

## ENDERBY AND DISTRICT SERVICES COMMISSION

Brad Case  
Roxanne Davyduke

Herman Halvorson  
Denis Delisle

### AGENDA

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**DATE:** Monday, April 25, 2016  
**TIME:** 8:30 a.m.  
**LOCATION:** Council Chambers, Enderby City Hall – 619 Cliff Avenue

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

[Regular Meeting Minutes of February 19, 2016](#) pg 2-5

**3. UNFINISHED BUSINESS**

[Wading Pool Feasibility Study](#) – Memo from Chief Administrative Officer dated March 28, 2016 pg 6-26

**4. REPORTS**

[Parks and Recreation Services – Quarter 1, 2016 Report](#) pg 27-38

**5. NEW BUSINESS**

[Parks, Recreation and Culture Fees Bylaw No. 1596 – Summer Ice Rentals](#) pg 39-42  
Memo from Chief Financial Officer dated April 14, 2016

[Enderby and District Community Resource Centre Water Safety Grant Support](#) –  
Memo from Chief Administrative Officer dated April 20, 2016 pg 43-44

[Enderby and District Recreation Services Grant Support](#) – Memo from Chief  
Administrative Officer dated April 20, 2016 pg 45-77

[Grindrod Park Hazard Tree Removal](#) – Memo from CAO dated April 21, 2016 pg 78-80

**6. PUBLIC QUESTION PERIOD**

**7. CLOSED MEETING RESOLUTION**

Closed to the public, pursuant to Section 90 ( ) ( ) of the *Community Charter*

**8. ADJOURNMENT**

## **ENDERBY AND DISTRICT SERVICES COMMISSION**

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on Friday, February 19, 2016 at 8:30 a.m. in the Council Chambers of Enderby City Hall.

**Members:** Brad Case City of Enderby  
Roxanne Davyduke City of Enderby  
Herman Halvorson Electoral Area F  
Denis Delisle Electoral Area F

**Staff:** Tate Bengtson – Chief Administrative Officer, City of Enderby  
Jennifer Bellamy – Chief Financial Officer  
Kurt Inglis – Assistant Corporate Officer and Planning Assistant, City of Enderby  
Bettyann Kennedy – Recording Secretary

**Others:** Parks and Recreation staff (3)  
Public (2)

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### **APPOINTMENT OF CHAIR AND VICE-CHAIR**

Moved by Brad Case, seconded by Denis Delisle that Herman Halvorson be appointed Chair of the Enderby and District Services Commission for 2016.

Carried

Moved by Denis Delisle, seconded by Herman Halvorson that Brad Case be appointed Vice-Chair of the Enderby and District Services Commission for 2016.

Carried

### **APPROVAL OF AGENDA**

Moved by Roxanne Davyduke, seconded by Denis Delisle that the agenda be approved as circulated.

Carried

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of December 16, 2015

Moved by Denis Delisle, seconded by Brad Case that the minutes of the regular meeting of December 16, 2015 be adopted as presented.

Carried

### **DELEGATION**

Shawna Bruce, Executive Director and Shelley Verlaan, Treasurer – Kingfisher Interpretive Centre Society

Ms. Bruce provided a history of the organization and explained what they do and how they operate. The Society is truly a success story. They successfully stabilized the fish population

and are operating as a learning centre. Education has become the cornerstone of their operation. Thousands of school children visit the centre every year. No fees are charged to the schools so that every child is given the opportunity to visit.

A budget was circulated showing operational costs only. It does not include any special projects. Donations fluctuate from year to year as funding models change. There was a lot of funding following the mud slide, which has now slowed down. Finding funding is becoming challenging.

The Society is asking the Commission for funding of \$18,500. They will be applying for grants to expand their educational programs. The funding from the Commission is used as leverage for funding that requires 50% to be matched.

In closing, their mission statement was read and brochures and a listing of their awards was circulated.

## **REPORTS**

### **Enderby and District Recreation Services – 4<sup>th</sup> Quarter Report 2015**

Moved by Roxanne Davyduke, seconded by Brad Case that the report be received and filed.  
**Carried**

Sheryl Hay reported on some of the highlights of the report:

- Advertising – Social media appears to be working well. They are getting good responses via the Twitter account.
- Administration – Grant applications are being done. They are looking to get funding for 55+ programs and a sports day.
- Arena – Useage has increased and they are getting more off-season bookings.
- Ball – Extra fees are being charged to offset maintenance costs.
- Programming – They are offering a full variety of programs. Their ongoing challenge is finding space and equipment.

In response to queries:

- On-line registrations are a challenge at the moment, as is not being able to process credit/debit transactions.
- Biggest challenge moving forward is finding space for evening programs and finding instructors.
- Splatsin have been approached regarding their facilities. It is hoped that an agreement can be made to offer programs in exchange for use of their facilities.

## **NEW BUSINESS**

**Enderby and District Chamber of Commerce** – Correspondence dated January 27, 2016  
Re: Mobile Vendors at Riverside RV Park and Campground

Moved by Brad case, seconded by Denis Delisle that the Commission grant permission to the event organizer for mobile vendors to be located in Riverside Park from May 20 – 22, 2016 to service the 25<sup>th</sup> Annual BC Open Gold Panning Competition subject to the vendors attaining a valid business license and health inspection certificate.

Carried

Amendment to Dog Control Bylaw No. 1469, 2010 – Memo from Assistant Corporate Officer and Planning Assistant dated February 17, 2016

Moved by Denis Delisle, seconded by Roxanne Davyduke that the Commission recommend that Council amend the City of Enderby Dog Control Bylaw No. 1469, 2010 to include a requirement for the owner of a dog, when on public or private property without the express consent of a property owner, to be in possession of at least one dog fecal matter disposal bag for the purpose of removing any fecal matter that their dog may deposit;

AND THAT the Commission recommend that Council amend the City of Enderby Municipal Ticketing (MTI) System Bylaw no. 1518, 2013 and the City of Enderby Bylaw Notice Enforcement Bylaw No. 1581, 2015 to:

- i. include a \$100 fine amount, and \$50 early payment provision, for persons who fail to be in possession of at least one dog fecal matter disposal bag for the purpose of removing any fecal matter that their dog may deposit; and
- ii. increase the current fine amount from \$50 to \$100, with a \$50 early payment provision, for persons who fail to immediately remove deposited fecal matter and dispose of it within a suitable container or other suitable disposal method.

Carried

2016 Financial Plans – 1<sup>st</sup> Draft Budget Package from Chief Financial Officer dated February 16, 2016

The Chief Financial Officer provided an overview of the financial plan.

Discussions:

- Putula Park request for \$5,000 to be reduced to \$1,200 as the \$5,000 they were given last year was not used.
- Since the Kingfisher Interpretive Centre used the Commission funding as leverage for other grants, increase of grant denied.
- Assistant Corporate Officer and Planning Assistant provided an update on the Belvedere Hand Launch project. It is hoped to have all requirements in place this year.

Moved by Denis Delisle, seconded by Brad Case that the Commission decline the grant increase request from Kingfisher Interpretive Centre for \$11,677; decline the Gazebo request from Grindrod Park for \$15,000; and approve the 2016 financial plan subject to the following amendments:

- Approval of \$7,400 for an expression swing at Barnes Park;
- Reduction of the Mara – Putula Park grant from \$5,000 to \$1,200;

AND THAT the Commission request that the Regional District of North Okanagan transfer the operating reserve funds for Cemetery and Animal Control to the City of Enderby.

Carried

**PUBLIC QUESTION PERIOD**

*Sheryl Hay of Recreation Services* questioned the status of the spray park/ peanut pool project. The Chief Administrative Officer explained that there is currently a feasibility study taking place with engineered designs and cost estimates to be considered. These will be brought forward to the next meeting.

#### **CLOSED MEETING RESOLUTION**

Moved by Denis Delisle, seconded by Roxanne Davyduke that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (e) of the *Community Charter*.

Carried

#### **ADJOURNMENT**

The regular meeting re-convened at 10:10 a.m.

Moved by Brad Case, seconded by Roxanne Davyduke that the meeting adjourn at 10:10 a.m.

Carried

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: April 10, 2016  
Subject: Wading Pool Feasibility Study

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**RECOMMENDATION #1 (PROCEED WITH WADING POOL)**

THAT the Enderby & District Services Commission directs staff to proceed with concept design for a wading pool at an estimated cost of \$10,000;

AND THAT the Enderby & District Services Commission gives permission to the organizer of the "Spray Park for Enderby" fundraiser to nominate the site to the BCAA Play Here contest for a wading pool.

**RECOMMENDATION #2 (SCALE BACK SPRAY PARK)**

THAT the Enderby & District Services Commission directs staff to report back with a scaled-back spray park design and a revised cost estimate;

AND THAT the Enderby & District Services Commission gives permission to the organizer of the "Spray Park for Enderby" fundraiser to nominate the site to the BCAA Play Here contest for a spray park.

**RECOMMENDATION #3 (PURSUE CURRENT SPRAY PARK INITIATIVE)**

THAT the Enderby & District Services Commission continues to support the current spray park design and funding model;

AND THAT the Enderby & District Services Commission gives permission to the organizer of the "Spray Park for Enderby" fundraiser to nominate the site to the BCAA Play Here contest for a spray park.

**RECOMMENDATION #4 (FURTHER CONSIDERATION)**

THAT the Enderby & District Services Commission postpones a decision to proceed with either the wading pool or the spray park until further public consultation has been completed.

## BACKGROUND

Following a hazard assessment by Interior Health in 2011, the spray park in Barnes Park was closed. Quotes were obtained for a new spray park. The Commission, at its meeting of January 10, 2014, supported a funding model that relied upon grassroots fundraising, grants, surplus, reserves, and potentially short-term borrowing to finance the estimated \$306,000 price tag. A number of grant applications were made, all of which were unsuccessful. The spray park was also incorporated into the concept design for Barnes Park.

Below is a description from the City of Enderby's Chief Financial Officer describing the nature of the funding model which was supported by the Commission:

At the January 10, 2014 Commission meeting, the Commission supported a Spray Park design with the estimated cost of \$306,600. The cost of the project is to be funded with at least \$100,000 from grants and/or service groups (including fundraising) with the remaining portion to be funded through a combination of reserves, surplus, and short term borrowing. The cost estimate also did not include \$20,500 for Pour-in-Place rubber as this option would be done if additional grant funding is available.

Note that in 2014, the Commission approved increasing the amount put into reserves each year to help save for the project. Since this time, and including the 2016 incremental addition to reserves, there will be no need for short term borrowing based on the above funding strategy. We currently have \$30,015 in reserves available specifically for the spray park and once we have our requisition funds [for 2016] we will have \$84,209.

At the Commission's meeting of December 16, 2015, it authorized staff to proceed with a feasibility study on a wading pool concept that could potentially be more cost effective and thus achievable in the near term. That study, enclosed with this memorandum, describes the feasibility of the concept. The Commission should note that the cost estimate - \$179,850 for the recommended size and mechanical design - is simply an order of magnitude; a cost estimate at a higher confidence interval would occur at the concept design stage.

Staff note that the costs for the wading pool as proposed are similar to the smaller-scale spray park option that the Commission considered in 2014, which was estimated to cost approximately \$200,000. At the time, the Commission chose to pursue the larger spray park, in part because there was greater optimism that grant funding would be forthcoming, which has not proven to be the case. The Commission may wish to revisit this smaller-scale option. The Commission should note that concept design would also be required for the spray park prior to proceeding; while the play feature design is incorporated into the overall quote provided by the supplier, the costs associated with servicing the facility was only roughly estimated.

Recently, the organizer of the "Spray Park for Enderby" fundraising campaign brought forward a contest sponsored by BCAA entitled "Play Here." The contest description is described as follows:

The goal of the Play Here initiative is to continue this tradition by giving children in BC safer places to play. To accomplish this objective, we're looking for play areas around

the province that are in need of rejuvenation. Play areas can include a park, a playground, a sporting facility or an after-school study area – if it's a place where kids can spend their time and develop valuable life skills, we want to hear about how it can be improved to make it a safer, better place for kids to play! At the end of the contest period, the winning space will receive a revitalization worth up to \$100,000.

Assuming a total project cost of around \$200,000, with more than half of the funding coming from other sources, there is sufficient room within the Commission's reserves to fund the balance of either a wading pool or a revised spray park design.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer



## **Enderby Wading Pool Feasibility Study**

### **Assessment Report**



Prepared for:  
Enderby & District Services  
Commission  
619 Cliff Avenue,  
Enderby, BC

Prepared by:

Stantec Consulting Ltd.  
400 – 1620 Dickson Avenue  
Kelowna, BC V1Y 9Y2

March 22, 2016

## ENDERBY WADING POOL FEASIBILITY STUDY

This document entitled Enderby Wading Pool Feasibility Study was prepared by Stantec Consulting Ltd. for the account of the Enderby & District Services Commission. The material in it reflects Stantec's best judgment in light of the information available to it at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions made based on it, are the responsibilities of such third parties. Stantec Consulting Ltd. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

Prepared by: \_\_\_\_\_

Donald Nguyen, Buildings Engineering, Mechanical

Reviewed by: \_\_\_\_\_

Diego Mandelbaum, P.Eng., Buildings Engineering, Mechanical

## ENDERBY WADING POOL FEASIBILITY STUDY

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## **ENDERBY WADING POOL FEASIBILITY STUDY**

### **Executive Summary**

Stantec Consulting Ltd. (Stantec) was retained by the City of Enderby to review the feasibility for a new wading pool to replace a decommissioned spray park at their existing outdoor pool facility. This review was performed with reference to the B.C. Pool Design Guideline and the B.C. Public Health Act Pool Regulations.

The recommendation is to provide a wading pool 8 metres in length and 6 metres in width, as well as a beach like entry on the southern edge of the pool and a maximum depth on the northern end of 0.35 metres. The pool can be built in the existing enclosure containing the decommissioned spray park.

The recommended pool system will be recirculating type and will feature a pump, filter, chemical treatment, district energy heat exchanger, makeup water with backflow prevention, surge tank, and piping installed in the existing pool equipment and heat exchanger rooms.

The order of magnitude opinion of probable cost for the recommended pool and recirculating type system is \$186,450.

## **ENDERBY WADING POOL FEASIBILITY STUDY**

### **INTRODUCTION**

March 22, 2016

## **1.0 INTRODUCTION**

The intent of this report is to review the feasibility of a new wading pool at the City of Enderby outdoor pool. The wading pool is intended to replace a spray park adjacent to the existing main pool which was decommissioned in 2011. The water service for this spray park was partially dismantled and will likely not be reused. This study will explore if the main pool's water service can be used.

The wading pool enclosure is 21 metres by 12 metres. Based on an arbitrary 2 metre walkway surrounding the wading pool, a pool with maximum dimensions of 17 metres by 8 metres can be installed.

The existing main pool is rectangular in shape with measurements of 22.5 metres in length by 11.3 metres in width with depths of 1.1 to 2.3 metres. The volume of the pool is estimated at 440,530 litres (116,380 US gallons). The pool is serviced by a circulation system located in an adjacent mechanical room containing main pumps, a chlorination and water treatment system, heat exchangers tied to district energy, a sand filtration system, and a surge tank with level controls underneath the pool deck.

In this report, requirements of the proposed wading pool will be reviewed with consideration to the recommendations and requirements as per the B.C. Pool Design Guideline and the B.C. Public Health Act Pool Regulations.

# ENDERBY WADING POOL FEASIBILITY STUDY

## ANALYSIS

March 22, 2016

## 2.0 ANALYSIS

### 2.1 EXISTING POOL SYSTEM



**Figure 1 Existing Pool**

The existing main pool (Figure 1) is rectangular in shape with measurements of 22.5 metres in length by 11.3 metres in width with depths of 1.1 to 2.3 metres. The volume of the pool is estimated at 440,530 litres (116,380 US gallons). Based on this pool volume and a maximum turnover period<sup>1</sup> of 6 hours, the pool requires a minimum flow of 20.6 L/S (323.3 GPM).

Incoming water is piped in from the City of Enderby water system. A main water line is provided with a reduced pressure backflow preventer.

The existing pool circulation system (Figure 2) consists of return water from the pool, pumps, flow meter, thermometer, district energy heat exchanger, and inlets in the pool, as well as piping to connect all the components together. Not shown is an existing surge tank with level controls located underneath the pool deck, outside the existing pool circulation system room.

Water is pumped through a 7.5 HP VM Pump 75VMB-T self-priming pump (Figure 3) rated to produce up to 22.5 L/S (365 GPM) of flow at 15.2 metres (50 feet) of head pressure.



**Figure 2 Circulation System**



**Figure 3 Circulation Pump**

<sup>1</sup> The maximum turnover period is the time period in which the water circulation system in a public pool should be capable of replacing the entire volume of water in the pool with newly filtered and treated water.

## ENDERBY WADING POOL FEASIBILITY STUDY

### ANALYSIS

March 22, 2016

Filtering is provided by four Pacfab Trion II TR-140 sand filters with a filtration media capacity of 420 kg and a design flow rate of 106 GPM at a 6 hour turnover capacity each. Each filter has a capacity of 144,450 litres (38,160 US Gallons) for a total capacity of 577,800 litres (152,638 US gallons).



**Figure 4 District Energy System**



**Figure 5 Chemical Feed System**

The hot water heating system consists of a district energy heat exchanger featuring a Bowman heat exchanger, control valves, and control system.

The chemical treatment system consists of an automatic feed system which maintains pH and chlorine levels. Other chemicals are tested and added manually.

## ENDERBY WADING POOL FEASIBILITY STUDY

### ANALYSIS

March 22, 2016

## 2.2 NEW WADING POOL

The existing spray park pool enclosure (Figure 6) is 21 metres by 12 metres. Based on an arbitrary 2 metre walkway surrounding the wading pool, the maximum size of the proposed wading pool can be 17 metres in length by 8 metres which has a capacity of 146 bathers.

It is expected that approximately 25 to 50 bathers to utilize the wading pool at any given time, the recommended pool size is 8 metres in length by 6 metres in width. The volume of the proposed wading pool based on an average depth of 0.3 metres is 14,400 litres (3,800 US gallons). This proposed pool size can accommodate 50 bathers and also provide a larger walkway surrounding the pool which would provide an ample lounging area for families.

The B.C. Pool Design Guideline requires a maximum turnover period for wading pools of 2 hours which is calculated at 2.0 L/S (31.7 GPM). Table 1 summarizes the water requirements of the new wading pool.



Figure 6 Decommissioned Spray Park



Figure 7 Example of an Outdoor Wading Pool

Description	Value	(US Units)	Notes
Volume of proposed wading pool	14,400 litres	3,800 USG	
Turnover required	2 Hours		
Minimum GPM required	2.0 L/S	31.7 GPM	
Minimum sand filter size	0.2 sq m	2.2 sq ft	
Total daily water circulation	100,800 litres	29,500 USG	Assumes a 14 hour day

Table 1 Summary of Wading Pool Water Requirements



## **ENDERBY WADING POOL FEASIBILITY STUDY**

DESIGN

March 22, 2016

### **3.0 DESIGN**

#### **3.1 SHARING POOL SYSTEM RESOURCES**

The B.C. Pool Design Guidelines and B.C. Public Health Act Pool Regulations recommends that separate pools be on separate and independent circulation systems to prevent cross contamination between the pools. This is also beneficial for the control and maintenance of pool water quality and chemistry. Although the separation of the pools into two separate systems is not required, Interior Health is unlikely to approve of a shared system

Also being considered is adding a wading pool cell to the main pool. The B.C. Pool Design Guidelines recommends that the maximum turnover period be adjusted accordingly. The wading pool cell in this scenario may run at a turnover period of six hours however calculations indicate that equipment and pipes will need to be upsized.

#### **3.2 DESIGN SPECIFICATIONS**

##### **3.2.1 Recirculation vs. Flow-through**

Two types of water supply into a pool include recirculation and flow-through. Recirculation involves capturing water from the pool, filtering, treating, heating and returning to the pool. Flow-through involves providing treated water from a water source, heating, and draining to sewer. Advantages of a recirculation system include energy savings with heating a pool and reduced water waste. Advantages of a flow-through system include lower initial installation as filters are not required and lower mechanical room floor space requirement.

There are no restrictions against the use of flow-through systems but the water supply rate must meet the maximum turnover period requirements. Table 1 notes a daily water requirement of 66,150 litres which may create strain on the city water and sewage treatment systems. This also substantially increases heating requirements as the recirculation systems can be sized to a temperature rise of 5°C while the flow-through system may require a temperature rise of up to 25°C. For this reason, we do not recommend implementing a flow through system.

Recirculation systems require a pump, sand filter, and chemical treatment system. The pump shall preferably be designed specifically for pool use, meeting the requirements of being suitable for potable water and being self-priming. The pump shall be installed on a housekeeping pad. The sand filter shall be NSF rated and have a valve which allows for normal operation, filter backwashing, and system drain down. The chemical treatment system can be manual feed although automatic systems for chlorine and pH levels are recommended.

## **ENDERBY WADING POOL FEASIBILITY STUDY**

DESIGN

March 22, 2016

### **3.2.2 Bather capacity**

The B.C. Pool Design Guidelines defines the maximum bather load in a pool as 0.93 m<sup>2</sup> for pool areas with a depth of less than 1.5m and 2.5 m<sup>2</sup> for pool areas with a depth greater than 1.5m. A 8 metre by 6 metre pool has a calculated maximum bather capacity of 51. A surge tank with a minimum working capacity of 57L per bather is required and can be incorporated into the pool deck complete with a heavy duty, secure, and tamper proof maintenance access cover.

### **3.2.3 Enclosures/Fences**

The B.C. Pool Design Guidelines states that while fences and enclosures are required to minimize access to pools by non-patrons and animals, the main purpose of fencing is to prevent access to pools by unsupervised young children. Fencing is not required between the main pool and wading pool as the pool is expected to post pool safety rules including children supervision requirements. Fencing surrounding the entire facilities shall have a minimum height of 1.5, metres. All fixed objects which may allow non-patrons to gain access into the pool shall be removed within a 1.5m radius from the top of the fence.

### **3.2.4 Decks and Deck Drains**

The B.C. Pool Design Guideline recommends a minimum continuous walkway width of 1.2m around the edge of the pool free of obstructions. The floor shall slope away from the pool towards deck drains at a minimum of 2% and maximum of 4%. All floor surfaces should be slip resistant and cause no discomfort to bare feet, made of a durable material impervious to moisture and designed to minimize bacterial growth, and allow for easy and thorough cleaning. All surfaces shall be free of abrupt and rough edges which may cause pain to users who strike it with a toe or other part of the body.

Drains are to be 100mm in diameter with no sharp edges, grate openings no greater than 7.5mm to prevent toe entrapment, a slip resistant texture, and causing no discomfort on bare feet.

### **3.2.5 Basin Surfacing, Finishes, and Slope**

The B.C. Pool Design Guidelines recommends a slip resistant floor where the water depth is less than 1.5m, cause no discomfort to bare feet, made of a durable material impervious to moisture and designed to minimize bacterial growth, and allow for easy and thorough cleaning. Basin finishes can include painted concrete similar to the existing outdoor pool, tile, and glass. The finish shall be durable, watertight, and free of cracks, and be regularly maintained.

Wading pools should have a minimum slope of 2% and a maximum slope of 6.7%. Floor slopes should be uniform with no abrupt drop-offs.

## ENDERBY WADING POOL FEASIBILITY STUDY

DESIGN

March 22, 2016

### 3.2.6 Stair/Ramp Access

The B.C. Pool Design Guidelines recommends that stairs, steps, and ladders be provided where the height from the pool floor at the shallow end to the deck exceeds 1.2 metres.

Wheelchair access to the pool should be considered. A beach entrance on one edge of the wading pool would provide wheelchair access, provide easier access to able bodied bathers especially children, and make the wading pool an enticing destination for families to bring their children to. If this option is considered, the wading pool shall be lengthened to maintain overall water capacity listed in Table 1 of Section 2.2. Handrails are required for wheelchairs where the slope exceeds 5%.

### 3.2.7 Gutters, Skimmers, and Floor Drains

The B.C. Pool Design Guidelines notes that gutters (Figure 8) are typically used in pools with surface areas exceeding 170 square metres and skimmers (Figure 9) are used in place of gutters in pools with surface areas less than 170 square metres. Based on the proposed design of the wading pool and water flow requirements, a minimum of three skimmer drains are recommended.



**Figure 8 Sample gutter drain**



**Figure 9 Sample skimmer drain**

Floor drains are required to drain the wading pool and provide water recirculation. There shall be a minimum of two floor drains located a minimum of 92cm apart, and both drains shall have an anti-entrapment design to eliminate entrapment and drowning hazards. Drainage velocity through the floor drain assembly cannot exceed 0.46 m/s.

Balancing valves and flow meters shall be provided on both the skimmer drain and floor drain branches and balanced in a way where the skimmer drain handles no less than 51% of the recirculation rate in normal operation and ideally handle 2/3rds of the return flow. Flow meters on both lines shall be provided to allow easy visual confirmation of water flow by maintenance staff.

## ENDERBY WADING POOL FEASIBILITY STUDY

DESIGN

March 22, 2016

### 3.2.8 Water Level and Treatment

The water level and quality must be checked a minimum of twice a day to ensure sufficient water quantity for proper skimmer drain operation and water quality for health and comfort reasons. The water level shall be no less than an inch higher than the bottom of the skimmer when the pool is empty to ensure the proper operation of skimmer drains.

The B.C. Pool Design Guidelines recommends the installation of a surge tank to increase the pool's ability to maintain a steady water level as the pool occupancy changes. A minimum working capacity of 57 litres per bather, based on the maximum bathing load noted in section 3.2.2., equals a surge tank capacity of 2,907 litres. This can be installed in the ground adjacent to the wading pool compete with a solid tamper proof cover. During the design stage, a smaller surge tank may be considered due to the following factors:

1. We expect half of the occupants in the wading pool to be children with lower body volumes.
2. Less of the human body is submerged with shallow pool depths.

As per the Pool Regulations in the B.C. Public Health Act, the following disinfectants shall be maintained at the levels as per Table 2:

Disinfectant	Minimum concentration
Free Available Chlorine	1.5 ppm
Chlorine Cyanurate	2.0 ppm
Bromine	2.5 ppm

**Table 2 Minimum concentration of disinfectants**

Although maximum concentration values are not noted, industry standard values should be noted to minimize discomfort and irritation due to excess disinfectants. The pH level in the wading pool must be tested twice daily and maintained at no less than 7.2 and no greater than 7.8. The alkalinity in the hot tub must be tested weekly and maintained at no less than 80 parts per million and no greater than 120 parts per million.

### 3.2.9 Additional Staffing Requirements

We anticipate the maintenance staff levels from previous years will suffice with the additional duties required for the new wading pool. There are currently two life guards at any given time. It may be possible to have one lifeguard primarily watch over the wading pool and provide supplemental supervision for the main pool.

## **ENDERBY WADING POOL FEASIBILITY STUDY**

DESIGN

March 22, 2016

### **3.2.10 Operational Requirements**

The pool operator shall provide a pool safety plan as part of the application for a pool operating permit. This safety plan should be maintained and updated as necessary and be read by all employees who will be working in the pool area and their supervisors. The plan shall include procedures in the event of serious injury, emergency, or incident, the type of life saving and first aid equipment to be kept in the immediate vicinity of the pool, number of lifeguards and other employees who are to be on duty to ensure supervision of pool patrons, operating procedures for the pool, and cleaning and maintenance program of the pool including the nature and frequency of such cleaning and maintenance.

Required in the pool area visible and accessible to the public are pool safety rules, showers, a telephone with free access to emergency numbers, telephone numbers for the nearest hospital, ambulance, police and fire departments displayed by the telephone, drinking water, and a clock. All of these items already exist for the existing pool.

For full operational requirements, please refer to the B.C. Pool Design Guideline and B.C. Public Health Act Pool Regulations.

## **ENDERBY WADING POOL FEASIBILITY STUDY**

### **RECOMMENDATION AND IMPLEMENTATION**

March 22, 2016

## **4.0 RECOMMENDATION AND IMPLEMENTATION**

### **4.1 WHEELCHAIR ACCESSIBLE POOL DESIGN**

The recommended wading pool will be a wheelchair accessible basin separate from the main pool measuring 9.5 metres in length and 6 metres in width, with a maximum depth of 0.4 metres and an average depth of 0.25 metres. The southern edge of the wading pool will have a beach access with a maximum slope of 5% and transition to 2% when it reaches the deepest point. The finish of the pool will be painted concrete to match the existing pool.

All other aspects of the pool will be as per Section 3.0 for Design, with the exception to Section 3.2.8. The surge tank may need to be increased to 3,477 litres although this will be reviewed during the design stage.

### **4.2 ALTERNATE NON-WHEELCHAIR ACCESSIBLE POOL**

The alternate wading pool will be a basin separate from the main pool measuring 8 metres in length and 6 metres in width, with a depth of 0.3 metres. The southern edge of the wading pool will have a beach access with a maximum slope of 5% and transition to 2% when it reaches the deepest point. The finish of the pool will be painted concrete to match the existing pool.

All other aspects of the pool will be as per Section 3.0 for Design.

### **4.3 CIRCULATION SYSTEM**

The recommended circulation system for both options will be a standalone recirculating system complete with new reduced pressure backflow preventer for the makeup water, a self-priming pump capable of providing a minimum of 2.0 L/s of water flow, 0.2 square metre sand filter, heat exchanger for the district energy system, chemical treatment system, and all associated pipes and valves. A surge tank with a capacity of 2,907 to 3,477 litres shall be integrated into the deck. The system shall be completely separate from the main pool system although some resources such as chemicals for the chemical treatment system may be shared between the two systems.

While a table of pool system locations and their advantages and disadvantages is presented below, we feel that using both the existing pool equipment room and heat exchanger room offers the best benefits. It is noted that careful attention to the layout within these rooms will need to be given during detailed design to ensure all new equipment will fit within the confines of the existing space and allow for adequate maintenance clearance.

## ENDERBY WADING POOL FEASIBILITY STUDY

### RECOMMENDATION AND IMPLEMENTATION

March 22, 2016

Circulation System Location	Advantages	Disadvantages
Existing pool equipment room	<ul style="list-style-type: none"><li>• Close proximity to chemical treatment</li><li>• Close proximity to district energy</li><li>• Centralized maintenance</li></ul>	<ul style="list-style-type: none"><li>• Space may be tight</li><li>• Long piping runs to wading pool</li><li>• Higher pump head for recirculation system</li></ul>
Existing heat exchanger room	<ul style="list-style-type: none"><li>• Close proximity to chemical treatment</li><li>• Close proximity to district energy</li><li>• Centralized maintenance</li></ul>	<ul style="list-style-type: none"><li>• Long piping runs to wading pool</li><li>• Higher pump head for recirculation system</li></ul>
Existing spray park equipment room	<ul style="list-style-type: none"><li>• Access to incoming water line</li><li>• Available space</li></ul>	<ul style="list-style-type: none"><li>• Long piping run to district energy</li><li>• A separate chemical treatment system may be required</li></ul>
New structure	<ul style="list-style-type: none"><li>• Size of structure can be catered to space requirements</li><li>• Can be located to minimize disadvantages above</li></ul>	<ul style="list-style-type: none"><li>• Cost</li><li>• May require a building permit</li></ul>

#### 4.4 CONCEPTUAL DESIGN AND COST SURVEYING

Although an order of magnitude opinion of probable cost is provided in this report, the costing is meant for discussion only. Although this proposal may be accepted or rejected, a third option could be a conditional acceptance. With this third option, we would recommend moving to conceptual design and drawings for the new wading pool based on elements of this report and tasking a cost surveyor to provide a cost estimate with a higher degree of accuracy. There will be additional costs associated with retaining a cost surveyor but would allow Enderby & District Services Commission to better make an informed decision.

## ENDERBY WADING POOL FEASIBILITY STUDY

ORDER OF MAGNITUDE OPINION OF PROBABLE COST  
March 22, 2016

### 5.0 ORDER OF MAGNITUDE OPINION OF PROBABLE COST

The order of magnitude opinion of cost is based on locating piping in the existing pool equipment rooms.

#### 5.1 RECIRCULATION SYSTEM

Item	Cost (Maximum)	Cost (Recommended)
<b>Pool/Landscape Items</b>		
Pool Basin & Surge Tank	\$25,000	\$21,000
Floor Finishes	\$7,000	\$7,000
Trenching	\$10,000	\$10,000
Landscaping	\$7,500	\$7,500
Total Civil Cost	\$49,500	\$45,500
<b>Mechanical Items</b>		
Pump	\$6,500	\$4,700
Sand Filter	\$3,000	\$2,300
District Energy System (Fink Machine)	\$15,000	\$13,500
Makeup Water	\$7,500	\$6,500
Circulation Piping and Valves	\$21,000	\$18,000
Drainage	\$7,000	\$7,000
Chemical Treatment	\$4,000	\$4,000
Electrical Connection	\$13,000	\$13,000
Total Mechanical Cost	\$77,000	\$69,000
<b>Design Items</b>		
Pool Design	\$22,000	\$22,000
Mechanical/Electrical Design	\$18,000	\$18,000
Landscape Design	\$10,000	\$10,000
IHA construction permit costs	\$5,000	\$5,000
Total Design Cost	\$55,000	\$55,000
Subtotal	\$181,500	\$169,500
10% Contingency	\$18,150	\$16,950
<b>Order of Magnitude Opinion of Probable Cost</b>	<b>\$199,650</b>	<b>\$186,450</b>



## ENDERBY WADING POOL FEASIBILITY STUDY

ORDER OF MAGNITUDE OPINION OF PROBABLE COST  
March 22, 2016

### 5.2 FLOW THROUGH SYSTEM

Item	Cost (Maximum)	Cost (Recommended)
<b>Pool/Landscape Items</b>		
Pool Basin & Surge Tank	\$25,000	\$21,000
Floor Finishes	\$7,000	\$7,000
Trenching	\$10,000	\$10,000
Landscaping	\$7,500	\$7,500
Total Civil Cost	\$49,500	\$45,500
<b>Mechanical Items</b>		
District Energy System (Fink Machine)	\$35,000	\$25,000
Makeup Water	\$20,000	\$13,000
Circulation Piping and Valves	\$14,000	\$13,000
Drainage	\$7,000	\$7,000
Electrical Connection	\$5,000	\$5,000
Total Mechanical Cost	\$81,000	\$63,000
<b>Design Items</b>		
Pool Design	\$22,000	\$22,000
Mechanical/Electrical Design	\$18,000	\$18,000
Landscape Design	\$10,000	\$10,000
IHA construction permit costs	\$5,000	\$5,000
Total Design Cost	\$55,000	\$55,000
Subtotal	\$185,500	\$163,500
10% Contingency	\$18,550	\$16,350
<b>Order of Magnitude Opinion of Probable Cost</b>	<b>\$204,050</b>	<b>\$179,850</b>

## **ENDERBY WADING POOL FEASIBILITY STUDY**

### **CONCLUSION**

March 22, 2016

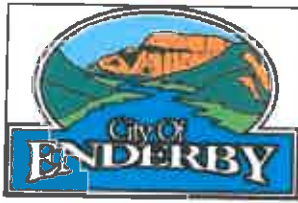
## **6.0 CONCLUSION**

In the review of the feasibility of a new wading pool for the City of Enderby, a wading pool as proposed in this report can be constructed at an order of magnitude opinion of probable cost of \$186,450 for a recirculating type system with the recommended pool size, \$199,650 for a recirculating type system with the maximum pool size, \$179,850 for a flow through type system with the recommended pool size, and \$204,050 for a flow through type system with the maximum pool size.

It is strongly recommended that a recirculating type system be used as it is anticipated that the additional operational cost of the flow through system to heat the water and to accommodate the additional load at the city water and sewage treatment plants will outweigh the chemical treatment and filtering costs at the pool.

The recommended pool is proposed to be a 9.5 metre long by 6 metre wide wheelchair accessible basin with a beach entry on the southern edge of the pool with a maximum slope of 5%, and an average and maximum depth of 0.25 metres and 0.4 metres respectively.

The recommended circulation system will be a standalone system requiring a new reduced pressure backflow preventer for the makeup water, a self-priming pump capable of providing a minimum of 2.0 L/s of water flow, 0.2 square metre sand filter, heat exchanger for the district energy system, chemical treatment system, surge tank, and all associated pipes and valves.



**City of Enderby  
Parks and Recreation Services**

administered by  
Enderby & District Chamber of Commerce  
P.O. Box 1000, Enderby, BC V0E 1V0  
Telephone: 250-838-2665 | Fax: 250-838-0123

[www.enderbychamber.com/recreation](http://www.enderbychamber.com/recreation) | [recreation@enderbychamber.com](mailto:recreation@enderbychamber.com)

*Commission*



**Date:** April 1<sup>st</sup>, 2016  
**To:** Enderby/Area F Joint Services Commission  
**From:** Kaylee Wells, Recreation Administration  
**Subject:** First Quarter Report, 2016

The following report is a synopsis of the status of projects, facilities, and programs managed by the Enderby & District Chamber of Commerce on behalf of Enderby and Area F.

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## Advertising

Social Media updates are done regularly through Hootsuite. Hootsuite is a webpage that aids in the management of multiple Social Media outlets at once. Both Facebook and Twitter have photos, posts, and events scheduled for multiple times through the day and weekends.

Since the last quarterly report Enderby and District Recreation Services Facebook page popularity has increased from 182 Likes to 220. The Enderby Outdoor Pool Facebook page increased from 478 to 490 Likes over the past quarter. Enderby and District Recreation Services Twitter Followers have doubled from 30 to 60 followers in the past 3 months.

Weekly ice schedules of available rental times at the arena were posted to Facebook every Friday.

The Enderby & District Spring/ Summer Recreation Guide has been printed and distribution began March 17<sup>th</sup> this year, months earlier than the 2015 guides.

From the 2015 to 2016 Spring/Summer Guide, 4 additional pages were added.

2016 Spring/Summer Recreation Guides have been distributed to City Hall, the arena, and many local businesses. It is also available on the City of Enderby's website <http://www.cityofenderby.com/city-hall/parks-and-recreation/>.

3 paid advertisements went into the recreation guide. Advertisement prices increased by 10% from 2015 to 2016, 1/3 page went from \$100.00 to \$110.00, ½ page went from \$150.00 to \$165.00, and a full page went from \$175.00 to \$192.50.

The new Recreation Services Logo was featured in the Spring/Summer guide. The guide includes the pool schedule, swim lessons and aquatic fitness information, pricing, camps, fitness information, youth programs offered by Recreation Services and other community groups, a recreation schedule, arena dry floor activities, parks and gazebo rental information, a recreation directory, and information in regards to the River Ambassador Program.

A summer advertisement is created to go into the 2016 Exploring Enderby Guide that is currently in the design stage. 6 thousand copies of the 2016 Exploring Enderby Guide will be distributed both locally and to destinations across BC.

The poster frames holding advertisements at the arena were changed multiple times per week

Positions for the Pool Supervisor, Assistant Supervisor, Lifeguards, and instructors have been advertised.

Advertising for all recreation programs and events have been sent to the local schools.

## Administration

Frequent email communication with arena users.

Regular meetings with Parks and Recreation Staff are held, ensuring strong communication lines and no miss communications.

A Ball user group meeting with representation from each league along with representation from the City of Enderby and Joint Services Commission attended a meeting hosted by Recreation Services at AL Fortune School on February 9<sup>th</sup> at 6:30 pm. There were also future organizations interested in developing additional ball leagues in Enderby attending the meeting.

At the meeting a schedule change was proposed along with a proposal to increase ball fees from \$240.00 per team to \$370.00 per team in exchange for additional field maintenance that was requested from the user groups at the fall 2015 user group meeting. The budget for outfield maintenance (dethatching, aeration and fertilization) was shared and the proposed fee increase was presented and accepted by all parties, including Funtastic & Honeymooners tournaments. However, the decision was overturned and 2016 contracts reflect the same fee rates as last year.

2 grants have been applied for. A grant for women 55+ was available, so we created a “Women, Water, and Weights” program, combining land and water exercise along with goal setting. The second grant that was applied for is for the development of local sports programs. For the sport development grant we have proposed to improve our physical literacy programs with additional equipment and training. We would look to train additional instructors, along with offer more sessions of physical literacy in the local schools. We have already done sets of physical literacy in MV Beattie Elementary in partnership with the Enderby and District Resource Center; we would be looking to offer a similar program at both Grindrod Elementary School and Shihiya First Nation School.

There are additional grants that will come available for application later in the year and are looking to be applied for.

There are still groups using the schools through the joint use agreement. Groups did not use the school facilities over the Spring Break holiday (March 18<sup>th</sup> to April 1<sup>st</sup>).

Registration for programs starting the week of April 4<sup>th</sup> has been steady.

## Facility Reports

### Arena

Heater upgrades, new rink advertising boards and Provincial advertising were completed in late February.

A new AED was installed (placed in the arena staff room) in March and 3 ice attendants took part in AED training on March 4<sup>th</sup>.

In partnership with North Okanagan Minor Hockey on March 5<sup>th</sup> we offered a free come try hockey event.

32 hours were booked for Pee wee Tier 4 Provincial games March 14<sup>th</sup>, 15<sup>th</sup>, and 17<sup>th</sup>. The Enderby arena hosted an exciting gold medal game with the home team North Okanagan Knights losing in overtime and taking the silver medal.

Arena hours began to decrease in March once North Okanagan Minor Hockey finished their season.

Ice came out on March 23<sup>rd</sup>.

The below table shows the hours of usage in the arena over the past 3 seasons, the 2016/2017 section reflects the significant growth in demand the Enderby arena has experienced.

Arena Hours Booked per Month								
2014/2015	Oct	Nov	Dec	Jan	Feb	Mar	Total	
Youth/ School Rentals	156.25	205.25	117.50	194.25	148.00	56.50	877.75	
Adult/ Senior Rentals	18	34.50	21.75	35.50	29.00	21.00	159.75	
Public Programming	49.25	57	28.75	47.75	42.25	35.00	260	
Total	223.50	296.75	168	277.50	219.25	112.50	1297.50	
2015/2016	Oct	Nov	Dec	Jan	Feb	March	Total	
Youth/ School Rentals	91.75	145.75	124.75	147.25	137.50	89.50	736.50	
Adult/ Senior Rentals	13.50	24.50	31.50	30.00	27.50	20.50	147.50	
Public Programming	21.50	28	26.50	31.25	40.00	22.00	169.25	
Total	126.75	198.25	182.75	208.50	205.00	132.00	1053.25	
2016/2017	Sept	Oct	Nov	Dec	Jan	Feb	March	Total
Youth/ School Rentals	56.75	147.5	170.25	112.75	178.75	147.75	73.5	886.75
Adult/ Senior Rentals	8.75	26.75	32.50	28	28.5	29.5	25	179
Public Programming	11.5	50.75	48.25	101.25	62.5	61.5	62.25	398
Total	77	225	251	242	269.75	238.75	160.75	1463.75

Lacrosse requests have been received with Shuswap Minor Lacrosse starting on Tuesday April 5<sup>th</sup>. Lacrosse will practice two nights a week with 5 teams from 5:00 pm to 10:00 pm.

## ***Ball Fields***

Regular ball users are scheduled to start the week of April 10<sup>th</sup>.

Ladies league will be using diamonds 1, 2, and 4 on Mondays and Tuesdays at 6:00 pm. The ladies league has 11 teams this season. Ladies have booked diamonds 3 and 4 on May 14<sup>th</sup>. Ladies mini tournament is scheduled for June 4<sup>th</sup> and 5<sup>th</sup> then their yearend tournament is booked for June 24<sup>th</sup> to 26<sup>th</sup>.

Men's league will be using diamonds 1, 2, and 4 at 6:00 pm on Wednesdays with 7 teams playing. Men's double header is scheduled for May 28<sup>th</sup> and their yearend tournament is June 17<sup>th</sup> to 19<sup>th</sup>.

Mixed League will be playing on Fridays at 6:00 pm with 9 teams in their league. The mixed double header is scheduled for May 7<sup>th</sup> and 8<sup>th</sup> then their yearend tournament will be June 10<sup>th</sup> to 12<sup>th</sup>.

Mixed Summer League is aiming to have 8 teams this season practicing on Tuesdays at 6:00 pm with their yearend tournament tentatively booked for August 26<sup>th</sup> and 27<sup>th</sup>.

Diamond #3 has been reserved as a youth diamond Monday to Thursdays. Youth Games will occur on Monday and Wednesday nights and their practice schedule is yet to be released.

Funstastic ball tournament is booked for June 30<sup>th</sup> to July 4<sup>th</sup>.

The Honeymooners tournament is booked for September 9<sup>th</sup> to 11<sup>th</sup>.

A Men's 35+ ball tournament is scheduled for May 14<sup>th</sup> on diamonds 1 and 2.

A ball field fee increase was proposed for additional field maintenance however after multiple discussions with field users they have decided to pool their funds for a more in depth field work. Ball field fees will remain at \$240.00 per team for the 2016 season.

Closed signs were created for each of the diamonds to better communicate diamond closures due to weather or field maintenance.

League booking schedules have been adjusted this season to reflect the growing demand for field space, especially during prime time. All weekends from May to mid July are booked with ball tournaments.

Future recommendations from user groups for the ball parks include:

- Washroom facilities by diamond #3
- Diamond #3 field upgrades to include removing grass from infield to dugout (as required for competitive fastball) and repairing dangerous low spots in fields, installing longer back stop for foul balls and better seating for fans
- Build up gravel between diamond #4 and the gazebo cement as it has been recognized as a tripping hazard
- Better irrigation on infields
- A 5<sup>th</sup> diamond or lights added to a diamond 4
- A portable baseball pitching mound

Upgrades or changes that have been done to Parks include:

- Changing locks to mini storage shed
- Changing to touch key pad locks on washroom facilities
- New “closed” signage for fields

### ***Gazebo***

The Gazebo is booked every weekend except July 16<sup>th</sup>/17<sup>th</sup> from beginning of May to Mid September.

The May long weekend, Riverside park is the host to the Gold Panner’s BC Open Championships.

The Arts Council has booked the gazebo to hold 2 of the ‘Music by the River’ concerts.

The Lions Club is scheduled to host 2 pancake breakfasts this summer.

3 community events are scheduled.

4 private events are booked.

A church service is scheduled to be held at the Gazebo.

10 ball tournaments will be using the Gazebo.



## ***Lions Pool***

A pool supervisor has been hired. Job postings for all other positions went out in February (Full time) and March (part time), with interviews and hiring to happen in April. Staff seasonal in-service training will happen on May 23, and the Pool is scheduled to open on Tues. May 24<sup>th</sup>.

Grindrod Elementary, MV Beattie Elementary South Canoe Elementary, Shihiya School, and AL Fortune Secondary have booked all their school swim lessons.

The Spring & Summer public schedules and programs were made public in the Recreation guide that came out in mid March with registration scheduled to start April 18<sup>th</sup>. Full time aquatic staff will be working on water safety awareness campaigns this spring with presentations in schools and at waterfronts.

Pre-season maintenance required includes deck repairs and paint touch ups to basin gutters, pool bottom lines and outbuildings. There are some minor fence repairs and a door replacement for the filter room required. It has been a request by both staff and public to remove / tear down the old spray park as it presents both a hazard and eye sore.

## ***Parks***

The Enderby and District Resource Centre will be using Barnes Park for their “Play in the Park” program.

There is also one booking for a group gathering in Barnes Park.

## Programs Report

### General

Enderby and District Recreation Services Programs continue to grow. Awareness of the new programs offered in Enderby is growing through online marketing and word of mouth. Many of the youth programs have filled up and the adult program numbers are constantly rising.

Income from Recreation Programs has increased from last quarter from \$5,482.25 to \$7,977.25. The \$2,495.00 increase stems from a \$500.00 donation from the Enderby and District Resource Centre and increased popularity of programs such as Drop-in Shinny, Fitness, and Physical Literacy Programs.

Since last quarter arena income has increased \$344.75 from \$2,681.00 to \$3,025.75, fitness program income has increased \$755.25 from \$2,421.00 to \$3,176.50, and youth program income has increased \$895.00 from \$380.00 to \$1,275.00.

Date	Arena	Fitness	Youth	Camps	Other	Total
7-Jan	\$ 45.00	\$ 165.50	\$ 135.00			\$ 345.50
11-Jan	\$ 607.25	\$ 300.00	\$ 40.00			\$ 947.25
12-Jan	\$ 600.50					\$ 600.50
15-Jan	\$ 448.00	\$ 465.50	\$ 45.00			\$ 958.50
22-Jan	\$ 86.00	\$ 139.50				\$ 225.50
29-Jan	\$ 175.00	\$ 170.00				\$ 345.00
8-Feb	\$ 173.00	\$ 212.00				\$ 385.00
10-Feb					\$ 500.00	\$ 500.00
12-Feb	\$ 119.00	\$ 156.00	\$ 105.00			\$ 380.00
19-Feb	\$ 107.00	\$ 122.00				\$ 229.00
26-Feb	\$ 136.00	\$ 166.00				\$ 302.00
4-Mar	\$ 224.00	\$ 926.00	\$ 130.00			\$ 1,280.00
15-Mar	\$ 90.00	\$ 128.00	\$ 175.00			\$ 393.00
18-Mar	\$ 135.00	\$ 226.00	\$ 440.00			\$ 801.00
24-Mar	\$ 80.00		\$ 205.00			\$ 285.00
<b>Total</b>	<b>\$ 3,025.75</b>	<b>\$ 3,176.50</b>	<b>\$ 1,275.00</b>	<b>0</b>	<b>\$ 500.00</b>	<b>\$ 7,977.25</b>

The total income from Recreation Programs from August 2015 to April 2016 is \$21,345.75.

## ***Fitness***

Fitness classes ran from the beginning of January to Mid March (10 sessions) with no classes for 2 weeks over Spring Break. Classes resume the first week in April for another 8 sessions. 7 classes per week were offered included a Zumba Jr. class for kids, Adult Zumba, 2 HiiT classes, Strength and Stretch, Yoga, and a Core Fit..

39 participants pre-registered for the January to Mid March Fitness Classes and 28 participants purchased 5 time punch passes. The January to March fitness classes had over 680 participates.

<b>Class</b>	<b>Number of Participants</b>
<b>HiiT Morning Class</b>	88
<b>Strength and Stretch</b>	122
<b>Core Fit</b>	147
<b>HiiT Evening Class</b>	58
<b>Yoga</b>	158
<b>Zumba</b>	56
<b>Zumba Junior</b>	52
<b>Total</b>	<b>681</b>

Only 5 fitness classes per week will be offered between April and June; HiiT, Strength and Stretch, Core Fit, Zumba, and Yoga.

Child minding is offered for the Monday, Wednesday, and Friday morning classes. Suggestions regarding fitness class programming have been to offer more evening and early morning classes.

Classes can be pre registered for, or drop in with a punch pass or per time purchase.

Fitness programming for the summer will shift to Enderby Lions Pool with one program offering a combination of both land and water based training. A grant application was submitted to purchase equipment for Women, Water and Weights fitness classes.

Feedback for fitness classes for next fall included:

- Offering all the same classes as 2015
- Including more evening programs for working participants
- Continue classes through Spring break next year
- Offer more classes with child minding

Challenges with fitness programming include facilities with evening availability, enough equipment, recruiting instructors and a more accessible registration process.

## **Youth**

The youth physical literacy programs ran at full capacity for the January to March Session. The Physical Literacy Active Youth programs had a total of 14 children from January to March. Pre-school sports had 6 and I Can Play had 8 participants. The Physical Literacy Programs for April did not have enough interest to run.

In partnership with the Enderby and District Resource Centre we have offered 4 Physical Literacy Programs in the MV Beattie Elementary School over 6 weeks. With the support of the Resource Centre we were also able to offer 2 free Kindergarten Readiness programs in the Drill Hall. This program concentrated on developing and improving fundamental movement skills and confidence in 4 & 5 year olds. A total of 11 pre-schoolers registered in the afterschool program and more than 12 kids participated in the school program. All classes were led by certified FMS (Fundamental Movements Skills) Instructors.

A Via Sport grant application was submitted in February to obtain monies to offer physical literacy programs in Grindrod and Shihiya schools as well as purchase more equipment for fundamental movement classes and provide a leadership training opportunity with a Fundamental Movements Skills instructor course.

2 new music programs have been introduced starting April 5<sup>th</sup> with 22 pre-registered. Rhythm and Moves for 3 to 6 year olds has 13 registered and To the Beat for 7 to 9 year olds has 9 registered. The program has had so much popularity that we had to add an additional Rhythm and Moves class to accommodate the large demand. We currently still have a waitlist of 4 children wanting to participate.

## **Arena**

The drop-in shinny gained popularity in January with up to 28 adults and up to 15 youth participating per session.

The MVP Hockey program finished in February 29<sup>th</sup>, trophies for the program were made by Enderby Jewelers. 20 children between the ages of 6 and 11 participated in the 20 session non-competitive hockey program.

A Family day Free Skate was held on February 8<sup>th</sup> with over 100 in attendance. The Enderby and District Resource Centre partnered to supply hot chocolate, coffee, and doughnuts.

4 birthday parties were held at the arena this quarter.

Public Skates remained popular.

New this year is drop-in ball hockey at the Arena. There are 3 different age groups; 5 to 7 year olds, 8 to 12 year olds and 13 to 18 year olds. Drop-in floor hockey will run Tuesdays and Thursdays 2:45 to 3:45 pm and 3:45 to 4:45 pm, scheduled right before Lacrosse.

Ices booking requests for the 2016/2017 and new program suggestions have already been coming in.

Season statistics for Winter Arena programs (Jan. To March) and the 2015/16 season are:

<b>Program</b>	<b>Participants in 2016</b>	<b>Participants all Season</b>
<b>Youth Drop-in Shinny</b>	123	303
<b>Adult Drop-in Shinny</b>	115	219
<b>MVP Hockey Program</b>		20
<b>Skating Lessons</b>	32	46

The 2015/2016 season had 26 more skating lesson participants than last season. 2014/2015 season had 20 participants in the two sessions and the 2015/2016 had 46 participants in the two sessions plus private lessons.

Recommendations from user groups include:

- A longer ice booking season (opening arena mid August)
- Heaters added to handicap seating
- Upgrades to music system and score box

Inquiry into storage space for bumper pads for NOMHA was also discussed with arena staff. Effective for the 2016/17 season, minor hockey has to provide proper equipment to host short ice (1/2 rink) games for Initiation and Novice age groups.

The remainder of the arena boards which have not been replaced, are scheduled to be redone in July.

Grants for new arena flooring may be available through the Tire Stewardship BC Community Grant Program which will be inquired about later in the year.

Commission  
Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: April 14, 2016  
Subject: Parks, Recreation and Culture Fees Bylaw - Summer Ice Rentals

---

**Recommendation**

THAT the Commission recommends that Council enacts the attached bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1596, 2016".

**Background**

The Commission was recently approached about renting ice time during the off season. The attached Bylaw amendment includes a fee for Summer Ice to provide for future use.

The fee is based on the estimated incremental costs of either having the ice put in early or delaying the removal of the ice (see the attached Weekly Arena Costs for a breakdown of costs). If the rental request is not continuous with the regular season, costs relating to the installation and removal of the ice will be added to the rental fee. The fee is structured this way so there is no impact to taxpayers.

Also attached is the cost breakdown

In addition to the full cost recovery, the Summer Ice rental will be subject to availability and staff resources.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer

**Weekly Arena Costs**  
**Based on 2016 Budget**

**Incremental Costs**

Gas/Oil	\$	2,400		
Maintenance	\$	17,190	Weekly	
Utilities	\$	70,745	\$	2,620
Total	\$	90,335		
Sept 19 - Mar 22				
Approx 27 Wks		27		
			Addt'l	Net
			Hydro (2)	Incremental
Per Week	\$	3,345		
Add: Staffing/Admin	\$	4,000 (1)		
Total	\$	7,345	\$	3,930
				<u>\$ 11,275</u>

(1) Based on 12 operating hours a day

(2) Extra 2.5x factor for operating in summer heat as there will be additional strain on system



## THE CORPORATION OF THE CITY OF ENDERBY BYLAW No. 1596

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015

---

**WHEREAS** The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015";

**AND WHEREAS** Council wishes to amend the fees;

**NOW THEREFORE** the Council of the Corporation of the City of Enderby, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1596, 2016".
2. Schedule "B" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015" is deleted and Schedule "B" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this \_\_\_\_ day of \_\_\_\_, 2016.

READ a SECOND time this \_\_\_\_ day of \_\_\_\_, 2016.

READ a THIRD time this \_\_\_\_ day of \_\_\_\_, 2016.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2016.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

### **SCHEDULE "B" – ARENA FEES**

Ice (per hour unless otherwise indicated)	
Adult – rental	154.00
Youth and Pre-School – rental	85.00
Senior – rental	111.00
Non Prime – rental	40.00
Parent & Tot or Youth – Drop-In	2.00
Adult or Senior – Drop-In	5.00
Skating lesson – 30 minutes x 8 sessions	60.00
Skating lesson – 45 minutes x 8 sessions	75.00
Birthday Package	105.00
SD #83	JOINT USE AGREEMENT
ALF Hockey Academy	JOINT USE AGREEMENT
Public Skate	FREE
Summer Ice	\$11,275* / week
Dry Floor (per hour unless otherwise indicated)	
Adult	60.00
Youth	28.00
Senior	31.00
Parent & Tot or Youth – Drop-In	2.00
Adult or Senior – Drop In	5.00
Non-Profit (per day)	624.00
Commercial (per day)	1,248.00
SD #83	JOINT USE AGREEMENT

\* The Summer Ice fee is based on continuous usage from/to the regular season. For rentals that are not continuous with the regular season, additional costs for installing and removing the ice will be added to the fee. If the arena is to be open for more than twelve hours a day, or open for non-consecutive periods in a day, renter will be responsible for additional costs incurred. Summer Ice rentals are subject to availability and staffing resources. Two weeks advance notice must be provided.

Commission

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: April 20, 2016  
Subject: Enderby & District Community Resource Centre Water Safety Grant Support

---

**RECOMMENDATION**

THAT the Enderby & District Services Commission supports the Enderby & District Community Resource Centre's application for a water safety grant;

AND THAT the Enderby & District Services Commission supports the Enderby & District Community Resource Centre's initiative to post personal flotation device signs at those river accesses under its administration, subject to consultation on messaging with the Shuswap River Ambassadors.

**BACKGROUND**

The Enderby & District Community Resource Centre recently approached staff about a water safety grant which it wishes to pursue (see attached email). This grant would cover the costs of swimming lessons for 12-15 children who would not otherwise be able to afford lessons, a pair of family swim events, and public information signs which would be posted at river accesses related to personal flotation devices.

As there are no financial impacts associated with the grant and it accomplishes valuable public safety objectives, staff recommends that the Commission supports the Community Resource Centre's initiative. As messaging consistency is critical, staff suggests that approval of the proposed signs should be made subject to consultation with the Shuswap River Ambassadors, who are the on-the-ground presence providing river information during the summer.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

## Tate Bengtson

---

**From:** Tom Witherly [twithler@hotmail.com]  
**Sent:** April-19-16 11:12 AM  
**To:** tbengtson@cityofenderby.com  
**Subject:** Support for EDCRC Grant

Hi Tate,

The Enderby and District Community Resource Centre is applying for a grant to provide free swim lessons for 12 - 15 children who otherwise wouldn't be able to afford to have lessons. We have included two family swim events that would provide instruction on water safety and games to play in the water. We also have asked for funds to post signs reminding people to wear PFDs when boating and tubing at entrances along the river.

We are asking for the city's support for applying for this grant and we need the city's permission to post the signs.

Sincerely,

Jean Witherly (Board Member of the EDCRC.

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: April 20, 2016  
Subject: Enderby & District Recreation Services Grant Support

---

**RECOMMENDATION**

THAT the Enderby & District Services Commission supports Enderby & District Recreation Services application for an RBC Learn to Play Project Funding grant.

**BACKGROUND**

Enderby & District Recreation Services, which delivers recreation programs through a contract with the Commission, has identified a funding opportunity through the Royal Bank of Canada (RBC) which supports "Learn to Play" programs in communities. Attached to this memorandum is a letter from Recreation Services describing the program. Also attached is a funding program overview.

Recreation Services clarified the intent and commitment of the grant opportunity as follows:

We would be looking to apply for under \$10,000. We would be looking to apply for funding for equipment for the pool such as additional PDF's, a toddler table (a raised platform so small children can touch in the pool), aqua fitness equipment, and additional training for pool staff. We would also look to purchase arena equipment such as skating lesson equipment (learner chairs, some loaner skates) and floor hockey and sledge hockey equipment. We may also be able to purchase some gymnastics equipment (gymnastics is in high demand) to incorporate into our Physical Literacy Programs. We will price out the equipment and training costs prior to the submission of our application.

I have seen nothing regarding the applicant requiring cash or in-kind contribution.

As it does not appear that the grant application would have a financial impact or other risks, and it would further enhance recreation program delivery, staff recommends that the Commission support the grant application.

Respectfully submitted,

  
Tate Bengtson  
Chief Administrative Officer



P.O. Box 1000, 700 Railway Street, Enderby, BC V0E 1V0  
Telephone: 250-838-6727 | Fax: 250-838-0123  
recreation@enderbychamber.com

April 20, 2016


Re: RBC Learn to Play Program Grant

To The Joint Services Commission;

Enderby and District Recreation Services would like to apply for the Learn to Play Project Funding through the Royal Bank of Canada (RBC) on behalf of the City of Enderby.

“The RBC Learn to Play Project will provide grants to local organizations and communities in support of building the physical literacy of Canada's kids and youth. In 2016, RBC, ParticipACTION and the Public Health Agency of Canada will award \$2,000,000 in grants to support two types of programs.”

The two program categories that fall under the Learn to Play Project are:

1. **RBC Learn to Play Community Action Grants and RBC Learn to Skate Program (\$1,000 to \$10,000)** will be awarded to local organizations that teach new skills or sports to kids, and/or expose them to a multiple sports or multiple skills such as swimming or skating lessons. Programs eligible for funding include those that:
  - a. Provide instruction/learning of a new skill or sport that the child/youth would otherwise not have an opportunity to experience; and/or
  - b. Emphasize and expose children/youth to a multi-sport or multi-skill participation experience; and/or
  - c. Implement a new approach/delivery to sport and physical activity through the creation of programs recommended by Canadian Sport for Life .

2. **RBC Learn to Play Leadership Grants (\$10,001 to \$25,000):** will be awarded to community groups that are developing or implementing action plans to transform the way sport and physical activities are planned and delivered, such as programs that makes sports available for new immigrant youth.

Communities are defined as municipalities and/or a group of organizations that come together for a common purpose and share mutual objectives. Proposals that facilitate collaboration between sport, education, recreation and health sectors and align programming within the community are encouraged.

Enderby and District Recreation Services are eligible to apply for both grants and can design programs and/or use existing programs to ensure eligibility for maximum funding. The more funding that could be obtained gives more opportunity for developing more programs and increasing the number of participants in programs.

An application through the Enderby and District Chamber of Commerce will not qualify for as much funding as what could be obtained by applying through The City of Enderby. The Chamber of Commerce does not have Audited Financial Statements making the maximum amount eligible \$5,000.00.

RBC Learn to Play Project Basic Requirements are the following:

Must be one of the following:

- Canada Revenue Agency (CRA) registered charity
- IRS 501(c)(3) designation in the USA
- Official charitable status as designated by local regulatory authorities
- Organization is outside of Canada and US and can document charitable status
- Not-for-profit (Learn to Play Project applications ONLY)

Must be a country that RBC does business, Canada qualifies.

Cannot be any of the following:

- Political or fraternal organizations, Service Clubs, or third-party organizations that raise funds for charity
- Individual pursuits
- Private (fee based) elementary or secondary schools
- Religious organizations, unless they are engaged in a significant project benefiting the entire community
- Endowment or memorial campaigns
- Conferences, events or golf tournaments
- Advertising or promotional campaigns
- Travel-related events, including student trips or tours
- The creation or repair of statues, monuments, art work or beautification projects

- The publication of books or movie productions
- Private foundations
- Sports teams (unless they are a qualified done)

If the request is for more than \$5,000.00 Audited Financial Statements are required.

If the request is less than \$5,000.00 Audited Financial Statements is not a requirement.

Organizations must not discriminate race, age, gender, colour, religion etc.

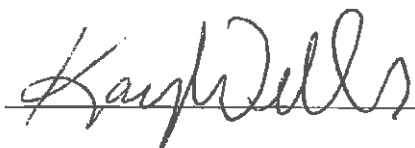
Both are eligible, however RBC wants to know if the organization is a subsidiary. Subsidiaries can be defined as organizations that have registered charitable status through a parent organization. Examples include school boards (parent organizations) and high schools/elementary schools (subsidiaries), as well as municipal governments (parent organizations) and recreation centers (subsidiaries) etc.

Programs which are already offered through Enderby and District Recreation Services such as Swimming Lessons and Skating Lessons may qualify for funding to purchase new equipment and for additional training/recertification of our recreation instructors. We would also be able to develop additional programs that have been requested from community members and fill in recreation activity gaps, keeping community members doing activities in our community opposed to traveling to neighboring towns.

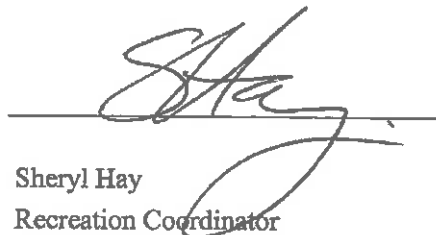
The grant application deadline is May 9<sup>th</sup>, 2016 therefore a response regarding whether Enderby and District Recreation Services can or cannot submit a grant application on behalf of The City of Enderby will be required as soon as possible.

Thank you for your time in considering allowing us to apply for additional recreation funding through the RBC Learn to Play Project to aid in the development a healthier community.

Sincerely,



Kaylee Wells  
Recreation Administrator



Sheryl Hay  
Recreation Coordinator





**RBC**  
**Learn to Play**  
**Project**



# RBC Learn to Play Project

A partnership to build confidence in kids through physical literacy

In partnership with



Public Health  
Agency of Canada

Agence de la santé  
publique du Canada



# Presenters



RBC  
Learn to Play  
Project



Wafa Kadri,  
*Director, Corporate Donations*  
RBC Corporate Donations



Anne Warner,  
*Senior Manager, Impact Measurement and Evaluation*  
RBC Corporate Donations



Anne Marie Hospod,  
*Projects Lead*  
ParticipACTION



Eugene Todd,  
*Community Mentor*  
Canadian Sport for Life



Nathan Honsberger,  
*Project Manager*  
Propel Centre for Population Health Impact

# Presentation Agenda



RBC  
Learn to Play  
Project

1. Welcome and RBC Learn to Play Project Overview
2. What is Physical Literacy
3. RBC Learn to Play Granting Program
4. Evaluation and Reporting
5. Questions



**RBC**  
**Learn to Play**  
**Project**



# Overview

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# Overview



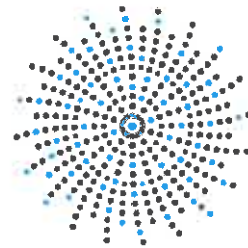
- RBC believes in the importance of building the confidence, competence and motivation for kids to be active for life
- The project is a multi-faceted and sector partnership approach dedicated to teaching kids the basic skills they need to participate in sport and recreation programs
- In partnership with the Public Health Agency of Canada, RBC will provide over \$5 million in grants over 3 years:
  - 2014, **\$1.6 million** awarded to **over 180 organizations**
  - 2015, **\$2.06 million** awarded to **199 organizations**
  - 2016, we will award more than **\$2 million** across Canada

# RBC Learn to Play Grant Program Partners



Agence de la santé  
publique du Canada

Public Health  
Agency of Canada

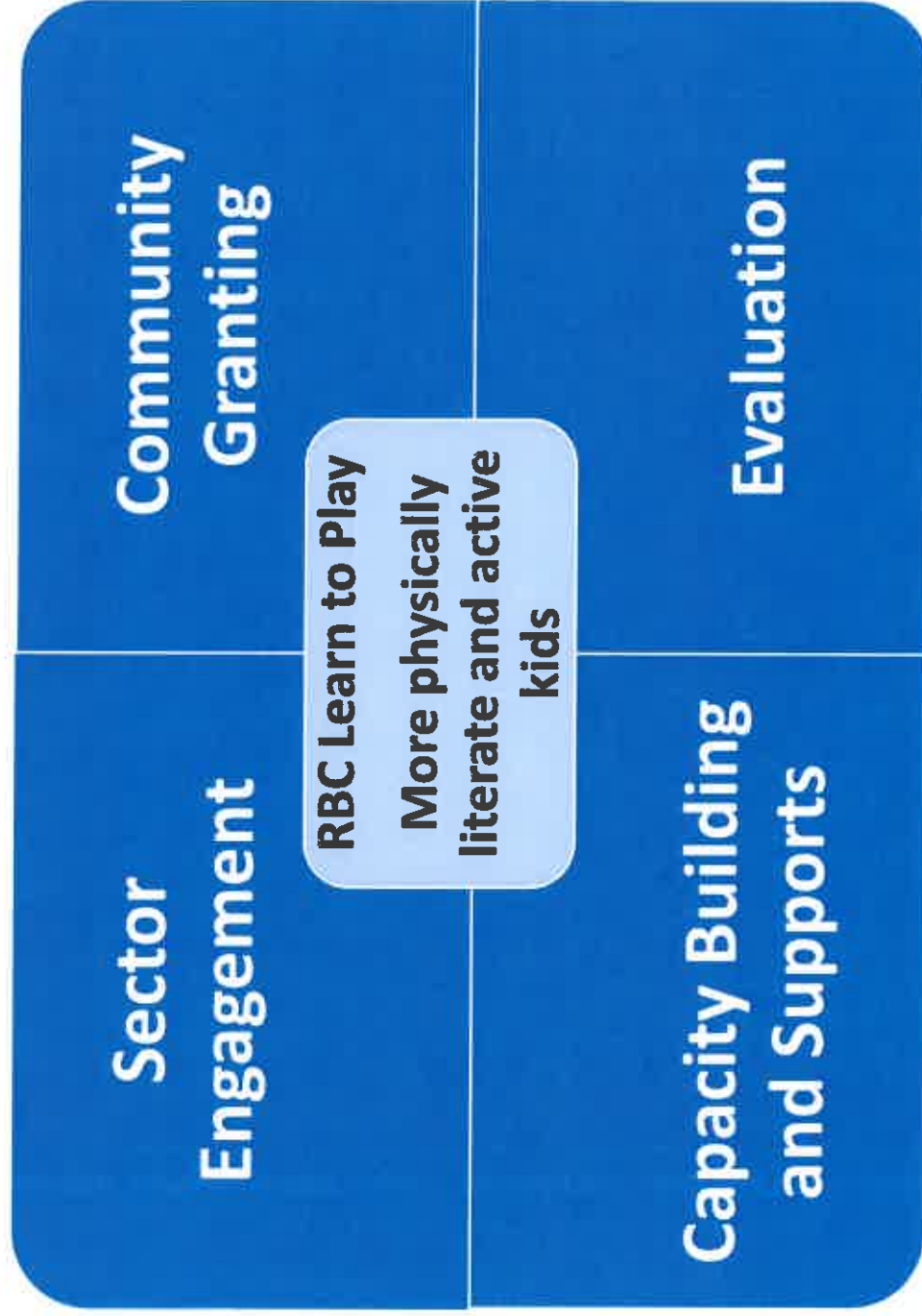


**PROPEL**  
CENTRE FOR  
POPULATION  
HEALTH IMPACT



*Let's get moving.*

# A multi-faceted approach





# ParticipACTION – Who We Are and Our Role



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Learn to Play  
Project







**RBC**  
**Learn to Play**  
**Project**



# Physical Literacy

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# Physical Literacy



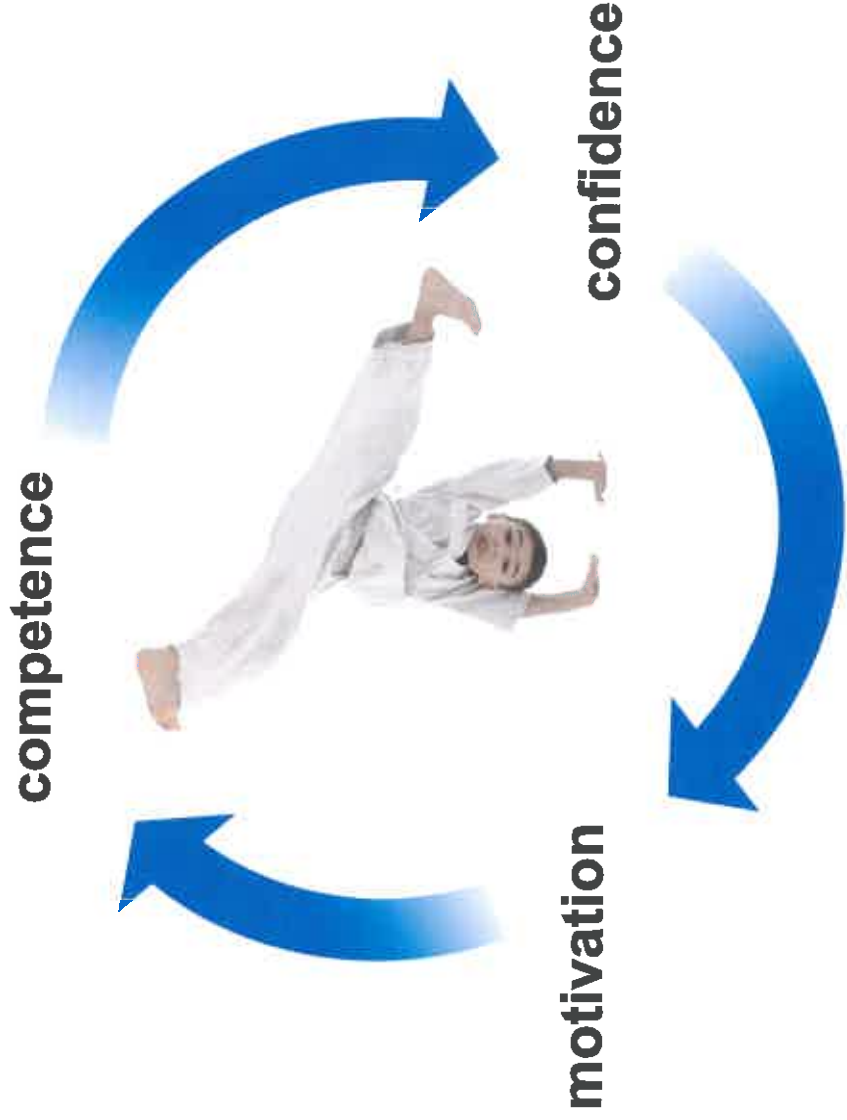
**CANADIAN  
SPORT FOR LIFE**  
*quality sport & physical activity*

# Physical literacy



RBC  
Learn to Play  
Project

**Physical literacy** is the motivation, confidence, physical competence, knowledge and understanding to value and take responsibility for engagement in physical activities for life.



# RBC Learn to Play Grantee Support

## ‘Community Mentors’



- Community Stream Grantees will be able to contact a Mentor should a question or issue arise
- Leadership Stream Grantees will have regular access to a ‘Mentor’ throughout the duration of their project.
- Mentors represent a broad range of experience
- Mentors can assist with developing training opportunities (e.g. webinars), leadership development or accessing projects which might be similar in nature.
- Provide a conduit for accessing to physical literacy resources – e.g. (RBC Learn to Play portal [www.physicalliteracy.ca/L2P](http://www.physicalliteracy.ca/L2P))  
[communities@canadiansportforlife.ca](mailto:communities@canadiansportforlife.ca)  
**Supports = Success!**



**Sport for Life**



**RBC**  
**Learn to Play**  
**Project**



# Granting Program

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## Grant Overview: Community and Leadership Grants

- To apply visit [www.rbc.com/learntoplay](http://www.rbc.com/learntoplay)
- Grants to local organizations and communities to implement programs consistent with physical literacy principles
- Application support available through Canadian Sport for Life - [communities@canadiansportforlife.ca](mailto:communities@canadiansportforlife.ca)

Community Grants (\$1000-\$10 000)		Leadership Grants \$10 001 - \$25 000
Not for Profit Organizations		N/A
CRA Registered Charities		CRA Registered Charities (lead applicant)
CRA Qualified Donees		CRA Qualified Donees (See <a href="http://www.rbc.com/donations">www.rbc.com/donations</a> )
Please also note applicants for both Community and Leadership grants must be based in Canada and for grants over \$5000 audited financial statements are required at application.		

## What is a Community Grant?

- Grants ranging from \$1,000 to \$10,000
- Programs primarily targeted at children 2 -12 years of age, however consideration will still be given to programs that engage older children and youth and based on physical literacy principles.
- Learn to Skate applications will also be available via the community grant application
- Aimed at supporting local community organizations to implement programs that help build confidence in children through physical literacy principles

## Example

- Grant Awarded to: **Town of Milton** Grant received: **\$10,000**
- An existing program will reach an estimated 420 children aged 2 -12
- The Move More Sports program targets children at 3 different stages in the Canadian Sport for Life LTAD model (Active Start, Fundamentals, Learn to Train)
- Instructors leading physical activity sessions will be trained
- The program will run for 30 weeks in the community in total



## What is a Leadership Grant?

- Grants ranging from \$10,001 to \$25,000
- Programs that are developing or implementing action plans to transform the way sport and physical activities are planned and delivered, such as programs that makes sports available for new immigrant youth.
- Some examples of core elements eligible for Leadership funding include:
  1. Leadership development opportunities
  2. Partnership
  3. Quality Programming

## Example

- Grant Awarded to: **Boys and Girls Club of Kawartha Lakes** Grant received: **16,646**
- The project educates and engages community leaders from various sectors in training that will enable them to align their programs with the principles of physical literacy.
- It will consist of three activities: 1) a physical literacy summit, 2) targeted workshops/training events 3) education and awareness sessions with community leaders



# Eligibility

## Who is Eligible to Apply?

- 1) Local sports clubs/associations
- 2) Municipal parks/recreation departments
- 3) Out of school programs
- 4) Community centers
- 5) Schools
- 6) Post secondary institutions
- 7) Groups that deliver community based sport/recreation/physical activity
- 8) Aboriginal organizations
- 9) Early years programs

## Who is Not Eligible to Apply?

- 1) Political organizations/parties
- 2) For Profit Organizations (can partner with CRA charities and NFPs)
- 3) Religious/Sectarian Programs
- 4) Political/lobbying organizations
- 5) Private fee based schools
- 6) Organizations receiving funding from RBC Foundation in the current fiscal year

# Funds can support

- Equipment
- Facility Use
- Instruction
- Training/education
- Transportation
- Nutrition

- Support to lower the cost of participation
- Promotion
- Summits/leadership development
- Project Staffing/Admin Costs
- Cost of Inclusion
- Other

## Funds CANNOT support

- Capital Projects e.g.. Installation of football posts
- Funding equipment/uniforms/travel of established sports teams





**RBC**  
**Learn to Play**  
**Project**



# Evaluation

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# Why Evaluate?

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**1** Program impact

---

**2** Program strengths and weaknesses

---

**3** Funding opportunities

---

**4** Contribute to Overall Impact of  
RBC Citizenship Programs

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RBC  
Learn to Play  
Project



# Evaluation Components



RBC  
Learn to Play  
Project

## RBC SmartSimple Reporting

Impact Measures and Reporting on Application

Collect Data

Impact Measures and Reporting on Year End Report

## RBC Learn To Play Supplementary Tools

BEFORE and AFTER Program Participation Surveys (Community Action Grantees)

Training Event Survey






Community Assessment Tool (Leadership Grantees)

# Your Very OWN Evaluation Report!

## Results include:

- Program impact on participants
- Changes in fundamental movement skills
- Training event impact



RBC Learn to Play Project		RBC Learn to Play Project	
Fundamental Movement Skills		Before	AFTER
	Ability to run	65% (99)	68% (44)
	Ability to start, stop, and change direction	53% (32)	71% (46)
	Ability to use hands to throw, catch, and carry objects	62% (37)	68% (44)
	Ability to use feet to kick or move objects	57% (34)	54% (33)
	Ability to use left and right sides equally during activity	39% (23)	46% (30)

\*Responses of "excellent", "very good", or "high ability" are considered above moderate.

### Program Participant's Comprehension

Before	AFTER
77% (46)	85% (53)
84% (50)	94% (61)

\*Responses of "very true", "true", or "fair" are considered above moderate.

For more information, please contact [learn@rbc.com](mailto:learn@rbc.com)



### Introduction

This final report is meant to provide you with feedback from your Before and After Surveys and Training Event Survey responses. The information in this report is from your program's training and feedback and how you may be able to improve the future.

### Program Impact on Participants

The Before and After Participation Survey asks questions about participant's fundamental movement skills, physical literacy, and program satisfaction.

### Survey Respondent Demographics

This section indicates the number of respondents that completed most or all of After Participation Surveys.

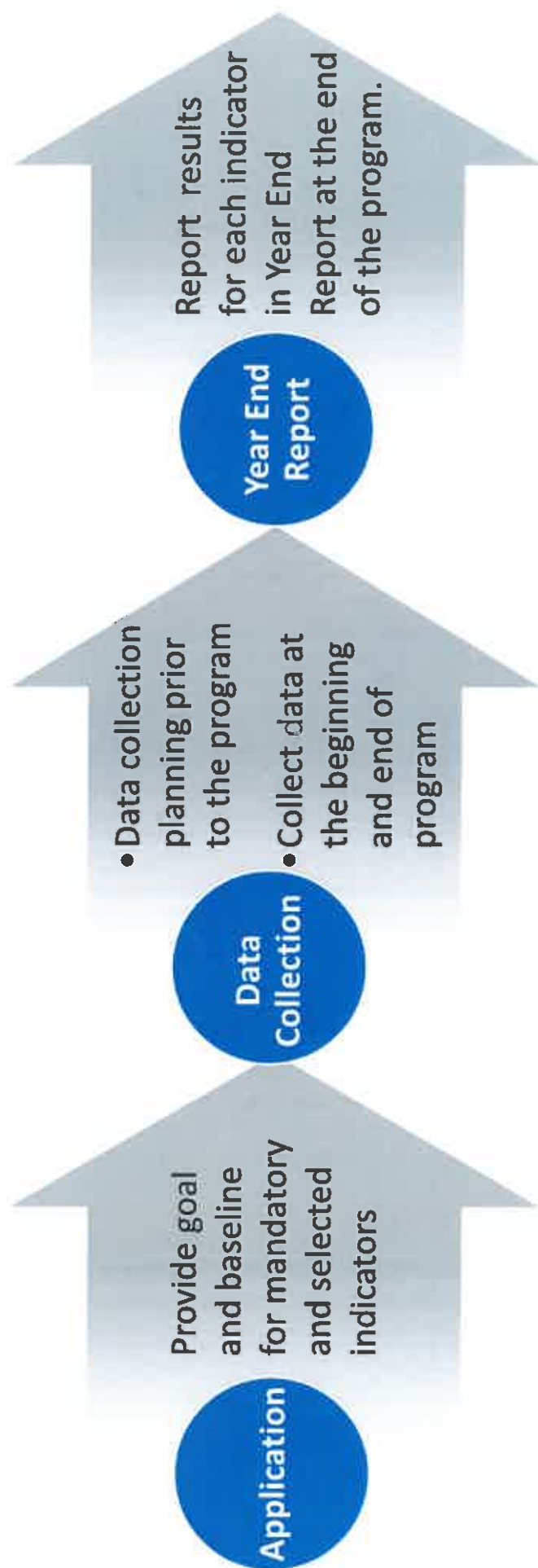
Before	Participation	Respondents
Respondent	Participant	25
Type	Parent/Guardian	35
Participant	Boy	27
Gender	Girl	33
Participant	0-5 (Active Start)	118
Participant	6-8 (Fundamentals)	208
Age	9-12 (Learn to Train)	198
13-18 (Train to Train/Active for Life)	108	176
TOTAL	60	65



For more information, please contact [learn@rbc.com](mailto:learn@rbc.com)



# SmartSimple Reporting Process



## "Impact Measures and Reporting" section on Application and Year End Report

<b>1</b>	Goals Impacting Children/Youth	<i>report on all</i>
<b>2</b>	General Reporting	<i>report on all</i>
<b>3</b>	Capacity Building	<i>select 2</i>
<b>4</b>	Economic Impact	<i>select 2</i>



# Impact Measures and Reporting



SmartSimple - Fake Organiz x

←

↻

🏠

https://donations.rbc.com/s\_main.jsp?lang=1

Apps For quick access, place your bookmarks here on the bookmarks bar. Import bookmarks now...

Welcome: Sandra

[Home](#) | [Français](#) | [Organization Profile](#)

Application - Sandra LTP Com

Funding Program: RBC Learn to Play Project Program Grant

Program/Project Title: Sandra LTP Com

Organization: \_Fake Organization

Anticipated Start Date: 2014-03-04

Anticipated End Date: 2014-03-04

Welcome to the RBC online application form.

Indications

Registration/Registration

Application/Apply

The deadline for submission is:

Application reference number: PLY\_PRJ2019017

Organization Profile

Project Details

Project Financials

Impact Measures & Reporting

Acknowledgement

Agenda Page No. 72



# Impact Measures and Reporting



SmartSimple - RBC Head Off x

← ↻ 📁 [https://donations.rbc.com/s\\_main.jsp?lang=1](https://donations.rbc.com/s_main.jsp?lang=1)

Apps For quick access, place your bookmarks here on the bookmarks bar. Import bookmarks now...



Welcome: Heb

[Home](#) [Personal Profile](#)

GMS360® - Submission Manager - 6060010005

[Applications](#) [Activities](#) [Settings](#)

[New](#) [Edit](#) [Audit](#) [History](#)

Record 1 of

## Goals impacting children and youth:

- ✓ Number and percentage of parents with increased awareness of physical literacy as a direct result of this program/project
- ✓ Number and percentage of children that passed a standardized level in their program
- ✓ Number and percentage increase of hours of physical activity as a direct result of this program/project
- ✓ Number of kids and youth who received training as a direct result of this program/project
- ✓ Number of hours of activity offered as a direct result of this program/project
- ✓ Number and percentage increase of trained instructors/professionals (please specify training provided i.e. High Five, NCPP etc.) as a direct result of this program/project

Please describe the measures used above



Indicator	Goal	Goal Description	Goal Units	Baseline City	Baseline Units	Baseline Description	Result City	Result Units	Result Description	Standard Unit
-----------	------	------------------	------------	---------------	----------------	----------------------	-------------	--------------	--------------------	---------------

Goal	Goal City	Goal Units	Goal Description	Baseline City	Baseline Units	Baseline Description	Result City	Result Units	Result Description	Standard Unit
Indicator										

# Indicator Example



INDICATOR	Number of children who passed a standardized level in their program	
Baseline Quantity	0	
Baseline Units	Number of children/youth	
Baseline Description	This is a new program so no children/youth have passed a standardized level in the program.	
Goal Quantity	50	
Goal Units	Number of children/youth	
Goal Description	We are hopeful that 50 out of 55 (or 90%) of the children/youth in the judo program will pass their yellow belt.	
Results Quantity	45	
Results Units	Number of children/youth	
Results Description	45 out of the 55 (81%)program participants passed their yellow belt.	
Standard Used	Program Records	



# Evaluation Guide

- Step-by-step evaluation support
- Available under the “Additional Resources” tab on SmartSimple

Funding Program: RBC Learn to Play Project Leadership Grant

Program/Project Title:

Organization:  Test Organization

Anticipated Start Date:

Anticipated End Date:

Welcome to the RBC online application form.

Instructions Additional Resources Application Preview

The deadline for submission is:

Application reference number: PLY\_OOM2019102

Organization Profile Project Details Impact Measures & Reporting Acknowledgement

This section displays the information from your organization profile.

Registered charity number:

1034537890/1234567890

Organization e-mail address:

contact@organization.com

Mission mandate:



# Key Dates

Stage	Timeline
Grant application opens	March 14 <sup>th</sup> 2016
Grant application closes	May 9 <sup>th</sup> 2016
Review and selection	May – August 2016
Applicants notified	Late August 2016
End date for programs to be completed	September 30 <sup>th</sup> 2017
Reporting and Evaluation Due	October 31 <sup>st</sup> 2017

# Resources and Questions?



Contact/Resource	Support Provided
<a href="mailto:learntoplay@RBC.com">learntoplay@RBC.com</a>	<ul style="list-style-type: none"><li>• General inquiries about program</li><li>• Unlimited individual evaluation support consultations</li><li>• Supplementary tools site technical support</li><li>• Assistance with SmartSimple reporting</li></ul>
<a href="mailto:support@smartsimple.com">support@smartsimple.com</a> OR 1-866-239-0991	<ul style="list-style-type: none"><li>• SmartSimple technical support</li></ul>

**Thank you and best of luck!**

**Apply at: [www.rbc.com/learntoplay](http://www.rbc.com/learntoplay)**

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: April 21, 2016  
Subject: Grindrod Park Hazard Tree Removal

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**RECOMMENDATION**

THAT the Enderby & District Services Commission receives and files this memorandum.

**BACKGROUND**

Recently, a grove of cottonwood trees in Grindrod Park was identified as potentially hazardous. A certified arborist assessed the trees and confirmed the hazard. Hazard trees and branches were removed expeditiously to remove the danger. The removal was technically challenging due to height, safety, and environmental requirements. The trees were removed in accordance with the best management practices. The Commission should note that one of those practices involves retaining large woody debris and the stubs of large diameter trees on site. The cost for the work was \$5,670. The Commission is being notified of this unbudgeted emergency purchase in accordance with the City's Purchasing Policy, which authorizes such purchases to reduce damage or potential damage. Attached to this memorandum are photographs showing the compromised integrity of the trees.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer







