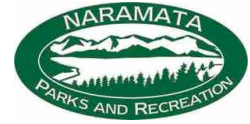


Minutes



Naramata Parks & Recreation Commission Meeting of April 22, 2024, 6:30 p.m.



Naramata Fire Hall, 1095 Lower Debeck Rd,
Naramata, BC V0H 1N1 and RDOS WebEx

Present: Adrienne Fedrigo, Director, Electoral Area "E"
Members: Dennis Smith (Chair), Cynthia Enns, Eileen Meehan, Richard Blackwell, Vince Boutilier, Jim Pearmain
Absent: Maureen Balcaen, Kim Hoath
Staff: Justin Shuttleworth (RDOS, Manager of Parks and Facilities) left meeting at 7:42 p.m.
Guests: Jim Pearmain
Recording Secretary: Heather Lemieux (Recording Secretary) via transcription
Delegates: None

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. Quorum present.

ADOPTION OF AGENDA

RECOMMENDATION

It was Moved and Seconded THAT the Agenda for the Naramata Parks and Recreation Meeting of March 25, 2024 be adopted and all presentations and reports be received as presented.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

Amended Next Meeting date to Monday, April 22, 2024.

RECOMMENDATION

It was Moved and Seconded THAT the Minutes for Naramata Parks and Recreation Commission of March 25, 2024 be approved as amended.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

- 3.1 Discover Naramata** — Introduction to GPS Guided Audio Tours — C. Enns (Discover Naramata) presented on Discover Naramata’s recently launched audio tour app. Requested that the commission assist in referring visitors and community members to the audio tour.

4. RDOS STAFF REPORTS — J. Shuttleworth (RDOS, Manager of Parks and Facilities)

- 4.1 Trees** — Discussion on invasive species and the tree succession plan.
- 4.2 Events** — The Easter event was very well attended. May Day planning is underway. Reported on upcoming programs and distributed Naramata recreation at a glance posters. Query heard regarding the display box at the RDOS field office.

ACTION — J. Shuttleworth (RDOS, Manager of Parks and Facilities) to locate the key for the display box at the RDOS field office.

- 4.3 Capital Projects** — Reported on the budget planning process, timelines, and logistics. Distributed project request forms (attached). Completed forms can be submitted to csprojects@rdos.bc.ca. Discussed funding, prioritizing, RDOS staff time considerations, and public engagement. Suggestion heard that the [RDOS Regional Connections](#) website be expanded and updated.
- 4.4 Park Standards** — Presented maintenance standards and expectations for for park amenities. Discussed the difference between a community and a neighbourhood park, asset management, and data analysis. Discussed the status of the parks maintenance contract.

5. RDOS DIRECTOR REPORT — A. Fedrigo, Director, Electoral Area “E”

None

6. COMMISSION MEMBER REPORTS

- 6.1 Budget — Project List and Priorities** — The following capital projects were selected and prioritized for the 2025 budget:
- 1. Wharf Park** — Top priority for 2025.
 - 2. Spirit Park** — Park development.

3. Manitou Park — Irrigation replacement, grading, and adding drought resistant turf.

Discussion on priority projects, the status of Spirit Park projects, funding and budget, and service levels.

6.2 Other — Discussed that the commission continue to meet monthly. RDOS staff requested to attend meetings quarterly to provide specific information requests from the commission.

7. BUSINESS ARISING

None

8. ADJOURNMENT

8.1 RECOMMENDATION

It was Moved and Seconded THAT the meeting of the Naramata Parks and Recreation Commission be adjourned at 8:16 p.m.

CARRIED

NEXT MEETING:

Monday, May 27, 2024 @ 6:30 p.m. — Naramata Fire Hall

Attachments:

Area E Commission Meeting Spreadsheet.xlsx

Project Request Form - (Insert Proj. Title).doc

[Commission Resource Page](#)

[By Area | RDOS \(Recreation Fall Guide, etc.\)](#)

[RDOS Regional Connections \(link to Regional Connections page\)](#)

[2023 3rd Quarter Activity Report – Community Services](#)

Chair, Dennis Smith, Naramata Parks and Recreation Commission – Electoral Area “E”

Recording Secretary, Heather Lemieux, via transcription