



Youth and Recreation Outdoor Kitchen Use

**Standard
2018-13**

ISSUED BY	Director of Community Services
DEPARTMENT	Community Services, Youth and Recreation
EFFECTIVE DATE	2019-10-07
RELATED DOCUMENTS	Policy 2015-88 Video Surveillance
IMPLEMENTATION	<p>stqá?tkw4niwt sqilxw/Westbank First Nation (WFN) Workers, Members, and Community Members who manage or use the Youth and Recreation outdoor kitchen.</p> <p>This Standard is a review, update, and supersedes a portion of Facility Use Policy 20101025 reviewed and revised on October 28, 2013 and approved and signed by the Director of Operations on November 13, 2013.</p>

Purpose The purpose of this standard is to outline the requirements and practices that must be adhered to when managing or using the Youth and Recreation outdoor kitchen.

1. Description of the Outdoor Kitchen

The Youth and Recreation outdoor kitchen (Outdoor Kitchen) includes;

- a) The pergola, which is the wooden, framed structure located on the east side of the Youth Centre, used to hang game to prepare for butchering,
- b) A counter, industrial sink, and lockable storage,
- c) A water hose and sprayer located on the north east side of the Youth Centre,
- d) The smoke house, which is the small, lockable structure located at the north east side of the Youth Centre, used to dry, cure, or smoke foods such as meat or fish; and
- e) Wood for use in the smoke house.

2. Management of the Outdoor Kitchen

- a) The Youth and Recreation Manager, or designate, is responsible for;
 - i. Managing the Outdoor Kitchen and its keys, and is authorized, at their discretion, to refuse access or impose restrictions on the Outdoor Kitchen's use,
 - ii. The promotion of safe, ethical, and traditional hunting, cleaning, curing, smoking, and drying practices of meat and fish,
 - iii. Doing a walk-through orientation of the Outdoor Kitchen with WFN Members who have booked it,
 - iv. Ensuring that the Outdoor Kitchen is used safely, ethically, and appropriately,
 - v. Reporting suspected excessive, unethical, or illegal hunting activity or practices, as they relate to the Outdoor Kitchen's use, to the appropriate legal authorities,
 - vi. Monitoring, tracking, and maintaining a record of the Outdoor Kitchen's Use including, but not limited to, the WFN Outdoor Kitchen Game Processing Tracker (Appendix A),
 - vii. Supplying a food safe bleach product for sanitary cleanup of the Outdoor Kitchen,
 - viii. Arranging for any repairs needed for the Outdoor Kitchen; and

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2. Management of the Outdoor Kitchen (Cont'd)

- ix.** Submitting to the Director of Community Services, at least annually, the Youth and Recreation Outdoor Kitchen Use Report (Appendix B).
- b)** The Outdoor Kitchen is monitored by video surveillance in accordance with Policy 2015-88 Video Surveillance.
- c)** Use of the Outdoor Kitchen must be booked through the Youth and Recreation department.
- d)** The Outdoor Kitchen may only be booked by WFN Members.
- e)** There is no access provided to the Youth Centre from the Outdoor Kitchen when the Outdoor Kitchen is in use.

3. Terms of Use for the Outdoor Kitchen

- a)** The Outdoor Kitchen is available for use;
 - i.** By WFN Members,
 - ii.** By WFN Community Members as long as they are hosted by a WFN Member who is on site at all times during use of the Outdoor Kitchen,
 - iii.** At no charge, subject to Section 2.c) of this standard,
 - iv.** On a first come, first served basis; and
 - v.** During daylight hours only, unless otherwise pre-approved by the Youth and Recreation Manager.
- b)** Those who use the Outdoor Kitchen are responsible for;
 - i.** Abstaining from the use of, or being under the influence of, drugs and alcohol when using the Outdoor Kitchen,
 - ii.** Providing their own supplies, such as, but not limited to, knives or rags,
 - iii.** Being conscious of their use of the Outdoor Kitchen's water and doing their best to conserve it,
 - iv.** Never leaving the smoke house unattended when it is in use, unless alternate arrangements have been made with, and approved by, the Youth and Recreation Manager,
 - v.** Using the Outdoor Kitchen's smoke house;
 - 1)** In a conservative, ethical, and safe manner, and reporting low wood supply to the Youth and Recreation Manager; and
 - 2)** To dry or smoke only clean and uncontaminated meat or fish,
 - vi.** Cleaning the Outdoor Kitchen after use including, but not limited to;
 - 1)** Removing rubbish, waste, and by-products; and
 - 2)** Using the approved cleaning products and supplies that are stored in the lockable storage included in the counter and sink area,
 - vii.** Ensuring that all windows, openings, and latches are closed and locked after use,
 - viii.** Not removing any items belonging to the Outdoor Kitchen from the Outdoor Kitchen; and

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3. Terms of Use of Outdoor Kitchen (Cont'd)

- ix.** Immediately reporting any damage, misuse, or broken items in the Outdoor Kitchen to the Youth and Recreation Manager.
- c)** Limits for hanging in the pergola at one time are;
 - i.** Four (4) s̓ła cínm / deer (one on each side),
 - ii.** Four (4) yilíkʷíxkn km scmíkʷí / male or female big horn sheep,
 - iii.** Two (2) s̓xʷxi? / mountain goat (north / south),
 - iv.** Two (2) sw̓w? / mountain lion (north / south),
 - v.** One (1) pa?pa?l̓áča? / moose (middle),
 - vi.** One (1) sníkʷčn? / elk (middle); or
 - vii.** One (1) styíłča? / cariboo (middle).
- d)** Failure to abide by the provisions of this standard may result in;
 - i.** Temporary or permanent loss of use of the Outdoor Kitchen; and
 - ii.** The incurrance of fines or damages related to the inappropriate or unauthorized use of the Outdoor Kitchen.

4. Appendices

- Appendix A – WFN Outdoor Kitchen Game Processing Tracker
- Appendix B - Youth and Recreation Outdoor Kitchen Annual Report

Community Services, Youth and Recreation has approved this Standard on the 7th day of October, 2019.



Maria Reed, Director of Community Services

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Appendix A – WFN Outdoor Kitchen Game Processing Tracker



WFN Outdoor Kitchen Game Processing Tracker

To be completed by the Youth and Recreation Manager

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Protected

Date	Name of Member(s)	Type of Game Processed

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Appendix B - Youth and Recreation Outdoor Kitchen Annual Report (Page 1)

Youth and Recreation Outdoor Kitchen Annual Report <i>To be completed by the Youth and Recreation Manager or designate and submitted to the Director of Community Services at least annually.</i>			
Reporting Period			
From:		To:	
Bookings			
Number of bookings by WFN Members:			
Game Processed			
Number of Members processing game:			
Types of game processed <i>(Please list below)</i> :			
Repairs			
Please identify any repairs that were made, or need to be made, to the Outdoor Kitchen.			
Repair	Reason for Repair	Cost <small>(estimate or actual)</small>	Status
			<input type="checkbox"/> Completed <input type="checkbox"/> Needs to be done
			<input type="checkbox"/> Completed <input type="checkbox"/> Needs to be done
			<input type="checkbox"/> Completed <input type="checkbox"/> Needs to be done
			<input type="checkbox"/> Completed <input type="checkbox"/> Needs to be done
If repairs were due to inappropriate use of the Outdoor Kitchen, were costs recovered?			
<input type="checkbox"/> Yes Amount:			
<input type="checkbox"/> No <i>(Please explain why not below)</i>			

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Loss of Use and Incident Reporting	
Has any loss of Outdoor Kitchen use been imposed? <input type="checkbox"/> Not applicable <input type="checkbox"/> Yes (if yes, please explain below)	
Were any suspected incidents of excessive, unethical, or illegal hunting activity or practices reported to the appropriate legal authorities? <input type="checkbox"/> Not applicable <input type="checkbox"/> Yes (if yes, please explain below)	
Are there any other issues or incidents that should be identified on this report? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain below)	
Name and Worker Completing Report	
Name: (Please print)	Position:
Signature:	Date:
Signature of Director of Community Services	
Signature:	Date:

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