

REGIONAL DISTRICT OF NANAIMO
DISTRICT 69 RECREATION COMMISSION
REGULAR MEETING
THURSDAY, SEPTEMBER 18, 2014
2:00 PM

(Oceanside Place Multi-Purpose Room)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Tentative – S. Miller –RE: Discounted Admission Rates and RAC Schedule

Motion to receive Late Delegations

MINUTES

3-5 Minutes of the Regular District 69 Recreation Commission meeting held June 19, 2014.

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

6 D. Banman, RDN, to City of Parksville, **RE: Permissive Tax Exemption Application**

7 T. Osborne, RDN to R. Koop, SD 69, **RE: Facility Use Partnership Opportunities with SD 69**

8 D. Banman, RDN to Employment and Social Development Canada, **RE: Support for PCC Funding for New Horizons for Seniors Program.**

9-10 S. Miller, Patron to D. Banman, RDN, **RE: Rate Increase at Ravensong Pool**

11 N. Douglas, Parksville Curling Club, to T. Osborne, RDN, **RE: Financial Report**

12 K. Cenerin, Patron to Recreation and Parks Department, **RE: Bigfoot Summer Feedback**

Motion to receive Communications/Correspondence.

UNFINISHED BUSINESS

REPORTS

13-15 Monthly Update – Oceanside Place – June 2014

16-18 Monthly Update – Oceanside Place – July-August 2014

19-21 Monthly Update – Ravensong Aquatic Centre – June –August 2014

22-26 Monthly Update – Northern Recreation Program Services – July 2014

27-33 Monthly Update – Northern Recreation Program Services – August 2014

Monthly Update of Community and Regional Parks and Trails Projects (Handout)

Motion to receive the reports

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

COMMISSIONER ROUNDTABLE

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

October 16, 2014

2:00pm

Oceanside Place

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE
DISTRICT 69 RECREATION COMMISSION REGULAR MEETING
HELD ON THURSDAY, JUNE 19, 2014 AT 2:00PM
AT OCEANSIDE PLACE – MULTI-PURPOSE ROOM**

Attendance: Scott Tanner, Councillor, Town of Qualicum Beach
Gordon Wiebe, Electoral Area 'E'
Joe Stanhope, Director, RDN Board, Electoral Area 'G'
Richard Leontowich, Electoral Area 'H'
Peter Morrison, Councillor, City of Parksville
Bill Veenhof, Director, RDN Board Appointee

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Ann-Marie Harvey, Recording Secretary

Regrets: David Edgeley, Electoral Area 'F'
Ross Milligan, Trustee, District #69 School Board

CALL TO ORDER

Chair Tanner called the meeting to order at 2:01pm

MINUTES

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the Minutes of the Regular District 69 Recreation Commission meeting May 15, 2014 be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the following correspondence be received:

A. Weeks, City of Parksville, to D. Banman, RDN, **Re: Permissive Tax Exemption**

CARRIED

REPORTS

Monthly Update – Oceanside Place – May 2014

Mr. Banman gave a summary of the items in the Oceanside Place Monthly Update report.

Monthly Update – Ravensong Aquatic Centre - May 2014

Mr. Banman gave a summary of the items in the Ravensong Aquatic Centre Monthly Update report.

Monthly Update – Northern Recreation Program Services – May 2014

Mr. Banman gave a summary of the items in the Oceanside Place Monthly Update report.

Monthly Update of Community and Regional Parks and Trails Projects – May 2014

Mr. Osborne summarized the Community and Regional parks projects for the Electoral Area's.

Parksville Curling Club Viability Under Reduced Tax Exemption Jun 9 2014

The Commission discussed the report and its options. Mr. Banman and Mr. Osborne clarified questions the Commissioners had and explained some of the different scenarios of options.

Commissioner Morrison noted that he felt the City of Parksville would likely not increase the tax exemption to 100%.

MOVED Commissioner Stanhope, SECONDED Commissioner Wiebe that the Regional District request the City of Parksville to grant 100% tax exemption status for the land and building leased by the Parksville Curling Club Society excluding the commercial area of the building (licensed lounge) in the calculation of taxation assessment.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Leontowich that the Regional District commission an independent building assessment of the District 69 Arena with up to \$15,000 through the Corporate Climate Action Fund (CCAF) to confirm the current level of performance, integrity and life expectancy of the structure and major operating systems to use in long term management of the asset.

CARRIED

District 69 Fees and Charges Report - Bylaw 1701, 1704, 1705

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the "District 69 Recreation Services Fees and Charges Bylaw No. 1701, 2014" be introduced and read three times.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the "District 69 Recreation Services Fees and Charges Bylaw No. 1701, 2014" be adopted.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the "District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014" be introduced and read three times.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the "District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014" be adopted.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Morrison that the "District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014" be introduced and read three times.

CARRIED

MOVED Commissioner Stanhope, SECONDED Commissioner Morrison that the "District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014" be adopted.

CARRIED

COMMISSIONER ROUND TABLE

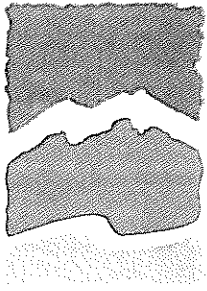
Commissioner Leontowich told the Commission of the Bluegrass Festival happening June 27-29 (Fri-Sun), hosted by the Qualicum Bay Lions & the Lighthouse Community Hall

ADJOURNMENT

MOVED Commissioner Veenhof that the meeting be adjourned at 3:20 pm.

CARRIED

Chair



REGIONAL
DISTRICT
OF NANAIMO

June 17, 2014

City of Parksville
100 Jensen Avenue East
PO Box 1390
Parksville, BC V9P 2H3

Attention: Amanda Weeks

Dear Ms. Weeks:

RE: Permissive Taxation Exemption Application for 2015

Please find enclosed the completed Permissive Taxation Exemption Application for 2015 from your May 2nd correspondence regarding the above application.

Should you have any further questions, please feel free to contact me.

Sincerely,

Dean Banman, MBA
Manager of Recreation Services

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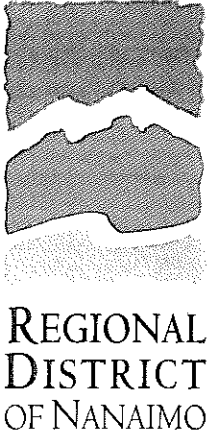
cc: T. Osborne, General Manager of Recreation and Parks
Parksville Curling Club Society
~~District 69 Recreation Commission~~

RECREATION AND PARKS DEPARTMENT

HEAD OFFICE:
Oceanside Place
830 West Island Highway
Parksville, BC
V9P 2X4
Tel: (250) 248-3252
Fax: (250) 248-3159
Toll Free: 1-888-828-2069

Ravensong Aquatic Centre
737 Jones Street
Qualicum Beach, BC
V9K 1S4
Tel: (250)752-5014
Fax: (250)752-5019

RDN Website: www.rdn.bc.ca



June 25, 2014

School District 69 (Qualicum)
100 East Jensen Avenue
PO Box 430
Parksville, BC
V9P 2G5

Attention: Rollie Koop, Superintendent of Schools

Dear Mr. Koop:

Re: Facility Use Partnership Opportunities with School District 69 (Qualicum)

This letter is to inform School District 69 (Qualicum) that at the Regional District of Nanaimo Board Meeting on June 24, 2014 the following resolution was approved:

"That staff proceed to meet and review facility use partnership opportunities with School District 69 (Qualicum) for the schools that are slated for closure in September 2014 and report back to the District 69 Recreation Commission and Board."

Staff at the Regional District look forward to our continued conversation with School District staff as we review partnership opportunities that will lead to ensuring these valuable community assets can be maintained and accessed for community services by area residents.

If you could please contact my office at 250-248-3252 and we will arrange a suitable time to meet and discuss the above Regional Board directive.

Sincerely,

Tom Osborne
General Manager, Recreation and Parks Services

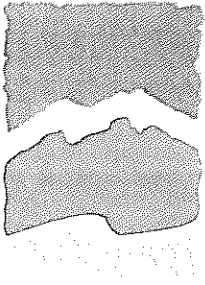
cc P. Thorkelsson, CAO
District 69 Recreation Commission
Electoral Area F Parks and Open Space Advisory Committee
W. Marshall, Manager of Parks Services
D. Banman, Manager of Recreation Services
H. King, Superintendent of Recreation Program Services

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REGIONAL
DISTRICT
OF NANAIMO

June 30, 2014

Employment and Social Development Canada
New Horizons for Seniors Program
c/o Kelowna Service Canada Office
205 – 471 Queensway Avenue
Kelowna, BC V1Y 6S5

Dear Program Administrator,

Please accept this letter of support for the Parksville Curling Club funding application for the government of Canada's New Horizons for Seniors Program.

Since 2003, through a lease agreement with the Regional District of Nanaimo, the Parksville Curling Club has been providing recreational curling programs and activities along with community event space in one of Canada's highest area of senior's population. The Club is responsible for 100% of all operating and capital costs associated with the facility and surrounding grounds.

Please feel free to contact me should you need any more information.

Sincerely,

Dean Banman, MBA
Manager of Recreation Services
Regional District of Nanaimo

cc D69 Commission

RECREATION AND PARKS DEPARTMENT

HEAD OFFICE:

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830 West Island Highway
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Ravensong Aquatic Centre

737 Jones Street
Qualicum Beach, BC
V9K 1S4

Tel: (250) 752-5014

Fax: (250) 752-5019

RDN Website: www.rdn.bc.ca

From: Banman, Dean
Sent: Friday, July 25, 2014 10:49 AM
To: 'L. Macdonald'
Cc: Osborne, Tom; Thorkelsson, Paul; Joe Stanhope
Subject: RE: Rate Increase at Ravensong Pool

Hello Mr. Miller,

Thank you for your comments related to rate increases at Ravensong Pool and affordability. Apologies if my answer is longer than you anticipated but my goal is to also provide you with information on some of the programs and practices in place to help individuals and families reduce the burden of paying admissions.

The RDN Board and their advisory committee on recreation matters related to the northern communities, the District 69 Recreation Commission continually strive to control the operational costs at facilities such as Ravensong Aquatic Centre as well balance revenues such as user rates and government subsidies. Operational costs at both Oceanside Place and Ravensong Aquatic Centre continue to increase and include volatile utilities such as natural gas, water, and electricity that within the last few three years have been joined by environmental sustainability initiatives (carbon offsets). Although some future cost savings of operating expenses at RDN venues have been seen in areas such as energy conservation, replacement of inefficient equipment and the implementation of time saving practices, operational expenses are still expected to increase.

The recent increase to admissions are intended to contribute to not only annual operating expenses but also increase capital reserve funds. Adequate reserve fund balances especially for capital intense facilities such as arenas and aquatic centres are critical for long term sustainability. A review of the fees and charges of similar facilities in the mid-Vancouver Island region is taken into consideration when establishing admission fees and rental prices for both Oceanside Place and Ravensong Aquatic Centre.

To help reduce the financial burden on individual patrons "Special Rate" admissions of \$2.00 for children and youth and \$4.00 for the adult and senior rate categories are designed to meet the needs of patrons with limited or fixed incomes and to utilize facilities during non-peak times. The Department provides a number of opportunities for these reduced rates to attract individuals and families who may otherwise not be able to participate in these recreational pursuits. Other alternatives for deeper discounts are still available through Active Living Membership Card or the Financial Assistance Program. No interest payment plans are available as well.

The RDN Board and District 69 Recreation Commission understand that providing affordable access to programs and facilities is paramount for residents to enjoy an active lifestyle. However this affordability is in contrast to the expenses in operating facilities and offering recreation programs. Most local governments commit to subsidizing fees and charges of recreation programs/facilities and have consistently applied a broad based universal amount in the percentages that these subsidies will be. This subsidization is done with the understanding that programs and services provided improve the quality of life to resident and community vitality. It also recognizes that direct users of the facilities receive more individual benefit from use and should contribute directly to the operation and capital expenses of these facilities.

Please feel free to contact me via email or in person should you have any more questions.

Regards,

Dean Banman, MBA
Manager of Recreation Services

Regional District of Nanaimo, Recreation and Parks
830 West Island Highway
Parksville, BC
V9P 2X4
P: 250.248.3252 or 1.888.828.2069
F: 250.248.3159 www.rdn.bc.ca



The contents of this electronic mail transmission are *privileged*, intended to be *confidential* and for the sole use of the designated recipient. If this message has been misdirected, or if a resend is desired, please contact the sender as soon as possible.

From: L. Macdonald [<mailto:willowinthewind@shaw.ca>]
Sent: Wednesday, July 23, 2014 1:00 PM
To: Banman, Dean
Subject: Rate Increase at Ravensong Pool

Mr. Banman, Manager, Recreational Services

Dear Sir:

I have sent Mr. Stanhope an e-mail regarding the rise in prices for swimming at Ravensong Pool. The content of the e-mail is as stated below:

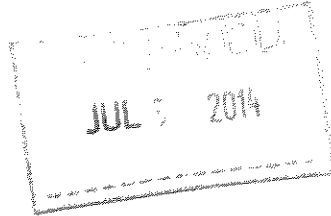
As a regular "senior" swimmer at Ravensong Pool and a frequent attendee at the wave pool with grandchildren, I am concerned about the increase in prices for swimming during the "Everyone Welcome" session at Ravensong.

Not only does this affect those who are on fixed incomes but also those who are struggling to find affordable activities for families/children.

Why are the rates increasing? Is the subsidy from the government not sufficient to cover the costs?

Looking forward to your input. Thank you.

Stan Miller
250-248-9271



Parksville Curling Club
Box 1624
Parksville, B.C.
V9P 2H5
July 31, 2014

Mr. Tom Osborne
General Manager, Recreation and Parks Services
Regional District of Nanaimo
Oceanside Place
830 West Island Hwy.
Parksville, B. C.
V9P 2X4

Dear Sir:

Re: Financial Reports

Enclosed is a copy of the Financial Reports for the Parksville Curling Club for the fiscal year May 1, 2013 to April 30, 2014 including supporting documentation. An internal audit has been conducted for this past fiscal year.

Yours truly,

A handwritten signature in cursive script that reads "Nancy L. Douglas".

N.L. (Nancy) Douglas
Treasurer

Encls.

Harvey, Ann-Marie

From: Kathy Cenerin
Sent: Thursday, August 14, 2014 2:38 PM
To: Harvey, Ann-Marie
Subject: Camp Bigfoot Summer Program Feedback

Hi,

I'm a mom to one of the kid's enrolled in this summer's Camp Bigfoot program at the Parksville Community Centre. Please pass along a huge THANK YOU and our greatest appreciation to the program head, Valerie McNutt, the group leaders, and the volunteer leaders who ran a wonderful program this year.

My daughter has a severe peanut allergy and I couldn't have been more relieved when I saw the "no peanut/nut" signs everywhere upon entering the room. One of the leaders took me aside the first day and we talked about how they were going to avoid peanut exposure in the group and about all the precautions that come along with being allergic to food. The leader knew about "cross-contamination exposure (peanut residue on hands gets on tables, faucets, door handles, then my daughter touches the same surface)", which was a welcome surprise for me. Even her school teachers haven't grasped cross-contamination.

The leaders went the extra mile on several occasions for my daughter. They always ensured hand washing was being done regularly. They ensured her EpiPen was kept out of the sun and always nearby. One day, I was particularly impressed when the group stopped for a frozen treat. My daughter would normally not be able to have the treat but the leader asked the vendor if they had something peanut free and they pulled out a box from the back. I heard that it was a great moment and my daughter told me how fantastic it was to be included. I recall too that last year, the leaders bought her a toy at Shopper's Drug Mart (with their own money) when the rest of the group went to Dairy Queen. I was witness on many occasions to how expertly the leaders handled the other kid's issues and incidents.

Keep up the great program and we'll see you next summer!

Cheers,
Vince, Kathy and Danya Cenerini

TO: Dean Banman **DATE:** July 9, 2014

FROM: John Marcellus
Superintendent of Arena Services

SUBJECT: District 69 Recreation Commission June 2014 Report Oceanside Place

PROGRAMS/EVENTS/ICE RENTALS

Programs

- The 55+ Drop In Hockey continued and averaged 20 players per session.
- Roller skating attendances averaging 3 skaters per session.
- During the last 2 weeks of the month, additional Everyone Welcome ice skate sessions were scheduled and averaged 12 skaters per session.
- An AED training session was conducted for the Panthers Senior Hockey teams on June 27th. The session provided instruction in the use of an External Automated Defibrillator and the procedures involved with handling emergency medical incidents at Oceanside Place. There were 30 participants that received hands on training and instruction.
- Co-Ed Scrub Hockey was cancelled due to low registrations.

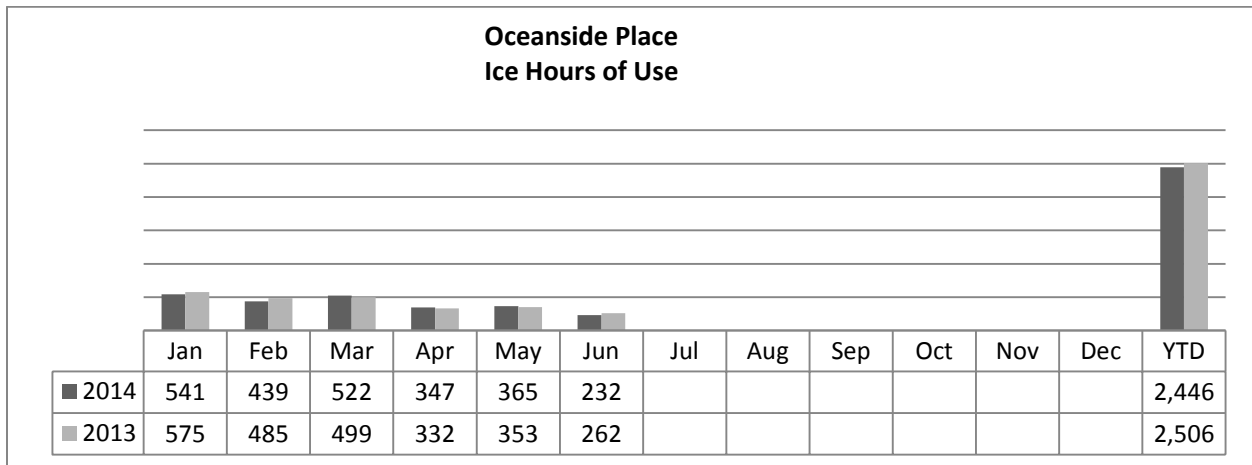
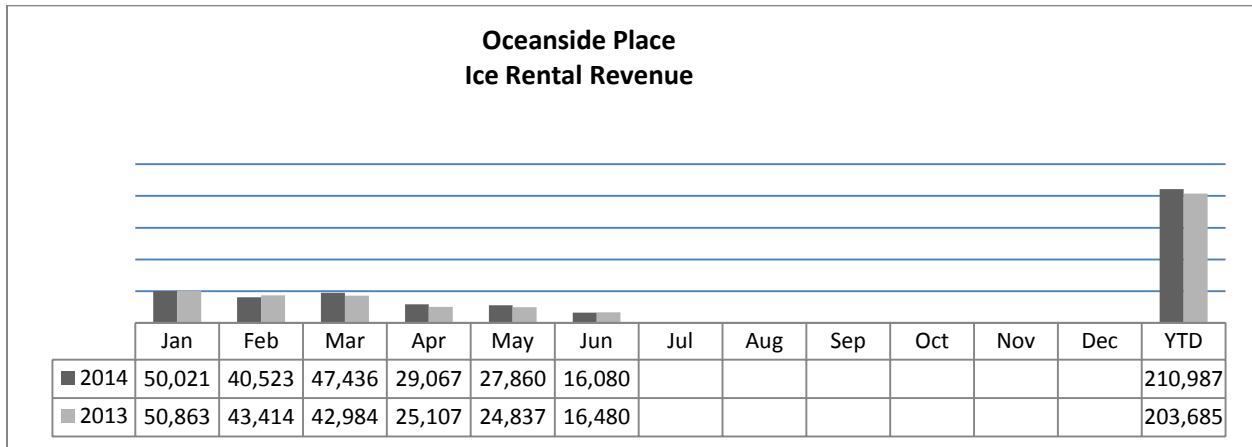
Facility Rentals

- Ice usage was up by 6 hours in June and revenue up by \$1,189 for a total of \$16,080.
- Dry floor usage was down by 36 hours to 78 hours with revenue down by \$1,589 for a total of \$3,340. The decrease in usage was due to a substantial decrease in minor lacrosse use and TOPS had held their special event in 2013 which contributed 18 hours to special events.
- Oceanside Minor Lacrosse held their annual "Shark Attack" tournament on June 7th and 8th.
- The Spring Adult Hockey League wound up their season with a tournament June 13 -15.
- Ballenas and Kwalikum secondary schools held their commencement ceremonies at Oceanside Place on June 27th. The schools shared the space and ceremonies were held from 12:30pm – 3pm and from 4:30pm – 7pm respectively.

FACILITY OPERATIONS

- The venting for the overhead radiant heaters in the Meeker Rink and both Zamboni rooms has been replaced.
- Digital LED time clocks have been installed on the end walls of both the Meeker and Kraatz Rinks and also in Meeker Dressing room # 1. The clocks are synchronized to ensure all 3 clocks are displaying the correct time and are used for patrons and staff to determine session start and end times for players, patrons and officials.

- Maintenance staff completed painting in most of the areas of the building including dressing rooms and showers.
- The parking lot and driving lanes around Oceanside Place were swept and painting of parking stalls and other designations has been completed.
- A couple of trees on the front lawn suffered damage due to vandalism. Two of the trees on the front lawn had large portions of the bark on their trunks removed which exposed the inner layers of the tree.



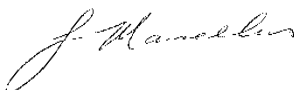
FACILITY ADMISSIONS

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Admissions													
Tot	84	33	55	0	1	11							184
Child	635	704	618	16	50	147							2170
Youth	94	148	118	13	23	31							427
Adult	499	563	340	137	123	142							1804
Senior	725	613	524	559	296	268							2985
Golden	36	63	41	21	15	11							187
Family	651	690	384	20	4	10							1759
Totals	2,724	2,814	2080	766	512	620							9516

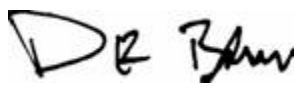
2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Admissions													
Tot	77	50	11	0	0	0							138
Child	674	560	254	28	10	0							1526
Youth	163	148	35	7	17	8							378
Adult	451	395	161	118	145	133							1403
Senior	792	638	539	468	343	254							3034
Golden	52	37	26	20	10	3							148
Family	1235	908	365	0	0	0							2508
Totals	3,444	2,736	1391	641	525	398							9135

RECOMMENDATION

That the Oceanside Place report for June 2014 be received.



 Report Writer



 Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: September 3, 2014

FROM: John Marcellus
Superintendent of Arena Services

SUBJECT: District 69 Recreation Commission July & August 2014 Report Oceanside Place

PROGRAMS/EVENTS/ICE RENTALS

Programs

- The “Beat the Heat” Everyone Welcome Skate sessions returned on July 9th and attendances steadily increased. July 9th -18 skaters attended, July 16th - 28 skaters and July 30th - 47 skaters were in attendance. August 6th - 51 skaters, August 13th - 61 and August 20th -74 skaters in attendance.
- Registration for the “Girls Only Hockey Camp” in August saw the largest registration to date of 53 registrants since the camp began in 2009 with 19 registrants. Evaluations of the camp received from those attending ranged from “very good” to “excellent” with many referencing that the quality of instruction was excellent.
- A draw contest was held during the summer which allowed for all ages to enter their name at Reception for an opportunity for FREE Learn to Skate lessons scheduled for fall.
- A “Seniors Hockey Skills Refresher” course was offered August 25-29 which was coordinated with the Panthers Hockey Club. There were 37 registered in the course which allowed them to work on various skills and fitness level prior to the beginning of the 2014-15 season.

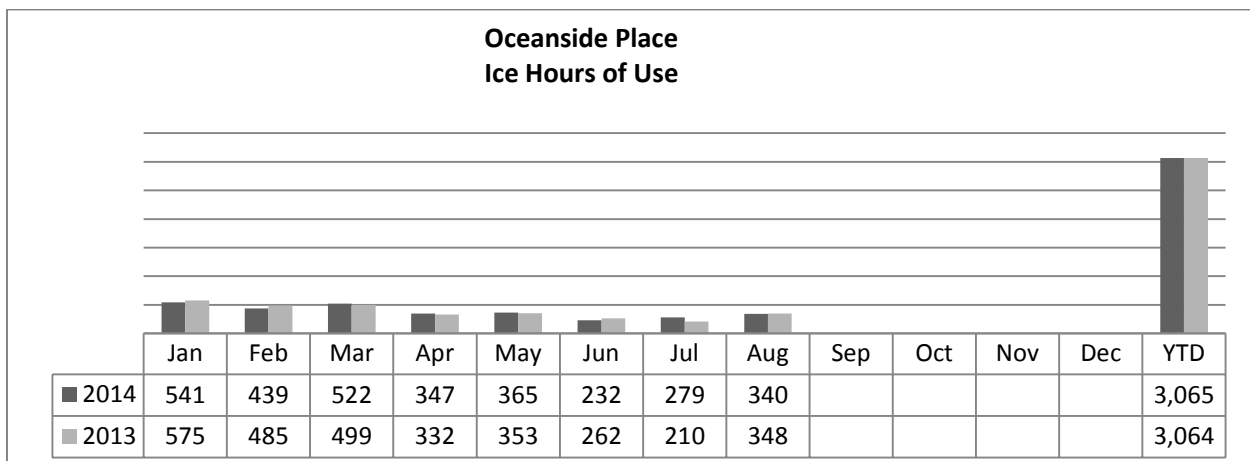
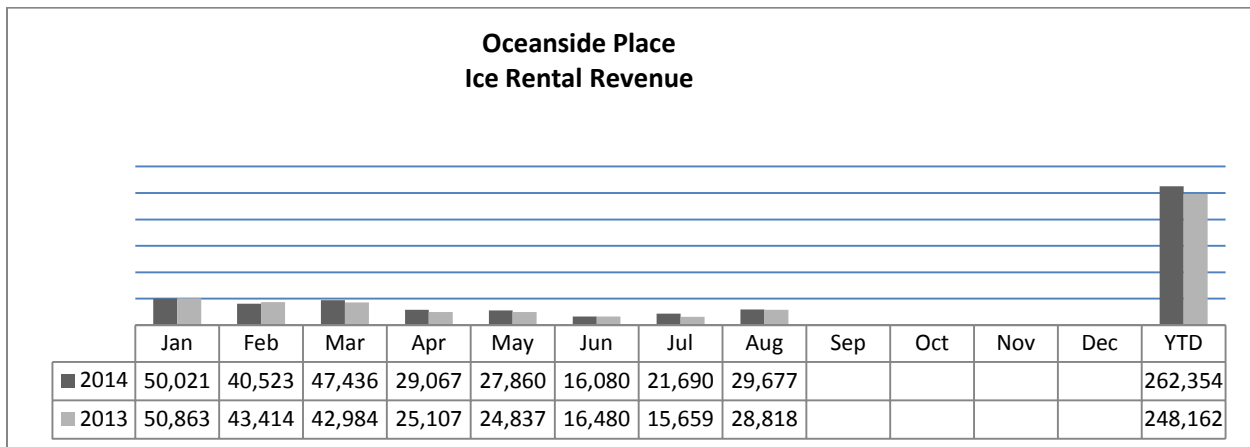
Facility Rentals

- Ice usage for July was up substantially due to a combination of usage by the Oceanside Generals, the Sandy Shores Skating School, and private bookings.
- Dry floor use was up in July by 12 hours and revenue up by \$556 at \$695.
- Lacrosse usage was down substantially by 18 hours at 68 hours in total.
- Ice usage in August was down slightly but revenue up by \$548 at \$29,667.
- Oceanside Place was host to the BC Summer Games and 4 Midget lacrosse games. This was hosted in a partnership with the City of Nanaimo.
- The “Turcotte Stickhandling School” was held from July 14-18 and again from July 28 to Aug. 1. The School has been held at Oceanside Place previously and this year registration was similar to past years.
- “Rock Hockey”, a girl’s only hockey camp, had low registration, and had to cancel some of their booked time.

- BC Hockey offered a development camp for minor hockey players August 4-8.
- “Gold in the Net” returned again offering their goaltender development camp from August 11-24 and registrations were up slightly from the past 2 years. Heath Dennison offered his power skating camp during the same period of time.
- Oceanside Minor Hockey Association held their conditioning and rep tryout sessions during the last week of August in preparation for the upcoming season.

FACILITY OPERATIONS

- HVAC annual inspection and maintenance was completed during the summer.
- An air conditioning unit was installed on the roof to maintain a cooler data room due to upgrades to the computer server. A new electrical panel was installed to service electrical requirements for the unit and also handle future electrical needs.
- Interior painting was completed and rinks prepared for fall season.
- Carpeting was replaced in the upper Administration and Reception office areas.
- Facility signage in the lobby was upgraded to reduce signage and yet increase visibility for patrons.



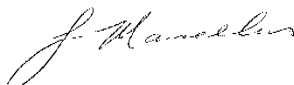
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Admissions													
Tot	84	33	55	0	1	11	2	4					190
Child	635	704	618	16	50	147	47	60					2,277
Youth	94	148	118	13	23	31	20	31					478
Adult	499	563	340	137	123	142	31	31					1,866
Senior	725	613	524	559	296	268	109	134					3,228
Golden	36	63	41	21	15	11	0	0					187
Family	651	690	384	20	4	10	30	69					1,858
Totals	2,724	2,814	2080	766	512	620	239	329					10,084

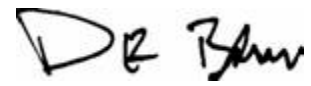
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Admissions													
Tot	77	50	11	0	0	0	2	3					143
Child	674	560	254	28	10	0	185	49					1,760
Youth	163	148	35	7	17	8	21	10					409
Adult	451	395	161	118	145	133	56	35					1,494
Senior	792	638	539	468	343	254	192	180					3,406
Golden	52	37	26	20	10	3	5	2					155
Family	1235	908	365	0	0	0	88	21					2,617
Totals	3,444	2,736	1391	641	525	398	549	300					9,984

RECOMMENDATION

That the Oceanside Place report for July and August 2014 be received.



 Report Writer



 Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: Sep 3, 2014

FROM: Mike Chestnut
Superintendent of Aquatics Services

SUBJECT: District 69 Recreation Commission – June-Aug 2014 Report Ravensong Aquatic Centre

PROGRAMS/EVENTS/ RENTALS

- June 16th Father’s Day Swim
- June 18th Lifeguard Seminar
- June 21st Staff in-service
- June 22nd Last day of Aqua Zumba
- June 22nd QB Triathlon
- June 26th Last day of Spring lessons
- June 27th School’s out swim

- Ravensong created additional public swim times in response to the school labour dispute

Registration for Spring Aquatic Programs:

Year	Participants	Revenue
2012	837	\$51,738
2013	874	\$50,314
2014	738	\$47,029

- July 2 Start of Summer lessons
- July 7 Lifesaving Camp (5 local registrants)
- July 16 Special Event
- July 17, 18 SFA course (7 registrants)
- July 18 Staff Inservice (Canuck Autism Network presented information on inclusion and opportunities in an aquatic setting)
- July 26 National Lifeguard Recertification Course

Registration for first two sessions of Aquatic Spring Programs

Year	Participants	Revenue
2012	251	\$15,613
2013	261	\$17,754
2014	256	\$17,250

- August 8th Last Day of Lessons
- August 11-15 Summer Aqua Camps
- August 9-15 National Lifeguard (NL) Course 7 Registrants
- August 17th Qualicum Ocean Mile Swim 66 Participants

Registration 2014 Summer Aquatic Program.

Year	Participants	Revenue
2012	358	\$22,880
2013	391	\$26,124
2014	417	\$30,258

FACILITY OPERATIONS

- June-August were primarily occupied with the planning and implementation of the annual shutdown projects. Each shutdown sees the facility receive in depth cleaning and broad based mechanical preventative maintenance. In addition to regular items the 2014 shutdown also included the following major upgrades and renewals:
 - New stereo/sound system
 - Upgraded domestic hot water delivery system
 - Re-grouting the basin in the Leisure Pool
 - Rebuilding the Chlorine Delivery system
 - Inspection and repair of UV components

FACILITY ADMISSIONS

2014

Swim Sessions	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Tot	384	393	453	168	238	189	221	65					2,111
Child	522	617	877	266	251	466	761	335					4,095
Student	358	369	454	300	276	275	239	104					2,375
Adult	2,652	2,519	2,642	1,986	1,785	1,669	1,645	804					15,702
Senior	3,786	3172	3,756	3,401	3,205	2,979	2,757	1,259					24,315
Family	1,289	1,042	1,833	643	548	625	1,162	534					7,676
Golden	489	493	584	559	575	570	539	249					4,058
Totals	9,480	8,605	10,599	7,323	6,878	6,773	7,324	3,350					60,332

2013

Swim Sessions	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Tot	282	340	326	223	233	203	107	131					1,845
Child	532	497	648	348	314	331	598	406					3,674
Student	426	464	524	378	398	311	179	146					2,826
Adult	2,837	2,644	2,391	2,107	1,971	1,797	1,359	838					15,944
Senior	3,774	3,295	3,342	3,269	3,426	3,161	2,691	1,350					24,308
Family	1,308	1,106	1,485	787	709	556	801	909					7661
Golden	588	523	562	492	515	592	485	218					3,975
Totals	9,747	8,869	9,278	7,604	7,566	6,951	6,220	3,998					60,233

RECOMMENDATION

That the Ravensong Aquatic Centre report for June - August 2014 be received.

M. Christ

DR Bann

TO: Dean Banman
Manager of Recreation Services

DATE: August 7, 2014

FROM: Hannah King
Superintendent Recreation Program Services

SUBJECT: **District 69 Recreation Commission –July 2014
Northern Community Recreation Program Services Report**

INCLUSION

- We had 16 inclusion placements in July for 12 different children. It went well for the most part. One child with very high disabilities did not stay past the first day. One child did not work well in the camp setting and ended up going to QB Playground in August instead. One child withdrew at the last minute due to anxiety (not included in the quoted numbers)

PRESCHOOL PROGRAMMING

- **Camp Littlefoot** (3-5yrs) – 78 registrants in 6 weekly programs (excellent)
- **Preschool Gymnastics** (3-4yrs) – 20 registrants in 1 week program (excellent)
- **Summer Fun Dance Camp** – 23 registrants (full with 2 on waitlist); 1-week program; new in 2014

Camp Littlefoot	2012	2013	2014
Registrations	68 (18 sessions)	77 (18 sessions)	78 (18 sessions)
Revenue	\$3,232	\$3,740	\$3,910

CHILDREN'S PROGRAMMING

- **Junior Can-Gym** (5-8yrs) – 24 registrants (full with 1 on waitlist); 1-week program
- **Senior Can-Gym** (9yrs+) – 13 registrants (excellent); 1-week program
- **Summer Fun Dance Camp** – 12 registrants (excellent); 1-week program; new in 2014

COMMUNITY DEVELOPMENT:

- The 22nd annual Kidfest event took place on Sunday, August 10. Recreation and Parks hosted a community booth manned by a Recreation Programmer, 5 Junior Leaders and 9 Leaders in Training. This presented an excellent opportunity for our junior staff and volunteers to practice their leadership skills by providing activities for the children throughout the day. Attendance figures are not currently available, but are estimated at approximately 4,000 people.
- Munchkinland at Family Place was open Mondays this summer, July 7-August 18, staffed by RDN Recreation and Parks and provided in partnership with Building Learning Together. This drop-in preschool service was free to families and attendance was very good with 138 children attending over the 6 weekly sessions.
- Storybook Village is a partnership program operated through Building Learning Together which operated for 6 weeks this summer, July 7-August 14. Volunteers and staff from a variety of agencies, including RDN Recreation and Parks, provided leadership at the Qualicum Beach Elementary School site. Since 2011, the RDN has agreed to provide Building Learning Together/School District 69 leader support at Storybook Village in lieu of free use Munchkinland. Attendance fluctuated, but received between 10-50 children daily (Tuesday-Thursday). There is no revenue for this program as Building Learning Together provides all of their programs for free to families.
- Financial Assistance Program- demand remains high with over \$19,000 in subsidies to families so far this year. This figure has decreased compared to this time last year (\$24,000 in 2013).
- District 69 Recreation Grants- the next deadline is Friday, September 26, 2014.

YOUTH PROGRAMMING

- **Express Camp:** This camp experienced more changes this summer with two new leaders and a more balanced schedule of activities that focus on providing participants with a unique experience. To date, registration for Express Camp is 226 (241 total registrations in 2013). This number also includes a huge increase in weekly registrations compared to previous years. The program has seen unprecedented numbers with 50 on the waitlists. In an effort to accommodate waitlists we increased the maximum capacity of the camp to 13 from the 12 it has been in previous years.

Total Registration	2012	2013	2014 (To Date)
Express Weekly	21	28	42
Express Daily	190	213	184
Express Total	211	241	226

- **Leaders in Training (LIT):** This summer we have trained 27 young and enthusiastic LITs. The average age of the LITs is 13. Of the 25 LITs from 2013, 2 returned to the LIT program for 2014 and 6 were hired by the RDN as Junior Leaders for 2014.
 - Youth completed 13.5 hours of training Tue-Fri July 2, 3 and 4 for a total of **364.5 training hours**.
 - The required volunteer hours increased to 45 and require LITs to volunteer at one special event in addition to one week at camp.
 - RDN Summer Leaders Zoey Dusting (Express Camp 2013 / Camp Littlefoot 2014) and Joel Hooton (Express Camp 2013) assisted with LIT training.
 - The youth volunteered at 6 RDN summer camps as well as at Storybook Village and a 2 community special events in July (Qualicum Beach Day and the Kite Festival).

SPORTS AND SPECIALTY CAMPS

- **Tennis Camp:** Extremely busy this summer with Instructor Murray Hough. This camp continues to be full every summer with waitlists. New this year we hired two additional leaders to assist Murray and have increased the maximum capacity of the camp to 30.

Total Registration	2012	2013	2014 (To Date)
7-14yrs combined ages	159	167	186

- **CVI Basketball Camp:** This is the third summer with Central Vancouver Island Basketball. One week of camp with the combined ages of 7-14 years was offered in the afternoons from 1-4pm. This provided an opportunity for families to combine it with Tennis camp in the morning to make a full day of sports camps. The camp was full with 30 registrants. New this year the camp was offered at the Arrowsmith Activity Hall on the Coombs Fairground.

Total Registration	2012	2013	2014 (To Date)
Gr. 3-6	18	23	
Gr. 7-9	5	15	
Total	23	38	30 combined ages

- **British Soccer:** This year saw an excellent second year of operation with Challenger Sports British Soccer. New this year, Youth Soccer for ages 12-16years from 1-4pm for a more advanced player.

Total Registration	2012	2013	2014 (To Date)
Full Day	34	44	65
Half Day AM	75	59	83
Half Day PM	0	19	24
First Kicks	23	49	42
Mini Soccer	44	47	63
Youth Soccer	N/A	N/A	7
Total	176	218	284

AREA H PROGRAMS

- **Golf lessons:** Cancelled class that was to start July 22 – no registration.
- **Summer programs:**
 - British Soccer – Half Day (6-12 yrs) 4 registered. In comparison to British Soccer numbers in Parksville & Qualicum, these are very low numbers.
 - Young Chef – ran with a full class of 16.
 - Junior Golf – Ran July 14-17 with 6 registrants (average amount from past, but high for this year), cancelled July 21-24 and ran July 28-31 with 4 registrants (low, minimum to run).
- Golf RFP for 2015-2017 – going through proposals.

SPECIAL PROJECTS & EVENTS

- Picnic & Play – July 18th. 2 families and 4 youth participated in the games and picnic that was set up at Henry Morgan Community Park. Much lower participation than hoped; promotion was high and community members seemed to know about it. Next Picnic and Play event August 29th.

COMMUNITY DEVELOPMENT

- Community Soccer program headed by parent in Bowser– has been very successful with 20+ children attending casually. We have provided her with more balls, and with nets and pylons to use as well. We will consider working with her in the fall.

PROMOTIONS

- Regular promotions in social media, flyers, school newsletter, and posters in Bowser.

ADULT PROGRAMMING

- July 3-Aug 21 – 6 on 6 Co-ed Soccer: 101 (full) on the team list, 14 on the sub list.
- July 1 – Canada Day Paddle: 4 Registered
- July 5 – Discover Kayaking: 0 registered
- July 6 – Wildlife Lunch Tour (kayaking): 3 registered
- July 12 – Full Moon howl (Kayaking): 4 registered
- July 12 – Mt. Cokely Hike: 9 Registered, minimum
- July 19 – Qualicum Beach Family Tour (kayaking): Cancelled due to high winds
- July 19 – Mt. Moriarty Hike: 5 registered, low
- July 26 – Mt. Arrowsmith hike: 9 registered, minimum

SUMMER PROGRAMS

- Camp Bigfoot has run full, with a waitlist, all summer
- Adventure Camp is generally full, but there have been some daily and weekly spots available.
- Camp Notch ran for 4 weeks: 18, 20, 20 and 17 participants were registered. 20 is the max.
- Qualicum Beach Playground has lower attendance than in 2013.

COMMUNITY DEVELOPMENT/OTHER:

- July 14 – attend OHWN (Oceanside Health and Wellness Network) meeting
- July 24 – attend OHWN Communication committee meeting

MARKETING/PROMOTIONS

- Portfolio focus: Summer & Fall Campaign and Fall Winter Active Living Guide
- Promotions support for summer camps, new Oceanside Women's hockey league, Active aging week
- Fall guide completed and sent to printer
- Display ads – PQB news beach day, Cool kids (PQB News), What's on Digest
- Radio ads – There is still plenty of summer fun to be had with RDN camps. Beat the heat skate and Oceanside Women's hockey league
- Booked Julie Redford, Sugar lumps to do a photo shoot on July 16
- Summer Campaign registration tracking – Aug 6 2014 summer camp and swim lesson registration numbers met 2013 final numbers.
- Working with staff in creating a consistent look for the facility schedules.
- Attended cross departmental meeting July 8
- Terry Fox event, September 14 2014 – prepping for event
- Date set for a 2nd Winter Wonderland familiarization tour for December 16. With Oceanside tourism Assoc.

Fall Winter Active Living Guide Advertising:

- The 2014 Fall Winter Guide has placed 32 community ads, 7 pages. Fall guide is down 1 page of community advertisers from Fall 2013. Fall 2013 8 pages.
- Advertising revenue for this issue is projected at \$5817 + tax
- Community advertisers that get a discount or free ad space = 1 page of ad space

SUPERINTENDENT'S NOTES

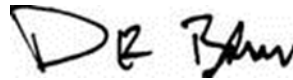
- Completed draft RFP for Registration Management Software, awaiting feedback from other departments prior to issuing
- Worked through reviewing and updating policies and procedures and ensuring consistency between operational areas

RECOMMENDATION

That the Northern Community Recreation Program Services July 2014 report be received.



Report Writer



Manager Concurrency

TO: Dean Banman
Manager of Recreation Services

DATE: September 9, 2014

FROM: Hannah King
Superintendent Recreation Program Services

SUBJECT: District 69 Recreation Commission –August 2014
Northern Community Recreation Program Services Report

INCLUSION

Staff:

- Three inclusion staff hired this year. All were returnees from 2013 and had a high degree of training and were excellent assets to the program.
- Littlefoot had hired one of the Inclusion staff from 2013, so there was no need to provide support to Littlefoot this year, however, 4 children with disabilities attended this camp over the summer. So support was required.
- The Inclusion budget for this summer is on track. By the end of the summer we will have spent approximately \$18,200 on wages. The amount budgeted was \$19,901 for the year. This means we should be on track for budget even with extra staffing required for fall programming.

Participants:

- There were 15 children that received inclusion services this year and 2 that registered, and then withdrew due to the day camps not working out for this particular child. 5 of the 14 were new to this service. 8 of our past clients did not return this year, some of which had aged beyond our program services, some had moved. 3 children have progressed beyond needing support (but are still attending camps).
- In 2013 there were 19 children, so we have seen a drop in requests for service in 2014.
- While we have seen a decrease, we have had the 2 children in Littlefoot and 2 younger children in day camps that will be looking for service in the coming years, so we are seeing a continuous flow at the lower age end.
- Requests for service is very front end heavy with July having the biggest demand and August seeing a large decrease in request for services.

Anaphylaxis and medication clients:

- There were 13 children with anaphylaxis reactions and carrying epi-pens to the camps this year. Each of these children required special forms to be filled out and specialized contact from the inclusion programmer.
- 4 children brought other medication to camp. In most cases, these were inhalers for children with asthma. Again, follow-up was required to ensure that all the forms were completed and brought to the first day of camp.

PRESCHOOL PROGRAMMING

- See July report

CHILDREN'S PROGRAMMING

- See July report

COMMUNITY DEVELOPMENT:

- Financial Assistance Program- demand remains high with over \$19,000 in subsidies to families so far this year. This figure has decreased compared to this time last year (\$24,000 in 2013).
- District 69 Recreation Grants- the next deadline is Friday, September 26, 2014.

YOUTH PROGRAMMING

- **Express Camp:** This camp experienced more changes this summer with two new leaders and a more balanced schedule of activities that focus on providing participants with a unique experience. Total registration for Express Camp is 229 (241 total registrations in 2013). This number also includes a huge increase in weekly registrations compared to previous years. The program saw unprecedented numbers with 51 on the waitlists. In an effort to accommodate waitlists we increased the maximum capacity of the camp to 13 from the 12 it has been in previous years.

Total Registration	2013	2014	Change (%)
Express Weekly	28 (equates to 140 daily spots)	44 (equates to 220 daily spots)	+57%
Express Daily	213	185	-13%
Express Total	241	229 (more weekly registrations)	-5%
Program Fees	2013	2014	Change (%)
	\$13,067.00	\$15,341.00	+17%

Leaders in Training (LIT):

This year we trained 27 young and enthusiastic LITs. The average age of the LITs this summer is 13. Of the 25 LITs from 2013, 2 returned to the LIT program for 2014 and 6 were hired by the RDN as Junior Leaders for 2014.

- Youth completed 13.5 hours of training Tue-Fri July 2, 3 and 4 for a total of **364.5 training hours**.
- The required volunteer hours increased to 45 and require LITs to volunteer at one special event in addition to one week at camp.
- RDN Summer Leaders Zoey Dusting (Express Camp 2013 / Camp Littlefoot 2014) and Joel Hooton (Express Camp 2013) assisted with LIT training.
- The youth volunteered at 6 RDN summer camps as well as at Storybook Village and 6 community special events in July (Qualicum Beach Day, Kite Festival, Ocean-mile Swim, Hi Neighbour Day, Nanoose Family Day, and Kid Fest).

LIT	2013	2014	Change (%)
Registration	25	27	+8%
Program Fees	\$1,590.00	\$1,809.00	+14%

SPORTS AND SPECIALTY CAMPS

- **Tennis Camp:**

Extremely busy this summer with Instructor Murray Hough. This camp continues to be full every summer with waitlists. New this year we hired two additional leaders to assist Murray and have increased the maximum capacity of the camp to 30.

Total Registration	2013	2014	Change (%)
7-14yrs combined ages	167	191	+14%
Program Fees	2013	2014	Change (%)
	\$13,277.00	\$16,502.00	+24%

- **CVI Basketball Camp:**

This is the third summer with Central Vancouver Island Basketball. One week of camp with the combined ages of 7-14 years was offered in the afternoons from 1-4pm. This provided an opportunity for families to combine it with Tennis camp in the morning to make a full day of sports camps. The camp was full with 30 registrants. New this year the camp was offered at the Arrowsmith Activity Hall on the Coombs Fairground.

- Second week of Basketball was cancelled due to low registration.

Total Registration	2013	2014	Change (%)
Gr. 3-6	23	NA	
Gr. 7-9	15	NA	
Total	38	30 combined ages	-21%
Program Fees	2013	2014	Change (%)
	\$3,762.00	\$2,950.20	-22%

*2013 had 2 weeks of camp run while 2014 only had one camp.

- **British Soccer:**

This year saw an excellent second year of operation with Challenger Sports British Soccer. New this year, Youth Soccer for ages 12-16years from 1-4pm for a more advanced player.

Total Registration	2013	2014	Change (%)
Full Day	44	63	
Half Day AM	59	82	
Half Day PM	19	26	
First Kicks	49	43	
Mini Soccer	47	65	
Youth Soccer	N/A	7	
Total	218	284	+30%
Program Fees	2013	2014	Change (%)
	\$24,462.00	\$34,190.00	+40%

- **Young Chef:**

Half Day AM 15 (max 16) and PM 16 – FULL

This camp went well this summer. We offered it in a new location (Parksville Curling Club). The new location is within walking distance to Thrifty Foods for the grocery store tours and is in close proximity to the beach and offers ample green playing space. In previous years, we have shared the Notch/Bowser Breeze Camp staff. This year, we hired a nutritionist and paired her with one of our summer staff. Although this new model had some challenges (finding sufficient planning time together) I do feel strongly that this camp needs to be led by someone with that in depth knowledge of food and nutrition. If we offer this camp again next summer (I think it might be a good fit for a Spring Break camp) I am recommending we use this model again.

Total Registration	2013	2014	Change (%)
	32	31	-3%
Program Fees	2013	2014	Change (%)
	\$800.00	\$775.00	-3%

- **Byte Camp:**

This contractor continues to deliver high quality camps. Music and Video Production was held at Oceanside Place arena, while 3D Animation received rental free space at the new Qualicum Beach Digital Media Centre through the Town of Qualicum Beach’s cultural plan, *Making Culture Count*.

Total Registration	2013	2014	Change (%)
3D Animation (11-14yrs)	15	12	-20%
Music & Video Production (9-12yrs)	9	7	-22%
Total	24	19	-21%

Program Fees	2013	2014	Change (%)
	\$5875.00	\$4650.00	-21%

Cancelled this summer:

- Yoga Kids (Contractor could not secure instructor)
- Fun in the Forest Camp was schedule to start Aug 11-15 (low registration)
- Basketball Camp was scheduled to start Aug 18-22 (low registration)

Total Revenues for summer in Youth and Sports and Specialty

- **Youth:** \$17,150.00 (+17% from 2013)
- **Sports and Specialty:** \$59,067.20 (+18% from 2013)

• **AREA H PROGRAMS**

- **Junior Golf Camp:** Ran three of 6 weeks with minimum numbers for July/ August. No adult golf lessons in August.
- **Summer programs:**
 - British Soccer – ran with minimum of 8 registrants. I would not recommend running with this low of a number again. Registrant dynamics and range of ages and skills made this a very difficult camp for the contractor, although they did an exceptional job providing a fun (and learning) experience for all children registered. In comparison to British Soccer numbers in Parksville & Qualicum, these are very low numbers.
- Golf RFP for 2015-2017 – awarding contract; awaiting meeting with potential contractor.

SPECIAL PROJECTS & EVENTS:

- Picnic & Play – Aug 29th Five families attended, with 11 children. Event was a fun, and informal way to talk with and provide for community families.

COMMUNITY DEVELOPMENT:

- Community Soccer program headed by parent in Bowser– has been very successful with 11+ children attending casually all summer. We have provided her with more balls, and with nets and pylons to use as well. We have been in preliminary talks to see how PAC or other parent group can secure balls and possibly first aid training for volunteers so that this program can continue in the fall.

PROMOTIONS:

- Regular promotions in social media, flyers, school newsletter, and posters in Bowser.
- Promotions in Fall Fair Flyer, and PQB News.

ADULT PROGRAMMING

- No new programs were offered in August
- 6 on 6 Co-ed Soccer wrapped up on Aug 21

SUMMER PROGRAMS

Program	2012	2013	2014	Change (%)2014
Adventure	259	266	272	+2%
Bigfoot	293	316	305	-3%
Notch	74	74	75	+1%
Suntastic	229	NA	NA	NA
Summer Camp round up Aug 25-29	NA	36	39	+7%
Program Fees	\$60 110.55	\$53 634.10	\$54 991.70	+3%

Program	Aug 18-22	Aug 25-29
Adventure	38/40 95%	NA
Bigfoot	Full 20 WL	NA
Notch	NA	NA
Qualicum Beach Playground	7, 13, 15, 13	NA
Camp Round Up August 25-29	NA	39/40 98%

Registration for 2014 – registered/spaces available, percentage full (%)

- Playground Pass sales: 63, 5x passes sold; 63 1x passes. \$5,985.00
- Year to date for 2013: 88, 5x passes sold; 46 1x passes. \$7,562.00

September Big Adventure Camp –additional camp, held at Oceanside Place during BCTF job action

Date	Registration	% full
Tuesday Sep 2	25/30	83
Wednesday Sep 3	28/30	93
Thursday Sep 4	28/30	93
Friday Sep 5	23/30	76
Monday Sep 8	28/30	93
Tuesday Sep 9	29/30	96
Wednesday Sep 10	30/30	100
Thursday Sep 11	29/30	96
Friday Sep 12	20/20	100
Monday Sep 15	18/25	72
Tuesday Sep 16	20/25	80
Wednesday Sep 17	18/25	72
Thursday Sep 18	19/25	76
Friday Sep 19	11/20	55
Total Revenue	326	\$10,269

COMMUNITY DEVELOPMENT/OTHER:

- Aug 5 – Worked with ACRA and Chrissie Finnie to take Director of Oceanside Health Centre on tour of Area F and H
- Aug 11 – attend OHWN meeting

MARKETING/PROMOTIONS

ADVERTISING

- Display ads –What’s on digest, PQB News, Oceanside Star (sign me up, back to school ads, fall fair)
- Radio ads –*still plenty of summer fun to be had with RDN camps, Oceanside Women’s hockey league, and Fall Active living guide*
- September events sent and posted on online calendars
- Fall school flyer is being developed for early September.
- Oceanside Women’s hockey league interview with What’s on Digest – article in September issue
- End of summer post cards designed and delivered to campers to fill in their favourite memory of summer camp. Next spring they will be mailed to participants.

OTHER

- Terry Fox event, September 14 2014 – prepping for event.
- Advertising budgets 2014 forecasted and 2015 provisional submitted

SUPERINTENDENT'S NOTES

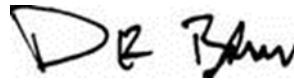
- Working on budget projections and draft provisional 2015 budget
- Programming team is working on identifying alternatives for locations for various programs typically held at school facilities and the extension of our summer camp programming to ensure that students have a day time care alternative (see attached Public Notice)

RECOMMENDATION

That the Northern Community Recreation Program Services August 2014 report be received.



Report Writer



Manager Concurrency