

**AGENDA**  
**Parks, Trails and Recreation Advisory Committee**  
**Activity Room, Cedar Hill Golf Course**  
**Thursday September 21, 2017, 7:00-9:00 p.m.**

1. **ADOPTION OF MINUTES** (attachment)
  - June 22, 2017
2. **PYLLIS PARK ACCESS**
  - Presentation from Sylvia Samborski
3. **SHELBOURNE MEMORIAL TREES**
  - Presentation from Ray Travers
4. **SUMMER PLAYGROUND REPORT**
  - Update from Recreation
5. **HARO WOODS PLANNING UPDATE**
  - Update from Parks
6. **THIRD PARY ADVERTISING IN RECREATION FACILITIES** (attachment)
  - Report from the Director of Parks and Recreation
7. **DIVISION UPDATE, PARKS** (attachment)
  - Update from the Senior Manager, Parks
8. **DIVISION UPDATE, RECREATION** (to be circulated)
  - Update from the Senior Manager, Recreation

\* Adjournment \*

**\*\*Next Meeting: October 26, 2017\*\***

Please advise Elizabeth at [Elizabeth.vandenhengel@saanich.ca](mailto:Elizabeth.vandenhengel@saanich.ca) or  
475-5494 local 3430 if you are unable to attend.

**Go Green!**  
**Members are encouraged to bring their own mug to the meeting**

**MINUTES**  
**PARKS, TRAILS AND RECREATION ADVISORY COMMITTEE**  
Held at the Prospect Lake Field House, Layritz Park  
**June 22, 2017 at 7:00 PM**

Chair: Dean Murdock

Members: Pamela Carroll; Stefanie Yao, Graham Hill, Chris Spicer, Dex Owen (Student Liaison), Daryl Dagneault,

Staff: Suzanne Samborski, Director of Parks and Recreation; Kelli-Ann Armstrong, Senior Manager, Recreation Services;; Gary Darrah, Manager of Park Planning and Design; Jason Jones; Elizabeth van den Hengel, Committee Clerk

Regrets: Ted Austin, Dave Marecek, Tom Hatcher, Anne Whiteaker, SD 61 Trustee

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**MINUTES**

**MOVED by P. Carroll and Seconded by S. Yao "That the minutes of the Parks, Trails and Recreation Advisory Committee meeting May 25, 2017 be adopted as amended."**

**CARRIED**

**CULTURAL CONNECTIONS**

The Programmer gave the Committee an overview of Cultural Connections between the District of Saanich and residents. Highlights of the discussion are noted:

- Saanich hosts numerous programs to facilitate cultural connections such as SpeakWell Conversation Club, Chinese Community Drop in, Punjabi Women's Drop in and ABC Family Camping.
- Swimming lesson translations are available in Chinese and Punjabi.
- LIFE application available in simple Chinese.
- Saanich partner's with the Community Partner Network: Consists of 240 community organizations sharing ideas and information.
- Local Immigrant partnership which is a federal program for attracting and retaining refugees.
- The Vulnerable Immigrant Population Program with VIRCS- offering pottery and dance opportunities.
- Saanich hosts numerous cultural events: Moon Festival and Cultural Stage (Strawberry Festival and Family Day).
- Saanich supported events and programs include:
  - Komagata Maru Centennial Remembrance at SCP.
  - Vaisahi Celebration at Pearkes
  - Diwali Celebration at Pearkes and Cedar Hill
  - Syrian Refugee Welcome at Pearkes
  - Youth Enable Program at Pearkes
  - Community Kitchens at Saanich Middle Schools

- Staff training opportunities include:
  - Welcoming and Inclusive Workplace Training
  - Safe Harbour
  - We Speak Google Translate

### **DIVISION UPDATE, PARKS**

The Senior Manager of Parks, provided a Division update to the Committee. Of note is the Vic Derman Park dedication on July 15<sup>th</sup>, 2017. No further announcements have been made with respect to the proposed berm at the McKenzie Interchange. The first draft of the Haro Woods management Plan is being compiled.

### **DIVISION UPDATE, RECREATION**

The Senior Manager, Recreation Services, provided the Committee with the Recreation update. It was noted that the Older Adult Strategy was adopted by Council.

### **ADJOURNMENT**

The meeting adjourned at 9:00 pm.

### **NEXT MEETING**

The next meeting is scheduled for September 28, 2017.

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Chair

I hereby certify these minutes are accurate.

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Committee Secretary



The Corporation of the District of Saanich

## Report

**To:** Parks, Trails and Recreation Committee  
**From:** Suzanne Samborski, Director of Parks and Recreation  
**Date:** 9/21/2017  
**Subject:** Health Services Advertising in Recreation Centre

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### RECOMMENDATION

It is recommended that the Parks, Trails and Recreation Committee recommends that Council rescind the current Council Policy #99/550 Recreation Centres - Community Health Partnership and Commercial Advertising, and replace with the Parks and Recreation Department Third-party Advertising In Municipal Recreation Facilities/Property #55.

### PURPOSE

To rescind Council policy - Recreation Centres- Community Health Partnership and Commercial Advertising (NOVEMBER 30, 1999) (**REFERENCE:** 99/550)

### DISCUSSION

In 1999 Council Policy #99/550 550 Recreation Centres - Community Health Partnership and Commercial Advertising (Attachment A) was created to mitigate market advantage to those business operating within the recreation center over community based businesses. The delivery of health services was an untried venture in 1999. In 2017, there no longer appears to be a significant advantage to or concern about market advantage.

Throughout the past 16 years Saanich has provided an open and transparent tender process that has allowed all interested parties to bid competitively on all levels of health service provision within the centres. Each tender process has attracted limited response. It is staff's belief this indicates that the market does not perceive a significant market advantage being located within the recreation center. In addition, community based businesses continue to thrive within the market place even within a single block of many of Saanich's recreation centres.

Item # 7

It should be noted vendors pay fair market value for the space and access to the centre through either rental agreements or profit sharing. The return on investment is comparable to other types of contractors providing services in Saanich facilities.

Lastly, the revenue generated through Health Services contributes significantly to the recreation centre's bottom line and allows for other community services to be enhanced. This has proven to be a good return on investment for Saanich taxpayers.

One of the Department's goals is to enable residents to be healthy and active in the community. This can only be accomplished by maintaining and growing partnerships and relationships with not-for-profit and profit organizations. The current health service provider relationships are a fully integrated component of District services within three recreation centres. And, as heard throughout the older adult strategy, there is an expectation by residents to access health services within their community recreation centers. As the population continues to age this expectation and demand will grow. It provides tax payers access to needed services in a convenient, comfortable and accessible manner. In future, the District will be able to leverage its long-term partnerships with health service providers and Island Health to expand health services offerings that support and promote lifelong health and activity.

Health service providers have assisted many residents in finding and maintaining lifelong activity through 6346 visits at Gordon Head, 6167 visits at SCP, and 850 visits at Cedar Hill annually.

Currently, the Department allows program partners to advertise services within and outside our building when deemed appropriate. For example, Coast Capital provides sponsorship for LIFE swims and skates and is acknowledge through various advertising opportunities. Special Events incorporate 3<sup>rd</sup> party adverting to acknowledge sponsorship of events throughout the District. Many programs and services delivered in partnership with Saanich and 3<sup>rd</sup> party contractors are promoted in various forms throughout the recreation facilities. In its current model, health service providers work in partnership with the District in promoting healthy lifestyles and allowing them to advertise aligns with how the Department works with other third-party providers and puts them on par with other health service providers in the community.

Decisions regarding signage and advertising in recreation facilities are routinely approved by recreation centre managers. The Parks and Recreation Department Third-party Advertising in Municipal Recreation Facilities/Property #55 (Attachment B) provides a guidelines from which facility managers can make consistent decisions that support Council's and the community's values and priorities.

Item #7

## **FINANCIAL IMPLICATIONS**

Removing restriction from health service will allow us to reach additional residents in need of service as well as increase overall business. This will result in additional revenue for the department and allow us to support other services within the recreation centres.

## **STRATEGIC PLAN IMPLICATIONS**

### **OCP**

#### **5.2 Strengthening Community**

- Effective access to information and communication between the Municipality and residents. A community that assists people to pursue healthy and active lifestyles through a wide range of inclusive, affordable, and accessible park, trails and recreational facilities and programs.

##### **5.2.1 Community Involvement & Partnerships**

- Partnerships are also an essential tool for achieving Saanich's vision. To achieve sustainability, complex and interconnected social, environmental, and economic values and actions need to be simultaneously.
- Joint efforts involving the public sector, private sector, community organizations

##### **5.2.2 Recreation**

- Parks and Recreation facilities provide amenities for residents and visitors that enhance community liveability and personal health.
- Physical activity and active lifestyles can achieve significant health and wellness benefits, including improved physical health, support for disease prevention, control, or management, improved mental health, enhanced emotional and social well-being, and increased autonomy and independence.
- Active lifestyles can also produce considerable health care savings.
- Through Active Saanich and Active Aging, Saanich is aiming to create a community where people are encouraged to live healthy and active lives

## **OTHER IMPLICATIONS**

Growth of health services is directly supported by the recently approved "Older Adult Strategy"

Item#7

**CONCLUSIONS**

Overall, rescinding Council Policy #99/50 and replacing it with Admin Policy #55 will have no negative impact on the District, the community or facility operations. Potentially, this change this will allow the District to better serve community members by making health services more easily accessible to residents and potentially increase future response to service provider calls.

Prepared by

\_\_\_\_\_  
Charlene Parker  
Manager Gordon Head Recreation  
Services

Approved by

\_\_\_\_\_  
Suzanne Samborski  
Director Parks and Recreation

Attachments

- 1. Community Health Partnership and Commercial Advertising (NOVEMBER 30, 1999) (REFERENCE: 99/550)
- 2. Parks and Recreation Department Third-party Advertising in Municipal Recreation Facilities/property #55.

Item #7

**COUNCIL POLICY**

**SUBJECT:** RECREATION CENTRES - COMMUNITY HEALTH PARTNERSHIPS  
AND COMMERCIAL ADVERTISING

**DATE:** NOVEMBER 30, 1999

**REFERENCE:** 99/550

Saanich Council has endorsed the establishment of Community Health Partnerships that will facilitate a broad range of health and wellness services within Saanich's Community Recreation Centres. Within these Community Health Partnerships no commercial advertising is permitted at any of the Community Recreation Centres.



# SAANICH PARKS AND RECREATION DEPARTMENT

**SUBJECT**

Third-party Advertising In Municipal Recreation Facilities/property

**DIVISION**

RECREATION

**POLICY NO** 55

**ORIGINAL DATE**

August 10th, 2017

**REVISION DATE**

**Purpose:**

This policy will guide the decisions relating to third-party advertising in District recreation facilities. Guidelines will ensure advertising is consistent with District guidelines and Bylaws and aligns with Department program and services offerings.

The scope of this policy includes all facilities and properties under the direction of Saanich Recreation. Exclusions may exist whereby spaces are otherwise designated via separate operating or lease agreements and/or other Saanich Recreation Policies.

Third-party advertising will be of benefit to the District, enhance programs and services delivered by the District's Recreation Department, promote services or products whose content doesn't negatively impact the audience experience or District reputation.

**Spaces included but not limited to:**

- Redo Graphs, plasma screens and score boards
- Community Bulletin Boards
- Arena Boards
- Building Banners
- Signage within the building
- Sandwich boards
- Road side signage
- Active Living Guide and promotional materials

All advertising will be approved by the centre manager.

**DISTRIBUTION**

**CORE**

- Director Parks and Recreation     Manager S.C.P.
- Manager Recreation Services     Manager C.H.R.C
- Manager Parks     Manager C.S.
- Manager Cedar Hill Golf Course     Manager Facility Ops
- Manager G.H.R.C     Rec Systems Spec.
- Manager G.R. Pearkes

**SPECIFIC**

APPROVED BY THE DIRECTOR OF PARKS AND RECREATION

**ORIGINATED BY:**

Amended by: C Parker manager Gordon Head Recreation

Signature

Date

Item # 7

## THE CORPORATION OF THE DISTRICT OF SAANICH

**REPORT TO:** Parks, Trails & Recreation Committee

**DATE:** September 21, 2017

**FROM:** Eva Riccius, Senior Manager, Parks

**SUBJECT:** Parks Division Update – September, 2017

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The following update is provided for the Parks, Trails & Recreation Committee:

### **Vic Derman Park Dedication:**

The Vic Derman Park dedication ceremony was held on Saturday, July 15th, Canada's Parks Day on Canada's 150th anniversary. Mayor Atwell, Councillor Dean Murdock, Haji Charanaria and the Dermans all shared their memories of Vic Derman and his contributions to Saanich and his community. Over 100 people attended. The park looked great and volunteers signed up for a Pulling Together group for the park.



Item #8

**Maintenance – EI-2** Maintenance staff together with soccer clubs are busy preparing the fields for this year's soccer season. Fall baseball is also starting up with more requests to use baseball fields during this season. The Fall growing season is here and our crews are out mowing parks and sports fields. Parks is under more pressure each year from all sports clubs to get on fields sooner and stay on longer which is impacting the maintenance we need to get done in the "off" season. The parks mechanics shop continues to be busy supporting all Parks Sections. Our weekend refuse/washroom worker is continuing to help keep our service at a manageable level. The road side mower continues to clear hot spots and visibility issues. Our irrigation crews are working to keep systems running and repair breaks and controller issues. We followed the CRD water bylaw again this summer. Irrigation is also preparing estimates for upcoming projects and tree drip systems. Parks will be starting an audit of our irrigation section and systems this September to help plan for the future. Park use permits are increasing as well as the support needed to ensure all goes well.

**Construction – EI-3-3** – The Construction Section is currently working on 2 major projects:

1. McMinn Park – The park renovation project is well under way. Drain lines in the back field and behind tennis courts are installed. Both the pickleball and sports courts have concrete curbs with fence posts installed. The sub-base work is completed as well. The paving contractor is scheduled for (Sept 11-15th) to do the final grading and base preparation work and install the asphalt surface afterwards. Concrete curbs for playground and zip-line are in place. The crew is working on installing the playground equipment which should be completed by the end of next week. Sewer and water connections for a new washroom building were completed on Friday. Sub-base for all asphalt trails is in place as well. The work will continue until the end of October when completion of all major structures and park elements is expected.
2. Hampton Park tennis courts renovation – The new sub-base for asphalt paving is in place. The paving contractor is scheduled for Monday Sept 11 to complete the final grading and asphalt base. The construction crew will then install concrete slabs for benches and concrete supports for tennis net posts. Paving is expected at the end of the week. The new asphalt has to cure for two weeks after which the acrylic surfacing will be installed (weather permitting).

The following projects are scheduled for the upcoming month:

1. Glanford Park trail connection between the community gardens parking lot on Agnes Street and the parking lot adjacent to the Horseshoe Club on Kenneth Street. This is the last item to be completed as part of the Glanford Park Concept Plan.
2. Mount Douglas Park Access project – installation of wheel stops at the Beach parking along with newly painted parking lot stall lines and curbs and installation of handicapped parking stalls at the Churchill Drive and Glendenning parking lots.
3. Installation of new signage commemorating the Gorge Street Bridge anniversary.
4. Installation of pre-fabricated concrete bases for the new solar lighting at the Layritz Park.
5. Completion of the Copley West Park trail widening and re-surfacing.

Item # 8

**Horticulture – EI-2** – Horticulture staff have been busy maintaining seasonal display beds and turf (see attached page of Canada 150 displays from the summer), and continue to respond to calls for service to neighbourhood traffic circles. New streetscape plantings are completed at Galloping Goose Trail @ Carey Road, and along the new cycle track at Borden and McKenzie Street. Restoration of Rendle Green (Cedar Hill Cross Rd and Richmond Rd) is now complete after it was stripped for an Engineering project.

**Urban Forestry – EI-1-3** – This has been another busy summer for the Urban Forestry section. With nearly 1150 Calls for Service since the start of the year, the Urban Forestry section has a backlog of work for the next 5 weeks. The park pruning program has been temporarily suspended to catch up on the backlog of boulevard work. Many mature trees are showing signs of drought stress after the long dry spell.

**Natural Areas – EI-1-5** – The Pulling Together volunteers have slowed down a bit over the hot summer months but some have carried on and staff continue to support them in many of our parks. Other lead stewards have checked in and plans for fall treatment sites are being discussed. The annual removal of invasive Cat Tail at Rithet's Bog takes place this weekend so crews have been cutting the plant material to have it semi dry for the event. Many of the schools, that help with restoration and invasive removal, have also checked in now that school is back in session. Boulevard tree watering trucks have been going full tilt this summer trying to keep young trees watered and alive. The restoration site watering truck is in a similar situation just barely keeping up; a fourth watering truck has been helping out part time to take the pressure off. The crews have been manually digging Purple loosestrife along the Colquitz River and in Viaduct Pond, plus a few more small sites throughout Saanich. The Colquitz River restoration site, located at Mann, has been split rail fenced and a wonderful viewing section has been added so that residents can enjoy the fish as they spawn. The boulevard Knotweed treatment program is just wrapping up with a combination of manual digging and chemical treatments. The first big tree order, for our fall boulevard and park tree planting program, is ready to go into our supplier in Vancouver; planting will begin in late October. Creek restorations occurred in partnership with Storm and Wastewater and community groups in Douglas Creek, Swan Creek and Colquitz at Mann Ave.

### **Projects, Planning and Design**

**McKenzie Interchange** – Staff from the Ministry of Highways will be presenting their proposal for the berm to Council on October 2. Their intent is to brief council on some of the details and to request permission to locate a portion of the berm on park land leased from the province. Staff reviewed the conceptual design several months ago and understand there have been no major changes to the proposed footprint.

**Haro Woods Management Plan** – Staff will present the draft Management Plan to the Environment and Natural Areas, and Parks Trails and Recreation Advisory Groups in September. A final review by the public and Haro woods Advisory Group will take place before taking the final plan to Council late this year. Find out more at:  
<http://www.saanich.ca/EN/main/parks-recreation-culture/parks/projects-in-saanich-parks/active-projects/haro-woods.html>

Item #8

**Park Capital Improvements in 2017 – McMinn Park** – Work is underway including a new playground, sport court, pickleball court, and servicing for a new public washroom building to be constructed next year. Construction zones will remain closed until completion, anticipated in late October. Perimeter trails remain open. More information is available at: <http://www.saanich.ca/EN/main/parks-recreation-culture/parks/projects-in-saanich-parks/active-projects/mcminn-park-improvements.html>

**Cedar Hill Park Visioning and Planning Project** – Our first public engagement event, an 'Ideas Fair' was held on Thursday, June 8/17 which 119 people attended. Since then staff have engaged with youth at Cedar Hill Middle School and have received 605 responses to a survey about the project. Plans for a Stakeholder Workshop are underway and will be announced shortly.

Information on the project is posted online and available at:  
<http://www.saanich.ca/EN/main/parks-recreation-culture/parks/projects-in-saanich-parks/active-projects/cedar-hill-park.html>

**Mt. Douglas Park Access Plan** – Status on recommendations in progress from the Mt Douglas Park Access. Throughout the spring and summer, staff have completed the following items:

1. We have added signs to alert drivers about speed limits, pedestrians and cyclists on Churchill Drive.
2. We have met with neighbours of the Woodcrest Place access and are in the process of improving that existing undeveloped park access.
3. Larger bike racks are installed at the Beach and Churchill parking areas with large bike racks planned for Glendenning and Cedar Hill trail entrances.
4. Information signs about alternate parking areas are in the works and will be installed in the coming months.
5. Undesignated spaces in Beach parking area have been formalized without increasing the existing asphalt footprint.
6. To protect the Douglas Creek tributary and improve safety for pedestrians, cyclists and motorists, parking restrictions were added on Cedar Hill Road.
7. Summit parking/amenities improvements are being looked at in partnership with the Friends of Mt Douglas Park Society.

Further to the recommendations from the Access Study, staff have also completed the following:

1. Clearly defined two disabled persons parking spaces, one (1) near the washroom building one near the trail to the beach in the beach parking lot.
2. In progress are two additional disability-parking stalls at the Churchill Drive parking lot and the Glendenning parking lot.

**Gloria Beach Access** - The improvements to the Gloria Beach Access are complete. The access is now paved and a new handrail to assist with pedestrian safety has been installed.

**Gorge Bridge Interpretive Sign** – Parks staff and community members have been busy working on a three-sided Interpretive Sign about the history of the Gorge Bridge. The plan is to have the sign kiosk installed along Tillicum Road at the entrance to Gorge Park in late September.

Item #8

**Gorge Bridge Interpretive Sign - Mock Up**



**Copley Park Football Field Renovation** – Work is postponed to the spring of 2018 as a result of circumstances beyond our control. Fortunately, this was realized before the renovation began and the field is still useable for the remainder of this summer and the fall. Currently, the plan is to re-start the project in April 2018 as weather and ground conditions allow. Residents were notified of this delay.

**Rainbow Park Playground Replacement** – The playground at Rainbow Park was installed in 1994 and has been identified as a priority upgrade based on the playground replacement criteria. The public participation phase of this project is underway with the playground scheduled to be replaced spring of 2018. Parks staff attended Music in the Park at Rutledge on August 15<sup>th</sup> when the online survey became available for feedback. The survey is open until October 15<sup>th</sup> and will help inform the play equipment design. The survey is available at: <https://www.surveymonkey.com/r/RainbowPark>

**Glanford Park Trail** – Parks will be proceeding with constructing the final piece of the Glanford Park approved concept plan. Two 2.5m wide gravel trails will connect the new asphalt parking lot from Kenneth Avenue to the Agnes Street gravel parking lot and tie into the main park pathway. The work includes tree planting and a bench seating area. Construction is anticipated to start the last week of September and continue into the first half of October.

Item # 8

## Community Development update:

Following on the guidelines for Community Driven Capital Projects, Parks is developing a process for partners to seek the District's permission to conduct tangible works/projects in Parks. This process includes an online application form, review and feedback process to ensure Saanich Parks supports the project and that all works are conducted in a safe and transparent way. This application can serve to vet smaller projects or Community Driven Capital projects and will be available on Saanich's website by early autumn.

## Canada 150 Floral Displays

