

REGIONAL DISTRICT OF NANAIMO
DISTRICT 69 RECREATION COMMISSION
THURSDAY, June 21, 2012
2:00 PM

(Oceanside Place, Multipurpose Room)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to receive late delegation.

PRESENTATION

Electoral Area H Recreation Services

3-10 Youth Recreation Services Plan 2011 Implementation May 2012

MINUTES

11-15 Minutes of the regular District 69 Recreation Commission meeting held May 17, 2012.

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

16 **C. Baird, Errington Therapeutic Riding Association to the Regional District of Nanaimo, Re: Thank you for funding support.**

Motion to receive Communications/Correspondence.

UNFINISHED BUSINESS

Sports Complex

BC Senior Games Bid

17-18 **Aquatic Survey Assessment**

REPORTS

- 19-20 Monthly Update – Oceanside Place – May 2012
- 21-23 Monthly Update – Ravensong Aquatic Centre – May 2012
- 24-27 Monthly Update – Northern Recreation Program Services – May 2012
- 28-33 Monthly Update of Community and Regional Parks and Trails Projects – April 2012
- Monthly Update of Community and Regional Parks and Trails Projects – May 2012 (to be distributed)

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Update RDN Procedure Bylaw 1512 (to be distributed)

Blue Communities

COMMISSIONER ROUND TABLE

COMMISSION INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

Thursday, September 20, 2012, 2:00pm
Oceanside Place Multipurpose Room 1

Distribution: R. Nosworthy, Chair, J. Stanhope, B. Veenhof, G. Wiebe, R. Leontowich, P. Morrison, R. Milligan, S. Tanner, J. Fell, C. Mason, T. Osborne, D. Palidwor, D. Banman, J. Marcellus, S. Pearson, M. Chestnut

For Information Only: D. Brennan, A. McPherson, H. Houle, M. Young, G. Holme, M. Lefebvre, D. Willie, B. Dempsey, J. Ruttan, B. Bestwick, D. Johnstone, J. Kipp, G. Anderson, T. Greves, L. Salter, B. Luchtmeijer, A. Kenning, T. Graff, F. Manson, M. Brown

TO: Dean Banman
Manager of Recreation Services

DATE: May 31, 2012

FROM: Sandra Pearson
Superintendent of Recreation Program Services

SUBJECT: **Year One (2011) Implementation Review for Youth Recreation Strategic Plan**

PURPOSE

To provide a report to Commission and the Regional Board on the first year of implementation of the Youth Recreation Strategic Plan 2011-2016 (YRSP).

BACKGROUND

The Youth Recreation Strategic Plan outlines a comprehensive set of strategic directions and provides an annual work plan spanning five years for RDN to follow. These strategic directions are congruent with the 2006 RDN Recreation Master Plan for Oceanside. The plan outlines budget implications and timelines for implementation. Each year, the RDN is required to report on the annual progress. In December 2011, the Programmer presented the YRSP's first year for review to YouthLink members and two members from the YRSP steering committee and received positive feedback. The actions completed during the first year have laid the foundation for years two of the plan.

The Strategic Directions are categorized into seven categories, which emerged out of the data and themes presented in the detailed strategic plan as follows: (1) From Direct Programs to Community Development, (2) Enhance Communication, (3) Foster Youth Leadership, (4) Improve Access to Facilities, (5) Review Access to Transportation, (6) Build Recreation Team, and (7) Organizational Culture and Communications.

The community research phase for the YRSP, involved many community meetings and relationships formed, with youth and key stakeholders. During 2011, staff have implemented the first year directives and continued to build on these successes. For specific outcomes and accomplishments for 2011, please see the details in Appendix 1 Strategic Directions

FINANCIAL IMPLICATIONS

The initiatives listed for 2011 support a shift in focus from highly-involved RDN program delivery model, to a role of community development whereby the RDN supports and assists youth and youth-serving organizations to continue or expand youth recreation opportunities. It is an enabling role, for example, coordinating community meetings, seeding school

recreation initiatives, and taking on an active role to facilitate greater communication between the RDN and community and throughout the District. Please refer to Appendix 2 Budget Implications for detailed budget amounts and initiatives.

For Year One (2011), the youth recreation budget received an additional \$10,500, of which \$8000 was spent on YRSP initiatives (Appendix 2 highlighted in blue). Two items (Appendix 2 highlighted in green) were carried forward into 2012, while one item (Appendix 2 highlighted in grey) was not utilized and the information gathered through Facebook, Youth Advisor meetings and talking to youth one on one.

Staff are confident that through this new community building approach, using collaborative practice, that the department will be successful in implementing a plan that is both realistic and valued by all those following its journey through implementation.

CITIZENS IMPLICATIONS:

The YRSP plan directs the RDN to support the community and school initiatives, to assist in communicating and networking these youth opportunities, and to take a leadership role in collaborating and helping other organizations strengthen their provision of youth recreation and capacity to work with young people.

The department is committed to working together to ensure it is collectively responsible for youth recreation, rather than one person. The annual Programmers retreat and YRSP review will assist staff to embrace the ideology of building community capacity, valuing youth and community assets, advocating for youth and services, and being comfortable with managing the changing service delivery for youth recreation services.

SUMMARY

The department has seen a successful first year of implementation of the YRSP and laying the foundation for years two through five. The strategic directives have shifted the Department's focus and work plan to a community development approach rather than direct program delivery role. A commitment to listen to youth and community has resulted in the start of many successful relationships and collaboration. Building relationships within this framework emphasizes that a collaborative practice is the best practice and speaks to the plan's core purpose: "to promote and contribute to a vibrant youth recreation network."

RECOMMENDATION:

That this report be received as information.

Original signed by S. Pearson
Report Writer

Original signed by D. Banman
Manager Approval

Appendix 1

Strategic Directions - Year One Implementation

Youth Strategic Plan 2011-2016

Please note: Directions #1-5  designates RDN Recreation's *Work in the Community*
 Directions #6-7  designates RDN Recreation's *Internal Planning*

| GOAL Our intention | ACTION What we will do to reach goal? | OUTCOME What actually happened? | STATUS Date |
|---|--|--|--|
| Transition role of Child and Youth Programmer from 'direct programming focus' to 'community development approach' | Re-define role of Child and Youth Programmer to reduce register programs which are often cancelled. Programmer assists individuals, and community to provide their own youth recreation activities, events and programs external to RDN. | Decreased RDN programming. Supports Youth Week, volunteer run programs and drop in programs with a variety of community organizations. Programmer educates community and youth, through dialogue, on new role and discovers what support community groups are needing. | 2011 complete |
| | Allocate additional resources to support community development role, and implementation of YRSP initiatives | Approved in 2011 budget as per YRSP details (p52). | 2011 complete |
| | Develop new tool to provide RDN with mechanism to formalize work with an organization as an equal partner. | A new Partnership Services Agreement created for Spring 2012 implementation. | Spring 2012 complete |
| Transition into a full time Youth Programmer. | Determine and re-allocate the responsibilities of the Children's Programming, | Recreation Programming Team responsibilities are shifted to accomplish this, which allows more time for time-involved Community Development role and relationship building with in the community | Review and recommendations complete 2011 complete April 2012 |
| Support expansion of low cost, drop- in opportunities for youth. | Research and discuss with Youth Recreation Network the need for flexible, short-term recreation opportunities. | Family Resource Association Girls only program and coed floor Hockey programs supported. New RDN/highschools non-contact Boxing skills. New Arrowsmith Community Enhancement Society drop in sports night. | Started in 2011 Timeline set initially for 2012 – will be ongoing |
| | Augment annual operating budget for Oceanside Place (OP) 2011 to improve youth drop-in recreation | Program/drop-in opportunities for youth to be further explored and implemented for OP. (Youth DJ, Glow Skates, program support) | 2011 complete and annual |
| Include arts, culture, social, life skills, and outdoors | Work with local organizations and/or businesses to promote a variety of opportunities in areas. | Results: Music, Errington Hall open mic, Courtyard café open mic, Library, OCAC, ACES drop in sports, Milner Gardens , Sound Garden opening. | Started in 2011 Timeline set initially for 2012 – will be ongoing |

| GOAL Our intention | ACTION What we will do to reach goal? | OUTCOME What actually happened? | STATUS Date |
|---|---|--|--|
| Encourage a wide range of activities throughout the age continuum of 11-18 years. | Reflect the developmental needs of youth, as they move through middle and high schools (Gr. 6-12). See <i>Youth Developmental Characteristics chart</i> . | Mapping exercise started to document 1) What is youth activities happening in both the community and school system, (binder compiled) and 2) Areas for development for RDN, community and school | Started laying foundation in 2011 for completion on 2012 |
| Support the development of youth programs where youth spend their time already | Support and promote range of SD69 and individual school activities. Work with school officials and Parent Advisory Committees at middle schools to facilitate recreation opportunities (in after-school periods) | Programmer monitors school websites, school contacts, attends PAC meetings, school events to build relationships and promote huge range of school youth activities. Created simple application form for each school population to apply for funds to support a recreation activity at each middle school, of their choice. All three middle schools participated with significant appreciation of seed money. Relationships easier, when funding available. RDN seen as supporting community and youth. | Fall 2011 complete |
| Minimize barriers to participation for Aboriginal Youth | Identify recreation needs and assist in reducing barriers for participation. Develop relationships with First Nations community. | Met with First Nations SD 69 leaders and representatives to start building new relationships & stronger ties to YouthLink | Started in 2011, will be ongoing to develop relationships |
| Reduce financial barriers of participation fees, equipment costs, | Work with Society of Organized a) Increase awareness of financial assistance programs b) Actively engaged in YouthLink | Publish RDN and SOS financial assistance on new youth recreation website and publications. Attend YouthLink. | Started in 2011 Timeline set initially for 2012 – will be ongoing |
| Build relationships and communicate with existing youth groups and organizations | Programmer actively contributes to YouthLINK, "A voice for and by youth that honours diversity and works to create a healthy community encompassing mutual caring, respect growth and connectedness". | Programmer is contact on YouthLINK webpage (hosted SD69); actively promotes work of YouthLINK, shares vision of YRSP, encourages dialogue, collaboration and building community capacity at monthly meetings. | 2011 complete, and will be ongoing |
| Build a new Youth Recreation Network (YRN) | Establish YRN with clear purpose to support implementation of Youth Recreation Strategic Plan | Programmer meets with a wide representation of recreation, sports, arts and culture associations, and YouthLINK. Determines to do this informally, (social media, email, word of mouth, dialogue, meetings) rather than formal meetings. | 2011 complete and ongoing |

| GOAL Our intention | ACTION What we will do to reach goal? | OUTCOME What actually happened? | STATUS Date |
|--|---|--|---|
| Strengthen communication with YRN | Create communication channel with all YRN partners through active email distribution list | Communications sent out through RDN Department Programmer on weekly/biweekly basis. Successful ongoing dialogue occurring through increased communication across the network (email, calendar use, etc.). Began use of Twitter, Social Media, and obtaining feedback from youth advisors and youth organizations; receiving Tweets and Social Media responses. | 2011 in progress |
| Build capacity and relationships within the community through the YRN. | YRN with support from RDN, invites youth recreation, sports, arts, and culture groups and School District 69 (SD69) officials to an <u>annual</u> meeting | Currently reassessing this, may not take a formal meeting approach. Through YouthLink, Youth Advisors, going to schools, going to youth, and community organizations, we are accomplishing this goal. | Started 2011 |
| Communicate with youth in a way that is youth friendly. | Seek candidates from SD69 Information Technology classes (high schools) for a "Youth Rec Tech Team" that will advise and work actively with RDN | New Youth Rec Advisors Team and Rec Tech brought on in. Youth receive paid honorarium or 'career prep' work experience. (FaceBook, YouTube, Twitter, etc.) | 2011 complete and ongoing |
| Support youth artwork in community and RDN facilities. | Work with the Community Arts Groups, municipalities and businesses to find spaces for displaying youth art. | Youth art was displayed in the OCAC gallery for Youth Week. Draft Youth Art in RDN facilities project waiting approval. | 2011 completed 2012 implementation |
| Foster opportunities for youth leadership development. | Strengthen RDN Leaders in Training Program (LIT). Budget resources available to support leadership and delivery of programs, to assist Programmer. | Leaders in Training - Seventeen LIT in 2011 summer - - - 1162.5 volunteer hours - 233.5 training hours - Their evaluations report very good to excellent ratings. | 2011-2016 ongoing |
| | Explore possibility of expanding LIT program to have a partner. | 1a. Pilot project with one new partner in place (Milner Gardens) | 2011 complete |
| | Respond to youth interests. | Support youth groups FRA, Young Life, SOS | 2011-2016 in progress |
| Enhance opportunities for youth to volunteer, develop leadership skills, and mentor in community | Work with SD69 career program coordinator to capitalize graduation credits for volunteer work experience. | Established graduation credits for Leaders in training. | 2011 complete |

| GOAL Our intention | ACTION What we will do to reach goal? | OUTCOME What actually happened? | STATUS Date |
|---|--|--|--|
| Build process for annual review of YRSP implementation by youth & community | Establish Youth Recreation Advisors (YRA's) that will include students from middle and secondary schools. Opportunities for community and staff to review. | 6 YRA's and 1 Youth Tech met first time in October with Programmer, representing both schools. | 2011 complete |
| | | Annual draft review of RDN initiatives presented to YRA's for feedback Presented to staff and YouthLink for feedback. Report to Commission (May 2012) | 2011 complete |
| Foster an atmosphere that is youth friendly in RDN recreation facilities | Continue providing friendly and positive customer service in Department facilities. | Record and document positive comments and constructive feedback from patrons and user groups about the welcoming service. | 2012 in progress |
| Strengthen and clarify working RDN relationships with School District 69. | Recreation team (Programmers and Management) to work with School District 69 to gain better understanding of how two systems can work to maximize access and cooperation | Building relationships between RDN and school administrators, secretaries, teachers, custodians and facility booking departments through ongoing visits to schools. | 2011 complete |
| | Initiate discussions to create a Memo of Understanding (MOU) with SD 69 and RDN Recreation and Parks regarding facility use, rentals, and recreation services. | Two meetings with SD officials to discuss idea of MOU, background, usage and how areas for potential (e.g. Moorecroft Park, etc.) | 2011 in progress |
| Increase the quality and quantity of outdoor recreation facilities. | Communicate findings from YRSP and focus groups to field and parks owners, to promote their awareness of the need to improve youth outdoor playing facilities. | Letter not sent to field owners with YRSP findings. RDN staff meeting with field owners to discuss field use (Additional: Parks staff submit grant application for 3 park projects.. Programmers involved in park planning for Lighthouse Trail, Henry Morgan Park.) | <i>Postponed to 2012</i> 2011 started meetings (complete, yet not in plan) |
| Explore possibility of improving transportation schedules and systems | Work with RDN Transit to request their assistance in educating School District 69 students on using RDN transit system. | RDN Transit workshop April 2011 Attended meeting in Bowser. Bowser has expanded service 2012 | 2011 in progress |
| | We will review the possibility with RDN Transit of reducing current transit fares for youth at \$37.00/month or \$2 one way ticket. | Pending | <i>Postponed to 2012</i> |
| | Explore opportunity with RDN Transit to adjust bus routes/schedule to enable afterschool participation. | Pending – discussion still occurring, nothing formal discussed | <i>Postponed to 2012</i> |

| GOAL Our intention | ACTION What we will do to reach goal? | OUTCOME What actually happened? | TIMEFRAME Date |
|---|--|---|---------------------------|
| Nurture and develop the Recreation Programmers team | With Programmers Team, gather their assessment and feedback on the implementation of the YSRP. | Annual 1-2 day retreat (off-site, local) with Program Team that involves a balance of program-related decision making and team development and learning. | <i>Postponed to 2012</i> |
| Strengthen assessment and evaluation systems | Establish process for annual internal evaluation of department programs and services. | Using qualitative and quantitative measurement tools based on strengths-based principles, build evaluation system that will provide inputs for annual review of YSRP. | In progress for 2012 |
| Managing change. | Schedule two seminars on “Challenges of Change” (i.e. Managing Change) for department staff; implement what is learned into YSRP. | Annual Department Day in 2012 had introduction on what is change and how we deal with change management. YSRP was referred to. | 2012 Implementation |
| Build a streamlined process and a user-friendly atmosphere. | Continue to coordinate and book fields in user-friendly way; continue with pool and arena facility booking procedures, having a key person responsible at each facility. | Evaluative tool in place to measure customer service provided through facility bookings. | <i>Postponed to 2012</i> |
| Build on success of Active Living Guide /website, | Explore addition of Search Engine to Department webpage to assist customers in looking for specific program or service. | New RDN website in place with better search tool onsite. | 2011 complete |
| | Consider quick links in PDF version to current Active Living Guide community advertisers | Pending | <i>Postponed to 2012</i> |
| | If youth calendar is deemed successful, explore possibility of hosting a web-based community calendar on RDN | In process of research and exploring options, due to waiting for release of new RDN website | <i>Postponed to 2012</i> |
| Ensure current and future facilities are youth-friendly. | When the RDN looks to expand Ravensong and provide additional amenities, the youth and community will be consulted with a specific focus on increasing youth engagement. | Where appropriate, maximize public access with open doors and visible staff. | 2011 complete |
| | | Working with Department Parks staff on variety of parks planning projects in order for youth needs to be forefront. | 2011 complete and ongoing |

Appendix 2

Year One (2011) Implementation of the Youth Recreation Strategic Plan (2011-2016)

| BUDGET IMPLICATIONS FOR 5 YEAR STRATEGY IMPLEMENTATION | | | | | | |
|--|------------|-----------|-----------|----------|----------|----------|
| | page # | 2011 | 2012 | 2013 | 2014 | 2015 |
| Additional youth staff at Oceanside Place - Wed, Teen skates | 37 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Additional youth staff at Ravensong Aquatic Centre - Teen nights | 37 | \$ - | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Mapping Project | 38 | \$ - | \$ 1,000 | \$ - | \$ - | \$ - |
| Middle School Initiatives - staffing | 38 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| High School Initiatives - staffing | 38 | \$ - | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Rural Community Development initiatives | 38 | \$ - | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Youth Recreation Network meeting expenses and initiatives | 40 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Youth Rec Tech Team honorarium | 41 | \$ 500 | \$ 500 | \$ 500 | \$ 500 | \$ 500 |
| Youth Recreation website development | 41 | \$ - | \$ 3,000 | \$ - | \$ - | \$ - |
| * website maintenance | 41 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Social Media membership or software | 41 | \$ - | \$ 500 | \$ 500 | \$ 500 | \$ 500 |
| LIT Assistant Leader wage | 42 | \$ 500 | \$ 1,000 | \$ - | \$ - | \$ - |
| Youth Recreation Advisors | 43 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Development Asset Building Train the Trainer | 43 | \$ - | \$ - | \$ 1,000 | \$ - | \$ - |
| Development Asset Building Staff Training | 44 | \$ - | \$ 500 | \$ - | \$ - | \$ - |
| Liability Insurance for renters - cost recovery | 45 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Assessment of Community and Regional Parks - consultant fee | 46 | \$ - | \$ - | \$ - | \$ 8,000 | \$ - |
| Programmers Team Retreat - site and facilitator | 48 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Survey Monkey for assessing programs | 48 | \$ 200 | \$ 200 | \$ 200 | \$ 200 | \$ 200 |
| Challenge of Change department workshops | 49 | \$ 1,000 | 0 | 0 | 0 | 0 |
| | Sub-totals | \$ 10,200 | \$ 19,700 | \$15,200 | \$22,200 | \$14,200 |

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR
MEETING HELD ON THURSDAY, May 17, 2012
AT OCEANSIDE PLACE**

Attendance: Reg Nosworthy, Chair, Electoral Area 'F'
Scott Tanner, Deputy Chair, Councillor, Town of Qualicum Beach
Richard Leontowich, Electoral Area 'H'
Gordon Wiebe, Electoral Area 'E'
Ross Milligan, District 69 School Board
Bill Veenhof, Director, RDN board, Electoral Area 'H'

Staff: Dean Banman, Acting General Manager, Recreation and Parks
Ann-Marie Harvey, Recording Secretary
Chrissie Finnie, Recreation Programmer
John Marcellus, Superintendent of Arena Services

Regrets: Joe Stanhope, Director, RDN Board, Electoral Area 'G'
Peter Morrison, Councillor, City of Parksville

CALL TO ORDER

Chair Nosworthy called the meeting to order at 2:01pm

Three athletes nominated for RDN Performance Recognition Award for placing 1st in Carpet Bowling at the BC Senior Games were presented with their award and certificate.

MINUTES

MOVED Commissioner Tanner, SECONDED Commissioner Milligan that the Minutes of the Regular District 69 Recreation Committee meeting held April 26, 2012 and the Minutes of the Recreation Grants Sub-Committee meeting held May 8, 2012 be approved.

CARRIED

COMMUNICATION/CORRESPONDENCE

MOVED Commissioner Wiebe, SECONDED Commissioner Veenhof, that following Communications/Correspondence be received:

M.Bisson to D. Banman, RDN, RE: Health & Wellness Capital Improvements.
T.Coates, Town of Qualicum Beach to S. Pearson RE: Appointment to YFRAS Resource Group.

UNFINISHED BUSINESS

BC Senior Games

Mr. Banman said staff will be able to discuss a bid submission to host the BC Senior Games in mid-June and will have a report to the Commission with recommendations.

Sport Complex

A copy of the Feasibility Study had been given to Commission members so that they may have the history to proceed with a motion that came through last year for this new commission to look at this study and see if there was still interest in moving forward.

Commissioner Wiebe suggested that the commission start looking at the recommendations from the study. Chair Nosworthy stated that recommendation #23 to facilitate a meeting with local sport organizations to discuss the views of a Sport Complex in Oceanside would be a good start.

MOVED, Commissioner Veenhof, SECONDED Commissioner Milligan, that the Feasibility Study be forwarded to School District 69 for discuss and advise them that the Commission's consensus is to proceed with facilitation of a meeting with sports organizations.

CARRIED

Mr. Banman stated for information that Bylaw 1158 is a contingency fund of \$142,000 for facility development for District 69.

Aquatic Survey

Mr. Banman updated that staff is working on this survey and exploring the type of questions to ask and the best delivery method. There will be a hand out as well as an online link to fill out the surveys. A marketing promotion of the survey will be released so that casual users and the entire community have a chance to know the survey is out there.

FUNCTION REPORTS

Oceanside Place Report – April 2012

Mr. Marcellus reviewed the April report for Oceanside Place.

Ravensong Aquatic Centre Report – April 2012

Mr. Banman reviewed the April report for Ravensong Aquatic Centre.

Northern Community Recreation Services – April 2012

Mr. Banman summarized the April Northern Recreation Services. He noted that Sandra Pearson and Kelly Valade will attend the next commission meeting in June and presenting on the Youth Strategic Plan.

Mr. Banman stated that he and staff are working on streamlining the reporting of figures on the functions reports so they are clearer in their delivery and understanding.

Mr. Banman noted that the Community and Regional Parks and Trails Report would be presented at the next meeting.

MOVED Commissioner Veenhof, SECONDED Commissioner Tanner, that the function reports be received.

CARRIED

Grant Committee Recommendations

1. That the Commission endorses the following **Youth Grants**:

| Community Group | Approved in 2011 | Current Request 2012 | 2012 Recommended |
|---|-------------------------|-----------------------------|-------------------------|
| Bard to Broadway Theatre Society - Youth Theatre workshop facility rental | 800 | 1000 | 1,000 |
| Bard to Broadway Theatre Society - Education Series facility rental | 1,500 | 2,500 | 1,500 |
| District 69 Family Resource Assn. - youth drop-in food | 600 | 2,470 | 1,200 |
| Oceanside BMX (formerly Erik Goetzing BMX) - staging ramp & shutes | 1,500 | 2,300 | 1,600 |
| Oceanside Youth Football Assn.- helmets | 0 | 2,500 | 2,000 |
| Ravensong Aquatic Club - pool rental | 3500 | 2500 | 2,500 |
| Total | | | 9,800 |

2. That the Commission endorses the following **Community Grants**:

| Community Group | Approved in 2011 | Current Request 2012 | 2012 Recommended |
|---|-------------------------|-----------------------------|-------------------------|
| Corcan Meadowood Residents Association - Halloween Scary Walk supplies and equipment rental | 1,500 | 1,895 | 1,500 |
| Lighthouse Recreation Commission - annual programs and events | 2,700 | 2,700 | 2,700 |
| Oceanside Building Learning Together - 4 early learning kits | 2,500 | 2,000 | 1,000 |
| Oceanside Building Learning Together - Dad's Night Out arena admissions | 349 | 455 | 455 |
| Oceanside Community Arts Council - summer arts program supplies | 0 | 450 | 450 |
| Arrowsmith Community Enhancement Society - portable sound system | 1,090 | 2,490 | 1,200 |

| | | | |
|--|-------|-------|---------------|
| The Old School House - Harvest of Music sound equipment rental, transportation, lodging for performers | 0 | 3,500 | 1,800 |
| Parksville Badminton Club - remainder of winter program shortfall | 1,250 | 1,250 | 1,250 |
| Parksville and District 69 Team - transportation | 1,500 | 1,600 | 1,500 |
| Parksville Lions Club - Green Gym equipment and surfacing | 1,500 | 2,500 | 1,500 |
| Qualicum Beach Beach Day Organizing Committee - stage rental | 0 | 1,000 | 1,000 |
| Total | | | 14,355 |

MOVED Commissioner TANNER, SECONDED Commissioner Veenhof, that the Community and Youth Grant recommendations be approved.

CARRIED

NEW BUSINESS

Fees and Charges

Mr. Banman summarized the Fees and Charges report and how the figures are attained. The committee discussed how these numbers are reached and researched. It was suggested that a question about rates be included in the Aquatic Survey.

Commissioner Veenhof questioned the recovery rates on programs could be subsidized with a lower recovery rate and gave the example of Area 'H' with their low numbers, if maybe the costs were subsidized more, the numbers could increase.

Mr. Banman stated that there is a policy referring to special fees applied to "Seed Programs" may exist for new programs as well as lower recovery rates on kids programs. He said staff can look at this policy and review the recover costs for programs and possibly lowering the registration fees to increase participant registration.

MOVED Commissioner Veenhof, SECONDED Commissioner Tanner, that the recommendations of the Fees and Charges Report be approved.

CARRIED

COMMISSIONER ROUNDTABLE

Commissioner Tanner mentioned next weekend, May 26 is the QB fireworks on the beach and Sunday is Family Day with a parade at 12 and activities to follow in the Community Park.

Commissioner Leontowich said the Lion's Club as about 10 donated scooters and hospital beds available for rent for free and asked to spread the word.

Chair Nosworthy mentioned the 100yr anniversary of the French Creek Community School will be celebrated Saturday May 27th with a at the school grounds.

ADJOURNMENT

MOVED Commissioner Veenhof to adjourn at 3:30pm.

NEXT MEETING

June 20, 2012
Oceanside Place, 2:00pm

Reg Nosworthy, Chair



Thank you for your generous donation and ongoing support of our therapeutic riding program for people with disabilities. The funds will be fully used to defray direct program costs. On behalf of our riders, volunteers and directors, many thanks!

Connie Baird
TREASURER

Needs Assessment for Ravensong Aquatic Centre

This survey is an effort by the Regional District of Nanaimo (RDN) to identify the long and short term aquatic service needs of our patron and our diverse communities.

Thank you for taking the time to complete and return this important opportunity to have your input in the future of our communities growing need. Survey results will be compiled from June through September 31, 2012. Results will then be presented to the District 69 Recreation Commission and the RDN Board in the Fall of 2012. Results will also be made available to the public.

1. Do you or any members of your household use Ravensong Aquatic Centre?

Yes No

2. Overall does Ravensong Aquatic Centre meet your household's need for aquatic services and programs?

Yes No

3. Which aquatic program or activities do you and/or the members of your household participate in? Check all that apply.

| | Less than once per month | Number of times per week: | | | |
|---|-----------------------------|---------------------------|--------------------------|--------------------------|--------------------------|
| | | 1 | 2 | 3 | 4 |
| Morning Lap Swimming | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Afternoon Lap Swimming | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Evening Lap Swimming | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Shallow morning aqua fit | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Deep aqua fit | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Shallow evening aqua fit | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Public swim sessions (everyone welcome) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Family swim sessions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Teen swims | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Parent and Tot swims | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Learn to swim classes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Therapeutic Programs (Arthritic) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Team Training (Swim Club, Masters, Synchro) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership courses (e.g. Bronze Medallion) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private Swim Rentals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

4. How satisfied are you with the following programs and services at Ravensong Aquatic Centre?
(5 is very satisfied, 1 is least satisfied).

| | 1 | 2 | 3 | 4 | 5 | not applicable |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Morning Lap Swimming | <input type="checkbox"/> |
| Afternoon Lap Swimming | <input type="checkbox"/> |
| Evening Lap Swimming | <input type="checkbox"/> |
| Shallow morning aqua fit | <input type="checkbox"/> |
| Deep aqua fit | <input type="checkbox"/> |
| Shallow evening aqua fit | <input type="checkbox"/> |
| Public swim sessions (everyone welcome) | <input type="checkbox"/> |
| Family swim sessions | <input type="checkbox"/> |
| Teen swims | <input type="checkbox"/> |
| Learn to swim classes | <input type="checkbox"/> |
| Therapeutic Programs (Arthritic) | <input type="checkbox"/> |
| Team Training (Swim Club, Masters, Synchro) | <input type="checkbox"/> |
| Leadership courses (e.g. Bronze Medallion) | <input type="checkbox"/> |
| Private Swim Rentals | <input type="checkbox"/> |

5. How many people of the following ages live in your home?

| | none | 1-2 | 3-4 | more |
|-----------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 0 to 5 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 to 12 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13 to 19 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20 to 29 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30 to 49 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 50 to 69 years of age | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

65 years plus

6. How could Ravensong Aquatic Centre better meet the aquatic needs of you and /or your family?
Please rate your response to all that apply.

| | High | Medium | Low |
|---|--------------------------|--------------------------|--------------------------|
| Allocate more time for team training | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construct a family change area | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construct a multipurpose room | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construct an exercise room with equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construct additional water/pool space | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construct a workout area with equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Create afternoon (1-2pm) Aquafit classes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Expand everyone welcome swim sessions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Offer Sunday learn to swim programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Offer more deep Aquafit exercise classes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other : _____

7. At certain times of the day Ravensong Aquatic Centre is currently operating near capacity. Recognizing that there is limited time and space in the existing facility schedule, and that expanding one program may eliminate or reduce another, please indicate your support for the RDN to consider additional time allocation to the following programs:

| | High | Medium | Low |
|--|--------------------------|--------------------------|--------------------------|
| Family swim sessions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lap Swimming | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Learn to swim classes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Open public swim sessions (everyone welcome) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Special Events | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Team Training | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Private Rentals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Therapeutic sessions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Aquafit Classes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

8. If you attend Aquafit classes would you support limiting the number of participants in each class?

Yes No

9. What range of participation (class size do you feel is appropriate in the following classes)?

| | 30-40 | 40-50 | 50-60 | 60-70 | 70-80 | unlimited |
|-----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Shallow Aquafit | <input type="checkbox"/> |
| Deep Aquafit | <input type="checkbox"/> |

10. Which community do you live in?

- Electoral Area A (Cassidy, Cedar, Yellow Pt., S. Wellington)
- Electoral Area B (Gabriola Island)
- Electoral Area C (Extension, Arrowsmith, Benson, E. Wellington, Pleasant Valley)
- Electoral Area E (Nanose Bay)
- Electoral Area F (Coombs, Hilliers, Errington, Whiskey Creek, Meadowood)
- Electoral Area G (French Creek, Dashwood, Englishman River)
- Electoral Area H (Shaw Hill, Qualicum Bay, Deep Bay, Bowser)
- Nanaimo
- Lantzville
- Parksville
- Qualicum Beach
- Other

Additional comments:

Thank you for taking the time to complete this survey, your feedback will help to improve the services that the Regional District of Nanaimo, Recreation and Parks Department at Ravensong Aquatic Centre provide.

TO: Dean Banman
Manager of Recreation Services

DATE: June 4, 2012

FROM: John Marcellus
Superintendent of Arena Services

FILE:

SUBJECT: District 69 Recreation Commission - May 2012 Report Oceanside Place

PROGRAMS/EVENTS/ICE RENTALS:

Public Skate sessions:

- The 55+ Drop-in Hockey program continues to be strong in attendance on Tuesdays and Thursdays with an average of 20 participants.

Programs:

- The evening Scrub Hockey for 18+ years, Summer Scrub Hockey for 6 to 8 years, 13 to 17 years, and the beginner Scrub Hockey for 6 to 10 years, were cancelled due to low registration numbers. However the Summer Scrub Hockey for 9 to 12 years is popular and has 21 participants registered.
- The Co-ed Hockey League finished the season with a mini-tournament on May 25 and 26 with many of the registrants expressing interest to continue next year.

Ice rentals:

- Ice rentals were down 59 hours (22%) this month compared to May 2011, with total ice bookings of 208 hours. Revenues were down by \$3,847 (19%) at a total of \$15,933.19.
- Dry floor rentals were down by 62 hours (35%) with total floor bookings of 115 hours. Revenues were down by \$2637 (26%) with total revenue of \$7,342. This was due in part to the Meeker Rink being unavailable during the first 2 weeks of May to replace the entire yellow dasher board, repair rink boards, sills and gates. Another contributing factor to this was the absence of the Bronze Gloves Amateur Boxing which was held in OP in 2011.
- The Home Show was back for another year and held May 11th to 13th.
- The Oceanside Spring Hockey League has commenced their season with 6 teams participating this year.

- Oceanside Minor Lacrosse bookings have been down considerably during the last two weeks of May.

Facility Operations:

- Oceanside Place staff held their annual ice users meeting on May 30th with the regular groups using the facility. The groups were well represented and the schedule looks filled for the fall season.
- Operations staff have completed their shut down work in Meeker rink and continue with a number of summer projects throughout the facility, including painting, equipment preventive maintenance, and floor maintenance.

Facility Admissions:

| Current Month Comparison | | |
|--------------------------|------------|------------|
| May | | |
| Skate Sessions | 2011 | 2012 |
| Tot | 0 | 0 |
| Child | 0 | 1 |
| Student | 0 | 0 |
| Adult | 113 | 182 |
| Senior | 176 | 277 |
| Golden | 4 | 4 |
| Family | 0 | 0 |
| Totals | 293 | 464 |

| Year-to-Date Comparison | | |
|-------------------------|-------------|-------------|
| May | | |
| Skate Sessions | 2011 | 2012 |
| Tot | 257 | 232 |
| Child | 2077 | 1889 |
| Student | 314 | 479 |
| Adult | 1724 | 1771 |
| Senior | 2712 | 2937 |
| Golden | 95 | 106 |
| Family | 1977 | 2109 |
| Totals | 9156 | 9523 |

Recommendation:

That the Oceanside Place report for May 2012 be received.

Original copy signed by J. Marcellus

 Report Writer

Original copy signed by D. Banman

 Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: June 4, 2012

FROM: Mike Chestnut
Superintendent of Aquatics Services

FILE:

SUBJECT: Update for District 69 Recreation Commission – Ravensong Aquatic Centre

Ravensong Aquatic Centre:

Facility Operations:

- Operations staff are now in the planning process for the annual shut down.
- The Tile and Grout tender package was requested by 9 companies. All 9 attended the mandatory site meeting on May 18, 2012. Only two companies chose to submit bids. Bids will be reviewed and the project will be awarded in June.
- Staff continue to work with contractors to resolve the outstanding remedial project deficiencies.

Programs for Ravensong Aquatic Centre:

The following special events and programs were held at the Aquatic Centre in May 2012:

- May 4 Pro D Day Swim
- May 4 Youth Week Free swim and BBQ
- May 12 Move for Health Day Free swim sponsored by Health Family BC
- May 13 Queen for the Day Mother's Day Swim
- May 17 National Lifejacket Day
- May 23 Ballenas student work experience
- May 26 National Lifeguard Service recert
- May 27 Free swim sponsored by Royal Bank of Canada
- May 28 Water Safety Instructor recert
- May 31 Last Day for Synchro

- Three free special event swims that were very well attended.
- Youth Week Free Swim sponsored by RDN with 77 participants.
- Move for Healthy Day swim sponsored by BCRPA and Health Families BC with 67 participants.

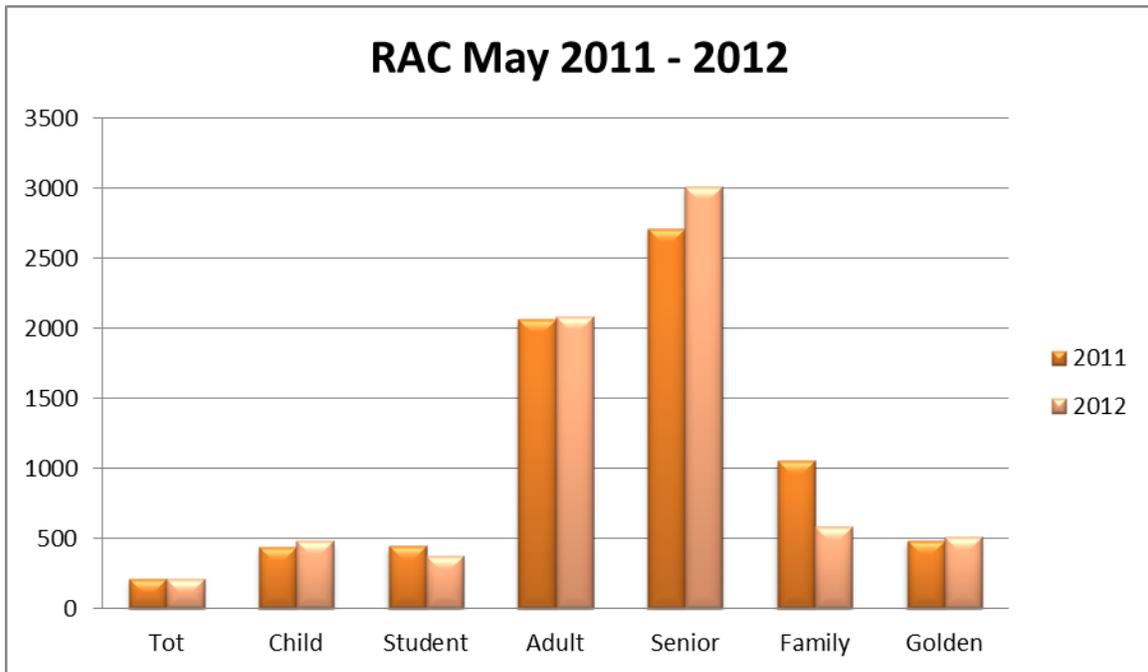
- Everyone Welcome Swim sponsored by RBC supporting the QB Family day 78 participants.
- May 17th National Lifejacket day, all lessons included information about the importance of wearing PFD's in, on and around the water.
- Staff were able to accommodate a request from Al Halverson (Ballenas Secondary Teacher) to have three students participate in a work experience program at Ravensong. The students obtained the required documents for criminal record checks, insurance coverage and were trained as per WorkSafe BC requirements for new/young employees. All three students successfully completed 10 of lifeguard and swim instructor shadowing.
- We had two staff training sessions; NLS recertification, and WSI recertification. Both these recertification's included stroke, skill, and professional development sessions.
- We received a resignation from Alex Wilschut a lifeguard and swim instructor, a recent hire, as a casual lifeguard and swim instructor, she was successful in obtaining full time employment with VIHA for the summer. Caitlyn Jimmo is our newest permanent part time employee; she has just started her training for the position and will be deck ready by June 14th.
- The Ravensong Aquatic Centre survey to assess the growing needs for additional aquatic services in District 69 is in final stages of preparation. The survey is intended to identify short and long term community needs for programming as well as help define the priorities for any type of facility expansion.

| | | | |
|----------------------------------|-------------|-------------|-------------|
| May Birthday Parties | 2010 | 2011 | 2012 |
| | 4 | 3 | 4 |
| May community Rentals | 2010 | 2011 | 2012 |
| Saturday and Sundays 5:00-6:00pm | 7 hours | 7 hours | 4 hours |

| RAC Year-to-Date Comparison May-12 | | |
|---|--------------|--------------|
| Swim Sessions | 2011 | 2012 |
| Tot | 1512 | 1507 |
| Child | 2788 | 2852 |
| Student | 2680 | 2263 |
| Adult | 12166 | 12632 |
| Senior | 15056 | 16115 |
| Family | 8006 | 5800 |
| Golden | 2293 | 2588 |
| Totals | 44501 | 43757 |

| RAC Current Month Comparison May-12 | | |
|--|-------------|-------------|
| Swim Sessions | 2011 | 2012 |
| Tot | 214 | 213 |
| Child | 442 | 481 |
| Student | 448 | 377 |
| Adult | 2069 | 2080 |
| Senior | 2715 | 3014 |
| Family | 1054 | 585 |
| Golden | 486 | 516 |
| Totals | 7428 | 7266 |

Ravensong Aquatic Centre – May Admissions



Recommendation

That the Ravensong Aquatic Centre report for May 2012 be received.

Original copy signed by M. Chestnut

Original copy signed by D. Banman

Report Writer

Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: May 31, 2012

FROM: Sandra Pearson
Superintendent of Recreation Program Services

FILE:

SUBJECT: **Update for District 69 Recreation Commission – May 2012
Northern Community Recreation Services**

Northern Community Recreation Services:

Inclusion:

- Requests are coming in strong for summer programs with four new clients to the RDN. July 9-13 will be a busy week of inclusion support. Programmer is in the midst of planning summer inclusion training.

Preschool programs:

- Several programs are underway and will be reported on in June; much success for Sports for Shorts (3-6 yrs) with 36 participants and an extra session added.

Childrens' programs:

- **Home Alone:** 12 registrants (excellent, 14 is full)
- Parksville Elementary School (PES) administration approached RDN Recreation Programmer to provide lunch hour games (3 wks) for primary students as well as provide leadership training for intermediate students. The school is experiencing an increase in aggressive behavior during lunch hour sports and a lack of empathy among students. The games and leadership sessions have been successful and well received by students and administrators. In particular, one student, who struggles with low self-esteem and a lack of social skills, has embraced his new leadership role and had some initial successful interactions with helping a younger student who was injured, showing empathy and assistance to help him up and rejoin the game.

Youth programs:

- **Babysitters Certification Program:** 15 registrants, 1 on waitlist. Excellent

Adult programs:

- **Off the Tee Golf Clinic:** 3 registrants, new program, low

- **Pack Walk:** 5 registrants, new program, minimum achieved
- **Restorative/Yin Yoga Mix:** *cancelled*, 2 registrants
- **Gentle Fit:** 23 registrants, excellent
- **Ladies Only Golf Lessons:** 11 registrants, new program, excellent
- **Zumba:** 15 registrants, low but average during this time of year
- **Gardening with Native Plants:** 5 registrants, new program, much lower than expected
- **Straightforward Short Game Golf Clinic:** 4 registrants, new program, low
- **Discover Kayaking:** 9 registrants, excellent
- **Emergency First Aid:** 10 registrants, 2 on waitlist, excellent
- **Drink Local Tea:** 4 registrants, new program, much lower than expected
- **Hula Hooping Techniques (Nanoose):** *cancelled*, 2 registrants
- **Sunset Paddle:** 6 registrants, excellent (full)
- **Minds in Motion:** 11 registrants, a bit low but slow at this time of year
- **Off the Tee Golf Clinic:** *cancelled*, 0 registered
- **How to Build a Rainwater Catchment System** (WaterSmart, Cedar), 30 registrants, 4 waitlist

Area H programs:

- **Preschool:** Tot Soccer running with 10 registrants (good); some issues with instructor absence and replacement unavailable.
- **Children's programs:** None running this month. Promotions for Summer Camp underway.
- **Adult Programs:** yoga running with 7 participants and drop-in participants as well.

Promotions:

- Programmer met with Nanaimo Daily News (Oceanside Star) to review advertising opportunities, including print, news team stories, editorials and expanding to print weekly schedule in Oceanside Star as well (in addition to the PQB News).
- Summer 2012 Promotions campaign is well-underway with 3000 I love RDN Summer Camps rack cards mailed through unaddressed ad mail to residences.
- May 29 was the deadline for advertisers for the Fall/Winter Active Living Guide.
- Active Living Guide RFP completed and new agreement signed with Nancy Page Design March 2012 to June 2015.

Events:

- **Golden Shoe Hunt** (Regional Parks) six week program finished May 18th. There was considerable interest this year, especially at the beginning. Shoes are collected from park the week of May 28-June 1, and report participant numbers in June report.

Community Development:

- May 18 Programmer met with David Wright from the Oceanside Community Arts Council at the MacMillan Arts Centre to review Youth Week Youth Art exhibition
- May 18 Programmer met with Youth Recreation Coordinator for City of Nanaimo.
- RDN Performance Recognition Ceremony was held at the beginning of the District 69 Recreation Commission meeting on May 17th. Three residents were honoured for their performances at the BC

Senior's Games. This ceremony was very small in comparison to the Fall ceremony and the first one to be held in the Spring but well-received by the recipients.

- Programmer met with Arrowsmith Potters Guild to discuss promotions ideas as well as opportunities for them to increase membership/participation with collaboration with the RDN.
- Programmer met with Coordinator of Nanoose Place to discuss recreation programming in Electoral Area E and to gauge where there is a demand for increased RDN programming in the area. There seems to be no demand in expanding programming at this time.
- Staff met with the Ministry of Children and Family Development child and youth social workers team (2nd meeting) to provide information on the RDN's Summer Inclusion services, financial assistance and provide an overview of summer opportunities for children and youth. MCFD staff were very reception and explained their clients find the RDN services, processes and staff are welcoming, friendly and accessible.

Area H:

- Worked with a Zumba instructor to put on a community fundraising Zumba event for Sunday, May 27th. A total of \$200.87 was raised to buy Bowser Elementary School some fun outdoor play toys.
- Continuing dialogue with residents about the recent survey for Area H. Also spoke with some parents regarding specialty afterschool programs and what they are looking for Fall/Winter.
- Working with residents and RDN Parks team to organize the Grand Opening for the Lighthouse Country Regional Trail (June 23).
- Programmer attended the Bowser Elementary School Parent Advisory Committee meeting on May 15. Successfully met with PAC members to discuss ideas for fall programs, issues with current programs, and developing a working relationship with the RDN. Programmer invited to attend the September PAC meeting.

Youth Recreation Strategic Plan:

- May 1-7, **Youth Week**. Highlights: May 4 **Game On** event working collaboratively with Family Resources Association, Society of Organized Services and YoungLife. New location (less visible) this year was the parking lot behind Ravensong Pool with approximately 75 in attendance. Recommendation for 2013 to host event on the grassy area behind the Civic Centre. May 7, **YingYong**, a Youth Ping Pong tournament at Oceanside Place, 30 in attendance. Planned and hosted by 3 Youth Advisors and supported by Youth Programmer and Arena Programmer.
- May 27, **Qualicum Beach Family Day**. Programmer, 3 paid staff and 2 volunteer Youth Advisors attended to lead events and promote summer camps. This year the RDN had a whole section of the lower field at Qualicum Beach Community Park, with much space for obstacle courses, sled walkers, Bubbles, beanbag toss, horseshoes, and parachute games. Youth Advisors and Leaders gave out "I ♥ RDN CAMPS" tattoos, freezies, participation ribbons, RDN balloons and summer camp inserts. Staff made numerous connections with children and families, and youth had opportunities to develop leadership skills and gain confidence in leading games and activities.

Public Agency Meetings: Staff attended the following meetings this month:

- May 3 Attended YouthLink meeting
- May 7 Attended Building Learning Together meeting

Staffing:

- Interviewed for permanent part time Recreation Receptionist vacancy at Oceanside Place., vacated by Ann-Marie Harvey, who was hired into the Senior Secretary position.
- Superintendent and Recreation Programmer from NRS attended the BCRPA Symposium in Victoria from May 9-11. The conference keynotes, education speakers were excellent, with a focus on repositioning of recreation, community engagement, partnerships and focus on recreation benefits for improving mental health.
- Summer Recreation Assistant, Currin Windecker, started May 28 to prepare for summer programs and leader training. Currin was a Summer Leader last year, recently graduated with her Education degree, and is an excellent asset to the programming team for the summer.

Other:

- The department received an outstanding payment in the amount of \$27,000 from Pepsi-Co agreement with the RDN to back-pay for vending and beverage rights agreements for both facilities. A new Request for Proposals, supporting the RDN Healthy Choices Philosophy, will be going out by end of June 2012.

Recommendation:

That the Northern Recreation report for May 2012 be received.

Original copy signed by S. Pearson

Report Writer

Original copy signed by D. Banman

Manager Concurrence

TO: Dean Banman
Acting General Manager of Recreation and Parks

DATE: May 14, 2012

FROM: Dave Palidwor
Manager of Parks Services

FILE:

SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects

For the month of April 2012 staff has been involved with the following projects and issues:

Electoral Area Community Parks

Area A

Staff responded to mapping requests concerning the Trans Canada Trail, Morden Colliery and other trail corridors.

Staff prepared two concept plans for the proposed cartop boat launch on Quennell Lake. The public was invited to an Open House on April 17th to discuss the concept plans with RDN Parks and Provincial Fisheries staff. A questionnaire was distributed to those that attended the open house and was also made available to the wider community through the RDN website.

Area B

Staff worked with VIHA to correct their paperwork on the Rollo Concession operation and clarified that the RDN does not operate it, but permits others to do so. Also investigated concession fridge ownership and repair.

At Rollo McClay Community Park a number of maintenance items were attended to, including replacement of eaves-trough downspouts, installation of a new vent screen at the portable, fencing repairs on the ball diamond backstops, seed and fertilizer were delivered and spread on both fields, and an inspection of the pond liner completed. An engineered plan for the replacement of the pond liner has now been ordered from Levelton Engineering Ltd. Well-head area fencing repairs are also underway.

Staff also made a site visit to Rollo McClay Community Park with Water Services staff to examine the water treatment and delivery system. Maintenance responsibility for drinking water provision at the park is being transferred to RDN Regional and Community Utilities.

Staff worked with the Gabriola Recreation Society and the East Vancouver Bike Polo Association to conclude a permit for a bike polo event Easter weekend at Huxley CP. Event was successful and passed without incident.

A hazard tree was removed at Blue Heron Community Park, and several hazard trees were removed at the community park off the east end of Queequeg Turnabout.

Two handrails were added to the existing bleachers at Huxley Community Park.

Aeration of the ball fields has been completed, and mowing of the ball fields and four Whalebone area parks has begun for the season.

Area C

An arborist report was received regarding two fruit trees at Extension Miners Community Park.

Staff consulted with area kayakers and VIU/NALT Nanaimo River group to confirm a name for the new community park located on Nanaimo River Road and known for decades as the A-frame after an old Boy Scouts camp structure. The recommended Park name is Nanaimo River Canyon CP, in recognition of the unique terrain now serviced by viewing trail.

East Wellington/Pleasant Valley

Mowing has begun for the season at Meadow Drive Community Park.

The RDN has received title to a new community park on Jinglepot Road, that was donated as part of the Olesen estate. The park is to be named Anders Dorrit Park. Staff are assessing the condition of the house and grounds and attending to any hazardous conditions prior to allowing public access.

Area E

In response to community requests, the SD69 has reinstalled the garbage can at Jack Bagley Community Park so this will result in less clean up in that area by RDN staff.

Staff is monitoring reports of unauthorized vehicle access to a section of the Schooner Ridge Path in Fairwinds and are planning to place a vehicle barricade at the entrance.

Area F

Staff prepared all materials and advertising for the first Meadowood Community Park Workshop held on April 28. Input was received on vision, principles, issues and preliminary park elements. Over 20 people/stakeholders participated. A summary of input received from the Workshop participants and the online questionnaires will be produced following close of the survey in mid-May.

Staff worked with the POSAC to determine a name and logo for the first ACT Trail: group concluded on Errington School Trail.

Staff worked with the Area Director, POSAC, School, PAC and Arrowsmith coordinators on the ACT 1 trail opening event. Staff also worked with Errington Elementary School Principal on gathering and training a crew of student nature guides and singers for the official opening. The event was attended by approximately 60 people.

Area G

Staff conducted several meetings with consultants, partners, and an adjacent property owner in the course of planning work for an upcoming bank stabilization project at Miller Road Community Park. Legal documentation with the prime contractor, BC Conservation Foundation, is nearing completion. A

site visit to a recent, similar project on the same water course was also conducted. Work is scheduled to begin in mid-July.

An invasive plant species sweep of the Miller park property saw the removal of a large volume of Giant Hogweed throughout the park. Additional, supporting work was also conducted on neighbouring properties by Friends of French Creek Society volunteers.

At Hawthorne Rise Community Park staff completed brushing along the trails and boulevard.

Area H

At Dunsmuir Community Park staff painted over graffiti covering a toilet surround and cleaned up garbage and debris.

At Franksea Road (a Ministry of Transportation and Infrastructure beach access) staff responded to a complaint regarding dumping and trespass by adjacent property owner and resolved the problem.

Parks staff reviewed the rezoning application for 2900 Leon Road (Dias). Due to concern regarding the impact of land clearing on the subject parcel in relation to the trees located in the linear park adjacent to the subject property, parks staff requested an arborist report. Staff reviewed the arborist report and recommended that the identified hazard trees in the park be cleared at the time of land clearing on the subject property. Due to the difficulty of coordinating the removal of the trees in the park, the applicant has provided cash-in-lieu and parks will proceed with the hazard tree removal when required.

Vegetation management activities were undertaken at McColl Road Community park.

Staff met with Ministry of Forests staff to discuss urban interface fire risks and abatement options within RDN park properties.

Staff worked with the Lions and Hall Board representatives regarding the Hwy signage and a proposed new lane connection between the Hall and Community Park properties. New Highway sign will include a panel for the Lighthouse Country Regional Trail.

Regional Parks and Trails

Arboretum

A steel forestry gate was installed at the Arboretum entrance.

Beachcomber Regional Park

A portable washroom and cedar surround was installed including new stairs.

Coats Marsh Regional Park

Park staff continued to monitor beaver debris, pond leveler and water level of the marsh.

Descanso Bay Regional Park

New siding was installed on the park office and skirting repair was also completed.

Staff worked with RDN Water services staff to develop an emergency response plan document for the water system and to apply for a new drinking water permit .

Staff received the 2011 year-end report and occupancy statistics from park operator. No significant change from previous years.

Staff initiated Oceans Day planning with park operator.

Englishman River Regional Park

Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees.

Park staff cut and removed several trees that came down on the main access road and trails.

Park staff installed new trail marking signs.

Staff met with BC Hydro regarding revegetation planning for the riparian area.

Horne Lake Regional Park

Park staff removed the old generator building.

Staff assisted with an ATV vandalism incident at Southpark. RCMP has been provided with video showing people burning a picnic table. RCMP is being encouraged to undertake more ATV patrols.

Lighthouse Country Regional Trail

Staff developed detailed drawings for the improvements to the parking area and trail surfacing. A tender package will be distributed to contractors in mid-May. The official opening of the trail is set for June 23.

Little Qualicum River Estuary Regional Conservation Area

Parks staff removed an old section of fence along the boundary because of damage from 'king' tides. The old T-bar posts and wire were removed from the area. This section was measured and new fencing material has been ordered for the repairs.

Staff met with the Guardians of the Mid-Island Estuaries Society in order to review a draft agreement in support of Canada Goose research at the Little Q and Englishman estuaries.

Staff worked with legal counsel to finalize a 99 year lease with Ducks Unlimited Canada.

Little Qualicum River Regional Park

Staff prepared all materials and advertising for the first Workshop held on April 28. Input was received on vision, principles, issues and preliminary park elements for both parks. Over 20 people/stakeholders participated. A summary of input received from the Workshop participants and the online questionnaires will be produced following close of the survey in mid-May.

Moorecroft Regional Park

Staff prepared for the Advisory Committee meeting in early May. Consultants provided a preliminary draft of management policies and action items for review.

Park Operations staff carried out the following works at Moorecroft Regional Park:

- Fence built to protect rare coastal wood fern along Vesper Point.
- Removal of old windows and bedframes from under Stringer Hall
- Septic fields were tested and it is affirmed they are still useable
- Pruned back shrubs along the main road into the park.

Morden Colliery Trail

Staff received notice from the Province of the registration of NCID's water line SRW across the trail. Amendments to the SRW agreement in order to better protect trail interests were included as requested.

Nanaimo River Regional Park

Staff arranged a site meeting with The Land Conservancy Executive Director and Vancouver Island Land Manager, Ministry of Forests research scientists, propagation specialists and parks staff in order to review the history and status of the various research plantations at the park. Forestry staff will develop a limited harvest proposal so wood strength can be tested; they will also provide the stories behind the plantations for use in interpretive signage.

Park staff has installed two split rail fence sections along the river to keep the public away from the eroding river bank.

Parksville Qualicum Links

Staff hosted the second quarterly cycling working group meeting of 2012 with representatives from the Oceanside Cycling Coalition, City of Parksville and Town of Qualicum Beach. Reviewed Bike to Work Week plans, and developed a game plan for adding way markers to the PQ Links route. Bike to Work Week will be used to test some painted symbols within the Town and City.

Staff met with local cyclists to discuss safety issues with the Barclay Crescent Bridge railing and will be adding a 'rub' rail along the bridge.

Other

Staff updated the park inventory (two new Area C community parks officially transferred to the RDN).

Recreation and Parks staff met with Information Services mapping staff to vet previously collected GPS field data and to prioritize/schedule future collection sites.

Improvements were made to the operations shop, including items stemming from a health and safety inspection. Safety equipment was organized and a Work Safe BC facility inspection was conducted.

Approving two park use permits for DFO with regard to a 2011 coho smolt count on the Englishman River, and bolstering of the south side of the beaver pond in order to prevent side channel water and fish from entering the main stem.

Staff met to discuss aspects of future parkland dedication through the Fairwinds project. A list of items to consider/request of the developer was generated for further review.

RDN parks staff met with City of Nanaimo staff and a representative from the Nanaimo Mtn. Bike Club to review desired future biking connections in the City and region, as well as to receive an overview of correspondence between the MBC and other agencies/organizations to date.

Staff met with Bylaw Enforcement staff to review the Province's off-road vehicle initiative.

Recommendations

That the Parks Update Report for April 2012 be received as information.

Original signed by D. Palidwor

Manager of Parks Services

Original signed by D. Banman

Acting General Manager Concurrence