

MINUTES
PARKS, TRAILS AND RECREATION ADVISORY COMMITTEE

Via Microsoft Teams
January 25, 2023 at 4:00 p.m.

Present: Councillor Judy Brownoff (Chair); Ted Austin; Pam Carroll; Rachel Corder; David Little; Amy-Jade Louie; Darrell Wick; Leigh Campbell

Staff: Becky Goodall, Park Planner Designer; Julie Lommerse, Park Planner Designer; Suzanne Samborski, Director of Parks, Recreation & Community Services; Eva Riccius, Senior Manager of Parks; Troy McKay, Senior Manager of Transportation & Development Services; Paul de Greeff, Parks Manager of Planning & Development; Cristina Caravaca, Senior Manager, Community Services Kirsten Brazier, Committee Clerk; Megan MacDonald, Senior Committee Clerk.

Regrets: Dex Owen

ADOPTION OF MINUTES

MOVED by P. Carroll and Seconded by D. Little: "That the minutes of the June 22, 2022 Parks, Trails and Recreation Advisory Committee meeting be adopted as circulated."

CARRIED

CHAIR'S REMARKS / WELCOME AND INTRODUCTIONS

- New committees and TOR have been approved. The committee will align with the new Strategic Plan. Staff have been asked to standardize membership descriptions.
- This committee will change to Natural Areas, Parks and Trails Advisory Committee.
- Council has had one strategic planning session with another to follow this Saturday.
- A member brought forward the topic of Bird City. This will be brought forward to the February agenda.

UPDATE ON DEVELOPMENT OF DIVERSITY, EQUITY AND INCLUSION STRATEGY

An update on the Diversity, Equity and Inclusion Strategy was shared by Cristina Caravaca, Senior Manager, Community Services.

- This is a district wide strategy that is being developed by Community Services Division.
- Market analysis was completed in 2019. The findings showed that the demographics of Saanich are changing and the population is growing.
- Staff provided a historical overview of the creation of a District wide plan to date.
- The scope of work of the Diversity, Equity and Inclusion Strategy cast a wide net of research. The focus was centralized on BIPOC and 2SLGBTQI+ communities.
- Demographics and trends that impact our community were scrutinized.
- Researchers were asked to identify the gaps in District recruitment and retention services.
- Best practises from other communities and agencies similar to Saanich were considered and put into a strategic plan.
- Spring 2022, the contractors created surveys to poll staff and community members.

Focus groups with community organizations took place. Interviews with First Nation and Urban Indigenous Residents were integral to this re

- While Saanich's program is welcoming, there are some gaps to fill in.
- 90% of those polled noted that culturally diverse programming and events are important.
- The employee survey has highlighted that we need to hire from diverse groups.
- Saanich needs to ensure that adaptive and accessible facilities available for all residents.
- Saanich will continue to work to develop strong partnerships with local groups to support this strategy.

PEOPLE, PETS AND PARKS STATUS UPDATE

Julie Lommerse, Park Planner Designer, provided an update on the People, Pets and Parks strategy.

- Developing a shared use framework between pet owners and non-pet owners and pets and the environment.
- This project focuses on animal policies relating to animals and properties.
- The project began in January 2022. Consultants organized the first round of engagement in the spring and summer.
- The data collected to date is available on the website in a summary report.
- Now on round 2 of public engagement. There is an open house scheduled for February 1st from 3 to 7 pm at the Cedar Hill Golf Course. The materials will also be posted online.
- After this round of engagement, staff will present to council and this committee with options and refine the strategy.
- A report will be delivered to the public in the 3rd round of engagement.
- Information is available on the Saanich website and well as Saanich newsletters.
- The public can sign up for email updates through the website.

Committee Discussion

- Some residents have raised concerned about privacy when participating at an open house. The consultants will be handing out workbooks to residents for them to submit comments confidentially.
- Residents who were avoiding parks have not been heard through the previous zoom meetings. Feedback from has also been received via email and phone.
- We have been in contact with residents regarding concerns over safety, waste management, sports fields, and beaches with pet access.
- The concerns over roaming cats are a broader bylaw issue. There are a few areas in parks that have been identified as having a large feral cat population.
- This would be addressed by the bylaw department if council provided direction to do so.
- Staff expect this to come to Council in the spring, with the timing being solidified by the consultant team in the near future. The final report is expected in May or June.

FOOD TRUCKS 2023 & BEYOND

Becky Goodall, Park Planner Designer, provided an overview of last year's Food Trucks in Parks pilot program and next steps.

- Endorsed by Council in 2020, implementation delayed until 2021 due to COVID.
- The program ran in the summer months and participating vendors needed to have the required licensing, permits, inspections and insurance. Vendors were required to be self-sufficient with their own power and water, and to operate within noise

restriction bylaws.

- The program began with vendors at Beckwith Park, Gyro Park and the Gorge Waterway.
- The Gorge Waterway space was too small for most vendors. Foot customer traffic was not heavy enough to support business.
- In 2021 there were few competing opportunities for vendors to go to. In 2022 many other opportunities re-opened.
- Initially, vendor schedules were posted on the Saanich website. They were often not up to date due to short notice schedule changes.
- In 2022 vendors posted their schedules on the Food Trucks Victoria app.
- Vendors agreed that Gyro Park was the only park that was consistently busy enough for them to go to. The most successful vendors were selling sweets or snacks.
- Staff recommends that the 2023 program proceed only at Gyro Park under the same general terms and conditions as the past two years.
- Staff would like for the program to move forward as a regular program and to no longer be considered a pilot project.
- Food trucks at other Saanich sponsored events faced challenges with licensing and bylaw issues. The solution was to register Temporary Use Permits (TUP) at identified locations. They are valid for 3 years (first registered in 2020). In order to continue the permits need to be renewed for an additional term (to the end of 2025). Following the additional renewal, a long term, permanent solution will be needed.
- Staff would like for PTR to endorse the recommendation to operate the Food Truck in Parks Program at Gyro Park, support the TUP for another 3-year term, and endorse staff working on flexible permitting for food trucks in the future.

Committee Discussion

- For the TUPs, will there be an opportunity for vendors to obtain a permit quickly to attend an event. Currently these are not a quick turnaround. They are registered on the property title. Staff are hopeful that before the end of 2025 there will be a program in place to be more agile to support businesses.
- Vendors at Saanich sponsored events are directly invited.
- Members voiced support for vendors by making TUPs more accessible and flexible.

Moved by P. Carroll, Seconded by T. Austin: “The Parks, Trails and Recreation Advisory Committee, recommends that the food truck program continue in Gyro Park in 2023; supports the renewal of Temporary Use Permits for an additional 3-year term; and requests Council to direct staff to find more flexible ways of permitting food truck use in Saanich.”

CARRIED

PRCS DIRECTION & ACTIONS PLAN UPDATE

Paul De Greef, Parks Manager of Planning and Development provided an update on the Directions and Actions plan.

- This work continues to build on existing vision and strategies already in place. Consultant will be working with content already developed following many hours of community consultation.
- Request for Proposals opened on January 4th and closed on January 31st.
- Looking to completion in spring 2024. This timeline is achievable as it builds on the work that has already been completed.

Committee Discussion

The Biodiversity Strategy and Urban Forest Strategy will provide staff with direction and guidance on how to move forward.

Staff will keep the committees updated as work progresses.

2023 CAPITAL PROJECT PRIORITIES

Paul De Greef, Parks Manager of Planning and Development presented an overview of 2023 construction projects.

- The Rutledge Park Project has received a significant grant to install a spray park. Negotiations are underway with the chosen design build team.
- This park will be accessible and the design team is building on integration of play equipment with fully accessible pieces (e.g. swings).
- Two washrooms will be in place soon at Playfair Park and McMinn Park. These are prefabricated units. The two washrooms are fully serviced with electrical and sewer connections. This will be the new standard for washrooms moving forward.
- At Allenby Park staff are nearing the completion of the playground and sport court upgrades.
- Wayfinding signs are being installed at the Bowker Creek Greenway.
- Lochside/Fowler Park upgrades are taking place. Fowler Park is a potential site for Pickleball. Staff hope to bring this to council in the spring.
- In POLKS (Mt. Douglas Park), staff would like to move forward with installing boardwalks in wet areas, building on the success of the boardwalk installed in the lower Churchill Road parking lot.
- Stairs have been replaced at PKOLS beach.
- Wedgewood Park has aged tennis courts will need reconstruction. This was budgeted in 2021.
- Summit parking at PKOLS Park will see parking area improvements, a kiosk, and improvements to the pathway leading to the top.
- Fowler Park in addition to the tennis and pickleball courts, there plans for a pit washroom to be installed.
- McMinn Park requires work on the bike park. It is currently not meeting the communities needs. Working with the South Island Mountain Bike Society on what staff hope to be a community partnership project.

Committee Discussion

- Members enquired as to what kind of roof would be used on the pit toilets. These could also be prefabricated units. Staff will look at the design and will report back to the committee.

REVIEW OF PTR PURPOSE, COMMITTEE PROCEDURES

The Chair lead a discussion on the scheduling of committee meeting and the new committee configurations.

- The hope is to meet in person starting in February. Recognizing that members have different preference as to how they attend, the Chair will continue to speak with staff about options for virtual attendance.
- New committees are on the horizon. Legislative Services will be asking members if they wish to sign on to a new committee. Interested members will need to reapply as the Terms of Reference for committees are changing as of April. The Chair clarified that members will need to reapply. The new configuration of this committee will be called the “Natural Areas, Park and Trails Advisory Committee. The recreation piece will become part of the “Arts, Culture and Community Well-Being Advisory Committee.”

- The Chair encouraged members to participate in the People, Pets and Parks Open House on February 1st.
- The Chair clarified that members will need to reapply. The new configuration of this committee will be called the “Natural Areas, Park and Trails Advisory Committee. The recreation piece will become part of the “Arts, Culture and Community Well-Being Advisory Committee.”
- Staff requested that for any topics that members would like to bring forward to the committee, staff would appreciate advance notice so that they prepare.
- Staff hope to bring a Third Arena Demand Analysis feasibility study update to the committee before the end of March.

ADJOURNMENT

The meeting adjourned at 5:30 p.m.

NEXT MEETING

The next meeting is February 22, 2023 at 4 pm.

Councillor Brownoff, Chair

I hereby certify these Minutes are accurate.

Committee Secretary