



Corporation of the Township of Esquimalt

**ESQUIMALT  
PARKS AND RECREATION  
ADVISORY COMMITTEE  
MARCH 12, 2009 AT 7:00 P.M.  
COUNCIL CHAMBERS  
1229 ESQUIMALT ROAD**

## **A G E N D A**

**1. COMMISSION APPOINTMENTS**

A copy of letters signed by Mayor Desjardins regarding Appointments to the Parks and Recreation Advisory Committee. (p.2-8)

**2. ELECTION OF CHAIR AND VICE CHAIR**

- (1) Election of Chair
- (2) Election of Vice Chair

**3. APPROVAL OF AGENDA**

**4. BUDGET UPDATE**

A verbal report from the Acting Director.

**5. MANAGEMENT REPORTS**

- (1) Municipal Committee Orientation – March 31, 2009.
- (2) Parks 2008 in Review – A report to the Chief Administrative Officer from the Acting Director of Parks and Recreation Services. (p.9-10)
- (3) Parks Third Period Report 2008 – A report to the Chief Administrative Officer from the Acting Director of Parks and Recreation Services. (p.11-12)
- (4) Third Report (September to December 2008) – A report to the Chief Administrative Officer from the Manager of Recreation Services. (p.13-16)
- (5) Recreation Services – 2008 Year End Report – A report to the Chief Administrative Officer from the Manager of Recreation Services. (p.17-19)
- (6) 2009 Parks and Recreation Advisory Committee Meeting Dates – A verbal report from the Acting Director.
- (7) Sub-Committee Appointments for:
  - (i) Community Events Funding Committee
  - (ii) Fees and Charges Committee
- (8) Schedule date for Orientation for Esquimalt Parks and Recreation Tour for Parks and Recreation Advisory Committee Members.
- (9) Schedule date for off site Facility Tour for Parks and Recreation Advisory Committee Members.
- (10) A verbal report from the Acting Director regarding Macaulay Point Management Plan.
- (11) Youth Services - a verbal update from the Manager of Recreation Services.
- (12) Infrastructure Grants – Building Canada – A verbal report from the Manager of Recreation Services.

# Esquimalt Parks and Recreation Advisory Committee Agenda

March 12, 2009

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## 6. INFORMATION / CORRESPONDENCE

- (1) Council Policy – Terms of Reference – Parks and Recreation Advisory Committee
- (2) Jr. B Provincial Lacrosse Tournament – August 2009 – A verbal report from the Manager of Recreation Services.
- (3) 2009 Esquimalt Parks and Recreation Committee Member List. *(p.21)*
- (4) Letter from C.E. Blackburn, resident of 658 Grenville Avenue, commending staff on a job well done. *(p.22)*

## 7. PUBLIC QUESTION PERIOD

## 8. ADJOURNMENT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Website: www.esquimalt.ca Email: info@esquimalt.ca

Voice: (250) 414-7100  
Fax: (250) 414-7111

March 4, 2009

*Office of the Mayor*

Marilyn Kraeker  
1319 Treebank Road West  
Esquimalt, BC  
V9A 7G1

*Marilyn*  
Dear Ms. Kraeker:

Re: Parks and Recreation Advisory Committee

This will advise that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Parks and Recreation Advisory Committee.

I am pleased to inform you that Council resolved to appoint you for a two year term to the Parks and Recreation Advisory Committee, such appointment to expire December 31, 2010.

A committee orientation will be taking place on Tuesday, March 31, 2009 from 7:00 – 9:00 p.m. in the Council Chambers at the Esquimalt Municipal Hall. It is requested that you attend this orientation in order to be provided with a review of the operational guidelines for committees of Council.

Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee, will be in contact with your shortly to advise of the first meeting date.

On behalf of myself and all members of Council, congratulations on your appointment.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Andy Katschor



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## *Office of the Mayor*

March 4, 2009

Willie MacGillivray  
852 Wollaston Street  
Esquimalt, BC  
V9A 5A8

Dear Mr. ~~MacGillivray~~ *Willie*:

Re: Parks and Recreation Advisory Committee

This will advise that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Parks and Recreation Advisory Committee.

I am pleased to inform you that Council resolved to appoint you for a two year term to the Parks and Recreation Advisory Committee, such appointment to expire December 31, 2010.

A committee orientation will be taking place on Tuesday, March 31, 2009 from 7:00 – 9:00 p.m. in the Council Chambers at the Esquimalt Municipal Hall. It is requested that you attend this orientation in order to be provided with a review of the operational guidelines for committees of Council.

Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee, will be in contact with you shortly to advise of the first meeting date.

On behalf of myself and all members of Council, congratulations on your appointment.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Andy Katschor



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March 4, 2009

*Office of the Mayor*

Nick Brame  
477 Joffre Street South  
Esquimalt, BC  
V9A 6C7

Dear Mr. Brame:

**Re: Arts, Culture and Special Events Advisory Committee and Parks and Recreation Advisory Committee**

This will advise that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Arts, Culture and Special Events Advisory Committee and also to the Parks and Recreation Advisory Committee.

I am pleased to inform you that Council resolved to appoint you for a one year term to the Arts, Culture and Special Events Advisory Committee, such appointment to expire December 31, 2009 and to also appoint you as a student liaison to the Parks and Recreation Advisory Committee. The student liaison appointment will expire June 30, 2009.

A committee orientation will be taking place on Tuesday, March 31, 2009 from 7:00 – 9:00 p.m. in the Council Chambers at the Esquimalt Municipal Hall. It is requested that you attend this orientation in order to be provided with a review of the operational guidelines for committees of Council.

Barbara Snyder, Staff Liaison for the Arts, Culture and Special Events Advisory Committee and Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee will be in contact with you shortly to advise of the first meeting dates.

On behalf of myself and all members of Council, congratulations on your appointment.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Barbara Snyder



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## *Office of the Mayor*

March 6, 2009

Maureen Mitchell-Starkey  
1236 Bewdley Avenue  
Esquimalt, BC  
V9A 5N3

Dear Ms. Mitchell-Starkey:

Re: Parks and Recreation Advisory Committee

I would like to formally advise you that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Parks and Recreation Advisory Committee.

As you are aware, due to your previous appointment to the Parks and Recreation Commission, your appointment is automatically rolled over to the Parks and Recreation Advisory Committee and is set to expire December 31, 2009, just as it would have had the Commission not been replaced by the Committee.

A committee orientation will be taking place on Tuesday, March 31, 2009 from 7:00 – 9:00 p.m. in the Council Chambers at the Esquimalt Municipal Hall. It is requested that you attend this orientation in order to be provided with a review of the operational guidelines for committees of Council.

Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee, will be in contact with you shortly to advise of the first meeting date.

On behalf of myself and all members of Council, we thank you for your continued interest in Esquimalt Parks and Recreation.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Andy Katschor



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## *Office of the Mayor*

March 6, 2009

Geoff Murray  
940 Dunsmuir Road  
Esquimalt, BC  
V9A 5C3

Dear Geoff:

Re: Parks and Recreation Advisory Committee

I would like to formally advise you that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Parks and Recreation Advisory Committee.

As you are aware, due to your previous appointment to the Parks and Recreation Commission, your appointment is automatically rolled over to the Parks and Recreation Advisory Committee and is set to expire December 31, 2009, just as it would have had the Commission not been replaced by the Committee.

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Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee, will be in contact with you shortly to advise of the first meeting date.

On behalf of myself and all members of Council, we thank you for your continued interest in Esquimalt Parks and Recreation.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Andy Katschor



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*Office of the Mayor*

March 6, 2009

Richard Fyfe  
1052 Gosper Crescent  
Esquimalt, BC  
V9A 4J3

Dear Mr. Fyfe:

Re: Parks and Recreation Advisory Committee

I would like to formally advise you that, at its meeting held on March 2, 2009, the Municipal Council considered the matter of appointments to the Parks and Recreation Advisory Committee.

As you are aware, due to your previous appointment to the Parks and Recreation Commission, your appointment is automatically rolled over to the Parks and Recreation Advisory Committee and is set to expire December 31, 2009, just as it would have had the Commission not been replaced by the Committee.

A committee orientation will be taking place on Tuesday, March 31, 2009 from 7:00 – 9:00 p.m. in the Council Chambers at the Esquimalt Municipal Hall. It is requested that you attend this orientation in order to be provided with a review of the operational guidelines for committees of Council.

Andy Katschor, Staff Liaison for the Parks and Recreation Advisory Committee, will be in contact with you shortly to advise of the first meeting date.

On behalf of myself and all members of Council, we thank you for your continued interest in Esquimalt Parks and Recreation.

Yours truly,

Barbara Desjardins  
Mayor

BD/dl

cc: Andy Katschor



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Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

## STAFF REPORT

DATE: January 13, 2009 REPORT NO. P&R-09-002  
TO: Tom Day, Chief Administrative Officer  
FROM: Andy Katschor, Acting Director of Parks and Recreation Services  
SUBJECT: Parks 2008 in Review

The following is a report on the activities of the Parks Department for the year 2008.

- New Tree Protection Bylaw 2664, January 2008
- New Pesticide Reduction Bylaw 2686, June 2008
- Information package "Esquimalt Loves Its Trees - Protecting Esquimalt's Urban Forest and Love the Trees on Your Construction Site" created and made available to residents and developers
- New park map printed and available to residents and visitors.
- Parks Department policy adopted to use environmentally friendly methods of control before adoption of new Pesticide Reduction Bylaw 2686.
- Pesticide reduction workshops held at the Municipal Hall on Organic Gardening and Organic Turf care for residents.
- World Rugby event held at Bullen Park. Information signs posted around field to promote, to thousand of spectators, that the field has been pesticide free for over 6 years.
- Staff begin to maintain the new landscaped "traffic calming" islands at the 800 block of Esquimalt Road.
- New landscaping on the utilities island at end of Grafton Street.
- Re-landscaping on the utility island at the end of Decosta Place.
- Decommissioning of the long planter in Esquimalt Gorge Park.
- Decaying wood partition and benches removed at entrance to Westbay Walkway opening up the area, making it visually appealing and increasing safety. Landscaping is trimmed and revamped.
- Dugouts at Bullen and Lampson Little League Park are replaced with chain link; opening them up, discouraging graffiti and inappropriate behaviour.
- Wooden wall removed from bleachers at Lampson Little League to discourage graffiti and inappropriate behaviour.
- New lights are installed at the old concession in Esquimalt Gorge Park and Lampson Little League once again to discourage graffiti and inappropriate behaviour.

- Michael Greenfield, Landscape Designer, has begun reconstruction of the Japanese Garden at Esquimalt Gorge Park.
- The old concession at Esquimalt Gorge Park is converted into an environmental interpretive centre and officially opens on World Oceans and Rivers Day in June.
- Memorial Park Cenotaph landscaping revamped to improve sight line during ceremonies.
- Esquimalt Gorge Park Creek ongoing invasive plant species removal and replant native plant species continues.
- Successful in obtaining \$8,000 BC Hydro Regreening grant. Funds used to purchase trees.
- Arboriculture crew removed 25 dead or diseased boulevard trees and replanted 50.
- Arboriculture crew have a new stump grinder. The new addition makes stump removal faster and safer.
- Two new donation benches installed one in Esquimalt Gorge Park and one at Buxton Green. Three all accessible picnic tables donated. Two installed at Buxton Green and one at Esquimalt Gorge Park
- Christine Moog, Aquatic / Fitness Coordinator, was successful in obtaining a \$5,000 "Active Communities" grant. Parks uses the money to purchase 24 bike racks which were installed at Town Square, Memorial Park, Esquimalt Gorge Park, Buxton Green, Saxe Point Park, Bullen Field and Recreation Centre.
- Engineering assessments completed on erosion at Dellwood and Arm Street Promenade.
- A Plant Ecologist was hired to prepare a Macaulay Point Natural Areas Management Plan. The final draft is currently being reviewed by the Department of National Defence.

#### Staff Updates

- Andy Katschor, Acting Director of Parks and Recreation
- Shaen MacRae, Parks Supervisor
- Tony Bendall, Gardener 3, Turf crew leader
- Mike Moyls, Gardener 2, Turf
- Murdoch Brens, Gardener 1, Turf (transferred from Public Works)
- New Seasonal Parks Maintenance worker.

Respectfully Submitted,

Andy Katschor  
Acting Director of Parks and Recreation Services

<p><b>Approved for Council's consideration:</b></p> <p>_____ Tom Day, Chief Administrative Officer</p> <p>Dated: _____</p>
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## STAFF REPORT

DATE: January 13, 2009  
REPORT NO. P&R-09-004  
TO: Tom Day, Chief Administrative Officer  
FROM: Andy Katschor  
SUBJECT: Parks Third Period Report 2008

The following is a report on the activities of the Parks Department for the period September to December 2008.

### Council Goals and Objectives

In March 2008 council adopted the 2008/2009 Strategic Plan, focussing on community priorities of the Township of Esquimalt. The Parks Department made the following contribution towards these priorities.

### Environmental Protection

- Successful in obtaining \$8,000 BC Hydro Regreening grant. Funds used to purchase trees and native plant material. Ongoing tree replacement, removing invasive plant species and replanting native plant in the Township's park natural areas especially at Esquimalt Gorge Park.
- Ongoing support of the environment education centre at Esquimalt Gorge Park.
- The department and the Township have been leaders in pesticide reduction in the region.
- A Plant Ecologist was hired to prepare a Macaulay Point Natural Areas Management Plan. The final draft is currently being reviewed by the Department of National Defence (DND). The department is working closely with the DND to protect the Species at Risk at Macaulay Point.
- Engineering assessments completed on erosion at Dellwood and Arm Street Promenade. The Parks Department is working closely with Development and Engineering on restoring areas of the Gorge affected by erosion.

Enhance Quality of Life

- Continuing with the Gorge Park Improvement Plan with phase one, reconstruction of the Japanese Garden at Esquimalt Gorge Park.
- Memorial Park Cenotaph landscaping revamped to improve sight line during ceremonies.
- Improved "all accessible" trails into High Rock Park.
- Purchase of an "all accessible" playground swing.

Park and Recreation Commission Achievements October – December 2008

- Support in principle of a new "all accessible" playground on the west portion of Memorial Park.
- Participation on the Gorge Waterway Initiative Committee
- 2009 Budget priorities

Respectfully Submitted,

Andy Katschor  
Acting Director of Parks and Recreation Services

<p><b>Approved for Council's consideration:</b></p> <p>_____</p> <p>Tom Day, Chief Administrative Officer</p> <p>Dated: _____</p>
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# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, BC V9A 3P1  
Telephone (250) 414.7100 Fax (250) 414.7111

## STAFF REPORT

**DATE:** 26 January 2009 Report No. *PER-09-007*  
**TO:** Tom Day, CAO  
**FROM:** Jeff Byron, Manager of Recreation Services  
**SUBJECT:** Third Report (September to December 2008)

The following report outlines the activities of Recreation Services for the period of September to December 2008.

### 1. ADMINISTRATION SERVICES

- A review was carried out on Building Maintenance Worker wages and qualifications resulting in separate rates of pay for un-qualified staff not having all certification, and qualified staff with a Fifth Class Engineering Ticket. This has enabled us to successfully recruit qualified staff for previously empty positions.
- Dan Henderson appointed to Temporary Superintendant of Recreation
- A "Volunteer Esquimalt" Package has been created and endorsed by both the Union and Parks & Recreation Commission. The process formalizes volunteer opportunities that have already been occurring. This will be evaluated in late 2009.

### 2. RECREATION SERVICES

#### 2.1 Aquatic and Fitness Services

- Annual maintenance in the pool included installation of two pool slides, purchased from funding raised at the Mayor's Golf Tournament, grouting of pools, decks, steam room and sauna, boiler inspection, GIF's, backflow preventers and installation of LED clock.

- **Annual Pumpkin Swim** was well received by over 80 participants
- New cardio equipment purchased for the Wellness Centre: 9 Keiser bikes (Spin Bikes), an Octane X Ride (elliptical cross trainer) and a Matrix Power Station (multi-use strength training).

## 2.2 Esquimalt Eats for Health and Active Communities

- **Esquimalt Eats for Health** hosted a "Food for Thought" Day focused on local, sustainable foods. Over 300 participants took part in the day which included an organic lunch, presentations, and information displays.
- **Active Communities** launched the **Act Now Prescription for Health**. 133 medical professionals signed up; 5444 prescription cards have been distributed.
- Active Communities launched a new map on the **Highway to Health** website taking participants on a virtual journey from Beijing to Whistler

## 2.3 Community Services

- **Esquimalt Children's Story Festival**, October 4th: This year's event was a fantastic display of local storytellers, children's authors and community organizations. Close to 500 participants enjoyed a range of local and international children's authors and storytellers; crafts and a free lunch. Community organizations included: Esquimalt Neighbourhood House, Victoria Read Society, Esquimalt Kiwanis Club and Country Grocer.
- **Casper's Carnival**, October 25th : a family oriented Halloween Event that features pumpkin carving, carnival games, Halloween crafts, face painting and the ever popular bouncy castle. Close to 100 people, big and small enjoyed the event.
- **Celebration of Lights**, December 2nd : This year the Celebration of Lights was successfully held in front of Archie Browning Sports Centre and the Plaza Parking Lot. The parade started at Canteen and Lyall Streets and ended at the Esquimalt Plaza. The after parade activities included entertainment, food and of course a visit from Santa. Approximate attendance to this event was 1000 people.
- **ETAG**: Some members of the Esquimalt Together Against Graffiti Committee shared the success of Esquimalt's program at the TAG (Together Against Graffiti) Symposium in North Vancouver in October.

ETAG; together with the Victoria Police Department, West Division, will be hosting the 2009 TAGS conference on October 21st & 22nd.

- Youth Only Friday Nights saw record numbers in it's program this Fall. Challenges with this success saw concerns from neighbours regarding noise created by youth during YOF. Youth Services Staff implemented immediate protocol to remedy this problem with great success. Youth Only Friday Nights continues to see good numbers.
- After School Drop-In at the Teen Centre has also seen great success this Fall largely due to the relationship built between Rockheights School and Teen Centre Staff. Community Services and Teen Centre Staff participated in the Boot Camp event hosted by Rockheights PAC in November. Township staff helped run activity stations aimed at promoting the importance of physical activity.
- Youth Services Staff participated in **Intermunicipal Youth Worker Training** in Vancouver. Three members of our staff joined thirty other youth workers from across Greater Victoria at the BCRPA youth workers conference

#### 2.4 Recreation Centre

- **Active Aging Week** occurred September 22-28. This Inter-municipal initiative was a week long celebration aimed at introducing older adults to activities in their community to encourage them to lead an active lifestyle.
- New Adult programs included pottery, travel presentations and a new martial arts program. 50 + arts programs showing high numbers; watercolour up to 17 (compared to 12 same time last year)
- Continuing 50+ Birthday Party - a free social event which brings former Silver Thread members in to the centre and introduces them to other programs and services, 35 people attended.
- First of a series of adult daytrips ran with 14 people. The group toured the North Island Recovery Centre.
- Drop-in Bridge program began with 6 interested people and has grown to a group of 14.

- Two Christmas lunches were offered for 50+ and sold out (36 people each date). Unfortunately one had to be cancelled due to weather. We are offering a new year's luncheon for those who missed out.
- Our Preschool Special Event Discover Dinosaurs was a huge success. The program filled up with a waitlist.
- **Challenging the Community Contract Project.** Through a grant from the Queen Alexandria Center for Children's Health an additional Out of School Care Support Worker has been hired to help new One-to-One Inclusion Facilitators with strategies for dealing with challenging behaviour. The contract for the position is September 2008 to June 2009.

## 2.5 Sports Centre

- Although our Lion's Skate with Santa fell on a day of extremely bad weather and our Esquimalt Lion's had to cancel, the event still ran with nearly 100 people in attendance. We did have a Santa thanks to Esquimalt Fire Department, for loaning us a Santa Suit!!
- In September 2008 implemented new contracts for user groups that including a "terms of facility use" section to ensure that groups were acting accordance with facility conduct policies
- Arena ice rentals up 3.5% over same time in 2007
- Esquimalt High Curling Academy began in September 2008 wherein students curl at the facility three times a week during the school year

Respectfully Submitted,

\_\_\_\_\_  
Jeff Byron  
Manager of Recreation Services

Approved for Council's consideration:

\_\_\_\_\_  
Tom Day, CAO

Dated: \_\_\_\_\_



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

## STAFF REPORT

**DATE:** January 29, 2009 **REPORT NO.** P&R-09-008  
**TO:** Tom Day, Chief Administrative Officer  
**FROM:** Jeff Byron, Manager of Recreation Services  
**SUBJECT:** Recreation Services - 2008 Year End Report

The following is a report on the activities of the Parks and Recreation Department during 2008.

### Council Goals and Objectives

The Recreation Department has made significant progress in initiatives identified by Council for 2007 – 2008. The following is a list and status of the most significant Recreation objectives:

1. **Review and Update Parks and Recreation Strategic Plan**  
A midterm review was performed by the Parks and Recreation Commission in the spring of 2008 to identify initiatives that were completed, ongoing, or needed to be modified.
2. **Adopt and Implement Recommendations from the Senior's Strategy**  
A full time Adult Programmer was hired in March 2008 to take over provision of Silver Threads Programs. The Recreation Program model was modified to include opportunities for all adult ages from 19 and up. Additional programming also was added in the aquatic and fitness area geared towards seniors. Examples include Range of Motion WaterFit classes, Community Walking Group, 50+ specific circuit classes and orientations. Partnerships were also built with senior service agencies such as the Arthritis Society to host free health workshops. Efforts in Adult Programming have been very successful with revenue expectations being met for 2008.
3. **Continue "Active Community" Strategy**  
IN 2008 the following Active Community initiatives were launched through staff involvement on an Intermunicipal Committee.
  - Development of an Active Transportation Plan
  - Launch of the Act Now BC Prescription for Health
  - Ongoing implementation of Thrifty Food's Nutrition for you Workshops

- New route on Highway to Health online activity tracking program
  - Over 200 Active Esquimalt Packs sold over the holidays (pedometers with drop in admissions)
  - Received grant to install additional bike racks throughout community to encourage cycling (2 bike racks were installed)
  - Launch of Active Parent Pass
4. **Continue ETAG (Esquimalt Together Against Graffiti) Program**  
Members of the Esquimalt Together Against Graffiti Committee shared the success of Esquimalt's program at the TAG (Together Against Graffiti) Symposium in North Vancouver in October. ETAG, together with the Victoria Police Department, West Division, will be hosting the 2009 TAGS conference on October 21st & 22nd.

### Parks and Recreation Strategic Plan Achievements

Initiatives completed from the Strategic Plan for 2008 are as follows;

1. **Strengthen the Role Of Volunteers in the System**  
A volunteer package was developed by staff and endorsed by both the union and Parks & Recreation Commission. The Coordination of Volunteers is being administered by the Community Recreation Coordinator with no extra funding being needed. Evaluation of this process will be done in 2009 to determine if this is sufficient, or if resources need to be added to the budget.
2. **Annual Fees and Charges Review**  
The Commission's Fees and Charges Committee completed its annual Fees and Charges review with the bylaw being adopted in June of 2008. Major changes were the increase of Curling rates by 10%, and the age of Senior discount changed from 55 to 60 to match neighbouring municipalities.

### Departmental Achievements:

Additional achievements include:

- Successful implementation of the annual Mayor's Golf Tournament fundraiser at Gorge Golf Course in April 2008. The event raised \$9200 towards purchase of curling brooms, refurbishing of curling rocks and installation of the pool slides bought by previous tournament funds.
- Over 650 summer playground and speciality camp participants
- Esquimalt Eats for Health Program
  - Two grants, totalling \$47 500 were received through UCBM to commence the project
  - Community Gardens Policy was passed by Council
  - New equipment including a juicer and steamer were purchased through grants for food service area to enable preparation of healthier products.-
  - Two Esquimalt Eats For Health Events were Held:

- Upgrade of the Archie Browning Sports Centre snow pit, hot water system, and repairs to flat roofs were completed as per the recommendations of the Sports Centre Audit. Approximately \$140,000 of funds drawn from a Capital Reserve was used to complete the work.
- Over all pass sales for drop-in programs increased from 3675 passes sold in 2007, to 4545 passes sold in 2008. This includes all passes from a "10 visit" to Annual use pass.
- Corporate Wellness initiative for staff saw an increase from 158 staff using the Recreation and Sport Centres in 2007, to 170 in 2008.
- Food and Beverage primary objective has been to reduce operational costs of food services, improve the organization and tracking of inventory, and promote healthy food choices.
- A more diverse marketing strategy was implemented for Esquimalt Parks & Recreation to increase the scope and awareness of our organizational messages. This was done with an emphasis on attracting new business for the Archie Browning Sports Centre, this has resulted in:
  - a) Past groups returning to hold their events at the facility i.e. Cat Fanciers and Scale Modellers Show.
  - b) New events and groups booked in 2008 include Victoria's first Motorcycle Show, a charitable Roller Derby event., Turcotte Hockey Camp and Saanich Minor Hockey Camp.
  - c) Increase in attendance for public skating sessions and lessons.

### Department Personnel

Change was a Constant in 2008

- Melissa McHugh was hired as the Adult Programmer.
- Dan Henderson took on a Management role of Temporary Superintendent.
- Todd Bothroyd was hired as the Food Services Supervisor coming from a business background at Butchart Gardens.
- Lynda Mylie retired and was replaced by Francis Mathieson as Facility Booking Clerk.

Respectfully Submitted,

\_\_\_\_\_  
Jeff Byron  
Manager of Recreation Services

Approved for Council's consideration:

\_\_\_\_\_  
Tom Day, CAO

Dated: \_\_\_\_\_



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

COUNCIL POLICY

<b>TITLE:</b> Terms of Reference Parks and Recreation Advisory Committee	<b>NO. ADMIN - 51</b>
<b>PURPOSE</b> The purpose of the Parks and Recreation Advisory Committee is to:	
<ul style="list-style-type: none"> <li>• Advise Council and recommend policies on parks and recreation matters including services, facilities and specific community interests.</li> <li>• Foster public awareness, recognition and support for parks and recreation facilities.</li> </ul>	
<b>MANDATE</b> The Parks and Recreation Advisory Committee will, consistent with the purposes described above, undertake the following:	
<ul style="list-style-type: none"> <li>• Develop and recommend policies to Council and respond to Council requests for advice and information.</li> <li>• Provide a community perspective on parks and recreation facilities, services, and programs.</li> <li>• Identify sources of funding and grants to support parks and recreation-related activities.</li> <li>• Administer Community Events funding.</li> </ul>	
The Parks and Recreation Advisory Committee will submit to Council an annual work plan at the beginning of each year describing its plans for the year. The Committee will submit to Council a final report at the end of each year describing its activities and accomplishments of the previous year.	
<b>MEMBERSHIP</b> The Committee will consist of seven (7) members including:	
<ul style="list-style-type: none"> <li>• Two (2) members of Council.</li> <li>• Five (5) community representatives appointed by Council.</li> <li>• Youth are encouraged to apply as non-voting liaisons for a semester at a time.</li> </ul>	
<b>TERMS</b> Members may be appointed for two year terms with term end dates split between alternating years to ensure continuity of committee membership. On application, members may be re-appointed for up to three consecutive terms. All appointees sit at the pleasure of Council and may be removed at Council's discretion.	
<b>MEETINGS</b> The Committee will meet a minimum of four times per year in accordance with its regular schedule of meetings established annually at the first meeting of the year. No meetings are held during the summer and winter breaks (July, August and December). Special meetings may be held at the call of the Chair. At the first meeting of each calendar year the committee will elect a Chair and Vice-Chair from amongst its members. The meeting rules and procedures will be in accordance with the Council Procedure Bylaw.	

<b>EFFECTIVE DATE:</b> February 9, 2009	<b>APPROVED BY:</b> Council	<b>REF:</b> Staff Report ADM-09-014	<b>AMENDS NO.</b> n/a	<b>PAGE 1 OF 1</b>
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**2009 COMMITTEE MEMBERS**  
**PARKS AND RECREATION ADVISORY COMMITTEE**  
*For Committee Use Only*

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3 March, 2009

Parks Manager  
Township of Esquimalt  
527 Fraser Street  
Esquimalt BC  
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To Whom it May Concern:

I am writing to express my pleasure with the work and manner of two of the Township's employees following a rather unfortunate series of events on the boulevard in front of my home on Grenville Avenue.

Earlier in 2009 a contractor working for BC Hydro knocked on my door to inform me he was about to trim the branches on the tree that stood on the boulevard, in order to make sufficient clearance below the hydro line. I requested that he trim the tree a little more than he had instructions to do, thinking that he would have due concern for the livelihood of the tree. He agreed, though emphasized that he was going beyond the terms of his contract. I was quite dismayed when I saw the results of the work he had done, as it was very roughly done, and unsightly.

Shortly after, I was visited by your Parks Arborist, Eric Howarth, and his partner, who told me they had come under instruction from their supervisor, to cut down the tree as it would quickly grow in an uncontrolled manner, and cause more problems than if it had been left alone. Eric told us that another more suitable tree would eventually be planted in its place, probably later in the year. Both my wife and I were upset by this decision, and requested that there be reconsideration, particularly since it appeared that there would be no replacement until the summer was over. Eric very politely told me that in all likelihood he would eventually have to remove the tree, but agreed to leave the tree untouched, and at that point they both left.

A week later they returned and informed me that the tree had to come down and that a new cherry blossom tree would be planted in its place, probably very soon after. My wife and I had by that time accustomed ourselves to the idea that the tree would be removed, and were pleased to hear that a new young tree would soon be in its place. This was indeed done within a few days, and looks just fine. We have agreed to water it until it takes sufficient root, under direction from Eric.

I want to commend your two employees on both their professional approach and tact in dealing with us. I also apologize for my role in this whole affair, and have I think learned that decisions on plant management should be left to those qualified.

Sincerely,



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