

MINUTES
SPECIAL DISTRICT 68 SPORTS FIELD AND RECREATION COMMITTEE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2020-OCT-15, AT 11:02 A.M.

Present: Councillor Thorpe, Chair (joined electronically)
Councillor Turley
V. Craig, Vice Chair, Electoral Area B, Regional District of Nanaimo (joined electronically)
M. Swain, Director, District of Lantzville, Regional District of Nanaimo (joined electronically)
K. Wilson, Director, Electoral Area A, Regional District of Nanaimo (joined electronically)
M. Young, Director, Electoral Area C, Regional District of Nanaimo (joined electronically)

Other: T, Osborne, General Manager, Recreation and Parks, Regional District of Nanaimo (joined electronically)
J. Bradburne, Director of Finance, Regional District of Nanaimo (joined electronically)

Staff: R. Harding, General Manager, Parks, Recreation and Culture
L. Wark, Director, Recreation & Culture (joined electronically, disconnected 12:15 p.m.)
L. Mercer, Director, Finance
J. Matheson, Senior Accountant
S. Gurrie, City Clerk
K. Lundgren, Recording Secretary

1. CALL THE SPECIAL DISTRICT 68 SPORTS FIELD AND RECREATION COMMITTEE MEETING TO ORDER:

The Special District 68 Sports Field and Recreation Committee Meeting was called to order at 11:02 a.m.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. PRESENTATIONS:

(a) Introductions

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

City of Nanaimo Staff and Committee members introduced themselves.

4. REPORTS:

(a) Selection of Chair

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

It was moved and seconded that Councillor Thorpe be nominated as chair. The motion carried unanimously.

By unanimous consent Vanessa Craig was nominated as Co Chair.

(b) Terms of Reference

Richard Harding, General Manager, Parks, Recreation and Culture, provided the committee with an overview of the Terms of Reference.

(c) Overview of District 68 Sports Field and Recreation Services Agreement

Richard Harding, General Manager, Parks, Recreation and Culture, provided the committee with an overview of the District 68 Sports Field and Recreation Services Agreement. Highlights included:

- The overall goal of the agreement is to enhance recreation and field services throughout the area
- Services within the agreement include arenas, pools, specific recreation centers, and sports fields; however, do not include culture and parks

Committee discussion took place. Highlights included:

- Cost share calculations determined by the Usage Survey of Recreation Facilities and Sports Fields
- Procedure for incorporating new facilities in the District 68 Sports Field and Recreation Services Agreement
- The 2020 usage survey of Recreation Facilities and Sports fields, conducted every five years, to be postponed due to COVID 19 since facilities are operating at a lower capacity than normal
- Recent vandalism and measures put in place to prevent future vandalism
- Breakdown of budget and the separation of cost centres
- The main purposes the District 68 Sports Field and Recreation Committee include:
 - Communication and collaboration between the City of Nanaimo, the District of Lantzville and Regional District of Nanaimo (RDN)
 - Allow for proportionally shared costs of Sport Field and Recreation Services
 - Determining what sports fields and recreation services should be included in the agreement
 - Providing sport field and recreation services to all residents without a need for a surcharge or out-of-region fee
 - Opportunity for members to be fully aware of what is coming forward and to report back on results

Laura Mercer, Director, Finance noted that the RDN contributed \$1,335,318 for 2020 and \$1,231,500 for 2019. These payments make up approximately 11.7% of costs.

Jeannie Bradburne, Director of Finance, RDN, noted that the approximate break down of contributions by area are as follows: Electoral Area A: \$402,000; Electoral Area B: \$99,400; Electoral Area C: \$268,125; and District of Lantzville: \$431,000.

Committee discussion continued. Highlights included:

- Providing the 2015 Recreation Facilities and Sport Field survey results to the committee for information
- (d) Postponement of 5 year Recreation Facilities and Sports Fields Usage Survey to 2021 Due to COVID-19
-

Tom Osborne, General Manager, Recreation and Parks, RDN, spoke regarding the postponement of the Recreation Facilities and Sports Fields Usage Survey due to COVID-19.

- (e) New Facilities Last Few Years and Projects Under Development

Richard Harding, General Manager, Parks, Recreation and Culture, introduced new facilities and projects including:

- Converting the Nanaimo District Secondary School community field into a medium size stadium. Further information could be presented at a future committee meeting
- Rotary Bowl co-management agreement with the Track and Field Club
- Serauxmen Stadium improvements
- Council has approved a grant to add two artificial turf fields to Sherry Fields at Harewood Centennial Park

Committee discussion took place regarding tours of facilities that could be made available if there is interest.

- (f) 2020 COVID-19 Cost Calculations

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

- Savings in operating costs from the shut down of facilities
- Exact costs to be calculated in February

Committee discussion took place:

- The effect of COVID-19 on the 2021 budget and the difficulty in projecting costs
- Increased protocols and cleaning costs along with reduced capacity and revenues
- Documents regarding the reopening plans of arenas and pools to be sent to the Committee members for information

- During initial facility shut down, staff members were redeployed to other areas and costs were not charged to recreation function

(g) Introduction to Reimagine Nanaimo - Parks, Recreation and Culture Master Plan

Richard Harding, General Manager, Parks, Recreation and Culture, provided a background of REIMAGINE NANAIMO and indicated that a survey related to sports field and recreation is available on the City of Nanaimo website. Survey is available until November.

(h) Meeting Dates and Frequency

The next meeting will be held on Thursday, 2020-DEC-03 from 2:00 p.m. to 4:00 p.m. in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street.

6. ADJOURNMENT:

It was moved and seconded at 12:25 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER