



**FRASER VALLEY REGIONAL DISTRICT
RECREATION, CULTURE AND AIRPARK SERVICES COMMISSION
OPEN MEETING AGENDA**

Tuesday, September 17, 2019

6:30 pm

District of Hope Council Chambers
345 Wallace Street, Hope, BC

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Recreation, Culture and Airpark Services Commission Open Meeting of September 17, 2019 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

3. MINUTES/MATTERS ARISING

3.1 Recreation, Culture and Airpark Services Commission Open Meeting - 07 16 19

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MOTION FOR CONSIDERATION

THAT the Minutes of the Recreation, Culture and Airpark Services Commission Open Meeting of July 16, 2019 be adopted.

4. DELEGATIONS AND PRESENTATIONS

4.1 Presentation from Catherine Freimark, President of the RiverMonsters Swim Club

5. NEW BUSINESS

5.1 Facility Upgrades and Maintenance

- Presentation from Staff

5.2 Request for Expression of Interest for Members at Large

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FOR INFORMATION ONLY

- Memo from Staff regarding Expression of Interest for Members at Large
- Expression of Interest Posting 2019

5.3 RiverMonsters Swim Meet 2020

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- Memo from Staff regarding the RiverMonsters Swim Meet 2020
- Letter from C. Freimark, President of the RiverMonsters Swim Club

MOTION FOR CONSIDERATION

THAT the Recreation, Culture and Airpark Services Commission recommends that the Fraser Valley Regional District Board authorize a grant in the amount of \$2,756.00 to the RiverMonsters Swim Club, funded from the Community Facility Use Grant Program, for the purposes of renting the Dan Sharrers Aquatic Centre pool and Conference Centre to host a two day swim meet on June 13 and 14, 2020;

AND THAT the Recreation, Culture and Airpark Services Commission support the District of Hope special event application for the use of the 6th Avenue Park field to enable overnight camping for the swim meet.

6. STAFF AND STANDING REPORTS

6.1 Fall Program Guide

- *Distributed separately*

6.2 RCAS Commission and Staff Christmas Party December 1, 2019

- Verbal update from Staff

7. RESOLUTION TO CLOSE MEETING

MOTION FOR CONSIDERATION

THAT the meeting be closed to the public, except for Senior Staff, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the regional district if they were held in public.

8. RECONVENE OPEN MEETING

9. REPORTS BY COMMISSION MEMBERS

10. **RISE AND REPORT OUT OF CLOSED MEETING**

11. **NEXT MEETING**

REMINDER regarding the date of the next meeting of the Recreation, Culture and Airpark Services Commission scheduled for October 29, 2019.

12. **ADJOURNMENT**

MOTION FOR CONSIDERATION

THAT the Recreation, Culture and Airpark Services Commission Open Meeting of September 17, 2019 be adjourned.

**FRASER VALLEY REGIONAL DISTRICT
RECREATION, CULTURE & AIRPARK SERVICES COMMISSION
OPEN MEETING MINUTES**

Tuesday, July 16, 2019
6:30 pm
District of Hope Council Chambers
345 Wallace Street, Hope, BC

Present:

Terry Raymond, Chair, Electoral Area A
Dennis Adamson, Vice Chair, Electoral Area B
Peter Robb, Director, District of Hope
Shanon Fischer, Member at Large, District of Hope
Peter Adamo, Member at Large, Electoral Area B
Dianne Davies, Member at Large, Electoral Area B
Hilary Kennedy, Member at Large, District of Hope

Staff Present:

Jody Castle, Manager of Recreation, Culture & Airpark Services
Stacey Barker, Director of Regional Services
Milly Marshall, Director of Electoral Area Special Projects
Jaime Reilly, Manager of Corporate Administration

1. CALL TO ORDER

The meeting was called to order at 6:30 pm.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

ADAMSON/DAVIES

THAT the Agenda, Addenda and Late Items for the Recreation, Culture and Airpark Services Commission Open Meeting of July 16, 2019 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

CARRIED

3. MINUTES/MATTERS ARISING

3.1 Recreation, Culture and Airpark Services Commission Open Meeting - 04 16 2019

ROBB/ADAMO

THAT the Minutes of the Recreation, Culture and Airpark Services Commission Open Meeting of April 16, 2019 be adopted.

CARRIED

3.2 Recreation, Culture and Airpark Services Commission Special Minute - 05 17 2019

FISCHER/DAVIES

THAT the Minutes of the Recreation, Culture and Airpark Services Commission Special Minute of May 17, 2019 be adopted.

CARRIED

3.3 Community Better Challenge Results

Staff were commended for their efforts on the Community Better Challenge. A suggestion was made to include future year's results on the Recreation Centre digital sign board.

DAVIES/FISCHER

THAT the Recreation, Culture & Airpark Services Commission direct staff to work in collaboration with other community partners and participate in the Community Better Challenge in 2020.

CARRIED

4. NEW BUSINESS

4.1 Terry Fox Run Complimentary Admission

KENNEDY/FISCHER

THAT the Recreation, Culture & Airpark Services Commission approve complimentary admission to the Dan Sharrers Aquatic Centre to participants of the Terry Fox Run at the conclusion of the event on Sunday, September 15, 2019;

AND THAT the swimming pool open one hour early to accommodate participants at the conclusion of the run.

CARRIED

4.2 Community Facility Use Grant

The report dated July 16, 2019 by Jody Castle, Manager of Recreation, Culture & Airpark Services was provided for information. Discussion regarding the donation policy ensued; and it was noted that the majority of grant requests are received at the beginning of each year.

5. STAFF AND STANDING REPORTS

5.1 Summer Programming Highlights

The report dated July 16, 2019 by Jody Castle, Manager of Recreation, Culture & Airpark Services was provided for information.

6. ITEMS FOR INFORMATION AND CORRESPONDENCE

6.1 Correspondence

A customer letter dated July 9, 2019 was provided for information. Discussion ensued regarding privacy concerns around video surveillance under the *Freedom of Information and Protection of Privacy Act*.

7. RESOLUTION TO CLOSE MEETING

ADAMO/DAVIES

THAT the meeting be closed to the public, except for Senior Staff, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition, or expropriation of land or improvements; and
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages, and that, in the view of the Regional District, could reasonably be expected to harm the interests of the regional district if they were held in public.

CARRIED

8. RECONVENE OPEN MEETING

The open meeting of July 16, 2019 was reconvened at 7:16pm.

9. REPORTS BY COMMISSION MEMBERS

None.

10. RISE AND REPORT OUT OF CLOSED MEETING

None.

11. NEXT MEETING

The next meeting of the Recreation, Culture & Airpark Services Commission is scheduled for September 17, 2019 at 6:30pm.

12. ADJOURNMENT

DAVIES/FISCHER

THAT the Recreation, Culture and Airpark Services Commission Open Meeting of July 16, 2019 be adjourned.

CARRIED

The Open meeting of the Recreation, Culture & Airpark Services Commission was adjourned at 7:16pm.

MINUTES CERTIFIED CORRECT:

Terry Raymond, Chair

Corporate Officer/Deputy

CORPORATE REPORT

To: CAO for the Recreation, Culture & Airpark Services Commission Date: 2019-09-17

From: Jody Castle, Manager of Recreation, Culture & Airpark Services File No: 0540-56

Subject: Request for Expression of Interest for Members at Large

INTENT

This report is intended to advise the Commission of the upcoming Request for Expression of Interest for Members at Large. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The Fraser Valley Regional District (FVRD) Recreation, Culture and Airpark Services (RCAS) Commission Establishment Bylaw No. 1192, 2012 indicates that the RCAS Commission shall be composed of seven members who shall serve without remuneration, and such members shall be appointed by the FVRD Board as follows:

- a) Director of Electoral Area A;
- b) Director of Electoral Area B;
- c) Municipal Director from the District of Hope;
- d) 2 Members at Large from Electoral Area B;
- e) 2 Members at Large from the District of Hope.

The term of office of the appointed Members at Large shall be 2 years, with the terms being staggered to ensure continuity of the RCAS Commission. One Member at Large from Electoral Area B and one from the District of Hope shall be appointed each year.

Appointments are solicited in September of each year by way of an Expression of Interest (see attached). This solicitation is advertised throughout Area B and the District of Hope. Responses to the Expression of Interest will be brought forward to the RCAS Commission at a future scheduled meeting.

DISCUSSION

The current terms for the RCAS Commission members can be found in the table below:

Name	Title	Term(s) Served	Term Expires Year End
Terry Raymond	Director, Electoral Area A	2015-2022	2022
Dennis Adamson	Director, Electoral Area B	2012-2022	2022
Peter Robb	Municipal Director, District of Hope	2019-2022	2022
Peter Adamo	Member at Large, Electoral Area B	2019-2020	2020
Dianne Clarke	Member at Large, Electoral Area B	2016-2019	2019
Shanon Fischer	Member at Large, District of Hope	2017-2020	2020
Hilary Kennedy	Member at Large, District of Hope	2016-2019	2019

Commissioner Kennedy and Commissioner Clarke have completed their current term, and are eligible to apply to be considered for an additional term.

The Expression of Interest will be posted beginning September 23, 2019, and will close at 4pm on November 20, 2019. Candidates may submit applications through email or in person at the Rec Centre.

COST

Advertising costs budgeted for in 2019.

CONCLUSION

The Expression of Interest for Members at Large (2020-2021 term) will be advertised from September through November, with responses being brought forward to the RCAS Commission for consideration at the regularly scheduled December meeting.

COMMENTS BY:

Stacey Barker, Director of Regional Services: Reviewed and supported.

Mike Veenbaas, Director of Financial Services: Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer: Reviewed and supported.



Request for Expressions of Interest - Member at Large Recreation, Culture & Airpark Services Commission

Recreation centres play a vital role in the communities they serve. They are gathering places that bring community members together. They promote and support healthy lifestyles, and they are where you can learn new skills, celebrate a birthday, or participate in team sports.

We are looking for two Commissioners: one to represent FVRD's Electoral Area B, and one to represent the District of Hope. The term is for two years, effective January 1, 2020 to December 31, 2021.

Your role on the Commission is to help establish policies, set strategic direction and oversee the financial planning associated with the Recreation, Culture & Airpark Services' program delivery, which serves all the communities in Electoral Areas A & B, as well as the residents of the District of Hope. The day to day administration, operation and management of these services is the responsibility of staff.

If you think you are a good fit for this role, please write to us explaining why you should be considered, and include your vision for the delivery of recreation services.

To be eligible for consideration you must:

- Be 18 years of age or older.
- Be a Canadian citizen.
- Be a resident of British Columbia for at least 6 months prior to your appointment as Commissioner.
- *Not* be an employee of the District of Hope or the Fraser Valley Regional District.
- *Not* be disqualified by law from voting.

Submit your Expression of Interest in writing, in confidence, no later than 4:00 pm, November 20, 2019 to:

Jody Castle, Manager
1005 - 6th Avenue, Hope, BC V0X 1L4
jcastle@fvrd.ca | www.fvrd.ca



CORPORATE REPORT

To: CAO for the Recreation, Culture & Airpark Services Commission Date: 2019-09-17

From: Jody Castle, Manager of Recreation, Culture & Airpark Services File No: 7710-21

Subject: RiverMonsters Swim Meet 2020

RECOMMENDATION

THAT the Recreation, Culture and Airpark Services Commission recommends that the Fraser Valley Regional District Board authorize a grant in the amount of \$2,756.00 to the RiverMonsters Swim Club, funded from the Community Facility Use Grant Program, for the purposes of renting the Dan Sharrers Aquatic Centre pool and Conference Centre to host a two day swim meet on June 13 and 14, 2020;

AND THAT the Recreation, Culture and Airpark Services Commission support the District of Hope special event application for the use of the 6th Avenue Park field to enable overnight camping for the swim meet.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

BACKGROUND

Each year, the Recreation, Culture & Airpark Services Commission (RCAS) receives requests for free space rentals and facility passes from volunteer organizations and non-profits hoping to reduce costs for events and/or meetings. In an attempt to fairly distribute requests and reduce the amount of time to receive an approval, RCAS established a Donation Policy and Procedure in 2017 allowing staff to facilitate approvals directly based on a list of criteria. Lost revenue for the facilities is compensated from the RCAS Commission's Community Facility Use Grant.

As per the Policy, one prioritized request per organization is considered per year. The organization must apply in writing, and they must be a volunteer or non-profit group to qualify to partake in the Grant. Any request valued at over \$1000 must be brought forward to the RCAS Commission for approval.

The RiverMonsters swim club hosts an annual swim meet at the Dan Sharrers Aquatic Centre (DSAC). Catherine Freimark, President of the RiverMonsters, has once again requested the support of the RCAS Commission to assist with reducing the overall cost of the swim meet. The swim meet is attended by clubs throughout the region, and competition runs from approximately 8am-3pm daily. The pool area at the DSAC has traditionally closed to accommodate this competition, and similar grants were awarded to the swim club in 2017, 2018 and 2019. By reducing overall operating costs of the swim meet, the swim club is able to keep annual fees affordable for young swimmers.

DISCUSSION

The RiverMonsters were established in 2016, and the number of swimmers participating has increased each year. This past year, the swim club has made large financial contributions to improvements at the DSAC. Catherine Freimark, President of the RiverMonsters Swim Club, was able to secure grant funding in 2018-19 for three different projects. A personal donation from the Sharrers family funded the purchase of a trophy case that sits near the entrance to the viewing area. This is used to advertise current events for the swim club, as well as display trophies from both past and present swimmers. A new score clock now sits high above the pool deck, and was used for the first time at the 2019 swim meet. The RiverMonsters secured funding for this purchase from Fraser Health as well as additional funding from personal donations, and RCAS staff assisted with the installation. The final big improvement of 2019 was the purchase of six new dive blocks. The old blocks were becoming unstable, particularly when used by adult swimmers. Funding for this project was a joint effort between Regional District Area B and the District of Hope. The dive blocks were recently installed during the annual maintenance period at the DSAC, and swimmers will be able to use them for the 2019-2020 season. It is anticipated that these improvements, valued at an estimated \$56,000, will attract more swimmers to the club, as well as to the annual swim meet held at the DSAC.

The club has also had several successes in the pool over the past year, including winning 2 gold medals at the 2019 provincials. The 2019 swim meet had 11 clubs and 305 swimmers attend the swim meet in Hope, with several families electing to spend the entire weekend in the area. Similar attendance is expected for the 2020 event.

The swim meet has historically been a great event for the entire community. Spectators are able to access the facility at no cost to come and support the local club, and local businesses benefit from families visiting their establishments.

In addition to the annual swim meet, there may be an opportunity to host a regional swim meet in 2020 or future years. With the replacement of the dive blocks and the addition of the time clock, the RiverMonsters are hopeful that they will soon be selected to host the regionals that involves approximately 350 swimmers competing to attend the BC Provincials.

COST

Dan Sharrers Aquatic Centre would be closed to the public during swim meet times, but may reopen in the evening after the conclusion of the day's activities. The set up for the swim meet would remain in

the pool on Saturday night, however it may be possible to open a portion of the pool to the public on Sunday evening after the conclusion of the meet. Access to the gym and arena facilities will not be impacted. Set-up for the event will begin the day before the swim meet, and includes the installation of additional seating, lane ropes, and starting blocks. Lifeguarding costs are estimated at \$170 per eight hour shift, and two extra guards are required per day. The RiverMonsters have historically covered the costs of the additional lifeguards for the swim meet.

Item	Rate	Total Cost
Pool rental	\$143.50/hour for 7 hours per day	\$2009
Conference Centre	\$323.50 per day	\$647
Conference Centre Kitchen	\$50.00 per day	\$100
		Total Grant Requested: \$2756

CONCLUSION

The RiverMonsters Swim Club is a valued community club that continues to grow. They have worked hard to secure grants to fund improvements at the DSAC. The annual swim meet has increased in size and scope each year. The grant for the swim meet allows the RiverMonsters to keep operating costs at a minimum, which in turn reduces the yearly fees for families that participate in the club.

COMMENTS BY:

Stacey Barker, Director of Regional Services: Reviewed and supported.

Mike Veenbaas, Director of Financial Services: Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer: Reviewed and supported.



RiverMonsters Swim Club

September 8, 2019

To the Members of the Recreation, Culture and Airpark Services Commission

The RiverMonsters Swim Club is excited to be hosting our 4th annual Hope Swim Meet on June 13 and June 14, 2020.

This year, our swim meet hosted 8 clubs from the Fraser Valley Region, plus Merritt, Delta and Kelowna. The meet continues to grow every year with 2019 having 305 swimmers ! The Hope RiverMonsters Swim Meet and the competitive quality of the RiverMonsters swimmers is creating an amazing reputation for our small Club. We have quickly become one of the most popular swim meets.

As The RiverMonsters Swim Club is a not-for-profit member of the British Columbia Summer Swim Association for youth aged 3 -18 from Hope, Yale, Boston Bar, Sunshine Valley and surrounding communities the team is asking you to consider supporting our organization again in 2020 by waiving of the pool and conference centre kitchen fees for the 2020 Hope Invitational Swim Meet.

We appreciate your consideration and look forward to presenting the amazing results that the swimmers and organization have achieved in 2019.

Sincerely,

C. Freimark

Catherine Freimark
President, RiverMonsters Swim Club