



MINUTES

SPECIAL DISTRICT 68 SPORTS FIELD AND RECREATION COMMITTEE MEETING

Friday, February 16, 2024, 1:00 P.M.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

- Members:
- Councillor I. Thorpe
 - Councillor E. Hemmens
 - V. Craig, Chair, Regional District of Nanaimo
 - L. Melanson, Director, Electoral Area C, Regional District of Nanaimo
 - J. Stanley, Director, Electoral Area A, Regional District of Nanaimo
 - M. Swain, Director, District of Lantzville, Regional District of Nanaimo (arrived 1:02 p.m.)
- Other:
- T. Osborne, General Manager, Recreation and Parks, Regional District of Nanaimo
 - T. Moore, Chief Financial Officer, Regional District of Nanaimo
- Staff:
- R. Harding, General Manager, Community Services/Deputy CAO
 - L. Mercer, General Manager, Corporate Services
 - W. Fulla, Director, Finance Department
 - D. Bailey, A/Manager, Accounting Services
 - K. Robertson, Deputy Corporate Officer
 - N. Sponaule, Communications Advisor
 - J. Vanderhoef, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Deputy Corporate Officer called the Special District 68 Sports Field and Recreation Committee Meeting to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- a. Add - Agenda Item 4(f) Add - Regional District of Nanaimo report titled "Recreation Facility and Sports Field 2023 Usage Report".

3. ADOPTION OF AGENDA:

It was moved and seconded that the agenda, as amended, be adopted. The motion carried unanimously.

Director M. Swain entered the Boardroom at 1:02 p.m.

4. PRESENTATIONS:

- a. Selection of Chair and Alternate Chair and Introduction to Terms of Reference

Introduced by Karen Robertson, Deputy Corporate Officer.

It was moved and seconded that Councillor Thorpe be appointed as Chair of the District 68 Sports Field and Recreation Committee for the term ending 2026-NOV-03. The motion carried unanimously.

It was moved and seconded that Director, Lauren Melanson be appointed as Alternate Chair of the District 68 Sports Field and Recreation Committee for the term ending 2026-NOV-03. The motion carried unanimously.

Councillor Thorpe assumed the Chair.

Richard Harding, General Manager, Community Services/Deputy CAO, provided a summary of the history of the Committee and noted that the Committee will attempt to meet at least two times per year.

- b. Overview of District 68 Sports Field and Recreation Services Agreement (Contributing Agreement)

Introduced by Richard Harding, General Manager, Community Services/Deputy CAO, and Tom Osborne, General Manager, Recreation and Parks, Regional District of Nanaimo. Highlights included:

- The agreement is one of two significant agreements held by the Regional District of Nanaimo (RDN). The other is with the City of Parksville
- The facilities identified in the agreement were identified 20 years ago

- A survey is conducted every five years to assess usage of the facilities
- The current agreement is in place until 2025-DEC-31
- Every jurisdiction is responsible for facilities within their area and the operational costs are combined and allocated based on usage
- Staff will be meeting to discuss updates to the agreement

Committee discussion took place. Highlights included:

- Many areas have grown and changed since 2010
- The goal is to identify issues that should be addressed and incorporated into an updated agreement
- Usage surveys have previously been Nanaimo-focused and might need to incorporate outlying areas moving forward
- Ensuring the facilities and services are shared around the community
- Clarification regarding what aspects of facilities are being included in the cost sharing
- Beban Park was originally a regional facility and became a City facility in the early 1990's. That change is part of the history behind the committee
- Staff will bring updates and proposed changes to the agreement to the committee for input

c. Status of Contributing Agreement "Recreation Facility and Sports Field 2023 Usage Report"

Introduced by Tom Osborne, General Manager, Recreation and Parks, Regional District of Nanaimo.

- Usage reports note the trends around how people are using the facilities
- Results suggest people are using the pools more than the arenas and fields

Committee discussion took place. Highlights included:

- Population density being impacted by the recent provincial housing legislation
- Usage is still bouncing back from COVID-19
- Oliver Woods Community Centre usage must meet a 10% threshold in order to be discounted based on the agreement
- Surveys include drop in user data and programming/membership data

- The City of Nanaimo Leisure Economic Access Pass (LEAP) program is available to residents of contributing areas
- The risk of not having this agreement in place is that different users could be charged different rates based on where they live
- Information regarding the status of the facilities and asset management plans for the facilities
- Confirmation that the facilities undergo regular inspections
- Staff can return to a future committee meeting to provide a condition assessment and asset management plan presentation

d. Overview of 2024 Parks and Recreation Operating Budget re: Services Covered in the Contributing Agreement

Introduced by Laura Mercer, General Manager, Corporate Services.

- Clarification that the City has a Capital Asset Management Policy which outlines what expenses fall into the capital category or operating category; however, the threshold is different for each asset type
- Generally repairs are operational and replacement tends to be capital
- Definitions section of the agreement speaks to non-shareable costs
- Updating thresholds to reflect current market costs

e. Verbal Update re: New and Future Recreation Facilities and Sports Fields

Introduced by Richard Harding, General Manager, Community Services/Deputy CAO.

- The City has many new projects that will not be discussed because they are not part of the agreement
- Suggested that the committee may want to consider adding the artificial turf fields to the agreement as they lower capital costs by reducing maintenance costs overall
- The Stadium District was established to create a central sporting area and through partnerships many upgrades and improvements have been made

Committee discussion took place. Highlights included:

- Clarification regarding the cost sharing agreement between the City and the School District 68 for the artificial turf field. The School District gets use of the field until 5 p.m. and then it's available for public use after that. This was previously a School District facility

when the agreement was created so it's not currently listed in the agreement

- Large event uses or rentals are not included in the agreement. The agreement is focused on individual users of the facilities
- Staff can provide a presentation, at a future meeting, regarding sports tourism, outlining the economic impacts on the community
- Revenues collected at facilities are used to offset overall operational costs

Richard Harding, General Manager, Community Services/Deputy CAO, provided an update on the proposed South End Community Centre and noted that Staff have identified a location south of Tenth Street that the City is hoping to purchase for a South End Community Centre.

Tom Osborne, General Manager, Recreation and Parks for the Regional District of Nanaimo, provided an update. Highlights included:

- The South Wellington School will become a community centre this year
- Currently working on the engagement phase of a Parks and Recreation master plan for Gabriola Island and anticipate the master plan will be completed in the next year

Committee discussion took place. Highlights included:

- Concerns regarding the South Wellington School Community Centre and South End Community Centre being too close to each other
- The Sandstone development and the impact of the development on parks and trails
- Seeing demographic changes and younger families looking for more recreation facilities. Concerns regarding keeping up with the current pace of growth
- Request for a capital asset report including future development
- Current costs of projects are a big deterrent
- Timeframe for the South End Community Centre will depend on direction from Council and the funding model selected
- Request for a breakdown of costs per user at facilities
- The City of Nanaimo recently updated its Fees and Charges Bylaw which will impact revenues

- Clarification regarding some of the numbers provided in the operating budget
- f. Regional District of Nanaimo report titled “Recreation Facility and Sports Field 2023 Usage Report”

This item was addressed under Agenda Item 4(c).

5. OTHER BUSINESS:

The next committee meeting will most likely be in November, 2024.

Richard Harding, General Manager, Community Services/Deputy CAO, will send RDN Directors a link to Council meeting agendas if any updates are provided regarding the South End Community Centre prior to the next meeting.

6. ADJOURNMENT:

It was moved and seconded at 2:36 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

DEPUTY CORPORATE OFFICER