

To: **Parks, Recreation & Culture Commission**
From: **Director of Parks, Recreation & Culture**
Subject: **Event Request – Polar Bear Plunge**
Date: **Monday, January 29, 2018**



www.recreation.oakbay.ca

PURPOSE

Special Olympics BC has submitted a request to hold a Vancouver Island Polar Plunge event at Willows Beach on Sunday, March 11, 2018. This would be a fundraising event in support of Special Olympics BC. As this would be a new event in Oak Bay, the Commission's approval is being requested.

BACKGROUND

The letter of request is attached, along with a site plan for the proposed event. Special Olympics BC has held a similar event in Vancouver for the past two years with no concerns. The event would take place from 11:15am to 12:30pm, and would include temporary signage and use of a sound system for announcements and background music. There will be no admission charged, and the majority of the fundraising will take place online.

ANALYSIS

The requested date would be during a quieter special event season in Willows Park, and there would be no scheduling conflict.

The only concern from a staff perspective is related to the potential for the ground to be very soft and muddy in the park area if we have a wet spring. Given this concern, the organizers have adapted their site plan to set a stage up at the end of the parking lot (see attached).

COMMUNICATION/CONSULTATION

The organizers have committed to distribute notices to the neighbors of Willows Park to ensure they are aware of the event.

OPTIONS

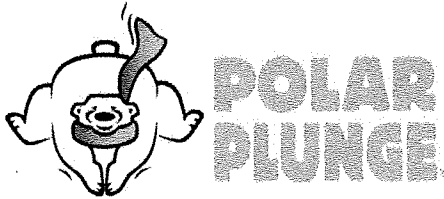
1. Approve the request.
2. Deny the request.

RECOMMENDATION

THAT the request from Special Olympics BC to hold the Vancouver Island Polar Plunge at Willows Beach on March 11, 2018 be approved as per their submission.

A handwritten signature in blue ink, appearing to read "Ray Herman", is written over a large, light blue circular scribble.

Ray Herman
Director of Parks, Recreation & Culture



IN PARTNERSHIP WITH



IN SUPPORT OF



December 12, 2017

Re: Polar Plunge for Special Olympics BC at Willows Beach

Dear Ray Herman and the Parks and Recreation Commission,

On behalf of our volunteer event committee, we are writing to you to request approval to host the inaugural Vancouver Island Polar Plunge for Special Olympics British Columbia at Willows Beach.

With your approval, this fundraising event will see an estimated 100 people plunging into the frigid water of the Pacific Ocean at Willows Beach in support of Special Olympics BC. Participants will include: Special Olympics athletes, families, students, law enforcement members, businesses, and celebrities. We have hosted the Polar Plunge in Vancouver the past two years. You can watch the video of last year's Polar Plunge here:
<https://www.youtube.com/watch?v=qW-w1sqzKQo>

The event will take place on Sunday March 11th. Our anticipated timeline is:

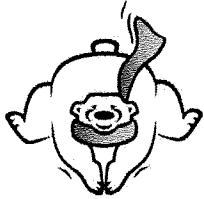
7:30am to 10:00am – set-up
10:00am to 11:15am – registration
11:15am to 11:45am – Opening Ceremonies
11:45am to 12:15pm – Plunge time
12:30pm to 3:00pm – tear-down

We will require the use of the beach and the greenspace for our event site. We would also like to request the use of the bathrooms and changing facilities. Our event site will include elements such as: a stage, signage, tents, tables, and chairs. We hope to have various local vendors and displays for everyone to enjoy. The event site will be a welcoming, family-friendly environment for everyone in the community to attend.

The majority of the signage will be event-branded (i.e., Polar Plunge and Special Olympics BC). This signage may consist of: stage signage, banners on tents, pull-up banners, sandwich boards, and teardrop flags. We hope to have local businesses sponsor various aspects of the event and therefore their logos may be posted at the event. All logos will be displayed in conjunction with the event and potential sponsors will be aligned with the core values of Special Olympics BC. (For example, sponsors of the Vancouver Polar Plunge include: Westminster Savings Credit Union, Rogers Media, Tim Horton's, Sobeys/Safeway, and Dueck Auto Group.)

We will also have an amplified sound system on the stage for the Opening Ceremonies and at the waterfront for the Plunge. The sound systems will be used to make announcements and play family-friendly music. We will be sure to direct all sound towards the water and not towards the neighbourhood. As a courtesy, prior to the event we will distribute resident notification letters to surrounding homes to notify them about the event that will be taking place.

There will not be an admission fee to the event. There is a minimum fundraising requirement for people plunging. The majority of the fundraising takes place online – participants ask people to



**POLAR
PLUNGE**

IN PARTNERSHIP WITH



IN SUPPORT OF

**Special
Olympics**
British Columbia



donate online on their personal fundraising webpage. Any donations collected offline (i.e., cash or cheques) will be collected from participants at registration but these funds go towards their fundraising efforts. Members of the general public will have the opportunity to make donations towards the cause if they wish to. We may also have some Polar Plunge merchandise for sale and all proceeds will go to Special Olympics BC.

We will have St. John's Ambulance, or similar first aid group on-site to help ensure the safety of all participants and those attending the event. We are also able to provide a Certificate of Insurance listing District of Oak Bay as an additional insured.

Currently the law enforcement agencies involved with organizing this event are Oak Bay PD, Saanich PD, Central Saanich PD, Victoria PD, West Shore RCMP, CBSA, and BC Sheriffs. We hope to involve other local law and peace enforcement groups including ambulance and fire departments.

About Special Olympics BC

Special Olympics BC is dedicated to providing individuals with intellectual disabilities opportunities to enrich their lives and celebrate personal achievement through positive sport experiences. In 55 communities around the province, we provide year-round training and competitive opportunities in 18 different sports to more than 4,600 athletes of all ages and abilities, thanks to the dedicated efforts of over 3,900 volunteers.

About the Law Enforcement Torch Run

For more than 35 years, law enforcement members throughout the world have supported people with intellectual disabilities through the Law Enforcement Torch Run. The LETR movement has raised more than \$3 million in British Columbia since 1990. To date, the LETR has raised more than \$600 million for Special Olympics programs around the world.

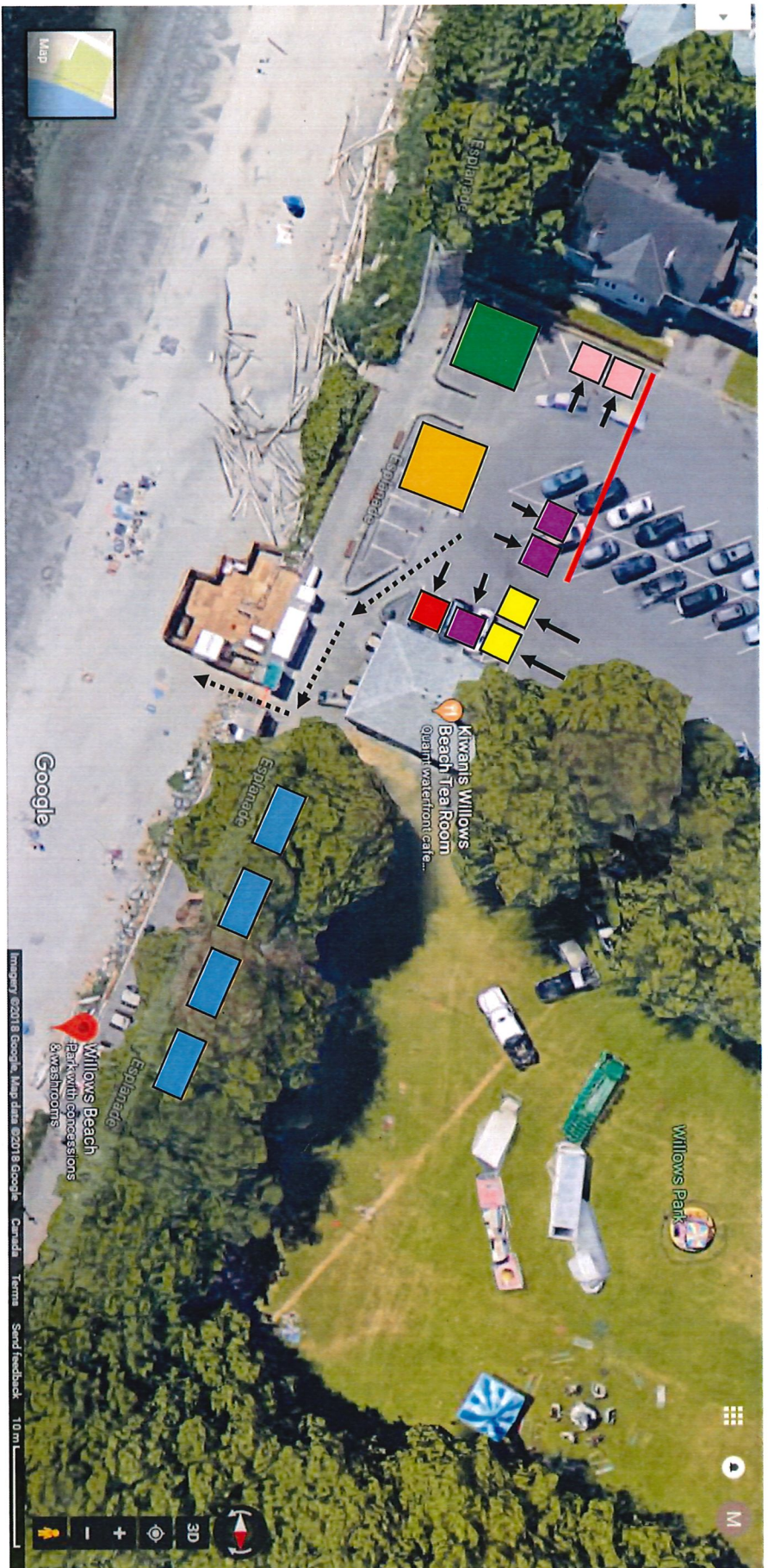
Thank you for your time and consideration. If you have any questions please do not hesitate to contact us at any time. We look forward to hearing from you!

Sincerely,

Charlotte Taylor

Manager, Fund Development & LETR Liaison
Special Olympics BC
Email: ctaylor@specialolympics.bc.ca
Phone: 604.737.3056

Proposed Site Plan for Vancouver Island Polar Plunge at Willows Beach – March 11, 2018



- Stage (20x20)
- Warming Tent (20x20)
- Police vehicle displays
- Registration/Merchandise (10x10)
- First-Aid tent (10x10)
- Misc. vendor tents (10x10)
- Volunteer/Breakfast area
- Plunge parade pathway
- Tent entrances
- Section marked off for event (in line with back of Tea Room)

Programs

Aquatics

- Four schools and five swim teams have scheduled practices Monday to Friday afternoons this month. Monterey Middle School, Willows Elementary School, Glenlyon - Norfolk Junior and Senior School, and St. Michael's University are gearing up for their school swim meets coming up in February.
- Twelve Christ Church Cathedral School out of school care participants returned for a second set of swim lessons along with seventeen Sir James Douglas out of school care swimmers. Both out of school programs are participating in the public swim lessons on Tuesdays 3-5pm.

Community Recreation

- The Recreation Oak Bay after school care program continues to be busier than ever with the program operating at 95% capacity. New activities include dance lessons and art classes on Fridays. The swim and skate lessons offered through after school care are also very popular on Mondays and Thursdays.
- There was an increase in registration for children's participation in Kindergym. To meet this demand Henderson now offers an additional day on Wednesdays from 10:30-11:30am.
- January holiday camps were popular at the Neighbourhood Learning Centre. Monday to Friday were full with 60 participants each day except for two days when there were 57 and 59. The camp went to the Royal Victoria Museum, swimming, skating and other fun activities around the community.
- Paddington Daycare theme for January was "Art and Artists Around the World". The children got to learn about different artists and what made their art so famous. They went to the Royal Victoria Museum and the Art Gallery as their out trips this month.

Fitness

- On New Year's Day there were a total of 315 patrons who used the Fitness Studio, 70 patrons who attended a Jazzercise class and 7 patrons who received free Fitness Studio Orientations.
- There are fifteen different styles of Yoga offered at different Recreation Oak Bay facilities. Power Yoga was re-introduced this winter at the Neighbourhood Learning Centre on Wednesday evenings. The fifteen patrons registered for the course enjoy a continuous flow of postures with emphasis on developing strength, stability, flexibility, concentration and endurance.
- Six TRX suspension trainers have been added to the Quail Room at Henderson Centre. The added equipment provides the opportunities for some unique fusion courses. A Cycle TRX course started this winter on Thursday mornings. The six participants experience an energetic class that combines indoor cycling drill and TRX strength exercises.

Monterey Centre

- Sixty new members participated in the New Members Meet and Greet Orientation and centre tour January 4th.
- Over 144 Monterey members and guests celebrated Robbie Burns on January 18th with a traditional roast beef dinner including haggis, bagpipe music and Scottish Country dancers.

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- The Community Association of Oak Bay, Monterey Recreation Centre and Oak Bay Volunteers joined forces to host an Oak Bay Volunteer Fair on January 20th. Twenty exhibitors participated and showcased the volunteer opportunities they have available for teens and adults in the community. Over 100 people attended and enjoyed interacting with the community associations. The draw prizes, complimentary refreshments and live music were enjoyed by all.
- The Monterey Concert Band teamed up with the UJam Young All Stars jazz band for the annual We Jam Inter-generational Night of Music on January 27th. One hundred & fourteen attendees enjoyed the delicious pasta buffet and the upbeat music by the young and experienced musicians.
- Monterey hosted a special Singalong Supper January 30th inspired by the old Cherry Bank Hotel singalong days. Over 90 members and guests enjoyed participating in the nostalgic evening.
- Popular Adult Lifelong Learning and health courses this winter include, Hatha Yoga, Nu-line Dancing, Tai Chi, Bridge, Paint the Flowers of Provence, Drawing 101, Scottish Country Dancing, Ukulele, French, Travelers Guide to Spanish, Ballroom Dancing, Artists Painting Lecture Series, and Parenting Courses and Philosopher's Café.

Arena / Teens / Indoor Sports Field

- The Indoor Sports Field is very busy in January with baseball, softball, soccer, lacrosse and rugby teams. The earliest available start time is Mondays at 11:00pm with the rest of the timeslots fully booked.
- Soccertron Academy is very popular on Mondays and Wednesdays. All Classes are full with 26 participants in each class with waitlists.
- Learn to Skate numbers are strong on Saturdays and Mondays with classes completely full. There are 14 instructors on the ice teaching regular lessons and 3-4 instructors teaching private lessons.
- The Pacific Cup Tournament ran January 19th-21st and was very successful with approximately 20 games played over the weekend in the arena.
- Wednesday night Women's Ice Hockey Skills is up to 23 ladies who are enjoying learning a new sport in a fun safe environment.
- Over 40's and Over 50's drop-in hockey continues to be in huge demand. These programs are offered 5 days a week, Monday through Friday in the mornings. Sessions are full with two goalies and a waitlist generated minutes after registration opens for every session. In response to the demand a new Old-timer daytime hockey league has been created for this Spring. The league will run with officiated games March to May on Mondays and Wednesdays from 11:45am – 1pm.
- Lunch drop-in at the Youth Centre has consistent numbers of about 30-35 participants. After school drop-in ranges from 17-30 youth depending on the activities or events.
- Every month the Youth Center puts on free evening events, promoted to the youth during the 8 weekly drop-in sessions. These events are free to attend and include pizza and drinks. January's event was a job preparation and resume clinic. It was well attended with 18 youth participating.

Tennis

- The New Year's Day event had 16 people participate. Short 15 minute private lessons were offered for everyone who attended.
- The New Year's Classic Adult Tennis Tournament was held on January 5th – 14th. The tournament resulted in 37 events, 226 matches played and 173 players.

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Upcoming Events

- Friday, February 2, **The Lonesome Ace Stringband**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Friday, February 9, **Lynn Miles & Keith Glass**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Thursday, February 15th, **A Night on the Red Carpet**, 5:30pm, Monterey Centre.
- Saturday, February 17, **Groove Kitchen**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Friday, February 23, **Van Django**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Saturday, February 24th, **Annual Rummage Sale**, 9:00am, Monterey Centre.
- Sunday, February 25th, **People Meeting People's 35th Anniversary Dinner and Dance**, 5:30pm, Monterey Centre.

Maintenance

- Tennis bubble LED lights were installed in January. The numbers below represent the improvement from the light meter numbers staff took before the lighting upgrade to after the lighting upgrade:

Court 1 – 178% improvement Average for 4 court is 193% improvement in lighting levels.
Court 2 – 220% improvement
Court 3 – 210% improvement
Court 4 – 165% improvement
Total wattage before update = 18,050w Total as of January 2018 = 9,400w

Court 5 – 260% improvement Average for 3 court is 263% improvement in lighting levels
Court 6 – 300% improvement
Court 7 – 230% improvement
Total wattage before update = 13,950w Total as of January 2018 = 9,600w

A contactor quote was received in 2016 for this project for \$171,182 but staff completed the entire project, including in house labour, for under \$60,000.

- Work is continuing on the Ammonia Exposure Control Plan, fit testing staff for new respirators and the development of an Emergency Plan in response to the Fernie ammonia release that took the lives of two municipal staff and one Refrigeration contractor.
- The new ammonia condenser was installed in January. The installation went smoothly removing and installing the new unit without having to remove the ice. The plant was back up and running by 9pm the same night. While the rink was closed for the day, staff were able to have the Zamboni serviced at the municipal yard to replace some front end parts, new brakes and a complete service of the batteries by Enersys.

Parks

- The boulevard crew is busy with curb edging in the Uplands along the taxed boulevards.
- The Horticultural crew is busy with seasonal maintenance.
- The Oakdowne playground is now open and consists of a two bay swing set and two smaller play toys.

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- The “Welcome to Oak Bay” sign on Beach Drive at Fairfield Road is being refurbished.
- The Irrigation Technician continues with the replacement of old inefficient brass irrigation heads throughout the Uplands and along the exterior boulevards at the Rose Garden. Better water distribution and considerable water savings will be achieved. This is a long term project as it is estimated there are over a thousand heads left to be replaced.

Tree Report

For the Month of January

The tree crew removed all the Christmas lights and the Arborists have returned to pruning streets. Two more staff have joined us for tree planting season for the next ten weeks. Although wet, the ground has been soft and planting is going well. We have purchased 220 small Garry oaks from a nursery that was going out of business and we will be picking them up this week. These will be used as part of the community engagement part of the Urban Forestry Strategy. A few big storms have hit this month causing three large private failures; two pines and a large Garry oak across from the Oak Bay Beach Hotel.

Public Property

A total of 8 trees were removed from public property. These trees were either dead, diseased or dangerous.

Private Property

Twenty two permits were issued under the Tree Protection Bylaw since the last report. Ten removal permits were requested for the removal of trees protected under the Tree Protection Bylaw. Permits were issued for eleven protected trees, two trees were under protected size and one removal was denied. These permits were issued because the trees were dead, diseased, dying or structurally unsound or removed for construction. Five of the removals were Garry oaks and one permit was issued for construction. Fourteen permits were issued for pruning protected trees.

Security Deposit and Enforcement

One security deposit was received and none were refunded. The bylaw requires security deposits to ensure care of required replacement trees; deposits are held by the Municipality for three years pending satisfactory planting and care or required replacement trees. Forfeited deposits go to the Parks tree purchase account.

Work Orders

This month we received 33 calls for service and completed 39.

For the year 2017

Public Property

Parks staff removed 72 trees from public property. These trees were removed because they were dead, diseased, dying or structurally unsound or for construction of new houses. Seven of these trees were Garry Oaks, one of which failed.

Parks staff planted 96 trees on public property. Public property includes boulevards, parks and other Municipal owned property. Thirty nine of these were Garry Oaks.

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Private Property

Two hundred and seventy six permits were issued under the Tree Protection Bylaw. One hundred and thirty three removal permits were issued for the removal of one hundred and forty trees protected under the Tree Protection Bylaw. These permits were issued because the trees were dead, diseased, dying, structurally unsound or removed for construction. Seventy seven of these were protected species and sixty three were of protected size. A total of twenty four protected trees were removed for construction and 38 replacement trees are required. Trees removed within the building footprint are not required to be replaced. One hundred and fifty nine permits were issued for pruning protected trees.

Security Deposit and Enforcement

24 security deposits for \$21000 were received and one deposits for \$500 was refunded. The bylaw requires security deposits to ensure care of required replacement trees; deposits are held by the Municipality for 3 years pending satisfactory planting and care or required replacement trees. Forfeited deposits go to the Parks tree purchase account.

Tree Work Orders for Park Staff

For this period, the Arboricultural crew received six hundred and forty eight work orders and completed six hundred and three work orders related to tree protection and public tree maintenance throughout the Municipality.

Special projects this year included the removal of invasive species in Uplands Park, Tree Appreciation Day and Christmas light installation.

Oak Bay Parks: Report on Administration of Tree Protection Bylaw (#4326, 2006)

Protected trees: permits for removal, replacements

2017	Private Property						Municipal Property				
	Permit Requests (S.2 or s.16)	Permits approved		Trees removed		Total Trees Removed	Replacement Trees Required	Trees Removed (s.22)	Replacement trees		
		Removal s.2	Pruning s.16	Protected Native	Other				Total (s.2 or s.3)	Native	Others
Jan	16	8	10	0	3	0	3	11	14	10	24
Feb	9	5	6	4	4	0	8	5	3	24	27
Mar	26	13	16	5	8	3	13	2	1	9	10
Apr	15	5	11	2	3	0	5	6	3	3	6
May	22	11	12	2	9	2	11	5	3	8	11
Jun	37	17	19	8	6	1	14	6			0
Jul	23	17	9	11	8	10	19	4		1	1
Aug	14	5	11	4	2	0	6	4			0
Sep	33	15	20	8	3	1	11	10			0
Oct	33	22	13	19	4	4	23	10			0
Nov	35	8	25	8	9	0	17	9	13		13
Dec	13	7	7	6	4	3	10	9	2		4
Totals	276	133	159	77	63	24	140	72	39	57	96

Note: "Trees Removed-Building" includes trees removed within building envelope; replacement trees required only for trees removed outside building envelope

Key bylaw sections:

- s. 2 Permit required under this bylaw or development permit to cut down or damage a protected tree
- s. 3 Trees within building envelope
- s. 10 Replacement trees required, security deposits
- s. 16 Pruning only
- s. 22 Trees on public property

Protected (native) species: Garry oak, Arbutus, Pacific Yew, Black Hawthorn, Pacific Dogwood

Security deposits:	#	Amount
Year-to-date:	Received	\$21,000
	Refunded	\$500
	Forfeited	

Tickets issued:	#	Amount
(YTD)		