



Parks, Recreation and Cultural Services Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Tuesday, September 24, 2019
4:00 p.m.**

Pg. # ITEM

MINUTES

PRCS-5

*Motion to adopt the **minutes** of the meeting of the Parks, Recreation and Cultural Services Committee held on July 17, 2019.*



NEXT COMMITTEE MEETING DATE

October 29, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATIONS

1. Lyda Salatian, Founder and Executive Director, Green Teams of Canada, to present a proposal for a fee-for-service partnership between the City of Richmond and Green Teams of Canada.

Parks, Recreation and Cultural Services Committee Agenda
Tuesday, September 24, 2019

Pg. # ITEM

COMMUNITY SERVICES DIVISION

2. **RICHMOND SPORTS COUNCIL FACILITY NEEDS ASSESSMENT
2018 UPDATE**

(File Ref. No. 11-7000-10-01) (REDMS No. 6197503 v. 49)

PRCS-9

See Page **PRCS-9** for full report

Designated Speaker: Gregg Wheeler

STAFF RECOMMENDATION

That a sport facility and infrastructure priority list be developed for consideration with future corporate facility plans according to the process outlined in the staff report titled "Richmond Sports Council Facility Needs Assessment 2018 Update," dated August 13, 2019, from the Director, Recreation and Sport Services and brought to Council for consideration in the first quarter of 2020.



3. **REPLACEMENT OF THE RICHMOND TENNIS CLUB BUBBLE**

(File Ref. No. 11-7000-10-01) (REDMS No. 6273960 v 11)

PRCS-37

See Page **PRCS-37** for full report

Designated Speaker: Gregg Wheeler

STAFF RECOMMENDATION

That Council approve a grant of \$241,000 funded by the Council Community Initiative Account, to the Richmond Tennis Club, and that the expenditure be included in the Consolidated 5 Year Financial Plan (2020-2024), as outlined in the staff report titled, "Replacement of the Richmond Tennis Club Bubble," dated August 29, 2019, from the Director, Recreation and Sport Services.



4. **COMMUNITY SERVICES 2019 SUMMER PROGRAMS UPDATE
FOR CHILDREN, YOUTH AND FAMILIES**

(File Ref. No. 11-7000-01) (REDMS No. 6270615 v. 24)

PRCS-42

See Page **PRCS-42** for full report

Designated Speaker: David Ince

Parks, Recreation and Cultural Services Committee Agenda
Tuesday, September 24, 2019

Pg. # ITEM

STAFF RECOMMENDATION

That the staff report titled “Community Services 2019 Summer Programs Update for Children, Youth and Families,” dated August 29, 2019, from the Director, Recreation and Sport Services, be received for information.



5. AGE OF ELIGIBILITY FOR SENIORS PRICING

(File Ref. No. 11-7000-01) (REDMS No. 6245774 v. 26)

PRCS-48

See Page PRCS-48 for full report

Designated Speaker: David Ince

STAFF RECOMMENDATION

- (1) *That a pricing policy for Community Services programs, rentals and admissions be developed, and report back to Council with a draft policy for consideration, as described in the staff report titled “Age of Eligibility for Seniors Pricing,” dated August 29, 2019, from the Director, Recreation and Sport Services;*
- (2) *That \$25,000 from the Recreation Fee Subsidy Program (RFSP) contingency fund of \$50,000, previously approved by Council be allocated to the central fund, as described in the staff report titled “Age of Eligibility for Seniors Pricing,” dated August 29, 2019, from the Director, Recreation and Sport Services; and*
- (3) *That a one-time additional level request of \$82,000 to support the Recreation Fee Subsidy Program (RFSP) be submitted for consideration in the 2020 budget process, as described in the staff report titled “Age of Eligibility for Seniors Pricing,” dated August 29, 2019, from the Director, Recreation and Sport Services.*



6. FISHING ACTIVITIES, BOATING, SAFETY, AND VEHICLE PARKING AT THE IMPERIAL LANDING DOCK

(File Ref. No. 06-2345-20-ILAN1) (REDMS No. 6151682 v. 12)

PRCS-57

See Page PRCS-57 for full report

Designated Speaker: Paul Brar

Parks, Recreation and Cultural Services Committee Agenda
Tuesday, September 24, 2019

Pg. #

ITEM

STAFF RECOMMENDATION

That the staff report titled “Fishing Activities, Boating, Safety, and Vehicle Parking at the Imperial Landing Dock,” dated August 28, 2019, from the Director, Parks Services, be received for information.

☐

7. **MANAGER’S REPORT**

ADJOURNMENT

☐



Parks, Recreation and Cultural Services Committee

Date: Wednesday, July 17, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Chak Au
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Michael Wolfe

Also Present: Councillor Alexa Loo

Call to Order: The Chair called the meeting to order at 4:46 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on June 25, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 24, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

COUNCILLOR CHAK AU & COUNCILLOR HAROLD STEVES

1. **REQUEST TO ATTEND THE PORT TOWNSEND WOODEN BOAT FESTIVAL, SEPTEMBER 5 – 8, 2019**
(File Ref. No. 03-1250-01) (REDMS No. 6202735 v. 2)

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

It was moved and seconded

That \$3,136.00 American dollars (approximately \$4162 Canadian) be funded from the Council Contingency account for Councillors Au and Steves to travel to the Port Townsend Wooden Boat Festival from September 5-8, 2019.

CARRIED

COMMUNITY SERVICES DIVISION

2. NATIONAL DROWNING PREVENTION WEEK JULY 21–27, 2019

(File Ref. No. 11-7143-01) (REDMS No. 6214494 v. 9)

John Woolgar, Manager, Aquatic and Arena Services, provided a presentation titled “National Drowning Prevention Week” (copy on-file, City Clerk’s Office) and highlighted:

- the World Health Organization’s global report on drowning recommends six actions to prevent drowning;
- drowning statistics in Canada and British Columbia; and
- elements of Richmond’s action plan to prevent drowning.

In response to a question from the Committee, Mr. Woolgar advised that no drownings occurred in Richmond in the past year.

Discussion ensued and the Committee noted the need for additional water hazard signage.

It was moved and seconded

That the staff report titled “National Drowning Prevention Week July 21–27, 2019,” dated June 19, 2019, from the Director, Recreation and Sport Services be received for information.

CARRIED

3. 2015–2020 YOUTH SERVICE PLAN: WHERE YOUTH THRIVE – 2018 UPDATE

(File Ref. No. 07-3425-02) (REDMS No. 6054041 v. 4; 6140027)

In response to questions from the Committee, Krista Germyn, Youth Coordinator and Heather Muter, Program Manager, Social Development, provided the following information:

- a report on participation in the Youth on Council Appointed Advisory Committees initiative will be provided in the fall 2019; and
- staff will consider the creation of a global program to supplement community centres’ individual programs to recognize youth.

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

Discussion ensued and the Committee noted the need to provide youth with information regarding access points to the cycling network.

It was moved and seconded

That the staff report titled "2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update" dated June 20, 2019 from the Director, Community Social Development, be distributed to key stakeholders and posted on the City website.

CARRIED

4. MANAGER'S REPORT

(i) Learn to Camp Program

Paul Brar, Manager, Parks Program, reported that a successful Learn to Camp program was held at Woodward's Landing on July 13 and 14, 2019.

(ii) Playboxes and Sidewalk Graphics Installations

Shawna Lum, Community Health and Wellness Coordinator, reported that playboxes and sidewalk graphics to animate play spaces have been installed in three new locations, bringing the total of playboxes to six.

(iii) 2019 Maritime Festival

Jodie Shebib, Film and Major Events Liaison, reported that the Providence will replace the Hawaiian Chieftain in the Tall Ship Battle at the 2019 Maritime Festival.

Discussion ensued and the Committee suggested that the Tall Ship Battle be held in alternate years to prevent repetition and loss of public interest.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:05 p.m.).

CARRIED

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Wednesday, July 17, 2019.

Councillor Harold Steves
Chair

Carol Lee
Recording Secretary



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: August 13, 2019

From: Elizabeth Ayers
Director, Recreation and Sport Services

File: 11-7000-10-01/2019-
Vol 01

Re: **Richmond Sports Council Facility Needs Assessment 2018 Update**

Staff Recommendation

That a sport facility and infrastructure priority list be developed for consideration with future corporate facility plans according to the process outlined in the staff report titled "Richmond Sports Council Facility Needs Assessment 2018 Update," dated August 13, 2019, from the Director, Recreation and Sport Services and brought to Council for consideration in the first quarter of 2020.

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Project Development Finance	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the June 18, 2018, General Purposes Committee meeting, Jim Lamond, Chair of Richmond Sports Council, presented Richmond Sports Council's Sports Facilities Needs Assessment 2018 (the "Assessment Report") dated June 6, 2018 (Attachment 1). As a result, staff received the following referral:

That the 2018 Richmond Sports Council Facility Needs Assessment be referred to staff for review and input.

The purpose of this report is to update Council on the work that has been done to date on the Assessment Report, and to seek Council's support for staff to develop a prioritized list of sport infrastructure requests for new buildings, structures and fields for Council's review and consideration, according to the process outlined in this report. This report also provides the corporate context in which these requests be given consideration.

Richmond is known for its parks and open spaces, and recreation and sport facilities. The continued provision of modern and well-maintained facilities that meet the current and future needs of residents is fundamental to supporting sport in Richmond.

This report supports Council's Strategic Plan 2018 – 2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report supports Council's Strategic Plan 2018 – 2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.1 Maintain a strong and robust financial position.

This report supports the following action from the City of Richmond Wellness Strategy 2018 – 2023:

Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating, and mental wellness.

This report supports the following action from the Recreation and Sport Strategy 2019 – 2024:

Active People and Vibrant Places: 4. Provide inclusive, safe and welcoming facilities and spaces for recreation and sports programs and services.

This report supports the following action from the Sport Hosting Strategy 2016 – 2020:

Use Sport Hosting to support a robust and integrated sport development system in Richmond.

Background

Richmond Sports Council has a long history in Richmond of representing and working for the collective interests of sports in the community. It was officially registered as a not-for-profit organization in 1988 and presently has over 35 member organizations.

In 2017, Richmond Sports Council's sports organizations unanimously voted in favour of appointing a Facility Review Committee (the "Committee") to "review their short and long-term facilities needs to accommodate anticipated increase in active members and replacement of existing (aging) facilities".

In January 2018, the Committee polled members to understand the needs of Richmond-based sport organizations that form Richmond Sports Council. The Committee includes 10 members of Richmond Sports Council.

The Assessment Report (Attachment 1) summarizes the feedback received from the 17 organizations that responded to the survey and categorizes their requests into three sections:

1. Facility Needs Priorities – Eight priority items from the list of over 30 identified needs;
2. Projects Already in Progress – Hugh Boyd Field House (conceptual planning) and Lawn Bowling Clubhouse (Council approved); and
3. Future Possibilities – An "arena facility" as part of a multi-sport field house complex.

Although no ranking of the items was provided in the Assessment Report, it states that these items should be "...strongly considered for integration into current Parks and Recreation Capital Budget priorities for the upcoming budget year".

Corporate Context

In December 2016, Council approved the Phase 2 Major Facilities Projects for the period 2016 – 2026 and in 2018, the Hugh Boyd Field House was added to the Phase 2 Projects list. The requests from Richmond Sports Council are new requests not previously identified as City priorities. With competing corporate interests and priorities, cost escalation, and growing demands from residents, staff anticipate increasing difficulty with managing and responding to the community's various requests for facilities, such as those that have been identified in the Richmond Sports Council's Sports Facilities Needs Assessment 2018 Report.

In order to respond to Richmond Sports Council requests and ensure a fulsome evaluation, staff have developed an approach that will ensure stakeholders are consulted, and that current and future needs are considered within the broader corporate context.

Analysis

The Assessment Report has been reviewed by staff and categorized into the following four categories (see Attachment 2):

1. **Buildings and Structures** – includes clubhouse(s), field house(s) and a covered lacrosse box request;
2. **Maintenance** – includes smaller items that are managed through maintenance budgets on a priority basis;
3. **Fields** – encompasses requests for upgrades to existing fields along with new artificial turf fields; and
4. **Other** – a list of various requests that require further review. This includes level of service items that are not presently provided to sport groups.

Attachment 2 outlines the requests, along with the status of each request contained in the Assessment Report. Almost 40 per cent of the items that fall within existing service levels, have been addressed (or are in progress). A large number of the remaining items require further study and discussion with both the user groups and Richmond Sports Council as a whole to understand the need and the priority of the item. Attachment 2 includes over 50 items including:

- Upgrading of the curling club;
- Indoor dryland training facility for lacrosse;
- Multi-purpose space for wrestling;
- Refurbishing and upgrading of field infrastructure for baseball and soccer;
- Addition of lighting to various fields;
- Replacement of grass fields with artificial turf; and
- Upgrades to Minoru Track infrastructure.

Five large capital items contained on the list in either Buildings and Structures, or Fields have been completed (or are in progress) with Council approving over \$8.2 million in funding. This includes resurfacing of the Minoru Track, replacement of the Hugh Boyd artificial turf field, upgrades to the Latrace Field baseball backstop as well as the replacement of the Richmond Lawn Bowling Clubhouse and greens renewal.

Review Process

Significant progress has been made on the requests contained in the Assessment Report since its presentation to Council resulting in a revised list of approximately 50 items. In order to complete the review, further information and work is required to understand the scope of the requests, the identified need in the community and the priority of the requests. It should also be noted that while requests were received from 17 separate sport groups in Richmond, there are over 35

groups represented by Richmond Sports Council and new emerging sports, such as pickleball, that have not have been included.

In order to ensure a fulsome evaluation and that the identified projects meet both the current and future needs of the sport community, staff recommend that the following process be implemented:

1. Review of sport participation and population demographics;
2. Identification of trends and issues;
3. Review of best practices;
4. Review findings with Richmond Sports Council;
5. Identification of gaps or missed opportunities;
6. Confirmation of level of service provided;
7. Review findings with Richmond Sports Council;
8. Develop criteria for ranking;
9. Finalization of items for consideration;
10. Determination of costs;
11. Ranking and prioritization by staff;
12. Review of ranking with Richmond Sports Council; and
13. Recommendation to Council.

The above proposed process will be led by staff. There will be opportunities for input and feedback from Richmond Sports Council at several key points in the process. Any challenges that arise or differences between the findings of staff and Richmond Sports Council will be identified in the final report, to ensure clarity between the recommendations of staff and Richmond Sports Council.

In order to reconcile competing needs and confirm priorities, criteria for ranking projects will be developed. The criteria will include items such as current and projected participation, incorporation of the Canadian Sport for Life Strategy, identified community needs and facility conditions. In addition, high level cost estimates will be developed for each project. Staff will also work to identify efficiencies and opportunities within the existing sport facilities and infrastructure, and ensure current facilities are being used to their full potential. As well, staff will work with the different organizations to identify opportunities for shared funding for some of the preferred projects. Smaller requests may be addressed within the existing budgets, whereas larger items will require capital funding.

The final report will contain a prioritized list of requests with order of magnitude costs, which will then be submitted to Council for review the first quarter of 2020. Subject to Council's approval, the prioritized list will be incorporated with future Major Corporate Facility Plans.

Financial Analysis

Upon completion of the evaluation process, should Council decide to make changes to existing service levels this would result in an increase to property taxes. If Council decides to consider funding specific initiatives, these will be forwarded to the budget and 5-Year Financial Plan process for evaluation in conjunction with other budget requests. Any new requests that are not

currently in the 5-Year Financial Plan may result in other projects being delayed or may require borrowing to fund.

Financial Impact

None.

Conclusion

Richmond Sports Council Sports Facilities Needs Assessment 2018 Report is a list of needs and recommendations. The Assessment Report requires a more in depth review and prioritization to ensure current and future sport needs are met in an efficient and sustainable manner.

Participation in sport allows for physical, creative and social opportunities which contribute to building healthy, connected individuals, and liveable and vibrant communities. This work will contribute to the City's vision of being the most appealing, livable and well-managed community in Canada.



Gregg Wheeler
Manager, Sport and Community Events
(604-244-1274)

Att. 1: Richmond Sports Council Sports Facilities Needs Assessment 2018

2: Richmond Sports Council: Categorized List of Sport Improvement Requests

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE



Richmond
Sports Council

www.richmondsportscouncil.com

ON TABLE ITEM

Date: June 18, 2018
Meeting: General Purposes (Open)
Item: 4



June 12, 2018

City Clerk
City of Richmond
6911 No. 3 Road
Richmond V6Y 2C1

Dear Sir:

Re: Richmond Sports Council Facility Needs Assessment 2018

Would you please arrange for the attached report to be added to the agenda for the next General Purposes Committee Meeting.

As Chair, I would attend the meeting to answer any questions that Council members may have and also to provide information as required.

Your truly,

Jim Lamond,
Chair

604-270-1400

Jlamond1@telus.net

PO Box 162 - 185-9040 Blundell Road, Richmond BC V6Y 1K3



Richmond
Sports Council

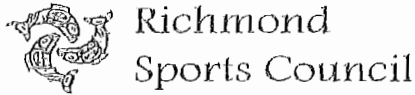
www.richmondsportscouncil.com

Richmond Sports Council is the collective voice of Richmond's community sports

RICHMOND SPORTS COUNCIL

Sports Facilities Needs Assessment June 2018

PO Box 162 - 185-9040 Blundell Road, Richmond BC V6Y 1K3



www.richmondsportscouncil.com

June 6, 2018

At the, July 11 2017, Sports Council Meeting our members asked that a Facilities Review Committee be appointed. The purpose of the Committee is to review with our members their short and long term facilities needs to accommodate anticipated increase in active members and replacement of existing (aging) facilities. The last Facilities Report submitted by Sports Council and City Staff was completed in 2013 and reviewed by City Council.

Recently, we asked our Members to complete an updated Facility Needs Assessment form for future facility requirements (Appendix A). This Facilities Needs Assessment Summary Report covers over 35 Sports Member Groups representing over 20,000 youth and adult members residing in all areas of Richmond. The Task Force has reviewed the contents of the Members detailed needs assessment and has concluded that the following facility requirements are of the highest priority.

The Sports Council Facilities Sub-Committee process used to prioritize requirements in Section A below were guided by the principles covered in the City of Richmond Facilities Strategic Plan (2015) - Community Services Facility Evaluation Framework.

A) Facility Needs Priorities: (Appendix A)

- a. A multi-purpose / multi-sport user group Field House – a year round facility usable by all sports groups including the following services: meeting rooms, indoor playing surfaces, hosting tournaments & community events.
- b. King George Park – an artificial surface "infield" usable by community sports groups.
- c. King George Park – Multi-purpose facility with change rooms / washrooms / meeting rooms
- d. Blundell Field Lighting – new and/or enhanced to support Baseball
- e. Lacrosse – Covered Box
- f. Minoru Park – changes to public parking and safety by:
 - i. improve safe traffic flow in and out of the facility;
 - ii. improve athlete and equipment drop off capabilities
 - iii. create handicap access
 - iv. increase parking stall capacity
- g. Minoru Park – resurfacing and redesign of the Track and other upgrades as per Assessment Report details
- h. General upgrades to current facilities as detailed in the Assessment Report

PO Box 162 - 185-9040 Blundell Road, Richmond BC V6Y 1K3

B) Projects Already in Progress – not included in the priorities above:

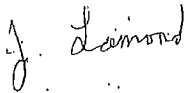
- a. Hugh Boyd – Multi-use facilities including change rooms
- b. Lawn Bowling Club House

C) Future Possibilities:

- a. In future, there is potential to include an Arena Facility as part of the Multi-sport Field House complex.

In summary, Sports Council, on behalf of its Members, is recommending that the facility requirements listed in Section A above be strongly considered for integration into current Parks and Recreation Capital Budget priorities for the upcoming budget year.

Respectfully Submitted



Chairman, Richmond Sports Council

Attachments:

- Appendix A – Facilities Needs Assessment January 2018
- Appendix B – Sports Complex Preliminary Report October 9 1986

PO Box 162 - 185-9040 Blundell Road, Richmond BC V6V 1K3

RICHMOND SPORTS COUNCIL

*Sports Facilities Needs Assessment
June 2018*

APPENDIX "A"

UPDATED FACILITY NEEDS ASSESSMENT – JANUARY 2018 2011- 2023		
Sport Group	Current Facilities 2011	Future Facilities needed 2023
Richmond Cricket Club	Covered area for scoring New deck on club house	Bleachers for spectators Bigger club house Covered area for scoring
Richmond Curling		Upgrading of current facility
Wrestling		room space of approximately 2,000 sqft. Preferably in East Richmond
Dug Out Club		Artificial turf baseball diamond (or infield only) that would accommodate at least 80ft bases
Richmond Rugby Club	Larger change room and shower facilities Lit rugby practice field	-new permanent change room and shower facilities. The portable trailer unit we currently use is at the end of its useful life. Its beyond making significant and lasting repairs, it's also too small, and the economics of another temporary unit don't make sense. -a lit rugby practice field that can withstand winter training so we can protect the one good field we currently use.
Richmond Little League Baseball	Indoor baseball facility completed Current facilities not in line with facilities in Lower Mainland	Youth Baseball Diamond in East Richmond. More Weather dependable field in East Richmond New showcase baseball facility a) DIAMOND ACCESS - Allow access from mid Feb, early March on at least one suitable practice diamond to at the latest April 1st to Oct long weekend for "Game Play". (Includes for Fall Ball) b) POWER - Made available to help perhaps suck up water with vacuums, pitching machines, wash bleachers down, etc c) WATER CONNECTION AT THE EXISTING SPRINKLER BOX OR POSSIBLY NEAR BY The dirt, leaves, spilled coffees, etc would be easier to clean up amongst the bleachers, dugouts, etc if there was a hose bib located closer than the community garden. d) LIGHT ACCESS - Having the ability to turn on the lights (as needed) as we did at Latrace Field in the past. e) ADDITIONAL CONTAINER STORAGE and TURNING EXISTING CONTAINER - To help with

Updated January 14, 2018

		<p>the sorting of Field Equipment vs Baseball Equipment, etc.</p> <p>f) BASE PEGS - Assistance with putting base pegs in at 70' and 80' to facilitate older age groups.</p> <p>g) FENCE FOR 2018 SEASON - Depth TBD depending on registration ages.. (Min 210'.. Max 250')</p> <p>h) MOUND FOR NUMEROUS DISTANCES - Used a portable last year... While usable, not ideal for those wanting to come out and practice on their own.. (As many of the kids and families have being doing over the summer).</p> <p>Keeping a close eye on what solution UBC comes up with as they are now redeveloping their field to accommodate Little League (46' Mound / 60' Bases) to Varsity Baseball (60'6" / 90").</p> <p>i) SCRAPE INFIELD / ADD FEATHERED IN RED CLAY IN "D" AREA - City contended they "couldn't get to" this past season due to weather concerns... Field remained that way the entire year.</p> <p>j) BLEACHERS REPAIRED - Someone had taken a couple rungs away prior to last year.</p> <p>k) SMALL GATES ON FIELD ACCESS OPENING - Little League rules require a gate on the diamond access doorway.</p> <p>l) WASHROOM - PA BOOTH - Could be one and the same... Right in behind home plate...Adult softball currently pays for the one that is put there each year, but most likely wouldn't if we took over the diamond for most part.</p>
Richmond Tennis Club	<ul style="list-style-type: none"> • Court damage from construction repaired • New perimeter fencing • New wind screens • Outdoor public washroom upgraded • 4 court bubble to replace the current 3 court bubble 	<ul style="list-style-type: none"> • New Clubhouse with meeting rooms (for events and community group use), functional kitchen, expanded shower facilities and covered walkway to bubble. (Current clubhouse was built in 2002 as a temporary building) • 4 court bubble (**if it has not been replaced) • Improved seating around the courts and clubhouse

Updated January 14, 2018

	<ul style="list-style-type: none"> • Lease agreement with the city updated • Designated parking (Grandfather current parking permit for Richmond Tennis Club members) 	
Richmond City Baseball	<ul style="list-style-type: none"> ➤ Current Facilities Needed (2011) ➤ Indoor baseball facility (still a need) ➤ Latrace diamond – full size outfield with a/t surface (done) 	<ul style="list-style-type: none"> ➤ Future Facilities Needed (by 2023) ➤ More weather dependable fields (still an ongoing need) ➤ Improvements to existing fields (still an ongoing need) ➤ Latrace Field - Additional netting above existing backstop (already in City plans) Expansion of fence along 3rd base storage outdoor area <p>2017 and beyond (no particular order):</p> <ul style="list-style-type: none"> ➤ City Council approved RCBA Whiteside/South Arm redevelopment ➤ Blundell North field lights ➤ Indoor/covered facility (part of what was from 2011 above) ➤ Palmer/Garden City facility modernization
Richmond FC (RYS)		<p>Minoru Soccer Complex:</p> <ol style="list-style-type: none"> 1. Covered benches for Minoru Oval 2. Complete siding for benches at Minoru 2 and 3 3. Urgent relocation for safety reasons of the power box on the edge of Minoru Oval 4. Continue annual review of the lighting for the Oval and Minoru 2 and 3 fields 5. Drinking water needs to be more available <p>Hugh Boyd Soccer Complex:</p> <ol style="list-style-type: none"> 1. Build of the Hugh Boyd Community and Soccer Club House 2. Replacement of the artificial turf at the Hugh Boyd soccer fields 3. Refurbishment of the Infrastructure at Hugh Boyd 4. Field lighting for the Hugh Boyd Oval field 5. Drinking water needs to be more available <p>King George Soccer Field:</p> <ol style="list-style-type: none"> 1. Build covered benches at this facility 2. Continue annual review of the lighting for the soccer field

Updated January 14, 2018

		<p>3. Consider additional artificial turf field to accommodate East Richmond (Hamilton) needs for population growth</p> <p>4. Drinking water needs to be more available</p> <p>East Richmond:</p> <p>1. Provide artificial turf soccer fields in East Richmond Hamilton area to accommodate the increased growth in Richmond's population</p>
Richmond Girls Softball	Umpire room at London	<p>Addition of softball diamond in the north west corner of London Park.</p> <p>Soccer field could be moved to the south, to edge the existing softball infield. This would allow for a 100 yard soccer field and the new softball diamond. The addition of one light post near the north west corner of the field would complete the lighting requirements.</p> <p>Softball fences could be installed and removed to accommodate the various sports seasons.</p>
Volleyball	<p>Additional access to elementary schools and church facilities</p> <p>Access to secondary schools at weekends for practices</p>	
Richmond Lawn Bowling Club	<p>Bigger clubhouse, currently can only accommodate 75 people</p> <p>Membership in 2010 was 300</p> <p>Additional parking</p>	
Richmond Lacrosse	Indoor space for box lacrosse	<p>Covered box to be used year round for skill development – cover one of the outdoor boxes. Plenty of user groups can use this, soccer, baseball, ball hockey and other.</p> <p>Indoor dryland training facility.</p> <p>With better organization, it could be arranged for the ice to come out of Silver at Minoru in January or better yet have a dry floor all year long. Dry floor is cheaper to operate could be rented out to all kinds of user groups such as volleyball, ball hockey, birthday parties, etc. City is making more money with the ice time but Lacrosse parents are taxpayers as well.</p>
Kajaks	Non interference at Clement Track	<p><u>Urgent:</u></p> <ul style="list-style-type: none"> • Resurface Minoru track • Repainting of track • Repair of curbing and surface of north and south long jump pits • New better quality sand for north and south long jump pits • Portable covers for north and south facing long

Updated January 14, 2018

		<ul style="list-style-type: none"> jump pits Replacement of long jump and triple jump take off board tray due to damage Temporary fencing to prevent pebbles from playground Signage on jump pad fencing to describe rules of use and exclusive use policies Fencing along exterior of Clement Track and Minoru field complex Temporary fencing along the interior of the Oval to separate field from track Fencing along the exterior of the high jump pad to stop interference from public A fieldhouse replacement to include storage Adequate lighting for Collier Throw Centre throwing field Resurfacing of both shot put rings Resurfacing with thicker rubber surface around and inside throwing cage Clearing of ring drainage holes Storage shed for throwing equipment on site at throws centre Warning signs around fencing of throw centre to stop people climbing the fence during training Accessibility of current storage including ramps and easier to open doors Better security of all outdoor storage including improvements over existing padlock system Clement Track redesign
Kyoskushin Karate	Community space to host international events	
Richmond Field Hockey	Field dedicated to field hockey with built in water system and lined for across field play	
Richmond Gymnastics	New facility with large pit area, larger area to expand recreation programs, showers, better reception and viewing area, office, party room and kitchen area	New or expanded facility double the size of current gym

RICHMOND SPORTS COUNCIL

Sports Facilities Needs Assessment June 2018

*Sports Complex Preliminary Report
October 1986*

APPENDIX "B"

October 9, 1986

The Mayor & Aldermen,
Richmond Municipal Council,
Richmond Municipal Offices.

Members of Council:

RE: SPORTS COMPLEX - PRELIMINARY REPORT

BACKGROUND:

In March of this year Municipal Council established a Task Force to review the concept of a major sports complex for Richmond. Members of this Task Force were:

Municipal Council	Nick Loenen - Chairman Hugh Mawby - Chairman Greg Halsey-Brandt Bob McMath
School Board	Sylvia Gwozd
Sports Council	Rick Henderson Bill McNulty Harvey Moore
Staff	Mike Brow Dave Semple

Council's direction to the Task Force was to make recommendations to the Parks & Recreation Commission relative to the following:

- (a) which facilities/developments considered are most important to a major sports complex and which facilities/developments might be considered at other municipal sites;
- (b) a prioritization of facilities/developments which will answer known deficiencies at this time and identify which facilities/developments might be considered for incremental development (note prioritization flexibility comment in analysis);
- (c) identify and review with other departments the capability and impact of servicing the site considering current infrastructure development plans;
- (d) review and refine earlier cost estimates (both capital and operational) for each component to:
 - (i) seek out and identify funding sources, and
 - (ii) investigate operational options.

The Task Force has met six times through the spring and summer and is prepared at this point to report its preliminary findings.

CONCLUSIONS:

Task (a) "which facilities/developments considered are most important to a major sports complex and which facilities/developments might be considered at other municipal sites;"

The Task Force reviewed the contents of the Sports Council's original report outlining the requirements for such a complex and concluded that the following facilities were in the greatest need:

1. Outdoor Facilities

should include facilities adequate for tournaments or competition, all others should be put in other areas of the community.

2. Ice Arena

is required both in the community and centrally.

3. Sports Hall

should be a municipal-wide facility.

4. Stadium

should be a municipal-wide facility.

5. Curling Rink

should be a municipal-wide facility.

6. Indoor Pool

while there is a need for pools in the community areas, this facility should be considered at a municipal-wide site.

7. Other considerations

parking, specialized facilities, meeting space, etc. also require investigation.

Task (b) "a prioritization of facilities/developments which will answer known deficiencies at this time and identify which facilities/developments might be considered for incremental development (note prioritization flexibility comment in analysis);"

The Task Force prioritized the six major components listed above in Task (a) and while there was not a firm consensus it was decided to proceed with the review based on the following priority list:

1. Curling Rink
2. Sports Hall
3. Stadium
4. Fields
5. Arena
6. Pool

Task (c) "identify and review with other departments the capability and impact of servicing the site considering current infrastructure development plans;"

As conceptual plans for the Sports Complex were extremely vague, it was difficult for the Task Force to effectively evaluate servicing requirements. However, in discussion with staff it would appear that most of the necessary services to this site will be included with the Alderbridge extension. This would need to be reviewed more closely when more specific plans for the complex are determined. There was considerable discussion also about the impact of noise from aircraft on this type of complex. While there was no firm conclusion reached on this issue, it was generally felt that the noise factor should not detract significantly from the activities proposed for this site.

Task (d) "review and refine earlier cost estimates (both capital and operational) for each component to:

- (i) seek out and identify funding sources, and
- (ii) investigate operational options"

Before such a review could be done there was a need to more clearly identify the types of facilities being discussed, how they would be used, and who would operate them. This review led to a first round of conceptualizing how the complex would fit into a seventy acre site and how all of the component parts could be

integrated so as to take advantage of common area requirements (washrooms, changerooms, meeting space, etc.). This conceptualization will be the subject of the presentation made by the Task Force to the Parks & Recreation Commission. In developing the concepts for each of the component parts of the complex, the Task Force felt that it was important the following factors be considered in each:

Expandability
Flexibility - Training/Competition/Recreation Uses
Inter-Relationships - Common space for shared use
Operational Efficiencies
Integration of Club and Community Use
Accessible
Funding/Economic Opportunities

RECOMMENDATION:

That the Parks & Recreation Commission receive this interim report from the Task Force and direct the Task Force to proceed with Task (d) in further detail.

"review and refine earlier cost estimates (both capital and operational) for each component to:

- (i) seek out and identify funding sources, and
- (ii) investigate operational options"

Respectfully submitted,

Alderman N. Loenen,
Task Force Chairman.

A presentation was made on behalf of the Sports Complex Task Force at the Parks & Recreation Commission Meeting held on Wednesday, October 8, 1986, at which time the above report was also reviewed.

It was resolved to recommend that the Task Force be directed to proceed with Task (d) as outlined in the report viz:

Task (d) "review and refine earlier cost estimates (both capital and operational) for each component to:

- (i) seek out and identify funding sources, and
- (ii) investigate operational options"

Respectfully submitted,

Alderman H. Mawby, Chairman,
Parks & Recreation Commission.

THE CORPORATION OF THE TOWNSHIP OF RICHMOND

REPORT TO COMMITTEE

DATE: March 9, 1988
TO: Parks & Recreation Commission
FROM: M. J. Brow
Director - Parks & Leisure Services
RE: SPORTS FACILITY TASK FORCE
FILE:

(024)

STAFF RECOMMENDATION

That Commission reinstate the Sports Facility Task Force to review the requirements for sports facilities in Richmond.

5919P-62

March 9, 1988

- 2 -

STAFF REPORT

ORIGIN

The Parks and Recreation Commission met with the Sports Council on February 10th, 1988 to discuss a number of issues which were of concern to both parties. One of the outcomes of this meeting was a request to have the Sports Facility Task Force, originally set up by Council, reinstated and work begin again on long range planning for sports facilities in Richmond. The attached report, sent to Council in October 1986, outlines the work completed by the original task force during 1986. After 1986, the Task Force was absorbed with the efforts of the Commonwealth Games, which was a potential funding source for Richmond's sports facilities.

ANALYSIS

Richmond's need for more sports facilities has not diminished by the failure to secure the Commonwealth Games Bid. The Curling Club is still being displaced from its present site on Cambie Road. Facilities and fields are still unable to meet the demand placed upon them by local amateur sporting groups. The Municipality is still short of ice time and space to meet the needs of hockey, figure skating and public skating groups.

The RCA Forum, a facility housing 21 groups representing over 2,000 participants, has been put on a month-to-month lease. The Municipality has been informed that within two years the RCA Forum may not be available for community use. A sub-committee of the Richmond Sports Council has been set up with the RCA Forum user groups to look at alternatives to the Forum so a plan is in place in the event of the loss of the building.

The community of Richmond is growing. The demands on sporting facilities are increasing at a rapid rate. With the defeat of the Sports Complex borrowing referendum it is as necessary as ever that the development of sports facilities be carried out in a planned, orderly manner with major input from the community.

CONCLUSION

That more than ever, the Sports Facility Task Force should be reinstated to allow for community involvement in developing both short term and long term needs of sports facility development in Richmond.

D. Semple, Manager
Area Operations & Sports Services

DS/jas

5919P-63

Richmond Sports Council: Sports Facility Needs Assessment 2018					
Sport Group	Building and Structure	Maintenance	Fields	Other	Status
Richmond Sports Council	New multi-sport user Field House				
Richmond Cricket Club				Bleachers for spectators	Complete
	Bigger club house and deck				
				Covered area for scoring	
Richmond Curling	Upgrading of current facility				
Wrestling	Approximately 2,000 sq. ft. of room space (preferably in East Richmond).				
Dug Out Club			Artificial turf baseball diamond or infield only		
Richmond Rugby Club	New larger permanent change room and shower facilities as part of multipurpose facility				
			New lit rugby practice field that can withstand winter training		
Richmond Little League Baseball (King George Park)			Weather dependable showcase baseball facility in East Richmond		
				Allow access from mid- February and early March for practices	Staff to work with team to provide access to either infield at King George or Latrace Field
				POWER - Made available to help remove water with vacuums, pitching machines and wash bleachers	Complete
				Water connection for field	Complete
				Access to Sport Field Lights	Current rental times do not go beyond twilight, request requires clarification
				Additional container storage and rotating existing container	Complete
				BASE PEGS - at 70' and 80' to facilitate older age groups	Base pegs installed at 70'
				Temporary outfield fence for the 2018 season	Complete
				Permanent mound for numerous distances	Complete (portable mound provided in 2018)

Richmond Little League Baseball (King George Park) - <i>Continued</i>				Scrape infield and feathered in red clay in infield area	User responsibility
		Bleachers repaired			Service request submitted
				Small gates on field access opening	Not currently provided, requirement to be reviewed
Richmond Tennis Club	New clubhouse with meeting rooms				
				Lease agreement with the city updated.	In progress, RTC projected for 2nd quarter 2019
		Designated parking for Richmond Tennis Club members.			3 stalls being designated for club staff use
Richmond City Baseball			Continue to provide improvements to existing fields (ongoing need)		
				Latrace Field - Additional netting above existing backstop	Complete
				Expansion of fence along 1st and 3rd base storage outdoor area	Complete
			Whiteside/South Arm redevelopment		
			Blundell North field lights		
	Indoor/covered facility				
Richmond FC - Minoru				Covered benches for Minoru Oval	No space to accommodate due to proximity to track
				Complete siding for benches at Minoru 2 and 3	
				Urgent relocation for safety reasons of the power box on the edge of Minoru Oval	Box covered in yellow high density foam padded vinyl
				Continue annual review of the lighting for the Oval and Minoru 2 and 3 fields	Lights inspected annually and replaced as required
				Drinking water needs to be more available	Drinking water available to Minoru 2 and 3 fields, and at both Minoru Arena and the Minoru Centre for Active Living
Richmond FC - Hugh Boyd Soccer Complex	Hugh Boyd Community and Soccer Club House				Included in 2016-2026 Phase 2 Major Facility Priorities
			Replacement of artificial turf at the Hugh Boyd		Work to begin July 2019
				Refurbishment of the infrastructure at Hugh Boyd	Will be completed with Turf replacement in 2019
				Field lighting for the Hugh Boyd Oval field	

Richmond FC - Hugh Boyd Soccer Complex - Continued				Drinking water needs to be more available	New drinking fountain being installed this summer
Richmond FC - King George Soccer Field				Build covered benches at this facility	Complete
				Continue annual review of the lighting for the soccer field	Lights inspected annually and replaced as required
				Drinking water needs to be more available	Water available in both the adjacent park washrooms and' community centre
East Richmond			Provide more artificial turf soccer fields in East Richmond/ Hamilton area		
Richmond Girls Softball			Addition of softball diamond in the north west corner of London Park to be combined with current soccer field		
	Umpire room at London				
				Softball fences could be installed and removed to accommodate the various sports seasons	
Air Attack Volleyball				Additional access to elementary schools and church facilities	Presently use 880 hours of elementary school gym time per year
				Access to secondary schools on weekends for practices	Limited access to secondary school gyms due to school use
Richmond Lawn Bowling Club	New Clubhouse				Approved by Council in May of 2019
Richmond Lacrosse	Covered lacrosse box to be used year round for skill development				
				Indoor dryland training facility	
				Availability of dry floors in the arenas earlier in the year	
Kajaks				Resurface and repainting of Minoru track	Work to begin July 2019
		Repair of curbing and surface of north and south long jump pits			
		New sand for north and south long jump pits			Complete
				Portable covers for north and south long jump pits	Covers ordered

Kajaks - Continued		Replacement of long jump and triple jump take off board and tray			Repairs to be completed summer of 2019
				Temporary fencing to prevent pebbles from playground	
				Signage on jump pad fencing to describe rules of use and exclusive use policies	
				Fencing along exterior of Clement Track and Minoru field complex	Temporary fencing in place with permanent fencing being installed fall 2019
				Temporary fencing along the interior of the Oval to separate field from track	Complete
				Fencing along the exterior of the high jump pad to stop interference from public	
	A fieldhouse replacement to include storage				
				Adequate lighting for Collier Throw Centre throwing field	
				Resurfacing of both shot put rings	One of two ring resurfaced
				Resurfacing with thicker rubber surface around and inside throwing cage	
		Clearing of ring drainage holes			
				Storage shed for throwing equipment on site at throws centre	Space provide in adjacent storage container
				Warning signs around fencing of throw centre to stop people climbing the fence during training	
		Accessibility of current storage including ramps and easier to open doors			
				Better security of all outdoor storage	
			Clement Track redesign		
Kyoskushin Karate				Community space to host international events	

Richmond Field Hockey			Field dedicated to field hockey with built-in water system and lined for across field play		
Richmond Gymnastics	New or expanded facility double the size of current gym				Complete (in 2016)



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: August 29, 2019

From: Elizabeth Ayers
Director, Recreation and Sport Services

File: 11-7000-10-01/2019-
Vol 01

Re: Replacement of the Richmond Tennis Club Bubble

Staff Recommendation

That Council approve a grant of \$241,000 funded by the Council Community Initiative Account, to the Richmond Tennis Club, and that the expenditure be included in the Consolidated 5 Year Financial Plan (2020-2024), as outlined in the report titled, "Replacement of the Richmond Tennis Club Bubble," dated August 29, 2019, from the Director, Recreation and Sport Services.

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Project Development	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the June 10, 2019, Council meeting, the Richmond Tennis Club (the “Club”) presented a proposal to upgrade the Richmond Tennis Club facility on Minoru Park. Staff received the following referral:

That the proposal and supporting documents from the Richmond Tennis Club be referred to staff to be considered with the City Long Term Facility Plan.

The purpose of this report is to address this referral and provide funding options for Council’s consideration to assist in the replacement of the tennis bubble at the Richmond Tennis Club.

This report supports Council’s Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report supports the following action from the Recreation and Sport Strategy 2019-2024:

Provide inclusive, safe and welcoming facilities and spaces for recreation and sport programs and services.

This report supports the following focus area from the City of Richmond Community Wellness Strategy 2018-2023:

Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Background

The Richmond Tennis Club (the “Club”) was formed in the 1960’s and was incorporated as a not-for-profit society in 1975. To fulfill its mandate to promote and foster the sport of tennis in Richmond, the volunteer-driven Club operates a five-court tennis facility in Minoru Park. To facilitate year-round use, three of the five courts are covered by an air-supported bubble from October through March. The existing bubble is past its 20-year recommended life and is showing significant signs of deterioration and could fail at any time. Therefore, the club has initiated work to replace the bubble and is seeking financial support to complete the project.

Currently, the Club has 253 summer members and 257 winter members, with 90 per cent of these members are Richmond residents. The Club presently offers an annual membership which includes bubble-enclosed court usage for \$675 per year, and spring/summer outdoor membership from April to October for \$250 when the bubble is down. The Club also provides court rentals to the general public, which gives Richmond residents the opportunity to play tennis under the bubble during the fall and winter seasons.

The Club offers beginner, intermediate and advanced lessons to both Club members and the public. Along with seasonal lessons, the Club works with the Richmond School District No. 38 to support the various secondary schools' tennis clubs through court scheduling and discounted rates for students' usage of the Club's bubble.

The Club also hosts an Annual Richmond Open Tennis Tournament each spring. This year's tournament was the 57th year that the Club has hosted the annual 10-day tournament on Minoru Park.

In July of 2019, Council approved the renewal of the Club's License to Use Agreement for the clubhouse and five tennis courts on Minoru Park. The agreement outlines the Club's rights, obligations and responsibilities to operate a tennis club and complex and to promote the sport of tennis to residents of Richmond.

At the June 10, 2019, Council meeting, the Richmond Tennis Club presented a three-stage proposal which included:

- A. That the City of Richmond provide a grant to assist in the repair and resurfacing of five courts and the building of a modern three-court bubble with efficient lighting, heating and inflation system and storage sheds meeting Leadership in Energy and Environmental Design (LEED) standards.

Timeline: To be completed by October 2020.

Anticipated cost: \$542,000 (Club to provide \$177,000, BC Provincial Community Gaming Grants Branch \$177,000 and a City of Richmond Grant \$188,000).

- B. That the City of Richmond provide a grant or approve a long-term loan to add a separate two-court bubble to increase public access to indoor courts in Richmond.

Timeline: To be completed by October 2021.

Anticipated cost: \$490,000 (City of Richmond Grant or Loan).

- C. That the City of Richmond assists with the updating of the Clubhouse in keeping with other Minoru Park structures.

Timeline: To be determined.

Anticipated cost: To be determined.

Analysis

In response to the June 2019 referral, staff met with representatives of the Club to review the request. The Club has acquired a BC Provincial Community Gaming Grant of \$177,000 towards the acquisition and installation of a new three-court tennis bubble. This grant includes a stipulation that the project be initiated by October 2019, and completed by October 2021.

Staff and the Club agreed that the first step was to review the project scope and budget for the three-court bubble replacement. In response, the Club initiated the project by hiring a quantity surveyor, who confirmed the total project cost to replace the three-court, air-supported tennis bubble is \$595,000, which is slightly higher than the Club's preliminary estimate of \$542,000. The project cost includes:

- \$370,000 for the manufacture and delivery of a new three-court, air-supported tennis bubble structure; and
- \$225,000 for the execution and completion of the project, including design fees (architectural, mechanical and electrical), applicable permits, disposal of the old structure and systems, repairs and upgrades to the existing mechanical shed, repairs to the grade beam that anchors the bubble system, and labour to install the required mechanical and electrical support systems.

To continue to the next step of the project, ordering the new bubble structure, the Club requires confirmation that all funding sources equivalent to the entire project cost are in place. Otherwise, the Club is at risk of losing the grant funding they have secured.

In order to maintain service levels, keep the grant funding and avoid a loss in service should the bubble fail, Stage A of the Club's three-stage proposal is the first priority. The requests in Stages B and C, as outlined on the previous page, will be reviewed and prioritized with the Richmond Sports Council Facility Needs Assessment Review process.

Financial Analysis

Based on the quote provided, \$595,000 is required to replace the existing three-court tennis bubble. The Club has been saving for the replacement of the bubble for the past five years, and now has \$177,000 towards this project along with securing a matching grant of \$177,000 from the BC Provincial Community Gaming Grants Branch. The Club has requested a \$241,000 contribution from the City which would allow the project to be fully realized.

The Grant presents an opportunity for the Richmond Tennis Club and the City of Richmond to leverage \$177,000 of additional funding to upgrade a long valued and well attended sport amenity for Richmond residents. This new bubble will ensure that Richmond residents have the opportunity to continue playing tennis year-round in Richmond for the next 15 to 20 years.

Funding Options

Option 1 – Grant of \$241,000 provided (Recommended)

Council approve a grant of \$241,000 to the Richmond Tennis Club towards the three-court bubble replacement project, with funding to come from the Council Community Initiatives Fund.

Tennis is a valued sport in Richmond that contributes to the health and wellness of the Community. This option will ensure the ongoing operation of the Club and allows the Club to invest in other projects required to maintain their facility.

Option 2 –Loan of \$241,000 provided to the Club (Not Recommended)

Council could approve a loan to the Club of \$241,000, which would be provided at the City's opportunity cost of investment which is three per cent. This rate would be renegotiated every five years over the duration of the loan. Repayment options for a five-year loan would be \$4,330.45 per month, \$2,327.11 per month for a 10-year term or \$1,664.30 per month for a 15-year term.

This would allow the prioritized Stage A project to proceed; however, it would make it very difficult for the Club to invest in other Club projects prior to the loan being repaid.

Financial Impact

The \$241,000 funding required by the Club to purchase and install the proposed three-court tennis bubble can be provided by the City of Richmond in the form of a grant or low interest loan to the Club. These funds can be drawn from the Council Community Initiative Fund (\$241,000) and the expenditure will be included in the Consolidated 5 Year Financial Plan (2020-2024).

Conclusion

For over 50 years, the Richmond Tennis Club has provided Richmond residents with the opportunity to be active and connected in their community. The continued provision of modern and well-maintained facilities that meet the current and future needs of residents is fundamental to achieving the City's Recreation and Sport Strategy vision: for Richmond to be a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime.



Gregg Wheeler
Manager, Sport and Community Events
(604-244-1274)



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Elizabeth Ayers
Director, Recreation and Sport Services
Re: **Community Services 2019 Summer Programs Update for Children, Youth and Families**

Date: August 29, 2019
File: 11-7000-01/2019-Vol 01

Staff Recommendation

That the staff report titled "Community Services 2019 Summer Programs Update for Children, Youth and Families," dated August 29, 2019, from the Director, Recreation and Sport Services, be received for information.

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage Parks Services Community Social Development	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	 _____
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: _____	APPROVED BY CAO _____

Staff Report

Origin

This report provides Council with a review of Community Services' summer programs that took place in 2019. It outlines the services provided to children, youth and families, including the number of programs, participation numbers and the lasting impact they have on individuals, families and the community.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

This report supports the following action from the Recreation and Sport Strategy:

Provide inclusive, safe and welcoming facilities and spaces for recreation and sport programs and services.

This report supports the following focus areas from the City of Richmond Community Wellness Strategy 2018-2023:

Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Enhance physical and social connectedness within and among neighbourhoods and communities.

Analysis

Community Services, in cooperation with community partners, offers a wide range of summer programs and events for children, youth and families throughout the community. As in previous years, the 2019 summer season offered unique opportunities for programming:

- Children and youth are out of school;
- Warmer days allow for a wide variety of activities;
- Outdoor pools and school facilities are available;

- Longer days and better weather allow for family programming in the early evening; and
- Young adults and youth are available to work and volunteer in programs in the community.

These programs and events provide active, interesting and fun experiences for participants, connect children and youth to the community, and reinforce a sense of belonging.

In the summer, participants either register for daycamps, which generally occur on a daily basis each week; or registered programs, which are one to a few hours in duration and occur weekly over two or more weeks. Drop-in opportunities are also available throughout the summer.

In addition to the free opportunities available in Richmond, the City and its community partners provide the Recreation Fee Subsidy Program which increases the accessibility of summer programs for children and youth.

Daycamps

Daycamps perform two broad functions; they provide interesting activities for children, while also providing care for children of working parents. Table 1 below lists the participation data in 2018 and 2019 for registered summer daycamps and programs. The registration numbers indicate the popularity of summer programs for children and youth in Richmond. The fill rate reflects the percentage of participants filling available spaces in programs and daycamps.

Table 1: 2018 and 2019 Registration Data for Summer Programs

Year	Total Registrations	Daycamp Registrations	Daycamp Fill Rate in Percentage	Other Program Registrations	Program Fill Rate in Percentage
2018	29,709	12,303	90	17,406	79
2019	29,729	11,787	89	17,942	79

Overall, registration was on par with 2018, with a slight increase in program registrations and a slight decrease in daycamp registrations. The decrease in daycamp registration is at least partially attributed to a decrease in offerings, as some schools where daycamps have operated from in previous years were unavailable due to maintenance work. It is expected that access to these schools will resume in 2020; and therefore, program offerings will return to historical levels as well. Fill rates for daycamps and other programs remained consistent in 2018 and 2019. The fill rate for other programs is generally lower as each season, staff present a variety of new opportunities which may not have immediate popularity.

Registered Programs

Table 2 below lists the participation in programs by type. When compared to the previous year, program registration grew by 3 per cent overall. Swimming lessons, arts programs and sports programs received the most registrations, with the largest year-over-year increase to general interest (12 per cent) and nature, science and outdoors (14 per cent) program registrations.

Table 2: 2018 and 2019 Registration Data for Registered Programs

Program Area	2018 Registrations	2019 Registrations
Aquatics – swimming lessons	6,450	6,396
Arenas – skating lessons	916	890
Arts – dance, music, visual arts (drawing, painting) and performance (voice, theatre) lessons	3,757	3,970
Computers, Technology and Social Media	130	140
Cooking	447	401
General Interest (including Museum and Heritage programs)	787	880
Martial Arts	636	621
Nature, Science and Outdoors	491	560
Outdoors – hikes and water sports	88	29
Racquet Sports – tennis and badminton lessons	809	870
Sports/Fitness/Health – physical literacy, sports instruction (e.g., basketball, soccer, baseball, golf) and group exercises	2,895	3,185
Total	17,406	17,942

Drop-in Opportunities

In addition to registered programs, drop-in opportunities are available for children and youth, and their families. These include:

- The Summer Swim and Skate Pass, which offers unlimited swimming at all pools and skating at the Richmond Ice Centre was used by over 2,100 children and youth;
- Fitness and sport activities at community centres;
- Activities at the Richmond Museum, Britannia Shipyards, the Steveston Museum, the Steveston Tram and the Richmond Art Gallery where children and youth become aware of the arts, the history and the diversity of Richmond; and
- Opportunities at the Richmond Nature Park to meet the growing interest of being in a natural environment.

Free Family Programs and Events

There is a variety of free programs and events for children and families, which allow participants to enjoy physical, artistic and social activities. These opportunities include:

- Weekly, free drop-in programs offered in neighbourhood parks throughout the city and in selected housing complexes, which expanded to include park programming at McLean Park in the Hamilton area for children from six to 12 years of age;
- Weekly, evening programs for families offered throughout the summer by City Centre, Thompson and West Richmond Community Associations which include physical activity and arts opportunities along with entertainment such as music performances;
- Neighbourhood special events, such as West Fest (at Hugh Boyd Park) and Summer Fun Night (at King George Park) which include outdoor movies, physical literacy opportunities and information on community resources;
- The Art Truck, coordinated by the Richmond Cultural Centre, which provides free arts programming at special events and programs across the City; and
- The Physical Literacy Team, which promotes movement and physical skills through fun activities at special events and programs across the City.

These free programs provide the opportunity for children and families to meet new friends, connect and get to know each other, which leads to stronger and more connected, resilient neighbourhoods.

Employment and Volunteer Opportunities

The Richmond Volunteer Strategy is the basis for volunteer initiatives in summer programs. Volunteers, assisting paid staff, learn skills that help increase competence and confidence; these volunteer positions often lead to employment as a daycamp leader in future years. Many students, at the high school and post secondary level, find that the skills developed in summer programs, such as leadership and decision making, are highly valued in future careers. This summer, over 200 volunteers contributed over 6,000 hours of service altogether.

Program Highlights

Staff at facilities provided the following insights in summer programming:

“The Youth Integration Social program (for youth with developmental disabilities) provides a space for youth to be themselves and fosters growth and independence. It is wonderful to see how programs like this promote self-confidence – a former participant is now a volunteer leader in the program.” —Cambie Community Centre

“In response to requests for youth programs at our arenas, a new drop-in program called Youth Stick and Puck was created for 13–18 year olds. The program has attracted youth throughout the summer. Youth enjoyed the program and appreciated their concerns being taken seriously and acted upon.” —Arenas

“The Youth Art Collective decorated one of the pianos so enjoyed by the public.” —Richmond Art Gallery

“The Recreation Fee Subsidy Program provided opportunities for children to participate in our Summer Slam basketball program which previously they could not access. This program was a highlight of their summer.” —West Richmond Community Centre

“Being in a natural setting, even for a short time, spurs curiosity in program participants at the park.” —Richmond Nature Park

“The Make it Mondays family program provided art opportunities that inspired children and their parents to explore creative activities together.” —South Arm Community Centre

Financial Impact

None.

Conclusion

Summer programs continue to be valued by the community. They provide opportunities for children and youth to meet new friends, and remain physically and mentally active while developing new skills and building confidence. Family programs also assist in connecting residents to build stronger and more resilient neighbourhoods. All of these opportunities are fundamental to achieving the City’s Recreation and Sport Strategy vision for Richmond to be a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime.



David Ince
Manager, Community Recreation Services
(604-247-4930)



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: August 29, 2019


From: Elizabeth Ayers
Director, Recreation and Sport Services

File: 11-7000-01/2019-Vol
01

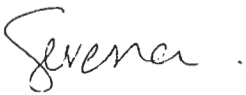


Re: **Age of Eligibility for Seniors Pricing**

Staff Recommendations

1. That a pricing policy for Community Services programs, rentals and admissions be developed, and report back to Council with a draft policy for consideration, as described in the staff report titled "Age of Eligibility for Seniors Pricing," dated August 29, 2019, from the Director, Recreation and Sport Services;
2. That \$25,000 from the Recreation Fee Subsidy Program (RFSP) contingency fund of \$50,000, previously approved by Council be allocated to the central fund, as described in the staff report titled "Age of Eligibility for Seniors Pricing," dated August 29, 2019, from the Director, Recreation and Sport Services; and
3. That a one-time additional level request of \$82,000 to support the Recreation Fee Subsidy Program (RFSP) be submitted for consideration in the 2020 budget process, as described in the staff report titled "Age of Eligibility for Seniors Pricing," dated August 29, 2019, from the Director, Recreation and Sport Services.


Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the May 28, 2019, Parks, Recreation and Cultural Services Committee meeting, staff received the following referral:

That staff review options for an appropriate age for free admission to community recreation centres.

At the June 24, 2019, Regular Council meeting, staff received the following referral:

That the recreation pricing structure for seniors be referred to staff for further review and analysis of options, and report back.

The purpose of this report is to respond to the above referrals.

This report supports Council's Strategic Plan 2018-2022 Strategy # 4 An Active and Thriving Richmond.

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

Analysis

Background

On September 25, 2017, Council adopted recommendations to update and expand the Recreation Fee Subsidy Program (RFSP) to support individuals of all ages, rather than just children and youth. Table 1 below shows the number of residents served since implementation of the program on September 1, 2018 through until August 31, 2019.

Table 1: RFSP Participation by Age Group for the 2018 – 2019 Program (September 1, 2018 – August 31, 2019)

Child	Youth	Adult	Senior (55+)	Total
390	94	508	375	1,367

During consultations with community partners, concern was expressed regarding the financial impact of the revised RFSP, as each community partner would be responsible for funding the subsidy for their programs by forgoing the subsidized portion of revenue. In response to these concerns the creation of a central fund was agreed to, with each community partner to contribute

1.1 per cent of their gross revenues from programs and services. The central fund would then fund the subsidized portion of registration fees for all community partner programs. This provides a mechanism for community partners to plan their budgets each year. Aquatics and Art Centre operations contribute to the program by foregoing revenue. As part of the RFSP, a contingency fund of \$50,000 was created to cover any shortfall in program contributions from community partners.

The adopted RFSP program included a shift in age for seniors pricing from 55 to 65 years, which was recommended and approved by Council. The rationale for changing the age for seniors pricing to accommodate the RFSP expansion was based on the conventional age for seniors pricing at the federal, provincial and municipal level. A number of Metro Vancouver jurisdictions, including Vancouver, North Vancouver (City and District) and Burnaby, have seniors pricing beginning at 65 years. Additionally as seniors who live on low income would now be eligible for support through the RFSP, a further discount based on age would not be required.

The RFSP expansion, seniors pricing age change and the creation of a central fund, were recommended as a result of the RFSP consultation process and were supported by community partners.

Community partner contributions to the central fund, along with the implementation of age change for seniors pricing were planned to begin on July 1, 2019. However, after a presentation to Council on June 24, 2019, staff were directed to review and analyze options in seniors pricing, and the senior age change implementation and central fund contributions were put on hold. Previously, Council had asked staff to review options for an age at which admission could be free.

Current Pricing Structure

Currently, pricing is reviewed and updated annually after a review of operating costs and prices of comparable services in Metro Vancouver.

Fees at the Richmond Arts Centre are set by staff. The fees associated with operations that involve programming with community partners are set by these organizations. In both cases, staff do extensive research and develop recommendations based on prevailing market conditions and program goals. Community partner collaboration includes the operations of:

- community centres;
- arenas;
- seniors programs and services;
- art gallery programs;
- museum and heritage programs;
- aquatics programming; and
- nature programs.

Pricing Policy

While pricing based on age is one method of determining fees for programs, and admissions, there are a number of factors that can direct pricing for programs, rentals and admissions. Pricing may be based on the following:

- City Council and community priorities;
- how much the opportunity accrues benefit to the individual or the community;
- prevailing market pricing in neighbouring cities;
- the cost of providing the activity;
- the commitment of customers (e.g., drop-in prices versus monthly passes); and
- financial sustainability (e.g., ensuring fitness centre equipment can be replaced and renewed).

Many municipalities have developed pricing policies to guide the development and implementation of pricing for services. These policies provide guidelines on pricing in attempt to balance service accessibility with program sustainability. Excerpts of policies from the City of Leduc (Attachment 1), District of Saanich (Attachment 2) and North Vancouver Recreation and Culture Commission (Attachment 3) are provided as examples.

Rather than address a single pricing issue such as the age of a senior admission, there is an opportunity to develop a pricing policy for Community Services that will provide a holistic, transparent set of principles and guidelines for the determination of pricing for programs, rentals and admissions across the Division.

Should Council support the staff recommendation to develop a pricing policy for Community Services, staff will develop a process that involves community partners, best practices review and public consultation. The process is anticipated to take ten to twelve months to ensure an open and transparent process and adequate time for public consultation. Staff will report back in the third or fourth quarter of 2020 with a policy for council consideration.

Stakeholder Involvement

In July, staff met with community partners to address questions regarding the decision to delay the change in seniors pricing and receive feedback on future initiatives to address the referrals. Representatives expressed disappointment that the age change was being delayed and a strong desire to see the age change decision upheld.

Staff presented the concept of developing a pricing policy, in order to ensure a holistic and transparent approach to all pricing, and the representatives expressed support for this approach and a desire to being involved in the process.

Financial Impact

As a result of the delay in implementing the change in age of seniors, community partners will not be making contributions to the central fund to support the RFSP for their programs. Staff estimate the financial impact of the delay to be \$25,000 for 2019 and \$82,000 for 2020.

To cover this cost, staff recommend that Council approve the funding of up to \$25,000 from the Recreation Fee Subsidy Program contingency fund in 2019 and that a one-time additional level request of \$82,000 be submitted to the budget process in 2020.

Conclusion

The development of a pricing policy for community programs, rentals and admissions will assist staff and community partners in setting fees based on clearly defined guidelines. It will also give facility users a clear understanding of why and how fees are set, such as the age for seniors pricing and the age at which admission to programs would be free.



David Ince
Manager, Community Recreation Services
(604-247-4930)

- Att. 1: City of Leduc Benefits Based Approach to Setting Fees
- 2: District of Saanich – Parks and Recreation Fees and Charges Principles
- 3: North Vancouver – Recreation and Culture Fees and Charges Principles

City of Leduc Benefits Based Approach to Setting Fees

Benefits Continuum

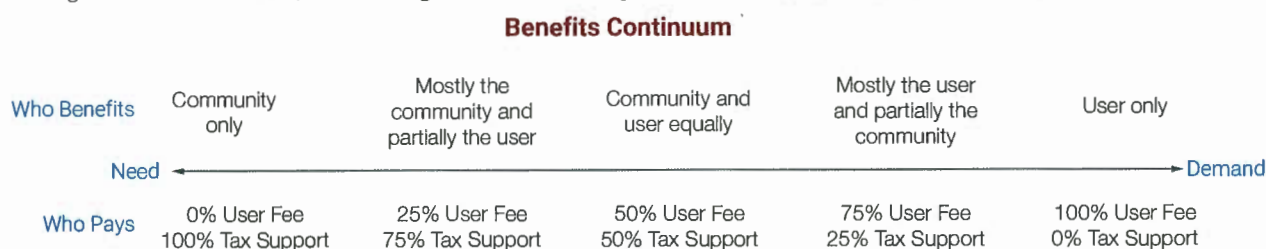
The recommended fees and charges system must be philosophically sound, thereby easy to defend, and practically based, as well as easy to implement. The philosophical grounding is based on an assessment of benefits. The following statement forms the core of the recommended fees and charges policy.

Those who benefit from a good or service should pay in proportion to the benefit they receive.

If all, or substantially all, of the benefits accrue to the community as a whole, the community as a whole should pay for the service through taxes. If all, or substantially all, of the benefits accrue to the individual or group that consumes the good or service, without any greater "public good," the users should pay all the costs.

Where the benefits accrue to the community and also to specific users, the costs should be shared on the basis of proportionate benefit. Users should be required to pay to the extent that the benefits accrue only to themselves, while the community, through taxes, should pay for the portion which benefits it generally.

According to the above rationale, user fee targets can be set along the benefits continuum as illustrated in the following graphic.



Cost Recovery

In order to transform the benefits continuum described above into an implementable approach, five "thresholds" of cost recovery are suggested along the continuum. It starts from 0% recovery (public benefit) at one end of the scale and continues to 100% cost recovery (private benefit) at the other end with three categories in between separated by equal (25%) increments.

Thresholds of Cost Recovery

	Community Need	Merit			Private Demand
Type of Activity	Public Goods & Services	Merit Goods & Services with relatively high community benefit	Merit Goods & Services with a relatively equal mix of community and private benefit	Merit Goods & Services with relatively high private benefit	Private Goods & Services
Subsidy Level (proportion funded by taxpayers)	100%	75%	50%	25%	0%
Cost Recovery (proportion funded by user)	0%	25%	50%	75%	100% or more
Rationale	Goods and services which support community goals and result in a very high degree of community benefit are worthy of provision on a fully subsidized basis.	The more a good or service supports community goals and results in community benefits, the more worthy of public support, and the more subsidy can be justified.	Where the benefits to the community and to users are approximately equal, the costs should be shared equally.	The more the benefits of a good or service accrue to the consumer of the good or service, and not to the wider community, the more the user should be required to pay.	Where the benefits of a good or service accrue solely to the consumer of the good or service, with no benefit to the wider community, the user should be required to pay full costs.

District of Saanich – Parks and Recreation Fees and Charges Principles

Council Policy

Parks and Recreation - Fees and Charges

-4-

Principles Affecting Fees and Charges

The following principles are integral to the Department's Fees and Charges Policy. The principles are consistent with the rationale outlined in the justification for leisure services and they form the philosophical foundation from which specific policy is derived. The principles also provide direction in developing and prioritizing new programs and services with appropriate fees to meet community leisure needs.

Justification for Subsidy**Indirect Community Benefit:**

The philosophical approach to fee subsidy is the same as the philosophical approach to the provision of leisure services as previously described. Both are based on socially worthwhile goals and indirect benefit to all. Leisure Services are justified to the degree they achieve socially worthwhile goals and objectives and provide indirect benefit to the community. Services that go farther in achieving these ends are more worthy of public subsidy and a larger subsidy can be justified.

Profitability:

A service may result in indirect benefit to all and thereby justify a subsidy. However, in many cases a subsidy may not be required in order for the service to continue meeting socially worthwhile goals and objectives. In some cases, revenue may be equal to or greater than the cost of providing services, even though users are assessed relatively low use fees that virtually everyone can afford. Indeed, many of the services currently provided by non-profit groups in Saanich are fully financed by users, yet contribute substantially to the greater community good. In such cases, there is no need to subsidize, even though there may be justification for subsidy.

Basic Service:

The Department has no obligation to provide, within the constraints of limited available public resource, basic leisure services which meet socially worthwhile goals and objectives and clearly demonstrate a benefit to all residents, as far as is reasonably possible.

Cost/Benefit:

Those services which achieve the socially worthwhile goals and objectives to the greatest degree at the least unit cost will be considered highest priority among all basic leisure services.

Socially Worthwhile:

The value of a department leisure service shall not be determined solely or primarily by the amount of revenue it produces or the number of participants involved. The value of a department leisure service relates directly to its effectiveness in meeting socially worthwhile goals and objectives which clearly show indirect benefit to the entire community. In some

case such objectives can and will be met using services that cater to narrow range of users, and generate little or no revenue.

-5-

Degree of Subsidy

Private Benefit:

When an individual or select group is the direct beneficiary of a special or exclusive service which may involve instruction or private use, the fees must be paid for in whole, or in substantial portion by the participant group or individual.

Public Benefit:

Any leisure services provided by the Department which might be considered over and above the basic services will be provided only on the basis of proportionately greater recovery of cost from the participant to the point where the participant is paying all the true costs of participating. The more a service provides public benefit the more subsidy from general taxation is justified. The more a service provides private benefit to individual users the more the cost is justified to be recovered through user fees. Services of public benefit are defined as those primarily benefiting the community as a whole and where an individual benefit cannot be clearly identified, e.g. open spaces, trails, etc. Services of private benefit are defined as services providing their primary benefit to the individual receiving the service and the community as a whole receives little or no benefit from the service. The majority of the Department leisure services provide mixed benefit. These are services whereby both, the individual receives direct identifiable benefit, and also the community as a whole benefits. The mixed nature of the benefits suggest that these services should be partly funded by the community through tax avenues and partly by user fees.

Age/Ability to Pay:

Different rates of admission may be charged, based on the age of the participant. It should be clear, however, that such differentiation by age is not based on the cost of providing the activity to the user or of any discrimination on the basis of age, but rather on the presumed variance (by age group) in ability of the user to pay. Since it is generally true that children have little or no control over funds available to them and since one is basically dealing with discretionary income in leisure services, admission charges for children should be kept at a level whereby almost all children might subscribe to publicly sponsored leisure services without restriction by others. On the other hand, it is assumed that teens generally have more control over funds in that many have their own funds either through allowances or part-time jobs. Consequently, it is assumed while they may not be able to pay adult rates they are capable of paying higher user fees than children. Adults are presumed to have the greatest degree of discretion in allocating funds to leisure services and thus the rates charged them are correspondingly higher. Seniors, on the other hands, are presumed to have less discretionary income because many are on fixed incomes, and consequently, the rates assessed them are more closely aligned with others having restricted powers of discretion.

North Vancouver – Recreation and Culture Fees and Charges Principles



POLICY MANUAL

Policy No. 207

Section:	Finance
Title	Fees and Charges

REASON FOR POLICY

The Commission approves fees and charges for public admissions, memberships and facility rentals. Program fees are not part of the fees and charges process and are set under the authority of the Director.

PRINCIPLES

The following principles will guide the setting of Fees and Charges for Recreation & Culture Services:

1. Fees and charges will be consistent with the mission, vision and values of the North Vancouver Recreation & Culture Commission (NVRC).
2. Fees and charges will be set with a goal of maximizing participation, enabling all citizens to participate in a range of recreation and culture services.
3. For those who are in financial need, strategies will be implemented to address the barrier of cost, particularly where operating costs are mostly fixed and therefore, additional customers will not increase the operating costs.
4. Fees and charges recommendations will consider the costs for like services provided in a competitive market and by neighbouring municipalities.
5. The cost of administering the collection of fees and charges must not be disproportionate to the revenues collected.
6. The use of public recreation areas and facilities by private groups will be considered secondary to use by the general public or by not-for-profit recreation or community organizations.
7. The Commission will seek input/feedback in a timely manner from community rental groups impacted by fees and charges.
8. The Commission will administer bookings for Parks, Fields, Outdoor Tennis Courts and other venues in accordance with fees set by the owner (City of North Vancouver, District of North Vancouver, School Board or other).



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Todd Gross
Director, Parks Services
Date: August 28, 2019
File: 06-2345-20-ILAN1/Vol 01
Re: **Fishing Activities, Boating, Safety, and Vehicle Parking at the Imperial Landing Dock**

Staff Recommendation

That the staff report titled "Fishing Activities, Boating, Safety, and Vehicle Parking at the Imperial Landing Dock," dated August 28, 2019, from the Director, Parks Services, be received for information.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws Transportation	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting held on July 17, 2018, staff received the following referral:

That staff review the fishing activities, boating safety and vehicle parking at the Imperial Landing Docks and report back.

The purpose of this report is to respond to this referral.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.2 Future-proof and maintain city infrastructure to keep the community safe.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

Analysis

Background

The Imperial Landing Floating Dock is a modular 600 ft. long by 20 ft. wide steel and timber waterfront amenity that is accessible by boat from the Steveston Channel, and landside from the Imperial Landing Pier by way of two gangways. The floats were originally constructed and installed at Garry Point Park to host vessels of the inaugural Ships to Shore event held in June 2011. Due to public safety concerns related to the river currents and the risk of damage to the floats from the strong wake and wash at Garry Point Park, the floats were relocated to Imperial Landing in 2012 to serve as a public recreational amenity. Both the Imperial Landing Pier and Dock are publically accessible year-round.

A smaller 33 ft. long by 20 ft. wide floating dock is also accessible from the Imperial Landing Pier via a gated gangway.

Public Float Docks and Fishing Facilities

Imperial Landing is one of the few transient moorage facilities remaining in Southern British Columbia and Vancouver Island. In recent years, private marinas have reduced or eliminated transient dock space for visiting boaters in favor of long-term moorage arrangements.

Public fishing docks are also limited in number. The Nanaimo Port Authority operates a single float dock designated exclusively for fishing activities. Common operating practice is to designate piers as the primary fishing location in order to avoid conflict with boat traffic on docks.

Within the Steveston Channel, the Steveston Harbor Authority (SHA) does not permit fishing off its float docks. This is primarily due to safety concerns for boat owners and the public. No public or private marina surveyed allows fishing activities to take place where boat moorage is also offered. Float docks are typically designated exclusively for one type of use.

Current Program and Uses of the Imperial Landing Floating Dock

The existing program for the Imperial Landing Dock was approved by Council on March 12, 2012 (Attachment 1). The program is intended to meet multiple objectives and community needs, including transient boat moorage, fishing, recreation, non-motorized boat launching, hosting of maritime events, and public sightseeing access to the waterfront.

The program for the dock is summarized in Table 1 below.

Table 1 – Existing Program for the Imperial Landing Floating Dock

Designated Use	Area
Day moorage	550 ft. along the outside edge of the main float.
Non-motorized recreational boat launching (e.g., kayaks or canoes)	550 ft. along the inside edge of the main float.
Fishing and recreation	25 ft. at each end of the main float; and at the smaller 33 ft. by 20 ft. float.
Major events	Full 600 ft. main float and smaller 33 ft. float as required.

As Imperial Landing offers the largest and most easily accessible space to the waterfront, the floating dock has become a popular location for recreational fishing in Richmond. Depending on the season, there can be as many as 50 people at one time casting into the Steveston Channel from the dock. Common species caught in the channel vary during the year, but typically include common white fish such as pacific herring, shiner perch, and bull trout. All recreational fishing activities in this area require a British Columbia Tidal Fishing License, which is issued by Fisheries and Oceans Canada (DFO).

The Imperial Landing Dock is also a destination on the Pacific West Coast for recreational day/overnight boat moorage in the Steveston Channel. Moorage is available on a first come, first served basis for a maximum of three consecutive days within a 14 day period. The moorage rate is \$1.00/ft. per 24 hours and is payable at a parking meter located on the pier. Vessels under 10 ft. are charged a flat rate of \$10.00 per 24 hours. The dock is visited by over 200 vessels each year. Details on the Imperial Landing Transient Moorage Program can be found in Attachment 2.

The Imperial Landing Dock is also used to host maritime themed events, such as the Steveston Dragon Boat Festival, Ships to Shore, and the Richmond Maritime Festival.

Conflicts between User Groups

As a result of the dock's popularity, conflicts between user groups occasionally arise. These conflicts are primarily between recreational fishing uses and transient boat moorage uses, and typically occur during the peak boating months of May to September.

Reported complaints include:

- challenges with boats being able to dock due to the large numbers of people fishing along the moorage designated areas of the dock;
- fishing lines getting caught in boat propellers;
- fishers boarding private boats to cast into the channel;
- fish hooks, garbage and fish refuse left on the dock,
- boaters not paying for moorage;
- boaters staying for lengths of time that exceed the maximum three-day limit; and
- smoking on the float.

Public Consultation

Staff initiated a public consultation process to better understand the concerns by user groups, key stakeholders, and the public.

In Spring 2019, signage was installed on the pier to solicit feedback from the public on the following topics:

- Public access to the dock;
- Transient day moorage for boaters;
- Fishing activities;
- Dock safety; and
- Parking.

51 responses were received by the public over a 10-week period. The responses received were from a diverse range of dock users and local residents. Responses from boat operators highlighted the importance of Imperial Landing as a place for temporary moorage as public transient moorage facilities are scarce. Feedback received from those who actively fish off Imperial Landing indicated a desire for the City to continue to permit such activity at the dock, as fishing locations that provide easy access to the waterfront are sparse. Feedback received from local residents reflected a need to preserve public access for viewing the waterfront and for the City to implement measures to improve safety in the event that a person falls into the water.

In addition to soliciting feedback from the public, staff also met with key stakeholders, including the Steveston Harbour Authority, Oceans and Fisheries Canada (DFO), BoatingBC, Royal Canadian Marine Search and Rescue Station 10, and the Steveston 20/20 group.

All of the aforementioned stakeholders indicated strong support for retaining the transient boat moorage, highlighting the lack of public moorage facilities in the region. Levels of support for

fishing activities off of the dock, however, were mixed. DFO supports continued use of the Imperial Landing Dock for recreational fishing, emphasizing the importance of achieving multiple objectives with the facility. BoatingBC and the SHA are strong proponents of the dock being used for boating purposes only, expressing that the two uses (boating and fishing) are inherently conflicting in nature. The Steveston 20/20 group and Canadian Marine Search and Rescue were supportive of fishing activities occurring at the dock in conjunction with boating activities, as long as these fishing activities are done in a manner compliant with dock usage rules and Federal regulations.

Actions Taken to Address Conflicts

The following measures were implemented this past summer to address the conflicts at the Imperial Landing Dock:

- Replacement of the Precise ParkLink parking meter with an Impark parking meter, which has been reformatted for moorage use. The Impark meter is more reliable, provides the ability for real-time wireless updates, and is consistent with the standard parking meters used by the City;
- Improved signage outlining the dock usage guidelines and designated fishing zones;
- Demarcation of designated fishing and boat moorage zones through pictographic markings on the dock and the bull rails; and
- Patrols by Parks and Bylaws staff to promote education and awareness of the dock usage rules and regulations.

Following the implementation of the abovementioned measures, there has been a noticeable decrease in the number of conflicts reported to the City. Staff will continue to monitor the use of the dock and intervene as necessary to promote compliance with dock usage regulations.

Actions Taken to Improve Safety

While no major safety related incidents have been reported to the City, there are inherent safety risks associated with the dock's location on the Fraser River. To improve public safety at the Imperial Landing Dock, the following measures were implemented this past summer:

- In consultation with the SHA, four dock ladders and three life rings enclosed in all-weather housing were installed at strategic locations on the dock; and
- In consultation with Richmond Fire-Rescue, eight 10 lb ABC class fire extinguishers in all-weather housings were installed on the pier and dock in accordance with National Fire Protection Code 303.

Staff also worked with Transport Canada to renew the facility's status as an Occasional Use Marine Facility (OUMF). As part of this process, safety inspections of the dock and a review of operating procedures were conducted with Transport Canada officials. The OUMF designation permits Imperial Landing up to twelve interfaces per year with a foreign flagged commercial vessel. In recent years, this designation has enabled the visitation of "pocket cruise ships," such

as those operated by National Geographic, as well as foreign flagged tall ships vessels such as the Lady Washington, which visited Richmond as part of this year's Maritime Festival.

It is believed that the implementation of these features has improved public safety at the dock. Staff will continue to monitor safety concerns related to the floats and implement additional measures as necessary.

Vehicle Parking

In response to the referral, staff examined parking in and around the Imperial Landing Pier and Dock. There are currently two free public lots in close proximity to Imperial Landing, offering a total of 35 parking stalls. In addition, free curbside parking with three-hour time limit is available along Bayview Street. Feedback from the public and dock users did not convey any concerns or conflicts with regard to vehicle parking in the area.

As the surrounding neighbourhood develops, there may be an increased demand on vehicle parking spaces. The City's Bylaws Department will continue to monitor and enforce parking regulations as needed to promote compliance with existing parking regulations.

Next Steps

Staff are currently developing a *Wharves, Piers and Floating Docks Regulation Bylaw*, which will formalize the City's rules and regulations governing fishing and boating activities at public waterfront amenities. This bylaw, which is expected to be presented for Council's consideration in Spring 2020, will provide an additional instrument to help the City balance the diverse and changing recreational needs of the public, while protecting the Richmond waterfront and the Fraser River for future generations.

Financial Impact

None.

Conclusion

The Imperial Landing Floating Dock is a popular civic amenity permitting residents and tourists an opportunity to safely access Steveston's historic waterfront. Staff initiated a comprehensive public consultation process to better understand the dock usage issues, and through this process have implemented a number of measures to improve safety and reduce conflicts. Staff do not recommend any changes to the existing program at this time as it balances the needs of multiple user groups and achieves multiple community objectives. It is believed that the clearer demarcation of fishing zones and boating zones, and the efforts by staff to promote awareness of the dock usage guidelines, has effectively reduced the number of conflicts at this popular waterfront facility.

August 28, 2019

- 7 -

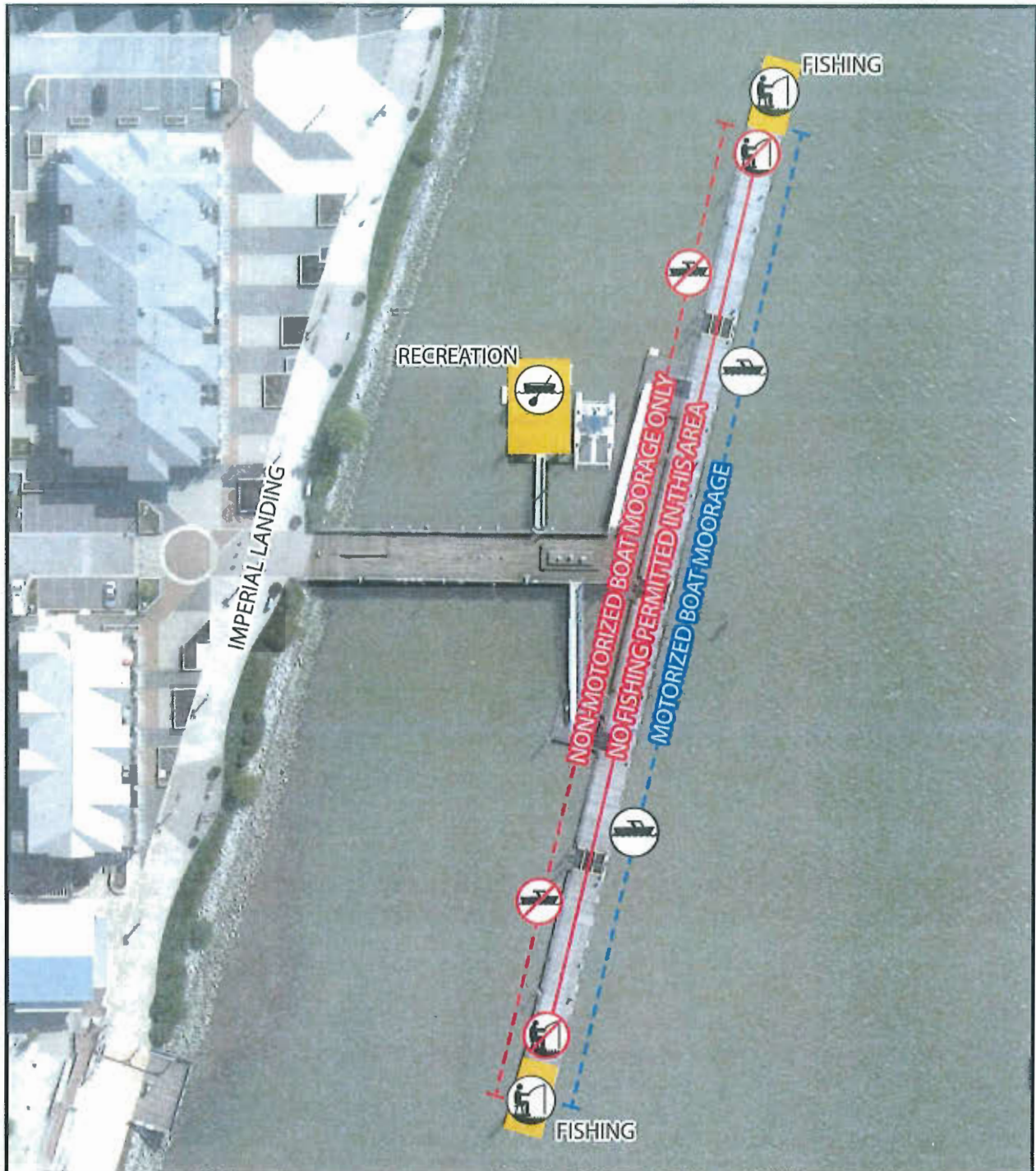


Paul Brar
Manager, Parks Programs
(604-244-1275)



Geoffrey Bramhill
Recreation Leader, Parks Programs
(604-244-8550)

- Att. 1: Existing Program for the Imperial Landing Dock
2: Imperial Landing Transient Moorage Program



<p>NORTH</p> 	<p>Existing Program Imperial Landing Docks</p>	<p>Original Date: 2019 Aug 28 Revision Date: N/A</p>
--	--	--



**City of
Richmond**

Community Services Division
Parks Programs

Imperial Landing Transient Moorage Program

The City of Richmond offers a Transient Moorage Program at the Imperial Landing Floating Dock for recreational boaters to visit Steveston Village for a **maximum** of three days within a fourteen day period.

The dock is 600 ft. in length with an average draft 14 ft. 3 in. on the outside of the floats. Moorage is permitted along 550 ft. of the outside edge of the dock only in the designated areas. Moorage on the inside of the floats is strictly prohibited without prior approval from the City.

The east and west ends of the dock (25 ft. on each side) are designated as recreational fishing zones. Moorage is not permitted in these areas.

Moorage Fees:

- Current moorage rate is \$1/ft. per 24 hours.
- Payment can be made at the moorage meter located on the pier. Your License (Bow) number is required for valid moorage.
- Vessels under 10 ft. in length are a flat rate of \$10 per 24 hours.

Dock Rules:

- Use of the floats is at your own risk.
- Payment is required upon arrival.
- Moorage is available on a first come, first served basis
- Moorage is permitted on the channel side of the floats only.
- Power is located in power kiosks along the outside edge of the dock. Power is available in the form of two 50A, two 30A, and a single 120V/15A power receptacles.
- Water services are not provided.
- Dumping of black or gray water is strictly prohibited.
- The City of Richmond reserves the right to remove a vessel from the float at any time.
- The City of Richmond reserves the right to close the dock for maintenance or special events. Notice will be posted.

For more information, please contact the City of Richmond Parks Department at parks@richmond.ca or call 604-244-1208.