



City of Richmond

Report to Committee

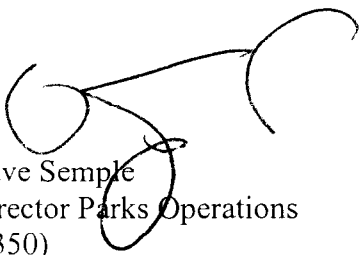
To: Parks, Recreation & Cultural Services Committee *To Parks, Rec & Culture - Mar 28, 2006*
Date: March 10, 2006

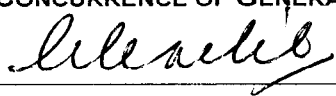
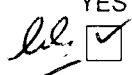

From: Dave Semple
 Director of Parks Operations **File:** 11-7150-01

Re: **Katimavik Program**

Staff Recommendation

The City not pursue participation in the Katimavik program and make information on Katimavik available to community partners.


 Dave Semple
 Director Parks Operations
 (3350)

FOR ORIGINATING DIVISION USE ONLY					
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER		
	Recreation & Cultural Services Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
REVIEWED BY TAG	YES	NO	REVIEWED BY CAO	YES	NO
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Staff Report

Origin

At the October 25, 2005 Parks, Recreation & Cultural Services Committee meeting, staff were directed by Council to investigate the following recommendation:

“That staff be directed to apply to be a host community for Katimavik volunteers for the period Fall 2009 through Winter 2010”

The purpose of this report is in response to the above referral and to recommend potential next steps to encourage the development of a Katimavik program in Richmond.

Analysis

What is Katimavik?

Katimavik is a Canadian national youth volunteer service program. Founded in 1977, Katimavik offers young Canadians ages 17 to 21 opportunities for personal and professional development through their involvement in projects benefiting local communities.

The program provides its host communities with up to 11 young people from across Canada who work on a volunteer basis to gain valuable work experience. The duration of a typical Katimavik program is 9 months, from late September to late June, which is divided into three periods called trimesters. Each trimester, Katimavik volunteers are moved to a different region in the country and new volunteers arrive in the host community. Volunteers are available Monday to Friday between 6am and 6pm, 30-40 hours per week.

Host Community Selection

Any City has the potential to be a host community and any non-profit organization, whether it is a municipal corporation or an organization focused on community, social, environmental, or leisure activities, can become a Katimavik community partner. To ensure that there is enough work for the 11 Katimavik participants over the nine month period, there are typically 5-7 community partners in any given host community.

The criteria for a city to become involved in the Katimavik program are significant and are as follows:

- Program Supervision & appointment of a community liaison
- Availability of resources such as affordable housing for the Group Residence, host families for the mandatory 14-day billeting period, and transportation to the work site.
- Sufficient amount of work to engage 11 volunteers full time for 9 months
- Diversity and variety in the type of work experiences available
- Community support for Katimavik in the form of a motion passed by Council

Program Supervision Requirements/Potential City Staff Responsibilities

Katimavik requires there to be one person in the community to be appointed as their primary contact. The community liaison is responsible for liaising and coordinating the program with City departments, community partners, and with Katimavik.

The community liaison would work with the Katimavik Regional Office in New Westminster in putting forth an application, obtaining a motion of support from Council, finding a suitable house to serve as a

Group Residence, and hosting a welcoming celebration for Katimavik participants as they arrive. Once Katimavik has settled into the host community, the role of the community liaison is minimal.

Each participating organisation, city department, or project is required to designate a work supervisor. The work supervisor is responsible for orienting, training, and supervising participants as well as providing them with feedback on their learning while on the work site. Aside from these day-to-day activities, the work supervisors must also attend a 2-hour monthly meeting of the Local Katimavik Committee (LKC) to report on the project's progression and the participant's progress.

A typical Local Katimavik Committee (LKC) is composed of:

- Work supervisor from each project
- One or two Katimavik participants
- Katimavik Project Leader
- Katimavik Project Coordinator
- Members of the community (optional)

The LKC is responsible for:

- Helping the Katimavik Project Coordinator locate suitable housing for a group of 12 people
- Ensuring that the community partners make the necessary arrangements to transport participants to and from the group residence and work sites
- Recruiting host families for billeting
- Assisting the Project Leader in identifying local resources and integrating into the community

In 2005/2006, Katimavik reports that there are 1,055 participants involved in 650 community projects in 105 cities across the country. Local sponsoring organizations in B.C. have typically been a mix of community service and social service organizations. The following is a list of participating organisations in the Lower Mainland:

Vancouver	Burnaby	New Westminster
A Loving Spoonful	New Vista Society	Douglas College Institute of Urban Ecology
Evergreen Foundation	Stride Avenue Community School	Elizabeth Fry Society of Greater Vancouver
Leave Out Violence (LOVE)	North Shore Association For the Mentally Handicapped	Operation Food Justice (c/o Shiloh-Sixth Avenue United Church)
UBC Farm	Three Links Care Centre	New Westminster Family Place
Vancouver Friends For Life Society	Burnaby Association For Community Inclusion	Royal Agricultural and Industrial Society of BC
UBC Food Co-operative	Society For the Advancement of Non-Coercive Education (SANE)	Lower Mainland Purpose Society for Youth and Families
Stanley Park Ecology Society		Edmonds Community School
YWCA of Vancouver		Second Street Community School

The City's role in each of these Lower Mainland host communities is noticeably absent. Typically a local government or City is only involved at the onset with the passing of a motion of support by Council and, in the case of New Westminster, with assistance in finding affordable housing for the group residence.

Options for Consideration

Two options are presented for consideration:

Option 1: City of Richmond Sponsors a Katimavik Program in Richmond for the period of 2009/2010 leading to the Winter Olympics. (Not recommended)

The period leading up to and during the 2010 Winter Olympic Games presents an opportunity to host a Katimavik program in Richmond. As detailed above the opportunity would require a significant amount of dedicated resources – essentially staff time, and the dedication of a City owned house and the need to billet up to 11 participants in the community for a 2 week period in local residences 3 times during the winter games period.

This option presents several operational challenges including:

- A need to dedicate staff time to supervising the volunteers during the busy period leading up to the games
- The need to determine potential projects aligned with pre-games and during the games events and community activities
- A need to dedicate a possible city-owned house to the program volunteers during the term
- The need to find up to 11 or possibly 33 different Richmond families to billet the program participants three times for 14-day periods during the winter Olympic games.

This option involves the City of Richmond alone submitting a proposal to host Katimavik for a 9-month trimester.

Analysis of This Option

In order to be a host community for Katimavik, the City of Richmond must be committed to address the following challenges: (1) developing and monitoring work plans; (2) training and supervision; (3) costs of materials; and (4) housing and billeting.

This option requires a great deal of staff time and coordination. A staff member would have to be assigned full-time as the Katimavik community liaison and, if Richmond is successful in its bid to be a host community, the City would have to designate a work supervisor for every project in which Katimavik volunteers are involved.

Furthermore, the City would be required to assist Katimavik find a suitable house to serve as a group residence, would be required to billet each of the 11 participants for 14 days in Richmond households, and would have to ensure that the Katimavik volunteers have transportation to the work site.

Beyond the resources required to manage this program, many of the projects that potential volunteers could participate in are projects that are not currently on work programs, and would have equipment and supply costs to initiate.

Staff Time

The City would have to designate a community liaison to facilitate the application process and a work supervisor for each project in which Katimavik volunteers are involved. The community liaison would require about 8 hours per week effective April 2009 through August 2009.

From September 2009 through July 2010 there would be a 15-20 hours per week commitment for each work supervisor. If it were assumed that these volunteers are working on three separate projects at once, then there would be three work supervisors.

The supervisory cost to the City with this option is estimated to be in the order of \$40,000 for the program coordinator, plus materials, opportunity costs for possible loss of a City owned house from rental income, and other staff costs for supervision and project start up that would be dependant on particular volunteer involvement projects.

Option 2: The City not pursue participation in the Katimavik program and make information on Katimavik available to community partners.

This option recommends that the City of Richmond does not pursue active participation in the Katimavik program but instead diffuses information on the program to its community partners.

This option recognizes the merits and benefits of Katimavik but also recognizes that the Katimavik program is designed and more suitable for participation by non-profit organisations. Most non-profit organisations operate at the grassroots level and have projects that would be attractive to and would readily engage Katimavik volunteers.

It is recommended that the City assign a staff member to act as the community liaison. This staff member's role would be to pass on information about Katimavik to community partners. A representative from the Katimavik Regional Office in New Westminster would be encouraged to attend and facilitate a presentation on the program and community partners would be encouraged to become involved.

After this information meeting, the City would step back from the process and allow community partners to work with Katimavik. The City's role in this option includes:

- The City not being committed to allocating a considerable amount of staff time and resources but is still supportive of the program.
- The City identifying community partner organizations that may be involved in assisting with City-sponsored events and activities leading up to and during the Winter Olympic Games that can have mutual benefit
- An opportunity for the City to become involved with Katimavik in the future. If interested, the City can put in an application depending on the program's success.

Financial Impact

Approval of the recommended option in this report, to encourage Richmond Community partner organizations to consider pursuing the Katimavik program, would have minimal financial implications to the City in the distribution of Katimavik information to the organizations.

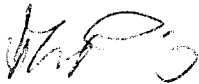
Staff time would have to be allocated in identifying appropriate community partners, contacting these organisations, and coordinating an information meeting to be held in a location that is central and convenient.

Conclusion

Staff recommends that Council approve the implementation of Option 2, to not pursue a City- sponsored Katimavik program but to pass on information on the program to the City's community partners. The Katimavik program is best suited for non-profit organisations and the City's community partners would be able to benefit from having the assistance of volunteers.

Staff recommends that the City support the program by facilitating an information meeting in 2006 and by offering expertise at monthly meetings of the Local Katimavik Committee if Richmond is selected as a host community. Working with our community partners, the City can encourage volunteer involvement in events and activities leading up to the Winter Olympic Games, and also encourage the alignment of local community organizations with potential Winter Olympic events and activities city-wide.

This option ensures a diversity of experience for Katimavik participants, supports and builds on the capacity of local community organisations, and leaves the door open for the City of Richmond to pursue involvement in the program at a later date if it so chooses.



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