



Corporation of the Township of Esquimalt

# ESQUIMALT PARKS AND RECREATION ADVISORY COMMITTEE

MARCH 12, 2009

7:00 p.m.

Council Chambers, Esquimalt Municipal Hall

## MINUTES

**Present:** Councillor B. McIldoon  
Councillor A. Gaul  
Richard Fyfe, Community Representative  
Maureen Mitchell-Starkey, Community Representative  
Willie MacGillivray, Community Representative  
Nick Brame, Youth Liaison

**Staff:** A. Katschor, Acting Director of Parks and Recreation Services  
J. Byron, Manager of Recreation Services  
D. Henderson, Superintendent of Recreation  
C. Weber, Secretary to the Director of Parks and Recreation Services

**Regrets:** Geoff Murray, Community Representative  
Marilyn Kraeker, Community Representative

The meeting was called to order at 7:00 p.m.

### 1. COMMITTEE APPOINTMENTS

Information letters from the Mayor regarding Parks and Recreation Advisory Committee appointments.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the information be received and filed.

The motion **CARRIED**.

### 2. ELECTION OF CHAIR AND VICE CHAIR

(1) Election of Chair

The Acting Director called for nominations for the position of Chair.

Moved by Maureen Mitchell-Starkey, seconded by Councillor McIldoon that Richard Fyfe be appointed as Chair by acclamation for 2009.

The motion **CARRIED**.

(2) Election of Vice Chair

Moved by Maureen Mitchell-Starkey, seconded by Councillor McIldoon that election of Vice Chair be deferred to the next meeting of the Parks and Recreation Advisory Committee.

The motion **CARRIED**.

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#### 3. APPROVAL OF AGENDA

Moved by Maureen Mitchell-Starkey, seconded by Councillor Gaul that the Agenda be approved with the addition of: *7(a) Commission Discussion and Sub-Committee Reports.*

The motion **CARRIED.**

#### 4. BUDGET UPDATE

The Manager of Recreation Services reported that the 2009 Municipal Budget discussions are scheduled with Committee of the Whole March 16, 17, 18, 2009.

#### 5. MANAGEMENT REPORTS

(1) Municipal Committee Orientation. The Acting Director reminded Committee members of the Municipal Orientation which is scheduled at 7:00 p.m. on March 31, 2009.

(2) Parks 2008 in Review – A report to the Chief Administrative Officer from the Acting Director of Parks and Recreation Services for information.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED.**

Committee Chair Richard Fyfe arrived and continued the meeting as Chair.

(3) Parks Third Period Report 2008 – A report to the Chief Administrative Officer from the Acting Director of Parks and Recreation Services for information.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED.**

(4) Third Report (September to December 2008) – A report to the Chief Administrative Officer from the Manager of Recreation Services for information.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED.**

(5) Recreation Services – 2008 Year End Report – A report to the Chief Administrative Officer from the Manager of Recreation Services for information.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED.**

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- (6) 2009 Parks and Recreation Advisory Committee Meeting Dates.  
Moved by Maureen Mitchell-Starkey, seconded by Councillor McIldoon that the meetings for the 2009 Parks and Recreation Advisory Committee will be held on the first Thursday of each month, excluding July, August, December.

The motion **CARRIED**.

- (7) Sub-Committee Appointments for:
- (i) Community Events Funding Committee  
Maureen Mitchell-Starkey will remain on the sub-committee, and Councillor McIldoon and Nick Brame volunteered to sit on the sub-committee.
  - (ii) Fees and Charges Committee  
Geoff Murray and Richard Fyfe will remain on the sub-committee, and Councillor Gaul and Nick Brame volunteered to sit on the sub-committee.

- (8) Schedule date for Orientation for Esquimalt Parks and Recreation Tour for Parks and Recreation Advisory Committee Members.  
The Parks and Recreation Tour is scheduled for Saturday, May 2, 2009. Details regarding meeting time and location will be forwarded to the Committee at a later date.

- (9) Schedule date for an off site Facility Tour for Parks and Recreation Advisory Committee Members. The Manager of Recreation Services will secure a date with Oak Bay and Juan de Fuca Recreation Directors and forward the details, to the Committee Members.

- (10) A verbal report from the Acting Director regarding Macaulay Point Management Plan for information. The Director reported that the draft report has been forwarded to DND for their input.  
Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED**.

- (11) Youth Services - a verbal update from the Manager of Recreation Services for information. The Manager of Recreation Services reported that measures have been put in place to deal with youth in the streets during and after youth only Friday nights.  
Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED**.

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- (12) Infrastructure Grants – Building Canada Fund – A verbal report from the Manager of Recreation Services for information. The Manager of Recreation Services reported that the Department received approval to apply for the Building Canada Fund Community Component Grant to refurbish the Sports Centre.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED**.

### 6. INFORMATION

- (1) Council Policy – Terms of Reference - Parks and Recreation Advisory Committee.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the information be received and filed.

The motion **CARRIED**.

- (2) Jr. B. Provincial Lacrosse Tournament – August 2009 – A verbal report from the Manager of Recreation Services.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED**.

- (3) 2009 Esquimalt Parks and Recreation Committee Member List.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the report be received and filed.

The motion **CARRIED**.

- (4) Letter from C.E. Blackburn, resident of 658 Grenville Avenue, commending staff on a job well done.

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the letter be received and filed.

The motion **CARRIED**.

### 7. PUBLIC QUESTION PERIOD

There were no questions from the public.

### 7A. COMMISSION DISCUSSION AND SUB-COMMITTEE REPORTS

- Nick Brame stated that one of the user groups was not able to get into a locker at Esquimalt's Archie Browning Sports Centre. The Manager of Recreation Services reported that the locks had been changed in the facility and that user groups have been notified.
- Willie MacGillivray had inquired about the path at Highrock Park. The Acting Director reported that it is on staff's work plan to making all parks and facilities accessible.
- Maureen Mitchell-Starkey reported that there was some erosion in the pathway on the west side of Saxe Point Park. The Director will have staff check it out.

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- Councillor Gaul indicated that she is willing to assist to improve communication between the Parks and Recreation Advisory Committee and Council.
- Richard Fyfe reported that a light from the Nursery was hindering night vision on the pathway at Esquimalt Gorge Park. The Director will have staff check it out.

**8. ADJOURNMENT**

Moved by Maureen Mitchell-Starkey, seconded by Willie MacGillivray that the meeting be adjourned at 9:05 p.m.

The motion **CARRIED**.

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Andy Katschor  
Acting Director of Parks and  
Recreation Services

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Chairperson, Esquimalt Parks and  
Recreation Advisory Committee