

**Department: Recreation Services****Employee: Terry Gilmer****2023 Work Plan****Second Quarter Report**

Recreation Services is responsible for overseeing the operation and programming of the Recreation Centre, Little Mac Ski Hill, John Dahl Regional Trail, the Ernie Bodin Community Centre, local tennis courts, skate park and the inspection of playground equipment at neighborhood parks located throughout Mackenzie. Recreation Services also liaises with the local community groups and assists these groups where appropriate in developing, marketing, and delivering their programs. Recreation Services acts as a local resource for the coordination of community events, and wellness and quality of life initiatives.

2023 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2023 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Master Planning	Community & Social Development  Strong Governance & Finances	Ongoing	<ul style="list-style-type: none"> <li>• Create spatial/construction plans with cost estimates for grant opportunities and more efficient planning.</li> <li>• Help create Active Transportation Plan.</li> <li>• Create timeline for Parks/Beaches Master Plan.</li> <li>• Facility Asset Management.</li> </ul>	Ongoing  Ongoing  Ongoing  Ongoing	The new Community Park is now under construction and scheduled for full completion this summer.  Staff have started working with VDZ+A on this project.  Need to determine scope and where this fits with Council priorities/budget.  Meet with Contractor on creating plan for Recreation Centre.
Grants	Strong Governance & Finances  Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> <li>• Work with all departments to ensure we are accessing funding streams, and awarded grants are organized and on track.</li> </ul>	Ongoing	Working with consultant(s) on cost D estimates for various projects, so we can apply for grants in the future with confidence in budget submissions.

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Community Events & Programming	Community & Social Development	Ongoing	<ul style="list-style-type: none"> <li>• Host events that bring the community together and gives people a sense of pride.</li> <li>• Provide programs that offer development and socialization experiences for all ages.</li> </ul>	Ongoing	<p>Events already delivered in 2023:</p> <ul style="list-style-type: none"> <li>• WinterQuest – Feb 24 to 26</li> </ul> <p>Event staff are working on for 2023:</p> <ul style="list-style-type: none"> <li>• Bike/Art/Music Festival – July 29</li> <li>• Scramble (Partnership) – Aug 18</li> </ul> <p>Programs staff are working on:</p> <ul style="list-style-type: none"> <li>• Multi-sport</li> <li>• Bike, squash &amp; pickleball clinics</li> <li>• Summer camps</li> <li>• Swimming lessons</li> <li>• Aquafit</li> <li>• Gym training</li> <li>• Climbing wall</li> <li>• Seniors &amp; High School</li> <li>• Martial Arts</li> <li>• Track Meet</li> <li>• Ski &amp; Snowboard</li> <li>• Skateboard</li> </ul>
Facility/Grounds Upgrades	Strong Governance & Finances	2022-2024	<ul style="list-style-type: none"> <li>• Repair and upgrade existing infrastructure.</li> </ul>	Ongoing	<p>Current projects:</p> <ul style="list-style-type: none"> <li>• Green Energy/Arena Slab</li> <li>• Mac 1 playground</li> <li>• Rec Centre general repair</li> <li>• Repair condenser compound</li> <li>• JD Trail Picnic Area(s)</li> <li>• Little Mac shelter over fireplace/seating area</li> </ul> <p>2023 Completed:</p> <ul style="list-style-type: none"> <li>• Rec Centre roof repair</li> </ul>

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					<ul style="list-style-type: none"> <li>• JD Trail Lookout</li> </ul> 2022 Completed: <ul style="list-style-type: none"> <li>• Moved climbing wall</li> <li>• Little Mac fireplace/seating area</li> <li>• Pool tile repairs</li> <li>• Outdoor pickleball/tennis court re-surfacing</li> <li>• Stuart Park Playground</li> </ul>
Software Upgrades	Strong Governance & Finances	2023	<ul style="list-style-type: none"> <li>• Work Order System</li> </ul>	Complete	We have transitioned to RFAM. This is an online work order and inspection system, designed to create efficiencies within our facility maintenance and operations department. In addition, it will improve our data collection and accountability processes.
Staff Training	Strong Governance & Finances	Ongoing	<ul style="list-style-type: none"> <li>• Develop staff through training and educational opportunities.</li> <li>• Departmental annual certification and training plan implementation.</li> </ul>	Ongoing	All Staff ( <i>complete</i> ) <ul style="list-style-type: none"> <li>• Review Emergency Procedures</li> </ul> CSR Courses ( <i>complete</i> ) <ul style="list-style-type: none"> <li>• Microsoft Suites</li> <li>• Customer Service</li> <li>• MAIS</li> </ul> BO Courses <ul style="list-style-type: none"> <li>• Ice Facility Operators</li> <li>• Pool Ops</li> </ul> BGM Courses <ul style="list-style-type: none"> <li>• Refrigeration Operators</li> <li>• Playground Safety</li> <li>• Lift Training</li> <li>• Trail Maintenance</li> </ul>

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Community Beautification	Community & Social Development	Ongoing	<ul style="list-style-type: none"> <li>• Beautify existing spaces in the community to help attract and retain people, businesses, and tourism. As well as provide creative spaces for the public to enjoy.</li> </ul>	Ongoing	<p>Staff made spaces more inviting for the public this past summer:</p> <ul style="list-style-type: none"> <li>• Flowers/gardens/trees</li> <li>• Picnic tables/garbage bins</li> </ul> <p>In addition, staff have begun to make spaces more inviting for the public using art/murals, seating, fireplace and have plans for more art/sculptures/water fountains/seating in the future - spaces that have been prioritized for Rec staff in 2023 include:</p> <ul style="list-style-type: none"> <li>• New Community Park</li> <li>• Ski Hill</li> <li>• Trails/Lookouts</li> </ul>