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**TO:** Carol Mason  
Chief Administrative Officer

**DATE:** October 31, 2011

**FROM:** Tom Osborne  
General Manager of Recreation and Parks

**FILE:**

**SUBJECT: Province of BC Community Recreation Program Grant**

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**PURPOSE**

To consider community recreation projects that that would be eligible for funding through the Province of British Columbia Community Recreation Program.

**BACKGROUND**

On October 21, 2011 the Program Guide was released for the Province's recently announced Community Recreation Program. The deadline for applications is December 28, 2011 and it is anticipated successful applications will be awarded by March 31, 2012. Projects must be completed by March 31, 2015. Regional Districts can submit up to three applications for communities that are unincorporated.

The thirty million dollar Community Recreation Program was developed by the Province to address the unique challenges faced by communities in British Columbia with respect to sustainability and meeting their recreational infrastructure needs. The Program aims to invest in those capital projects that make communities healthier, more active places in which to live by providing communities with funding assistance for the construction of recreational infrastructure.

Applicable projects that will be considered are those that will provide greater access to recreation facilities such as recreation centres, trails, bike paths, walkways and playgrounds. Projects that are considered routine maintenance or repair are not eligible.

The Program will provide funding to municipalities and regional districts, noting that priority will be given to smaller communities. The cost-sharing formula will be up to 80% provincial contribution, with the balance being the applicant contribution. The program has no defined funding cap. Applicants are required to look closely at the amount of funding being requested and identify what is the minimum provincial contribution that will allow the project to move forward.

As a key Program objective is to maximize funding for as many communities as possible. The Guide suggests applicants should consider provincial contribution limits identified in past provincial programs, such as Towns for Tomorrow (up to \$400,000) when submitting an application. However, consideration will still be given to applications of any value provided they meet program criteria.

Eligible costs include: design costs, engineering costs, construction costs, the use of a local government's own workforce if used for project construction, and other costs that, in the opinion of the Province, are considered to be direct and necessary for the successful implementation of the Project. Committed engineering or design costs are eligible for reimbursement provided construction has not commenced.

In addition to the completed Application Form, applicants must include the following mandatory documents in the application package: resolution from the Board authorizing the project to proceed, detailed cost estimates which including an itemized description, cost per unit of measure, number of units, engineering and contingency costs, and documentation verifying that the Regional Districts share of the projects funding is in place.

Staff have reviewed all planned and anticipated community recreation and parks projects that are scheduled to take place in the rural areas. With the relatively short timeline to apply for funding and the need to ensure that all the required supporting documentation and financial resources are in place, staff are recommending that the following three project be considered

- Cedar Skate and Bike Park (Electoral Area 'A')
- Meadowood Way Community Park –Playground & Sport Court (Electoral Area F)
- Henry Morgan Community Park –Natural Playground Elements, Pump Track & Sport Court (Electoral Area 'H')

The above three projects were selected as they are already on the Five Year Financial Plan to take place, background work has already been completed or is scheduled to be completed in the coming months, and with concerted effort of staff and consultant resources they can be a in a position to be “shovel ready” and hence suitable candidates for the funding program.

## **ALTERNATIVES**

1. That the Regional District apply to the Province of British Columbia's Community Recreation Program for the following three projects: Cedar Skate and Bike Park (Electoral Area A), Meadowood Way Community Park – Playground & Sport Court (Electoral Area F), and the Henry Morgan Community Park –Natural Playground Elements, Pump Track & Sport Court (Electoral Area H).
2. That the Regional District Board provides alternate direction on the application to the Province of British Columbia Community Recreation Program.

## FINANCIAL IMPLICATIONS

### Alternative 1

As applicants are required to look closely at the amount of funding being requested and identify what is the minimum provincial contribution that will allow the project to move forward, the proposed amount that staff are recommending is per Table 1 below:

**Table 1**

<b>Project</b>	<b>Estimated Total Project Costs</b>	<b>*Other Funding Sources</b>	<b>**RDN Funding</b>	<b>Grant Request to Community Recreation Program</b>
Cedar Skate and Bike Park (EA A)	\$482,000	\$4,370	\$139,000	<b>\$338,630</b>
Meadowood Way Community Park – Playground & Sport Court (EA F)	\$65,000	\$5,000	\$17,500	<b>\$42,500</b>
Henry Morgan Community Park – Natural Playground Elements, Pump Track & Sport Court (EA H)	\$92,500	0.00	\$50,000	<b>\$42,500</b>

\* In Electoral Area ‘A’, the local Skate Park Association has raised \$4,370 in donations of which they will contribute to the project. In Electoral Area ‘F’, the Corcan Road – Meadowood Way Residents Association has committed to contribute \$5,000 for the playground project. In addition, the Association has indicated that they will be able to contribute up to \$20,000 in In-kind donations and services for the development of the Community Park.

\*\* Whole or partial RDN funding for all three projects would be from each of the Electoral Area Community Park Budgets Operational Reserve accounts. Electoral Area ‘A’ currently has \$310,840 in reserves of which \$139,000 has been committed to the skate park project. Electoral Area ‘F’ has \$64,680 in reserves and \$20,000 has been budgeted in 2012 in the operational budget for the development of the park. In Electoral Area ‘H’ \$64,640 is available in reserves in addition to \$75,000 being allocated in the 2012 Community Parks operational budget for the project.

### Alternative 2

Should the Regional Board decide to apply for another project that has not been identified in this report, a separate staff report outlining its suitability for the program and financial impacts will be required for Board review prior to the application deadline. As the application deadline is very short, it will be extremely challenging to undertake the preparation of the supporting documents required that would lead to a successful application.

## **SUSTAINABILITY IMPLICATIONS**

All three candidate projects are located in growing rural communities and currently residents have to drive a considerable distance to reach similar type amenities. Once in place, the projects will assist in making the three rural communities healthier, residents more active while reducing the use of motorized transportation in the region.

## **SUMMARY**

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Staff have reviewed all planned and anticipated community recreation and parks projects that are scheduled to take place in the rural areas. With the relatively short timeline to apply for funding and the need to ensure that all the required supporting documentation and financial resources are in place, staff are recommending that the following three project be considered

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The above three projects were selected as they are already on the Five Year Financial Plan to take place, background work has already been completed or is scheduled to be completed in the coming months, and with concerted effort of staff and consultant resources they can be in a position to be "shovel ready" and hence suitable candidates for the funding program.

## **RECOMMENDATIONS**

1. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of the Cedar Skate and Bike Park in Electoral Area 'A' and that the project commence upon confirmation of approved funding from the Community Recreation Program.
2. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the installation of the playground structure and sport court at Meadowood Way Community Park Playground in Electoral Area 'F' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

3. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of Natural Playground Elements, Pump Track and Sport Court at Henry Morgan Community Park in Electoral Area 'H' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

*Original copy signed by T. Osborne*

*Original copy signed by P. Thorkelsson/ ACAO*

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Report Writer

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CAO Concurrence

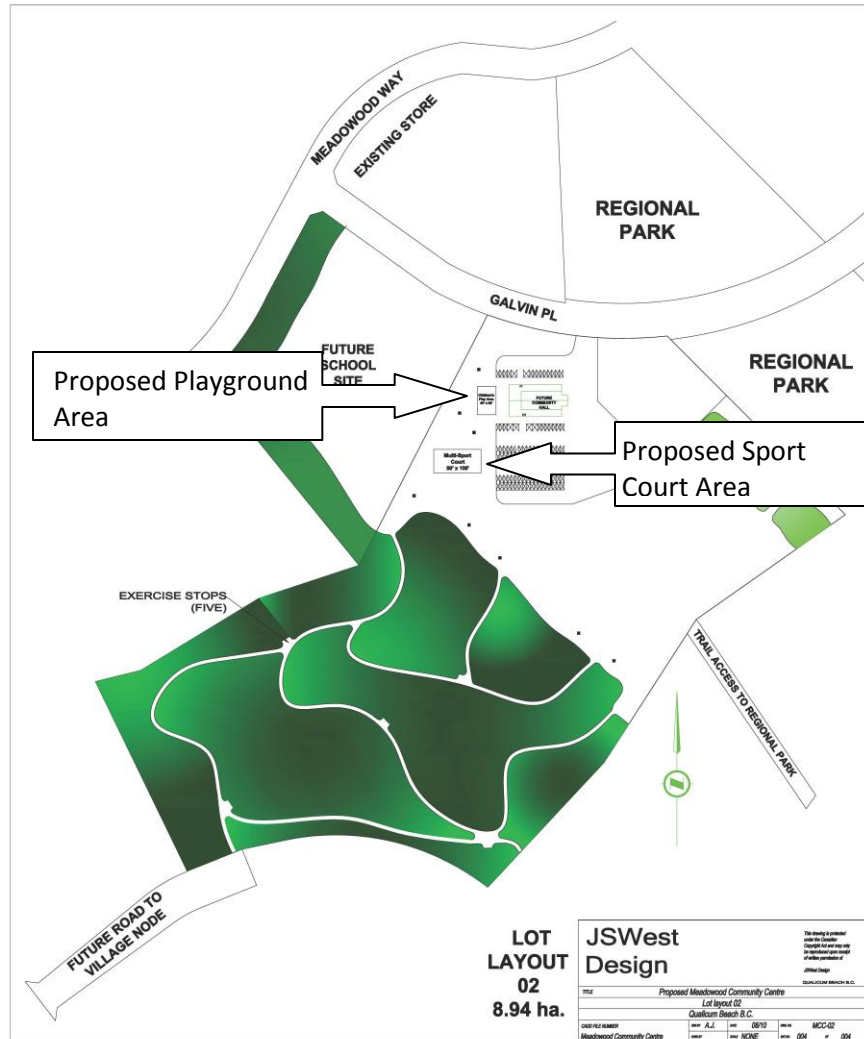
**Appendix I**

Concept Drawings – Cedar Skate / Bike Park (Electoral Area A)



**Appendix II**

Concept Drawings – Meadowood Way Community Park (Electoral Area F)



### Appendix III

## Concept Drawings – Henry Morgan Community Park (Electoral Area H)

