



Date: February 8, 2018.

Time: 7:30 P.M.

**MINUTES** of Electoral Area E Parks and Recreation Commission Regular Meeting held at the Glenora Hall on the above time and date.

**PRESENT:** Frank McCorkell (Chair), Gregg Shoop (V/Chair and Secretary), Irene Evans, Gretchen Hartley, Howard Heyd, Patty John, Mike Lees and Paul Slade. **APOLOGIES:** Larry Whetstone.

**ALSO PRESENT:** Alison Nicholson (Director).

**AGENDA:** Adopted as circulated.

**ACCEPTANCE OF PAST MINUTES:** Motion to adopt Minutes of the last Regular Meeting held on November 9, 2017, with grammatical and spelling corrections to UNFINISHED BUSINESS 1. AND 2. Moved/Carried.

**MATTERS ARISING:** Currie Park: The Chair confirmed that the contract had been posted.

**UNFINISHED BUSINESS:** None was identified.

**NEW BUSINESS:** Parks and Trails Volunteer Policy: The Commission reviewed Attachment A, which forms part of a Staff Report presented to the Regional Services Committee on November 29, 2017, and offers the following advice concerning the sections headed 'DEFINITIONS' and 'POLICY'.

1. Ensure that the processes for application and authorization are not onerous, otherwise volunteers will be discouraged. Likewise, ensure that the identification, planning, orientation, and execution of work to be done by volunteers goes forward in a timely fashion. Both concerns could be addressed by a single staff coordinator.
2. Substitute the word, 'guidelines' for the phrase "standardized direction", in order to acknowledge the necessity of flexibility in the policy. Similarly, allow for appropriately qualified and certified volunteers to undertake "high risk activities".
3. Regarding the matter of not accepting an application or cancelling a registration, possible grounds for such actions and a means of appeal should be identified, so as to avoid the appearance of them being arbitrary.
4. As for acting "in accordance with CVRD policies...", this should be the responsibility of those supervising the volunteers.

Finally, the policy should clearly underscore that the CVRD is concerned to be supportive and available to volunteers in an effective and timely manner.

**NEXT MEETING:** 7:30 P.M., March 8, 2018 at Glenora Hall.

**ADJOURNMENT:** 8:15.

Certified correct by: *FA McCorkell* Chairperson

Date: *14 Feb /18*

*GB Shoop* Secretary

