) Port Theatre Society.**

**Motion 2003-125**

Moved by Commissioner Holdom, seconded by Commissioner Tang, that the request by the Port Theatre Society for an increase to their annual management fee of \$25,000 to a total of \$400,000/annually be forwarded for consideration during Commission's 2004 budget process.

**Carried.**

**(2) Groveland VIP Group request for a Splash Park.**

Dealt with previously, staff report requested.

**(3) McGirr Sports Society request for 50:50 cost sharing to construct field house.**

**Motion 2003-126**

Moved by Commissioner Holdom, seconded by Commissioner Tyndall, that the request by the McGirr Sports Society for an additional \$76,840 for construction of a field house (50:50 funding) be forwarded for consideration during Commission's 2004 budget process.

**Carried.**

**UNFINISHED BUSINESS:**

**Motion 2003-127**

Moved by Commissioner Field, seconded by Commissioner Young, that Unfinished Business Item #2 – Brechin Boat Ramp Water Lot Lease and Parking Fees, be removed.

**Carried.**

**CURRENT UNFINISHED BUSINESS:**

- (1) Commission's reconsideration of park concession vendor guidelines.
- (2) V.I. Symphony's request for annual core funding of \$60,000 be referred to the Commission's 2004 budget process.
- (3) The Port Theatre Society's request for a \$25,000 increase to the annual management fee be referred to the Commission's 2004 budget process.
- (4) The McGirr Sports Society's request for an additional \$76,840 funding for the field house, be referred to the Commission's 2004 budget process.
- (5) Options and feasibility of creating a water park in north Nanaimo at Groveland Park – staff report requested.

**ANY OTHER COMPETENT BUSINESS:** Nil

**MEDIA QUESTION PERIOD.** Nil.

**PUBLIC QUESTION PERIOD.**

Mr. Taylor asked if the contractor for the boat wash pays a fee to operate at Brechin Boat Ramp facility. Mr. Laidlaw confirmed that the contractor has a City Business Licence, pays for utilities and pays the City a percentage of gross revenue.

Mr. Taylor suggested that staff constructed the fish cleaning table on their own initiative, not at the request of users, and that it is a waste of taxpayer money.

Mr. Taylor asked if staff have investigated having Robbins monitor Brechin Seniors Parking Pass use in the same manner that the hospital parking lots are monitored.

**NEXT MEETING DATES:**

Cultural Committee Wednesday, 2003-SEP-03, 4:15 p.m.

Recreation Committee Wednesday, 2003-SEP-10, 5:00 p.m.  
(if required)

Parks Committee Thursday, 2003-SEP-11, 5:00 p.m.

**COMMISSION** **Wednesday, 2003-OCT-01; 7:00 p.m.**

**Motion 2003-128**

Moved by Commissioner Tyndall, seconded by Commissioner Young, that the meeting be adjourned.

**Carried.**

**ADJOURNED:** 8:07 p.m.