



Regional District of Central Kootenay
CASTLEGAR AND DISTRICT RECREATION COMMISSION
Open Meeting Agenda

Date: Tuesday, October 1, 2024

Time: 4:00 pm

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

Pages

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

4:00p.m. PST

Join by Video:

<https://rdck-bc-ca.zoom.us/j/97668085769?pwd=7xDIm1Da3VdrBEoqgRDiJas8auTaei.1>

Join by Phone:

- +1 778 907 2071 Canada
- 833 958 1164 Canada Toll-free

Meeting ID: 976 6808 5769

Meeting Passcode: 709215

In-Person Location: Castlegar & District Community Complex - Columbia Room
2101- 6th Avenue

2. CALL TO ORDER

Chair Bogle called the meeting to order at [Time] p.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

RECOMMENDATION:

The agenda for the October 1, 2024 Castlegar and District Community Complex and Recreation Commission meeting be adopted as circulated.

5. RECEIPT OF MINUTES

4 - 7

The September 9, 2024 Castlegar and District Community Complex and Recreation Commission minutes, have been received.

6. DELEGATE

There are no Delegates scheduled for this Commission meeting.

7. STAFF REPORTS

7.1 Wall of Fame at the Castlegar & District Community Complex

8 - 11

Craig Stanley, Regional Manager of Operations and Asset Management to provide Commission with a verbal report re: Wall of Fame at the Castlegar & District Community Complex

7.2 Raising a Banner at the Castlegar & District Community Complex

12 - 15

Craig Stanley, Regional Manager of Operations and Asset Management to provide the Commission with a verbal report re: Raising a Banner at the Castlegar & District Community Complex

7.3 Castlegar & District Community Complex Programming Update

16 - 24

The Commission Report dated September 26, 2024 from Tia Wayling, Regional Programming Manager, has been received.

8. PREVIOUS MEETINGS ACTION ITEMS

8.1 Action Items List from Previous Meetings

25

The Commission to review Action Items list from previous meetings.

9. PUBLIC TIME

The Chair will call for questions from the public and members of the media at _____ p.m.

10. IN CAMERA

10.1 Meeting Closed to the Public

RECOMMENDATION:

In the opinion of the Board - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis(es) identified in the following Subsections:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

10.2 Recess of Open Meeting

RECOMMENDATION:

The Open Meeting be recessed at [Time] in order to conduct the Closed In Camera meeting.

11. NEXT MEETING

The next Castlegar and District Community Complex and Recreation Commission meeting is scheduled for November 5, 2024 at 4:00p.m.

12. ADJOURNMENT

RECOMMENDATION:

The Castlegar and District Community Complex and Recreation Commission meeting be adjourned at [Time].



Regional District of Central Kootenay
CASTLEGAR AND DISTRICT RECREATION COMMISSION
Open Meeting Minutes

4:00 p.m.
September 10, 2024

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:
4:00 p.m. PST

Join by Video:
<https://rdck-bcca.zoom.us/j/98587230495?pwd=B3Sa4fJEiujnAwtq3mx1lyKrSjQu5.1>

Join by Phone:
• +1 778 907 2071 Canada
• 833 955 1088 Canada Toll-free

Meeting ID: 985 8723 0495
Meeting Password: 087711

In-Person Location: Castlegar & District Community Complex - Columbia Room - 2101 6th Avenue

COMMISSION/COMMITTEE MEMBERS

Commissioner	M. McFaddin	City of Castlegar
Commissioner	B. Bogle	City of Castlegar
Commissioner	S. Heaton-Sherstobitoff	City of Castlegar
Commissioner	A. Davidoff	Electoral Area I
Commissioner	H. Hanegraaf	Electoral Area J

STAFF

Craig Stanley	Regional Manager of Operations & Asset Management
Trisha Davison	Regional Manager of Recreation and Client Services
Cary Gaynor	Regional Park Manager
Sarah Fuhr	Communications/Community Engagement
Pearl Anderson	Meeting Coordinator

5 out of 5 voting Commission/Committee members were present – quorum was met.

2. CALL TO ORDER

Chair Bogle called the meeting to order at 4:09 p.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

MOVED and Seconded,
AND Resolved

That the Agenda for the September 10, 2024 Castlegar and District Community Complex and Recreation Commission meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The August 6, 2024 Castlegar and District Community Complex and Recreation Commission minutes have been received.

6. DELEGATES

There were no Delegates scheduled for this Commission meeting.

7. STAFF REPORTS

7.1 Parks Operational Report – Okanagan Nation Waterloo Eddy Regional Park Restoration Program

The Commission report dated September 4, 2024 from Cary Gaynor, Regional Park Manager, re: Parks Operational Report – Waterloo Eddy Regional Park Restoration Program, has been received.

7.2 2024 Financial Plan Amendment

The Commission Report dated September 3, 2024 from Craig Stanley, Regional Manager - Operations & Asset Management, re: 2024 Financial Plan Amendment, has been received.

MOVED and seconded that it be recommended to the Board:

That the Board approve an amendment to the 2024 Financial Plan for Castlegar and District Community Facilities, Recreation, Parks and Leisure Services – Castlegar and Areas I and J (S222), to include a decrease of \$137,450 in capital expenditures, an increase of \$15,450 in operating expenditures, and a decrease of \$122,000 in transfer from reserves.

Carried

8. NEW BUSINESS

8.1 Wall of Fame

The Commission discussed the Wall of Fame at the Castlegar & District Community Complex.

DIRECTION TO RDCK STAFF:

The Commission directed staff to report at the October 1, 2024 meeting of the Castlegar and District Recreation Commission meeting regarding the policy, procedure or the current practice for how an individual or organization, that meet the criteria, are placed on the Wall of Fame at the Castlegar & District Community Complex.

9. CORRESPONDENCE

The letter dated August 19, 2024 from Mike Johnson, President of the Castlegar Rebels, re: a request for permission to hang a banner in the Castlegar & District Community Complex to honour Nathan Jackman, a Rebels player who lost his life earlier this year, has been received.

MOVED and seconded,
AND Resolved:

That staff be directed to raise a banner in the Castlegar and District Community Complex prior to the September 20, 2024, first Rebels Game, to honour Nathan Jackman, a Rebels player, who lost his life earlier this year

Carried

DIRECTION TO STAFF:

The Commission directed staff to bring a report regarding the current practice for raising a banner at the Castlegar and District Community Complex to an upcoming meeting of the Castlegar & District Recreation Commission.

10. ACTION ITEMS FROM PREVIOUS MEETINGS

The action items from the previous Commission meeting have been received with the following item to be placed on the October 1, 2024 agenda:

- Castlegar & District Recreation Centre Accessibility Report; and

Amend the status of Action Item Number 2 to Completed for inconsistencies regarding customers being advised of closures when purchasing passes be placed on an upcoming agenda.

11. PUBLIC TIME

The Chair called for questions from the public and members of the media at 4:45 p.m. There were no questions from the public or members of the media.

12. NEXT MEETING

The next Castlegar and District Recreation Commission meeting is scheduled for October 1, 2024 at 4:00 p.m.

13. ADJOURNMENT

MOVED and seconded,
AND Resolved

That the Castlegar and District Community Complex and Recreation Commission meeting be adjourned at 4:47 p.m.

Carried

Digitally approved,

B. Bogle, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. *That the Board approve an amendment to the 2024 Financial Plan for Castlegar and District Community Facilities, Recreation, Parks and Leisure Services – Castlegar and Areas I and J (\$222), to include a decrease of \$137,450 in capital expenditures, an increase of \$15,450 in operating expenditures, and a decrease of \$122,000 in transfer from reserves.*

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Castlegar & District Recreation Commission Meetings

1. **DIRECTION TO RDCK STAFF:**
The Commission directed staff to bring information (policy or procedure, if in place) regarding how an individual or organization that meet the criteria are placed on the Wall of Fame at the Castlegar & District Community Complex.
2. **DIRECTION TO STAFF:**
The Commission directed staff to bring a report with the current practice for raising a banner at the Castlegar and District Community Complex.



Building A Healthy Community

2101 - 6th Avenue, Castlegar, B.C. V1N 3B2

Phone (250) 365-3386 Fax (250) 365-0127



CASTLEGAR AND DISTRICT COMMUNITY COMPLEX

WALL OF FAME

DESIGNATION CRITERIA

The Castlegar Complex *Wall of Fame* is a key feature of the Castlegar & District (City of Castlegar, Area I and Area J) experience. The *Wall of Fame's* prominent location in the Castlegar Complex will ensure appropriate recognition for Castlegar and District sport and recreation history. To be recognized on the *Wall of Fame* is an honour which celebrates recognition for reaching the highest level in sport and recreation.

The *Wall of Fame* is an opportunity to celebrate the history of sport and recreation in Castlegar and District, providing a focal point for the community to recognize outstanding achievements of past athletes, teams, and builders of sport and recreation.

Achieving *Wall of Fame* status is an honour, and recognizes outstanding achievements that few could attain. It recognizes special accomplishments that set individuals apart, and represents exceptional success.

OBJECTIVE:

To honour and perpetuate the names and deeds of those individuals whose athletic abilities have brought fame to themselves and their community, as well as individuals whose interest in and work for sport and recreation has resulted in a climate which benefited athletes and athletics over the long term.

GENERAL REQUIREMENTS

1. Wall of Fame nominations must be made on the form prepared for that purpose and explain in detail the history and accomplishment of the person or team.
2. Teams must be for teams who have/are representing Castlegar and District.
3. An individual being nominated must have been a resident of the Castlegar and District for a majority of their development during the period of his/her achievement.

CATEGORIES

There are three categories in which the *Wall of Fame* nominations will be accepted. 1. Individual Sport Achievement Category; 2. Builder Category; and 3. Team Category. The following criteria must be met to be eligible for the *Wall of Fame*.

1. Individual Sports Achievement Category

A person must have achieved a professional level of excellence or competed/reached a significant level of achievement in their given sport such as competing at an international level. The definition of reaching a significant level of achievement will vary based on the Sport, for example, hockey - profession level; swimming - national level.

2. Builder Category (includes coaches, managers, officials, administrators)

The individual(s), organization or association will have contributed in an outstanding manner to Castlegar and District sport and recreation. His/her, organizations or association work will represent consistent high level of excellence related to sport and recreation development. This includes but is not limited to development, administration, officiating, and on-going operations of sport and recreation, as well as the development of youth in a positive and productive manner.

3. Team Category

A team must have represented Castlegar and District and won a national or an international championship.

NOMINATION PROCEDURES FOR RECOGNITION AS A WALL OF FAME MEMBER

- Nominations for recognition as a *Wall of Fame* member of Castlegar and Area must be made on the form prepared for that purpose.
- Nomination categories are Individual Sports Athlete, Builder or Team.
- Nominations should be made by the organization or sporting body the team, individual or builder is connected with. Individuals representing an organization association or community group can submit a nomination on behalf of the group.
- Individual nominations may be made under special circumstances but not by a member of the nominee's immediate family.
- All nominations must be accompanied by letter of support. Additional letters of support will assist the selection committee in their decision.
- The nomination must be submitted in hard copy. No faxes or emails will be accepted.

- If selected a recent photo of the nominee is required to be submitted (head and shoulders) which will not be returned.
- All nominees selected to be recognized as a member of the *Wall of Fame* will be required to sign a release that will:
 - provide his/her consent to allow use of any biographical information submitted with the nomination in a public record and to use his/her name in a public display;
 - waive any personal rights in connection with the use of the records, promotion or display of his/her name for its purposes;
 - hold from any action or claim, the Regional District of Central Kootenay the RDCK, its elected and appointed officers, employees and agents resulting from the use of his/her name.

CONFLICT OF INTEREST

- The integrity of the *Wall of Fame* and the value placed on those inducted are of paramount importance and significance. Nominations should always be unencumbered by conflict of interest to ensure recognition on the *Wall of Fame* is based strictly on achievement by the individual athlete, builder or team.
Conflict of interest can take many shapes and forms. It is the sole discretion of the Castlegar and District Recreation Commission to determine if there is conflict of interest in any form during the nomination and selection process.

GENERAL INFORMATION

- Persons selected and inducted on to the *Wall of Fame* for Castlegar and Areas I and J will be recognized by a plaque on the *Wall of Fame* in the designated area.
- The *Wall of Fame* registry is held by the Castlegar and District Recreation Commission who is responsible for its care and the use of the information contained in the Registry.
- The Castlegar and District Recreation Commission is responsible for the maintenance of the Registry.
- The Castlegar & District Recreation Commission has the right to remove or relocate the *Wall of Fame* and its participants.



Building A Healthy Community

2101 – 6th Avenue, Castlegar, B.C. V1N 3B2
Phone (250) 365-3386 Fax (250) 365-0127
Email casrec@rdck.bc.ca



CDRD Sport Wall of Fame Application

Date of Submission:

Name of Team: Sport:

Name of Individual: Sport:

Accomplishment: Date:

Group (age/division): Sport Association:

Other Information: (attach additional sheet if needed, maximum 100 words)

Name of organization:

Contact: Address: Postal Code:

Phone Number (business): (home)

Submitting Person's Signature Date:

Procedures:

1. A waiting period may be required by the Selection Committee before a candidate is considered eligible.
2. Submission for all categories will be accepted at the Castlegar and District Recreation Complex.
3. All submissions will be evaluated and returned if they do not meet the criteria.
4. The Selection Committee has the right to accept or reject any and all submissions.



Building A Healthy Community

2101 – 6th Avenue, Castlegar, B.C. V1N 3B2
Phone (250) 365-3386 Fax (250) 365-0127
Email casrec@rdck.bc.ca



CASTLEGAR & DISTRICT COMMUNITY COMPLEX

BANNERS

DESIGNATION CRITERIA

The Castlegar Complex *Banners* are a key feature of the Castlegar & District (City of Castlegar Area I and Area J) experience. The *Banners* prominent location in the Castlegar Complex will ensure appropriate recognition for Castlegar and District sport and recreation history. To be recognized by a *Banner* is an honour which celebrates recognition for reaching achievement in sport and recreation.

Banners are an opportunity to celebrate the history of sport and recreation in Castlegar and District, providing a focal point for the community to recognize achievements of past teams, sport and recreation.

Achieving *Individual Banner* status is an honour and recognizes outstanding achievements that few could attain. It recognizes special accomplishments that set individuals apart, and represents exceptional success.

OBJECTIVE:

To Honour and perpetuate the names and deeds of those individuals whose athletic abilities have brought fame to themselves and their community, as well as those teams that have been successful in their annual play downs.

GENERAL REQUIREMENTS

To be considered for selection to have a *Banner* at the Castlegar & District Recreation Complex (CDRD), the following guidelines must be met:

1. Retirement / Honour Banner nominations must be made on the form prepared for that purpose and explain in detail the history and accomplishment of the person or team.
2. Teams must be for teams who have/are representing Castlegar and District.
3. An individual being nominated must have been a resident of the Castlegar and District for a majority of their development during the period of his/her achievement.

CATEGORIES

There are three categories in which the *Banner* request may be grouped: 1. Team Championship; 2. Individual Jersey Retirement/Banner of Honour; 3. Ceremonial Banner

1. Team Championship Banner(s)

West Kootenay Regional, Divisional, League, Provincial and National level championships

2. Individual Jersey Retirement / Banner of Honour

Nomination of an individual to honour outstanding achievement.

An individual must have:

- Achieved a professional level of excellence or competed/reached a significant level of achievement in their given sport such as competing at an international level.
The definition of reaching a significant level of achievement will vary based on the Sport, for example, hockey - profession level; swimming - national level.
- The individual must have ceased being an active member in the sport or organization in the community and have not participated as a player or builder for 5 years. (ex: not still playing hockey for the area or involved in the sport).

3. Ceremonial Banners

A temporary placement of a *Banner* in the “Ceremonial Banner Space” prominently located in the center of the arena in a location it can be “raised” during the ceremony. Following the event, the *Banner* will be removed and returned to the organization holding the ceremony.

NOMINATION PROCEDURES FOR BANNER RECOGNITION

- Nominations for recognition a *Banner* must be made on the form prepared for that purpose.
- Nominations should come from the Sport Organization the individual represented or from an organization or community group representing the interests of the Community and/or individual.
- Individual nominations may be made under special circumstances but not by a member of the nominee’s family.
- All Nominations must be accompanied by letter of support. Additional letters of support will assist the selection committee in their decision.
- The nomination must be submitted in hard copy. No faxes or emails will be accepted.
- Nominees selected to be recognized by a *Banner* will be required to sign a release that will:
 - provide his/her consent to allow use of any biographical information submitted with the nomination in a public record and to use his/her name in a public display;
 - waive any personal rights in connection with the use of the records, promotion or display of his/her name for its purposes;
 - hold from any action or claim, the Regional District of Central Kootenay resulting from the use of his/her name.

CONFLICT OF INTEREST

- The integrity of the *Banner* program and the value placed on those inducted are of paramount importance and significance. Nominations should always be unencumbered by conflict of interest to ensure recognition through a *Banner* is based strictly on achievement by the individual athlete, builder or team.
- Conflict of interest can take many shapes and forms. It is the sole discretion of the Castlegar and District Recreation Commission to determine if there is conflict of interest in any form during the nomination and selection process.

GENERAL INFORMATION

- Persons nominated and accepted for *Banner* placement by the Castlegar and District Recreation Commission, will be recognized by a *Banner* in a designated area chosen by the District Staff.
- The physical *Banner* proposed must outline content, colour and size and requires approval from the Castlegar and District Recreation Commission
- The *Banner* registry is held by the Castlegar and District Recreation Commission who is responsible for its care and the use of the information contained in the Registry.
- The Castlegar and District Recreation Commission is responsible for the maintenance of the Registry.
- The Castlegar & District Recreation Commission has the right to remove or relocate any and all *Banners* and will return said *Banners* to the nominating organization.



Building A Healthy Community

2101 – 6th Avenue, Castlegar, B.C. V1N 3B2
Phone (250) 365-3386 Fax (250) 365-0127
Email casrec@rdck.bc.ca



CDRD Arena Banner Application

Date of Submission:

Name of Team: Sport:

Name of Individual: Sport:

Accomplishment: Date:

Group (age/division): Sport Association:

Other Information: (attach additional sheet if needed, maximum 100 words)

Name of organization:

Contact: Address: Postal Code:

Phone Number (business): (home)

Submitting Person's Signature Date:

Procedures:

1. A waiting period may be required by the Selection Committee before a candidate is considered eligible.
2. Submission for all categories will be accepted at the Castlegar and District Recreation Complex.
3. All submissions will be evaluated and returned if they do not meet the criteria.
4. The Selection Committee has the right to accept or reject any and all submissions.



Commission Report

Date of Report: September 26, 2024
Date & Type of Meeting: October 1, 2024, Castlegar & District Recreation Commission
Author: Tia Wayling, Regional Programming Manager
Subject: CDRD PROGRAMMING UPDATE
File: 0520-50-CDRD
Electoral Area/Municipality: City of Castlegar, Area I and Area J

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to provide the Castlegar & District Recreation Commission with a programming update for summer, 2024.

SECTION 2: BACKGROUND/ANALYSIS

In December 2023, the Data Collection Project Committee was established to address the inconsistencies in data collection across services. Historically, data input practices varied making it difficult to analyze trends or make informed decisions about program development. The goal is to identify the most relevant data for guiding future decisions in recreation program and service delivery.

While there were many program and service areas identified by staff, highest priority was given to those areas that our existing staff capacity and software can support.

Following Lean practices, a phased approach was implemented starting with data collected from the registration software for pre-registered programs and included with admission (IWA) programs. This new method of collecting data allows us to make progress toward standardizing practices, with more full reporting taking shape in 2025.

While participant feedback data is also very important, it does require the development of a distribution and collection process. This is a work plan more appropriately scheduled for spring, 2025.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: Yes No **Financial Plan Amendment:** Yes No
Debt Bylaw Required: Yes No **Public/Gov't Approvals Required:** Yes No

The data collection and analysis process is new for staff. Consistency in how data is presented will become more standardized over time.

Year-to-Date Programming Financials

Programming areas are continually monitored to ensure budget expectations are met. Below is the year-to-date financial information with utilization percentages for the main program areas for Castlegar & District:

User Fee Type	Year-To-Date*	2024 Budget	% Utilized
Memberships & General Admission (S222)	(\$7,384)	(\$12,500)	59%
Memberships & General Admission (S227)	(\$278,219)	(\$350,000)	79%
Total	(\$285,603)	(\$362,500)	79%

* Financials as of August 31, 2024

User fees in the form of memberships and general admission are meeting budget expectations and have potential to be exceeded by the end of 2024.

Program Area	Year-to-Date*	2024 Budget	% Utilized
Recreation – Revenue (S222)	(\$67,325)	(\$74,300)	91%
Recreation – Expenses (S222)	\$83,369	\$112,914	74%
Arena – Revenue (S222)	(\$1,602)	(\$2,700)	59%
Arena – Expenses (S222)	\$7,382	\$10,000	74%
Fitness – Revenue (S227)	(\$47,478)	(\$50,120)	95%
Fitness – Expenses (S227)	\$31,642	\$89,409	35%
Aquatics – Revenue (S227)	(\$48,976)	(\$61,281)	80%
Aquatics – Expenses (S227)	\$32,206	\$68,667	47%
TOTAL Program Subsidy	(\$10,782)	\$92,589	-12%

* Financials as of September 15, 2024

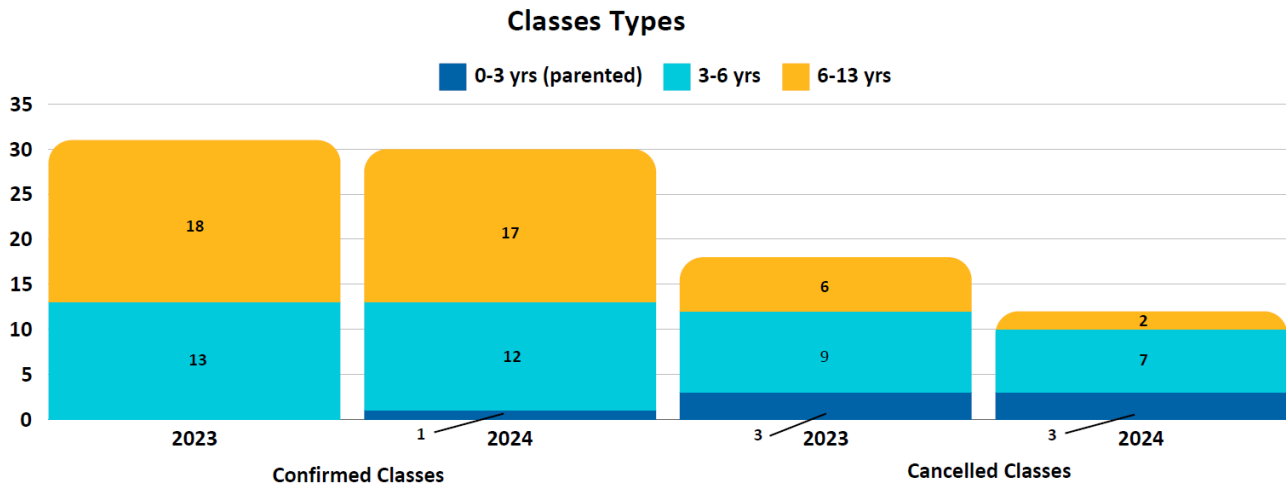
The overall subsidy utilization for programming is below budget projections. Staff will continue to monitor programming revenue and expenses over the fall season.

Summer Programming Statistics

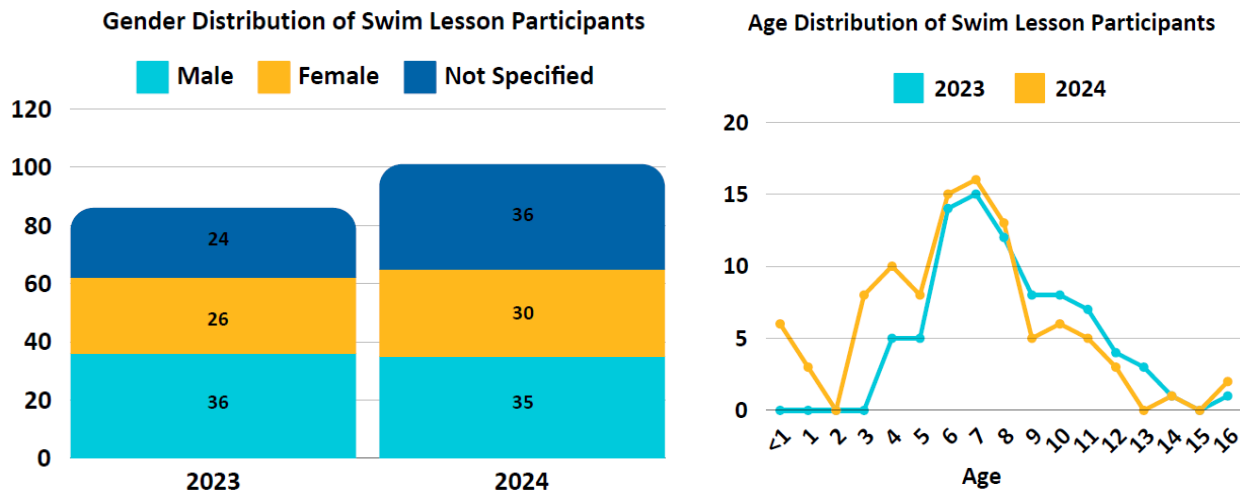
Key findings from the summer 2024 season for Castlegar & District include:

GROUP SWIM LESSONS

There are four swim lesson types depending on the age of the swimmer.



Similar level distributions were offered in 2023 and 2024. Approximately half of the levels are for children ages 3-6, while the other half are swimmer levels for children ages 6-13. Summer is typically a time of reduced indoor swim lesson participation. Future reporting will start to show trends in participation allowing Programmers to plan more effectively with lower cancellation rates.



Of the 104 participants in 2023, there were 83 unique participants from 57 unique families. Of the 115 registrants in 2024, there were 101 unique participants from 75 unique families. Only 18 individuals attended lessons in both years.

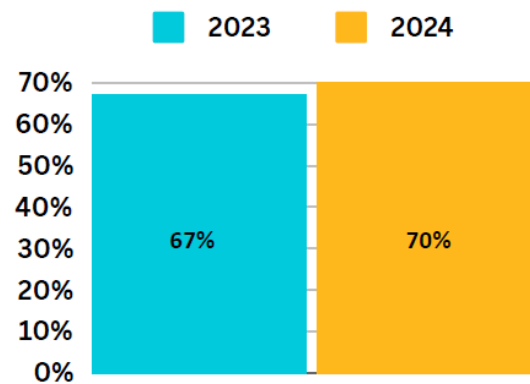
Demographics for both years were comparable. There were a similar number of male and female participants with the majority between 4 and 10 years old.

Although overall swim lesson participation tends to decrease in the summer, compared to other seasons, a consistent capacity rate is sustained, with minimal waitlists. Because class sizes are small by design, these average capacities are only 1 or 2 participants from reaching maximum capacity.

Trends and Future Considerations

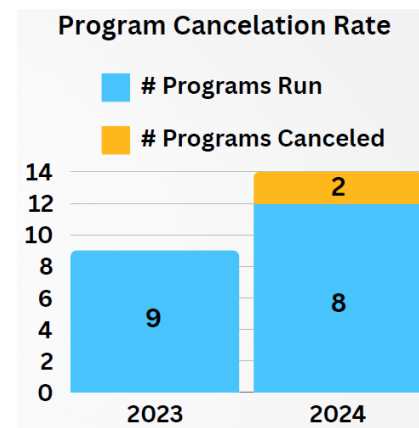
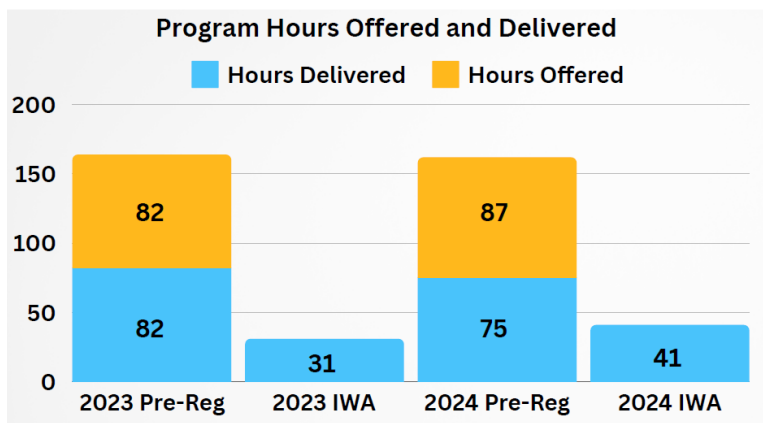
- Considering minimal waitlists combined with moderate capacity numbers, group swim lessons could be maintained or reduced during summer seasons. This may present an opportunity to increase other offerings such as leadership courses, private lessons, or other beneficial youth programming in a different program area.
- At this time, no assessments of participant satisfaction or outcome achievement have been conducted. Possibilities for future evaluation, including monitoring of level completion, should be considered.
- Opportunities to engage expanded demographics should be evaluated. Opportunities may exist to target those living in more rural areas as well as reaching increased numbers of adult non-swimmers.

Average Capacity

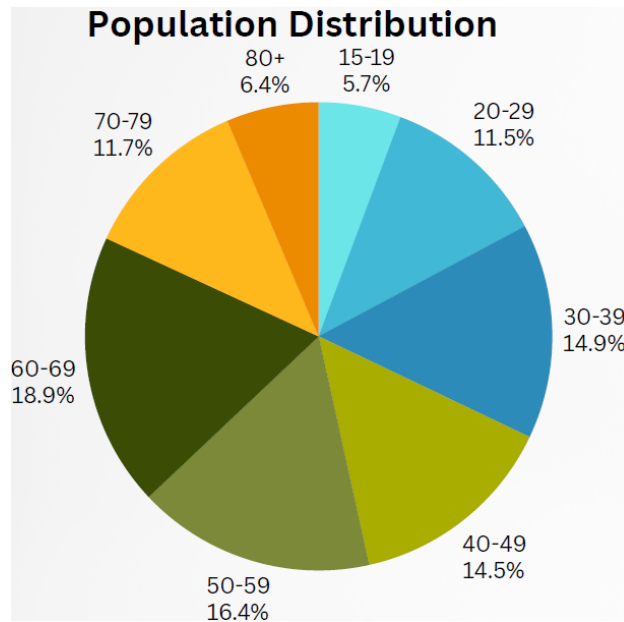


FITNESS

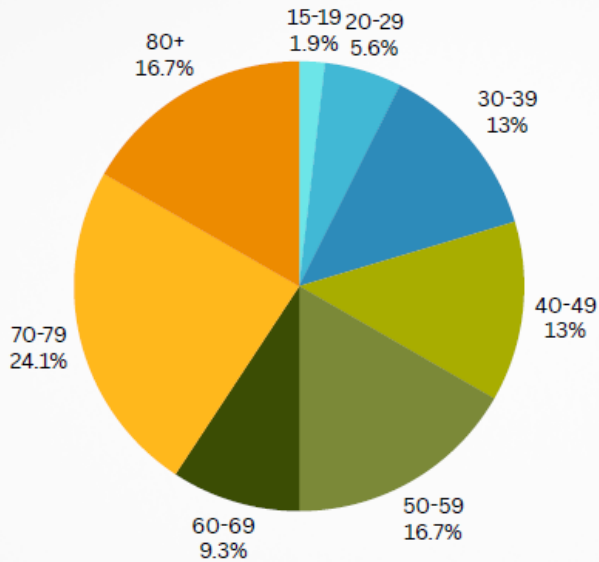
Summer is a unique season in that the total number of hours offered for both pre-registered and included with admissions programs are lower than in other seasons. We have yet to utilize data to inform what program options offered in the summer are likely to run or be cancelled, and what options will reap a higher level of public benefit. A unique characteristic in Castlegar, which is different than the other RDCK recreation facilities, is the preference for pre-registered fitness classes versus included with admission. This pre-registered preference boasts the lowest cancellation rate in the region.



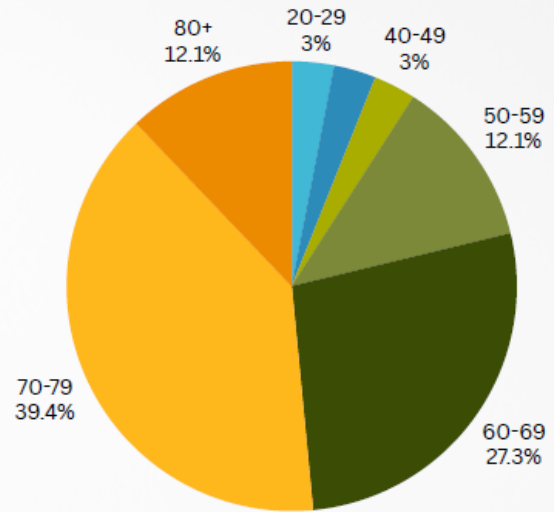
A distribution graph allows us to see if the “Total” participation is relative to the population distribution in a community giving us an estimate of who is benefitting by a specific type of service. The summer season finds a high proportion of 50-79 year old usage of of both pre-registered and included with admission group fitness classes.



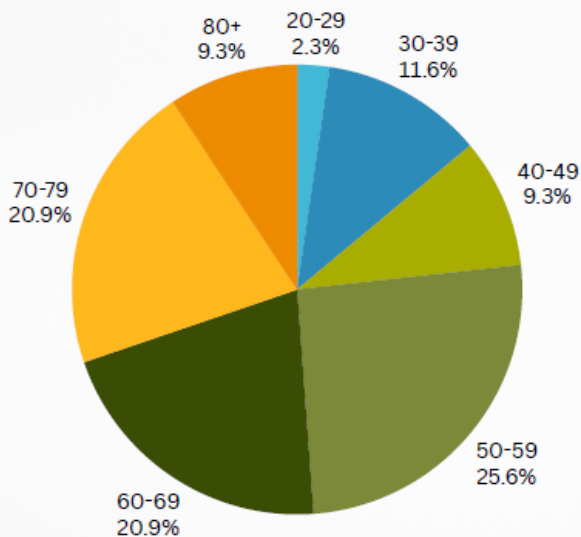
2024 Pre-Registered Distribution



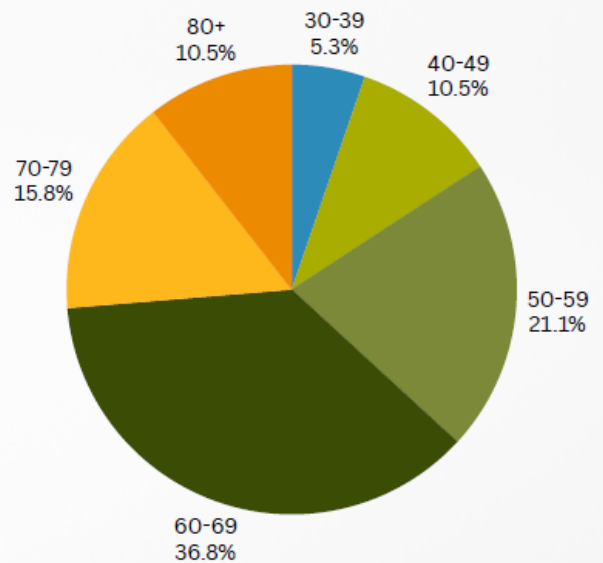
2024 IWA Distribution



2023 Pre-Registered Distribution



2023 IWA Distribution



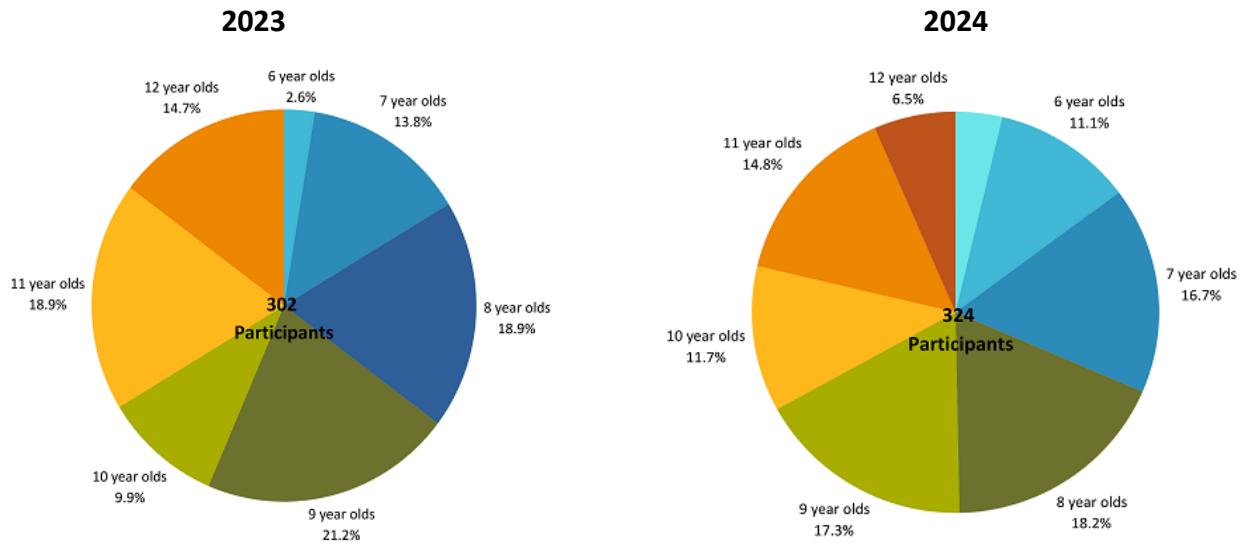
Trends and Future Considerations

- Annual data comparisons will allow refinement of summer offerings to reduce cancellation rates in the future
- Castlegar’s fitness services are disproportionately utilized by the 50+ age group. Further analysis is required to capture the use of the other fitness services within the facility (ie. Fitness Centre). This will show a more complete view of overall success within the population of users.

SUMMER CAMPS

CDRD Summer Camps continue to provide a much needed out-of-school option for school-aged children. Each year's offerings are well attended and support growth and development of school-aged children in the summer. This year, camps were divided into two age groups, 6-9 years and 9-12 years. Alongside the general camp offerings were the addition of a few specialized camp offerings for the 9-12 year olds that provided positive results.

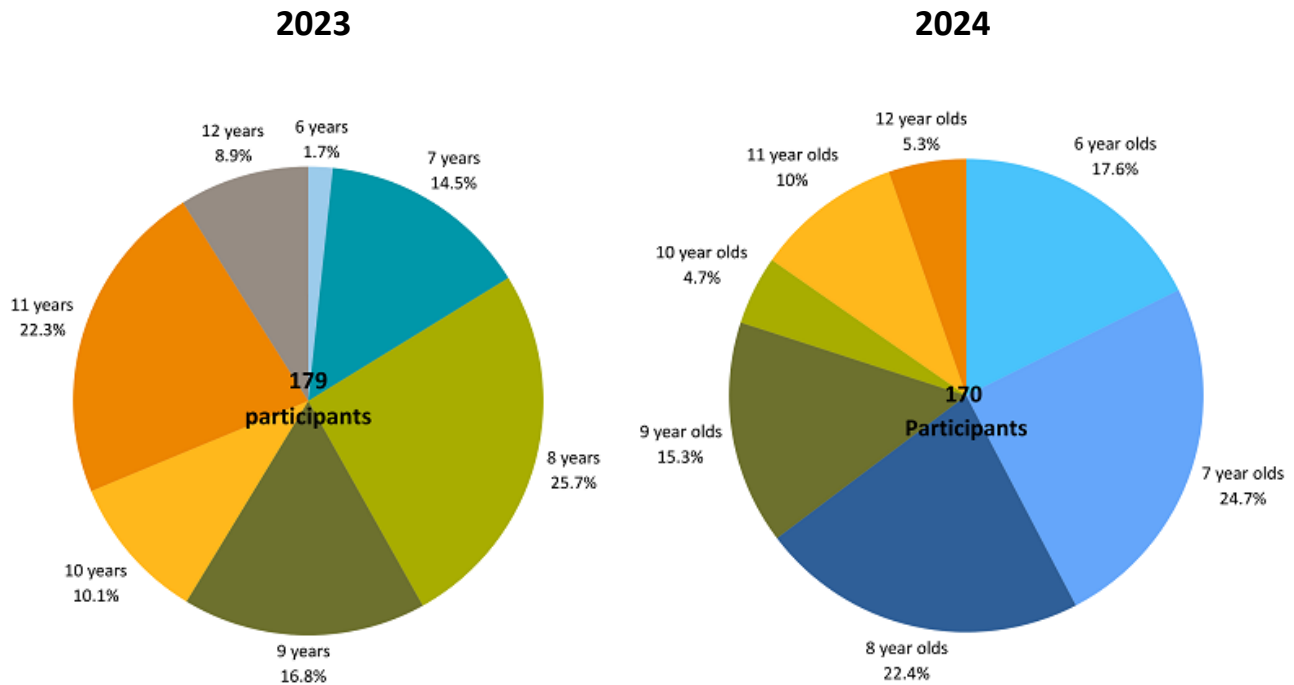
Age Group Percentage of Participants in Multi-day Camps



In 2024, the participation level was similar to 2023, with the majority of participants in the 7-10 year old range. In 2024, however, the participation of the older youth from 9-12 years old saw an increase with the addition of the specialized camps. The 6-9 year old camps ran at 97% capacity versus the 10-12 year old camps at 20%. Some of the shift in registration was the 9-12 year old specialized camps which ran at a 69% average.

The total number of participants in single day camps is shown in the pie charts below. Single day camps are offered on Fridays over 8 weeks. 2023 saw a total of 179 participants and 170 in 2024.

Age Group Percentage of Participants in Single Day Camps



Trends and Future Considerations

- In 2025, specialized camp opportunities for the older youth will continue as preference for activity-specific camps is high. With this change, staff will remove the low attendance 10-12 year old general camps and create more 6-9 year old opportunities. Single day Fridays will also continue as numbers were good.
- Splitting camps into two different age groups improved dynamics among camp participants as activities planned were more age appropriate. This structure will continue for 2025.

This data, while preliminary, serves as a baseline for evaluating participation and programming effectiveness. No unexpected trends or major issues have been identified at this stage.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

NA

3.3 Environmental Considerations

Ongoing data collection may eventually allow for assessment on the environmental impact of facility use, particularly in energy-intensive areas such as the arena and aquatics facilities.

3.4 Social Considerations:

Further refinement to the analysis processes will be required to fully capture how these programs are contributing to overall community well-being.

3.5 Economic Considerations:

As the data analysis process is refined, there will be more evaluations with comparisons of financial performance and budget of key programs, including revenue generation, program costs, and participation trends.

3.6 Communication Considerations:

Each Recreation Commission and Committee will receive a facility-specific report each quarter. In addition, a regional report for each All-Rec meeting will be presented. This report will provide a broader overview of recreation program performance and trends across all facilities.

The structured deadlines and responsibilities introduced by the data collection project are intended to streamline communication with both staff and stakeholders. These reports will be used to inform planning and development of new and existing programs moving forward.

3.7 Staffing/Departmental Workplace Considerations:

The data collection and analysis process has created new workflows and deadlines to ensure accuracy and timeliness in reporting. Workloads have been carefully managed to ensure staff have the capacity to collect copious amounts of raw data, analyze and assist in planning future programs, and create reports to communicate to stakeholders. Staffing levels remain adequate for the scope of data collection and program delivery at this time.

3.8 Board Strategic Plan/Priorities Considerations:

- Organizational Excellence
- Reduce operational costs
- Manage our assets and service delivery in a fiscally responsible manner
- Regional approach to growth

SECTION 4: OPTIONS & PROS / CONS

NA

SECTION 5: RECOMMENDATIONS


That the Nelson & District Recreation Commission receive this report for information.

Respectfully submitted,



Tia Wayling, Regional Programming Manager

CONCURRENCE

Trisha Davison – Regional Manager of Recreation and Client Services 
Joe Chirico – General Manager of Community Services 

ACTION ITEMS LIST FROM PREVIOUS MEETINGS
Castlegar & District Recreation Commission

#	ACTION ITEM	MEETING ORIGIN	STATUS
1.	Castlegar & District Recreation Centre – Accessibility Report	June 11, 2024	To be brought to the September 10, 2024 meeting. – Incomplete
2.	Inconsistencies regarding customers being advised of closures when purchasing passes be placed on an upcoming Agenda	August 6, 2024	Incomplete
3.	<i>The Commission directed staff to bring information (policy or procedure, if in place) regarding how an individual or organization that meet the criteria are placed on the Wall of Fame at the Castlegar & District Community Complex.</i>	September 10, 2024	
4.	<i>The Commission directed staff to bring a report with the current practice for raising a banner at the Castlegar and District Community Complex.</i>	September 10, 2024	