

AGENDA
PARKS, TRAILS AND RECREATION ADVISORY COMMITTEE
Saanich Municipal Hall, Committee Room No. 2
Thursday, February 28, 2019, from 7:00PM

1. **ADOPTION OF MINUTES** (attachment)
 - January 24, 2019
2. **CHAIR'S REMARKS**
3. **BIKE PARKS IN SAANICH**
 - Community Presentation
4. **MARKET ANALYSIS OVERVIEW**
 - Presentation from the Senior Manager of Recreation
5. **TREES IN PARKS**
 - Presentation from the Manager of Parks Operations
6. **DIVISION UPDATE, RECREATION** (attachment)
 - Presentation from the Senior Manager of Recreation
7. **DIVISION UPDATE, PARKS** (attachment)
 - Presentation from the Senior Manager of Parks
8. **DIVISION UPDATE, COMMUNITY SERVICES**
 - Presentation from the Manager of Community Services
9. **NEW BUSINESS**

* Adjournment *

Next Meeting: February 28, 2019

In order to ensure a quorum, please call Jeff Keays at 475-5494 ext. 3430 or
jeff.keays@saanich.ca 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 Saanich Municipal Hall, Committee Room #2
January 27, 2018 from 7:00 p.m.

Present: Chair: Councillor Taylor

Members: Pamela Carroll, Elise Cote, Daryl Dagneault, Lyndsay Edgar, Dex Owen, Stefanie Yao and Ted Austin.

Staff: Suzanne Samborski, Director Parks and Recreation; Eva Riccius, Senior Manager Parks; Kelli-Ann Armstrong, Senior Manager Recreation; and Jeff Keays, Committee Clerk

Absent: Wyatt Matthews

Guests:

MINUTES

MOVED by P. Haddon and seconded by T. Austin, "That the minutes of the Parks, Trails and Recreation Advisory Committee meeting held September 27, 2018 be adopted as circulated."

CARRIED

WELCOME AND INTRODUCTIONS

The Chair thanked the committee to the inaugural meeting of 2019. Before leading a roundtable of introductions the Chair noted that, as a life-long user of the Gordon Head Recreation Centre, they were very pleased to be Chairing this committee and looked forward to the term ahead. The Chair reiterated that committee members are welcomed to contact him at any time throughout the course of the term.

PTR COMMITTEE ORIENTATION

The committee received a presentation from Suzanne Samborski, Director of Parks and Recreation providing a high level overview of the Parks and Recreation Department. The presentation corresponds with the information included in the Parks and Recreation – Relevant Information, Guidelines, Strategies, Bylaws, Policies and Plans binder that was circulated on-table to each member of the committee. The following highlights are noted:

- Three Divisions: Parks, Recreation and Community Services.
- Four Community Recreation Facilities:
 - G. R. Pearkes
 - Gordon Head Recreation Centre
 - Cedar Hill Recreation Centre
 - Saanich Commonwealth Place
- Saanich has 170 Parks, numerous trails and natural areas.
- Parks and Recreation make up 49% of Saanich's total work force.
- The Department leverages significant volunteerism to help augment the work of the department, and forge deep community ties.

- The Department endeavours to ensure affordability and accessibility through both the L.I.F.E. and Canadian Tire Jumpstart programs.
- Parks continues to develop initiatives and strategies that are derived from Council's Strategic Plan. Two examples are:
 - Youth Development Strategy
 - Older Adults Strategy
- Recreation is currently undertaking a Market Analysis. Through a market analysis, Saanich will evaluate its current programs, activities and services then develop a 10-year road map for Parks and Recreation.

Jeff Keys, Committee Clerk, provided an overview of the committee's terms of reference, procedures and proposed meeting dates. Copies of all relevant policies and procedures were enclosed and circulated with the above noted binder. A summary of the topics presented include:

- Guiding Legislation and Policies
- Role and Mandate of PTR
- Expectations and Responsibilities of Committee Members
- Code of Conduct – Respectful Workplace
- Personal Safety of committee members
- Access and Privacy at the District of Saanich

FEES AND CHARGES

Kelli-Ann Armstrong, Sr. Manager – Recreation, provided an overview of the Director of Parks and Recreation's January 18, 2019 memo, 2019 - 2020 Parks and Recreation Fees and Charges. The following highlights are noted:

- Fees and charges for parks and recreation facilities and services are reviewed annually in conjunction with the budget process.
- As part of this process, a comparison of fees and charges throughout the region is completed and the results of this review are taken into consideration.
- The following changes (over 2018-2019) are proposed:
 - A general 2% increase to admission and facility rental fees
 - A combination of 1 %, 2% and 3% increase for Ice Rental, Dry Floor and Field House Rates at G.R. Pearkes Recreation Centre, depending on market value
 - Change date of implementation of new prices from April 1, 2019 to August 31, 2020
 - This change will result in Saanich being on the same fees and charges timeline as all other Departments in the region and provide staff the time to implement new fees and charges schedules resulting from the Market Analysis and Pass Analysis.
 - Previous implementation timeline was from April 1 - March 31.
 - Parks is recommending a 2% increase to most of its fees to help keep up with the increased costs of providing these services.
 - Additional new fees for Parks will include (but not limited to): Park Permit Cancellation Fee, Park Use/Access Permit, Renewal fees for park furniture, key deposits and Public Trees.

Committee discussion ensued, the following was highlighted:

- The implementation date is to align with other local government in the Region.
- Increases have been different over the years.
- The bulk of the department's revenues is derived from programming. Programming is not governed by Bylaw, so charges are more fluid.
- Any changes associated to the High Performance Sport funding will be addressed by Council at a future meeting.
- No anticipated reduction to L.I.F.E program.

MOTION

MOVED by D. Dagneault and Seconded by T. Austin "That the Parks, Trails and Recreation Advisory Committee Endorse the proposed 2019-2020 Fees and Charges Schedules as described in the January 18, 2019-2020 Parks and Recreation Fees and Charges report."

CARRIED

MOTION

MOVED by T. Austin and Seconded by D. Marecek "That the Parks, Trails and Recreation Advisory Committee recommend that Council to adopt the proposed 2019-2020 Fees and Charges Schedules."

CARRIED

DIVISION UPDATE – PARKS

The Senior Manager – Parks provided an overview of the Parks Division Update – September 2018, Memo, and dated January 18, 2019.

DIVISION UPDATE – RECREATION

The Senior Manager – Recreation provided an overview of the Recreation Division Update – September 2018, Memo, and dated January 24, 2019.

DIVISION UPDATE – COMMUNITY SERVICES

The Senior Manager – Recreation provided an overview of the Recreation Division Update – September 2018, Memo, and dated January 24, 2019.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

NEXT MEETING

The next meeting is scheduled for February 28, 2019

Chair

I hereby certify these minutes are accurate.

Committee Secretary

THE CORPORATION OF THE DISTRICT OF SAANICH

REPORT TO: Parks, Trails & Recreation Committee

DATE: February 28, 2019

FROM: Eva Riccius, Senior Manager, Parks

SUBJECT: **Parks Division Update – January, 2019**

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

Maintenance – EI-2

Maintenance is continuing to provide core services. Crews have been busy clearing snow and ice at recreation centres and park parking lots/sidewalks after the recent storms.

Soccer season is now resuming after the winter closure and staff will be inspecting fields for play. All fields are currently closed due to weather and will be reopened when fields are safe and playable.

The irrigation section has been completing some small installations and changes to existing systems as well as doing valve replacements and upgrades. Irrigation plans are also being updated.

The Parks refuse truck and staff continue to deal with high volumes of garbage along with illegal dumping in parks. Homeless camp clean ups have slowed down, however they are dealt with as they are reported.

The Parks mechanic shop is busy preparing the turf crew equipment to start the 2019 season.

Construction* – EI-3-3

The Construction Section has been working on the following major projects:

- 1 Rosedale Park Playground Project** – Playground, pathways and park furniture have been completed. Some landscape elements such as tree planting and general landscaping will be completed when weather permits.
- 2 Lambrick Accessibility Project** – All pathways and hardscape elements have been completed. General landscaping work around the new pathway, new benches and additional drainage has also been completed. Lines and crosswalk markings will be repainted and Tactile Walking Surface Indicator tiles (a specific accessibility product) will be installed when weather conditions allow.
- 3 South Valley Trail Wayfinding Signs Project** – has now been completed.
- 4 Parks ID Signage** – New Parks ID signs were installed in several Saanich parks. The project will continue through winter and spring 2019.
- 5 Quadrant 3 (north east) Trail Resurfacing Program** – will be starting and continuing in the next two months.
- 6 Bridge and Boardwalk Replacement** – The bridge in Colquitz Park at Meadow View Place, boardwalk in Hyacinth Park and bridge deck in Cuthbert Holmes

Park behind the Montana's BBQ and Bar are scheduled to be replaced in the next month.

* More detailed information about the above projects are in the Projects, Planning and Design section of the update.

Horticulture – EI-2

Horticulture staff were continuing to work on neighbourhood traffic circles in early February until the snow arrived and our focus became snow and ice removal at Municipal Hall and all Parks and Recreation Facilities. As the snow recedes we are now busy cleaning up debris from the wind/snow storm and assessing damage to plants and shrubs broken by the weight of the snow.



Urban Forestry – EI-1-3

We continue to work with Engineering on plan designs, as they relate to trees for streetscape improvement projects.

The proactive boulevard tree pruning project in the Quadra Cedar Hill Community Association area has been put on hold for the time being due to the recent wind and snow storms, which have caused extensive damage throughout the urban forest.

The wind and snow storms in mid-February had an impact on Saanich's urban forest. During and after such an event, the urban forestry team triages the requests for service that come in. Priority is given to those calls that pose a risk to health and safety, then property and infrastructure. The team works closely with emergency dispatch, police, fire and BC Hydro during a storm event. The crews were out during the weekend

windstorm in extreme conditions (wind speeds and wind-chill) dealing with tree issues and continue to be extremely busy catching up with ensuing damage.

The remaining and incoming tree calls are prioritized, based on their severity. The high priority calls are attended to first, which consist of hazardous trees that have either fallen or are in the process of failure, followed by the less severe medium priority calls. To assist, staff members have been reallocated to augment Urban Forestry for the numerous lower priority calls, which mainly consist of branches down.

This month so far over 200 storm-related requests for service were generated for boulevard trees; 73 of which have been completed. And over 40 requests for service were generated for park trees; 3 of which have been completed. From the above mentioned requests, only four tree-related claims for damage have been filed with Risk Management to date.

Natural Areas – EI-1-5

In the early months of 2019, Natural Areas has been working on some bare earth trail improvements. Our largest project was in Phyllis Park. The crew completed a new by-pass trail up to the lookout area off Arbutus Rd. We removed the old chain and rail trail and decommissioned it by spreading large woody debris. We created a new by-pass trail that is much improved in the slope, terrain, and in controlling water flow. We also made some improvements to the lower Seaview trail by adding water diversions to keep the flow of water off the trail and dispersed in the surrounding forest. This should not only keep the trail drier in the winter months, but also keep it from further degrading due to heavy water runoff.

Our invasive plants staff team has been working on Holly/Hawthorne treatments in many of our Parks. This will continue until late winter when our efforts will turn to treating Lesser Celandine when the weather warms up.



The Pulling Together Volunteers continue to be active in many parks and we continue to support them with pile pick-ups, mulching and invasive removal. We have recently had one of our long time Lead stewards retire from his post at Konukson Park. Thankfully a group of willing volunteers will jointly share the Lead Steward duties to continue the work they have been doing for so long. Community groups and schools are also starting to fill our calendar with requests for opportunities to volunteer with Saanich Parks.

The tree planting crew has been on hold the last few weeks in order to support Urban Forestry in their efforts to respond to clean up from the recent wind and snow. After the priority cleanup is complete, the crew will return to complete the few planting jobs left for winter 2019. After tree planting is complete we will be moving back to stump grinding and getting ready for spring trail clearing.

Projects, Planning and Design

Washroom Strategy – Staff is developing a Washroom Strategy for Saanich Parks which will compare existing facilities with identified focus areas to identify gaps in the system. Ultimately the strategy will outline where and how to provide public washroom facilities in order to provide this important service to the community.

Cedar Hill Park Management Plan – Staff continue to work on Phase 2 of the planning which entails meeting with the Stakeholder Working Group and writing the first draft of the Management Plan. It is expected that a DRAFT Plan will be ready for review by the broader community and PTR in spring/early summer.

Bike Racks – New bike racks have been installed at Ambassador Park, Beckwith Park and Vic Derman Park with more to come at Cadboro-Gyro Park and Hampton Park to help support and encourage using alternate forms of transportation to these busy parks.

Cadboro-Gyro Park Tennis Courts – Geotechnical work is complete and staff are working with Saanich Engineering regarding existing aging underground infrastructure and the community to consider a combination of tennis and pickleball for the park.

McMinn Park – Planning work continues on two key public amenities that are part of the concept plan that was finalized in 2016. Design work is proceeding on the small bike skills facility. Construction will commence later this spring. This will be our community's first purpose built bike park facility. Also, a request for proposals is being developed to solicit ideas from suppliers of pre-fabricated washroom buildings that will meet Saanich requirements as we move forward on a multi-year strategy to improve washroom services to park visitors.

Reynolds Park Playground Replacement – The online survey for replacing the old playground was open from January 14th to February 1st and received 105 responses. The feedback collected will help inform the type of playground equipment desired at Reynolds Park. Staff will work with a playground supplier to create a concept plan. The plan will be posted online and in the park for further comments in March. The project is scheduled for construction late summer.

Mount Douglas Park Summit – Staff continue to work with the Friends of Mount Douglas Park Society to develop a plan for improved parking, pathways and interpretive signs at the summit parking area.

Community Development and Business Systems Section

The recent winter storms caused some significant damage, and in some cases failures, of Bylaw protected trees on private property. The arboriculture crew is in the process of investigating known reports so that permits can be issued for any downed Bylaw protected trees. Saanich Parks also recently released an Information Bulletin hoping to spread the word that Saanich residents require a retroactive permit for any trees that failed during the winter storms.

With the advent of spring on the horizon, Saanich Parks has begun scheduling home user group meetings with the sports clubs whose seasons are about to begin (baseball,

softball, lawn bowling, horseshoe and lacrosse). We meet with our user groups at least once a year, for a minimum of 30 meetings annually.

Our Park Ambassador project continues at Mount Douglas Park with seven active volunteers and two brand new recruits that are in the process of being oriented. This program will continue into the spring. A resource request to continue and grow the program has been submitted.

Saanich Parks is currently reviewing three applications from Park Partner groups. Two different applications are requesting installations of Little Free Libraries in Bow and Maynard Parks. The other application is from the Victoria Canoe and Kayak Club, which operates out of Gorge Waterway Park, to improve and tidy up their storage compound.



The Corporation of the District of Saanich

Report

To: Parks, Trails and Recreation Advisory Committee
Healthy Saanich Advisory Committee

From: Kelli-Ann Armstrong, Senior Manager - Recreation

Date: 2/20/2019

Subject: February 2019 Monthly Report

RECOMMENDATION

That the Parks, Trails and Recreation and Healthy Saanich Advisory Committees receive this report as information.

PURPOSE

The purpose of this report is to provide the Committees with an overview of the previous month's Recreation Division activities.

DISCUSSION

Cedar Hill Community Recreation Centre

The Victoria Women's Transition House (VWTH) recently received confirmation of funding from the New Horizons for Seniors granting program, in support of their project ***Stride – Active Living for Senior Women***. Cedar Hill Recreation Centre will partner with VWTH to support this project and its focus on program participants' level of fitness, mood, social connections and motivation toward setting individual goals and outcomes. Cedar Hill will provide indoor fitness training and exercises between September 30, 2019 and February 7, 2020, as one of the venues and hosts of the indoor portion of the program. Our specific roles and responsibilities in this partnership, include providing appropriate space for the program; staff resources, including curriculum development and direct program delivery; and administrative support as required. This program focuses on physical exercise and overall health.

From February 14 – 17, the Cedar Hill Squash Club hosted the 50th anniversary of the Pacific Northwest (PNW) Junior Squash Championship. The first event was run in Victoria at the old Racquet Club up at UVIC in 1969 with about 40 juniors. Since the squash courts opened at Cedar Hill Rec Centre in 1993, Cedar Hill has been the primary location of the event. This year the event had 201 players, 3 venues and 48 volunteers who helped keep the tournament running, food service delivered, and registration staffed to answer the questions of the parents and kids. The tournament was also a Squash Canada sanctioned event for the Girls, and had the top girls from around the country in the U19 draw. Locally our top finishers placed 2nd in the Girls U-15 and 4th in the Boys U-17.

Gordon Head Community Recreation Centre

The Beaver Lake Educating Children Outside (ECO) Program, also known as the Nature Preschool, has been learning words from the SENĆOŦEN language. The educators have been incorporating at least one new word every week, that is relevant to what the children are learning. The children have begun to use these words regularly during the program. These words are then communicated to parents through our monthly ECO Program blog, so learning a new language can become a family activity. Here are some of the words the children have learned so far: SCÁ,ĆE (friend), WEXES (small frog), KETKEĆOLE (spider), MO,EK (duck), SCÁÁNEW (salmon), TESIP (Licorice Fern), WIWEK (Red Elderberry).

We recently underwent a small renovation in the front lobby of the centre to improve functionality, reduce the number of vending machines, and improve social spaces. Completing this small renovation, is part of the implementation of the Older Adults Strategy, to revisit/improve spaces for socialization for older adults in our community centres. The Gordon Head Waterfit ladies regularly host events/potlucks to celebrate a variety of cultural celebrations, and invite *everyone* to participate. They are very active in creating community, inclusivity, and aiding in the prevention of social isolation of many older adults.

Testimony from Weight room patron coming for 2 years to GHRC: "The variety and quality of the exercise equipment is impressive, as is the mechanical condition. Ventilation is appreciated and non-intrusive. Storage for clothes seems sufficient in exercise room. All staff that I have encountered (early morning) are congenial. GHRC is remarkably clean for the number of users you have."

G.R. Pearkes Community Recreation Centre

February is currently shaping up to be a busy one for Maintenance and Building projects at G.R. Pearkes.

In late January, a grant was submitted to the "Investing in Canada Infrastructure Program - British Columbia - Community, Culture and Recreation Infrastructure". The project is for \$10M, with Saanich contributing \$2.6M. On Monday February 4th, the application (and potential future monies) was endorsed by council, a small but very valuable step. We expect to hear about the status of the application by summer 2019. A number of user groups have expressed concern (some through media) about the potential closure and impact on their services. We are committed to working with all our partners, user groups and public during the shutdown. However it is too early to discuss potential dates, and impact.

Staff are beginning to work with Purchasing to secure a new Ice Re-surfacer, using our replacement fund. A buyback option is being discussed with the supplier of the current Olympia.

The Fitness change rooms are currently closed for refurbishment. This closure began February 19th, and should reopen late March. This project is needed to address plumbing and tiling issues in the shower area. No other services or areas are affected during this time.

Saanich Commonwealth Place

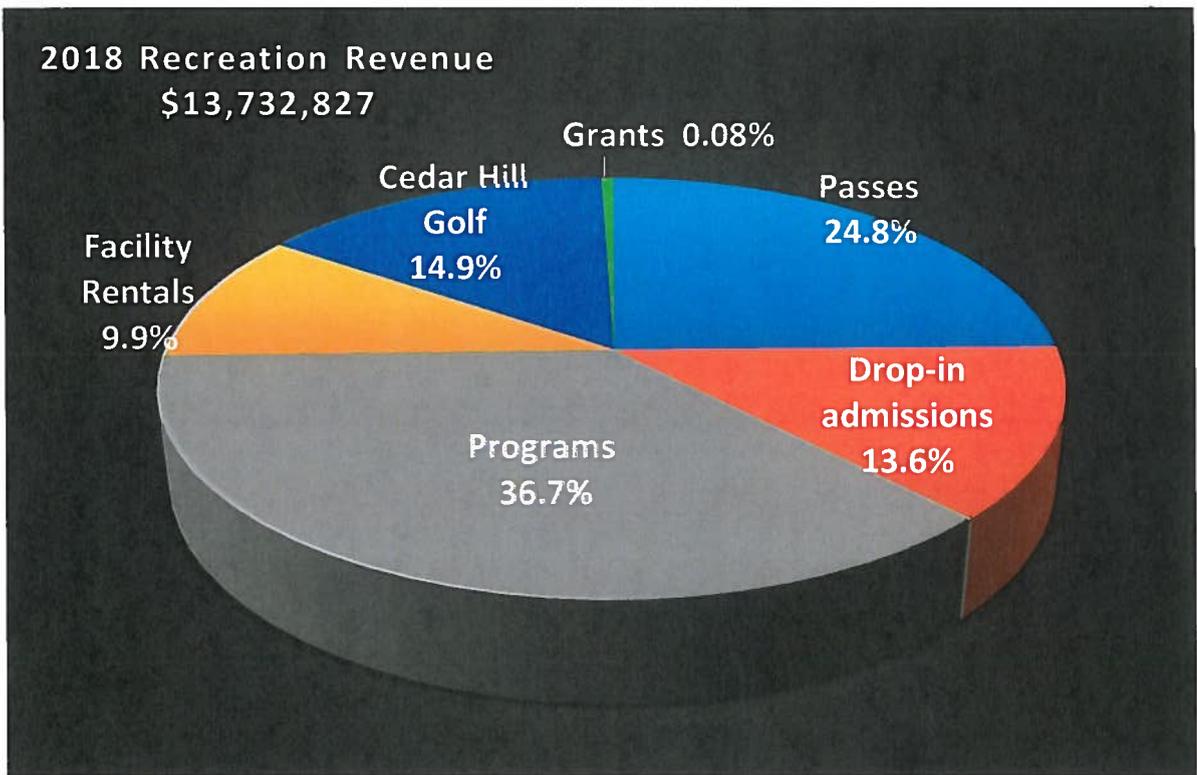
The first major meet of the new year had great numbers, and as a result the Pro Shop sold in excess of \$7 000 in product over the weekend. Meets continue to fill the pools. However some school meets were cancelled during the snow event in February.

SCP hosted a successful Preschool Open House and registration. Due to the popularity of the Kiddie Capers program, with returning families, only 20 spaces remained despite the addition of another day of program. Registration day saw some families camping overnight to secure a spot in this popular program. Thankfully all but one family was able to be accommodated. We anticipate significantly more availability in 2020 due to graduating children.

Work on the incoming air handling and boiler project continues to move forward.

Miscellaneous

At the January meeting, information about the breakdown of revenue for the Department was requested. Park permits are included in Facility Rentals.



Prepared by: *Kelli-Ann Armstrong*
Kelli-Ann Armstrong Senior Manager, Recreation

Approved by: *Suzanne Samborski*
Suzanne Samborski, Director, Parks & Recreation



The Corporation of the District of Saanich

Report

To: Parks, Trails and Recreation Advisory Committee
From: Cristina Caravaca, Community Services Manager
Date: February 28th, 2019
Subject: Report on Community Services Section

RECOMMENDATION

That the Parks, Trails and Recreation Advisory Committee receive this report as information.

PURPOSE

The purpose of this report is to provide the Committee with an overview of the previous month's Parks and Recreation - Community Services activities.

DISCUSSION

Community Services Updates by focus area-

Older Adult Services: Neighbours Engaging in Activities Together (NEAT) program began its first session in Saanich at the end of January. This is a grant partnership program between Island Health, Saanich, Victoria, Sidney and Oak Bay designed to address social isolation, leisure education and to help connect neighbours within the area. Each municipality will host two sessions of the program in apartment buildings or at local gathering areas close to older adult residences.

The first year of the new Cedar Hill Social Club 55+ was completed with help from a UBCM grant received in 2017. The new club now has ninety-two members registered. Activities that have been added this year include table tennis, mahjong, speaker series, Saturday drop-in and a bus trip along with existing activities of bridge, canasta, carpet bowling and social times. We hope to add more activities in 2019.

LIFE Programming: The Regional L.I.F.E. Review is well underway. After an in-depth consultation process with all seven GVAC recreation departments, a LIFE survey was distributed to all current LIFE participants in Greater Victoria. The survey was available in both online and paper format for an 8-week period. As an incentive, a free pass was provided to everyone who completed the survey. As of mid-February, nearly 500 surveys were completed through Survey Monkey. All necessary privacy impact assessments were completed.

Multicultural Services & Parks Programs: The first community disc golf day was held on January 27th at Layritz Park. It was attended by 35-40 players. Work had been done on the tee boxes and greens to get it ready for the event. The hardy disc golfers were eager to take advantage of the ability to play year-round.

We worked with municipal buildings to decorate for Lunar New Year. All recreation centres plus Police/Fire and Municipal Hall had decorations celebrating Lunar New Year/ Spring Festival.

The next Muslim Women and Girls swim at Gordon Head is scheduled for February 23rd. This activity is grant funded by the Canadian Association for the Advancement of Women in Sport.

Community Arts: The first 2019 Youth Poetry Slam night took place on February 8th at Cedar Hill Recreation Centre. Slam teams from Reynolds, Esquimalt, Vic High, Mount Doug and Artemis Place along with the Victoria Poetry Project and Saanich Parks and Recreation come together a few times each year to develop their practice, perform and prepare for annual spring competitions.

New exhibitions have been installed at Saanich Municipal Hall and Cedar Hill Recreation and Arts Centre. Saanich hosts seventy community exhibits per year through these venues. February offers exhibits by Christine Reimer, Jean Oliver and Clive Beal, Saanich Archives, Graham Donachie and Robert Dalton & Bill Zuk.

The Family Arts Festival was held at Cedar Hill Rec and Arts Centre on February 18th. With joint efforts by staff, volunteers and partner organizations- the event attracted approximately 2000 visitors.

Youth Services: Our three Teen Centres host an average of 150 youth drop-ins per week. These services support not only the youth, but also parent groups who need to be connected to vital resources for positive youth development. In addition to drop-in times, we schedule programs for youth enrichment such as, the Outdoor Adventure Club who went on a hike to East Sooke Park. Participants hiked to the petroglyphs and learned how to shelter build in the wilderness.

Volunteer Services: As a public service, it is imperative that we find ways to open the doors to our citizens and support them in serving their own communities. These volunteers provide depth and authenticity to our programming and we are grateful for their commitment. The Fall Recognition Program sent rewards to forty-six individual volunteers. Depending upon the total hours served, a few volunteers received a free pass, most received a \$10 gift card and two exceptional volunteers received special rewards for their unique contribution of significant hours, broad scope across programs and longevity with the Saanich Recreation Volunteer Program.