

LACOMBE AND DISTRICT RECREATION, PARKS AND CULTURE BOARD

Regular Meeting Minutes

Monday, May 19, 2020 at 5PM

Present: Kirstin Bouwsema, County Representative (Chairperson)
Emma Vockeroth, City Representative (Vice Chairperson)
Paula Law, Reeve, County Councillor
Jonathan Jacobson, City Councillor
Teresa Johnson, City Representative - attended virtually
Ashely Morrison, County Representative
Diana Wiebe, City Representative
Dani Ducross, City Representative
Ameerah Giesbrecht, Student Representative
Sandi Stewart, Manager of Recreation and Culture
Sonya Beauclair, Recreation & Culture Assistant

Regrets:

1. Call to order/Introductions

Kirstin Bouwsema called the meeting to order at 5:02PM

2. Additions to / Adoption of Agenda

Moved by Dani Ducross that the agenda for May 19, 2020 be adopted as presented

CARRIED *unanimously*

3. Adoption of March 16, 2020 Meeting Minutes

Moved by Diana Wiebe that the minutes of the March 16, 2020 meeting of the Lacombe and District Recreation, Parks and Culture Board be approved as presented

CARRIED *unanimously*

4. Presentations/Correspondence

None

5. Ongoing Business

5.1. Facility Rental Assistance Grant (\$14,227)

5.1.1. Relaxed guidelines with additional funds

Sandi explained the proposed changes to the guidelines and that there has been an additional \$10,000 allocated to the grant for 2020 from Council. This was initiated to help mitigate impacts of social restrictions, re-establish events and services, reduce costs to participants and help lower the impact of COVID-19. Community groups,

businesses, and individuals can qualify for the grant to reduce or eliminate the rental cost of a city facility and pass the benefit onto participants.

Jonathan arrived at 5:15PM

There is no maximum amount for the applications. The Board has a lot of flexibility and can make specific motions based on each individual application. They can stipulate whether they give the full amount, part amount, enough for a couple dates, or if a reoccurring event needs to reapply every month or for every individual date, etc. These funds are for 2020 dispersal.

Administration will follow up with prior successful 2020 applicants to see if they were able to host their events.

All facility booking staff will be made aware of the funding so they can share the information with anyone making a booking inquiry who may qualify. It will also be advertised through various platforms once it is approved.

5.1.2. Updated Application

The Board was good with the updated application reflecting the proposed guidelines, as there is also a budget template that gets sent out with the application.

5.1.3. Rating Matrix

Sandi explained how the matrix works and how it can assist the Board when evaluating the applications.

Moved by Emma Vockeroth that the Board approved the relaxed guidelines for the Facility Rental Assistance Grant as presented for the remainder of 2020

CARRIED *unanimously*

6. New Business

6.1. Playgrounds

Sandi explained the RFP evaluation criteria, reviewed the designs, described what is included in all options, how the options are different, and that they are all within the budget. The Board liked the sand digger. The Board noted that other communities are doing exercise parks beside playgrounds, this is great for care givers so they can workout while children play. Having multiple pieces of fitness equipment allows groups to workout together. The Board wondered if the Lincoln Park should be fenced in as it is fairly close to the road. Sandi wasn't aware of any previous issues at this site and mentioned fencing has become a common practice for new subdivisions but was not part of this replacement project's scope/budget.

6.2. Extra information

6.2.1. Watched the Bamboo Jungle Video

6.2.2. Watched the Rotating Dish Video

Moved by Dani Ducross that the Board recommend Option 1 for Lincoln Park to Council for approval

CARRIED *unanimously*

Moved by Jonathan Jacobson that the Board recommend Option 1 for Heritage Park to Council for approval

CARRIED *unanimously*

7. Information

7.1. Recreation Service Monthly Report

7.1.1. Sandi shared some highlights from the report.

7.2. Kinsmen Aquatic Centre Stats

7.2.1. Pool has been closed since Mar 15 due to COVID

Moved by Diana Wiebe that the Board accept the reports as information

CARRIED *unanimously*

7.3. Direction for 2021 Rates and Fees

- The Board was asked for their thoughts on recreation facility 2021 Rates and Fees to assist administration in preparing for the next meeting.
- A Board member suggested there should be a policy for increases so it's not ad hoc each year and that not increasing 2021 rates may lead to a need for a larger surge in future years if the rates have fallen behind.
- There is a practice of doing an annual rate increase of 2-3%, then rounding up to the nearest dollar for most recreation facilities. This is not a formal policy, but has been a frequent practice for a number of years. Last year the LMC simplified their overall rate structure removing non-local rates and re-adjusting a number of rates. While the Kinsmen Aquatic Centre has been doing a fee comparison to align to similar facilities.
- The Board wondered what the cost of recovery is for facilities, Sandi stated these are hard to accurately and consistently calculate and compare to others because everyone does them a little differently. The Board would like to review revenues and expenses for the facilities last five years to see the changes.
- The Board wondered what the cost of COVID-19 would be and what trickle-down effect would occur. The current predicted loss for the City is \$210,000, and the majority of this loss is from recreation facility revenues.
- Some Board members felt it may not be a good idea to raise rates with many households dealing with lower income due to COVID-19.
- The FRAG could help groups in the future while still increasing rates to maintain cost increases.
- The idea of charging for dumping grey/black water at campground was brought up.
- Administration will prepare recreation facility rate review information for the next meeting.

7.4. Other

County is hoping to relax COVID restrictions. Same for City, hoping to reopen facilities.

8. Next Meeting

June 16, 2020 5PM, Board Room at Council Chambers

9. Adjournment

Moved by Emma Vockeroth to adjourn the meeting at 6:57PM