



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

Date: Tuesday, January 7, 2025

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:

4:00 p.m. PST

Join by Video:

<https://rdck-bc-ca.zoom.us/j/95403165875?pwd=q0NOLXcnFX43CjaKlp6jvWnfltdtGF8.1>

Join by Phone:

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

Meeting ID: 954 0316 5875

Meeting Password: 572595

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

2. ELECTION

2.1 Election of the Castlegar & District Recreation Commission Chair

1. [RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] called the meeting to order at [Time] p.m.

2. Call for Nominations (3 Times)
3. Vote by Secret Ballot (will include Electronic Voting RDCK Procedure Bylaw No. 2576, 2019)
4. Declaration of Elected or Acclaimed RDCK Board Chair
5. Destroy Ballots

RECOMMENDATION:
(ALL VOTE)

That the ballots used in the election of the Castlegar & District Recreation Commission Chair be destroyed.

3. CALL TO ORDER

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

4. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

5. ADOPTION OF AGENDA

RECOMMENDATION:

The agenda for the [Date], [Year] Castlegar and District Community Complex and Recreation Commission meeting be adopted as circulated.

6. RECEIPT OF MINUTES

The December 03, 2024 Castlegar and District Recreation Commission minutes, have been received.

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7. DELEGATE

There are no Delegates scheduled for this Commission meeting.

8. STAFF REPORTS

8.1 2026 BC Winter Games

The Commission Report dated January 2, 2025 from Trisha Davison, Regional Manager - Recreation & Client Services, re: 2026 BC Winter Games, has been received.

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8.2 Preliminary Budget Discussion

Joe Chirico, General Manager of Community Services to provide the Commission with a verbal overview re: preliminary budget.

9. NEW BUSINESS

9.1 Shower Usage

Commissioner Hanegraaf to lead a discussion with the Commission re: Shower Usage at the Castlegar & District Community Complex.

9.2 Wristbands

Commissioner Hanegraaf to lead a discussion re: Wristbands.

10. PUBLIC TIME

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

11. NEXT MEETING

The next Castlegar and District Community Complex and Recreation Commission meeting is scheduled for February 4, 2025 at 4:00p.m.

12. ADJOURNMENT

RECOMMENDATION:

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



REGIONAL DISTRICT OF CENTRAL KOOTENAY

CASTLEGAR & DISTRICT RECREATION COMMISSION OPEN MEETING MINUTES

4:00p.m.
December 3, 2024

COMMISSION MEMBERS

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

MEMBERS ABSENT

Commissioner M. McFaddin	City of Castlegar
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DELEGATES:

Sarah Meunier	Castlegar Parks & Trails Society
Rick Johnson	Castlegar Parks & Trails Society

STAFF

Joe Chirico	General Manager of Community Services
Craig Stanley	Regional Manager of Operations & Asset Management
Trisha Davison	Regional Manager of Recreation and Client Services
Pearl Anderson	Meeting Coordinator

4 out Of 5 voting Commission Members were present – quorum was met.

1. CALL TO ORDER

Chair Bogle called the meeting to order at 4:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the Agenda for the December 3, 2024 Castlegar and District Recreation Commission meeting be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The October 1, 2024 Castlegar and District Recreation Commission minutes have been received.

5. DELEGATE

Sarah Meunier from the Castlegar Parks and Trails Society presented the Commission with a request to increase the Castlegar Parks and Trails Society Service Grant from \$45,000 per year to \$60,000 per year commencing in the year 2026.

Notable Discussion:

- Castlegar Parks and Trails Society is requesting an increase in grant funding to increase maintenance crew to 4 full-time seasonal staff and increase wages.
- The Society maintains over 110 kilometers of trails with paid staff and many volunteers.
- 2.5 kilometers of new trails and 2 ride around sections added.
- There has been an Increase in trail use with 6258 using the Merry Creek trail from April 10 to October 3, 2024.
- The Society has hosted 3 large mountain bike events since 2018.
- The Merry Creek trail was voted the best trail in the world in 2023.
- Ms. Meunier will forward more data and information to justify the request for an increase in grant funding.

6. STAFF REPORTS

6.1 Castlegar & District Community Complex Operations Update

Craig Stanley, Regional Manager of Operations and Asset Management, provided the Commission with a verbal update, regarding Castlegar & District Community Complex Operations, Including:

• **Concession:**

The concession is operating with the concession operator agreeing to give renters full access to the kitchen for previously booked events.

• **Shower Temperature:**

Maintenance has been completed on the showers to improve the water temperature.

• **Filter Type:**

The air quality filter type used in the Complex has been investigated and it has been confirmed that the correct filter is being used.

- **Capital Project Update:**

- The roofing project has not been completed, as the material being used for the roof coating requires a warmer temperature for installation. The project will be completed in the spring.
- The roofing material has been stored in a heated storage unit in Genelle.
- The Commission asked for confirmation in writing from the contractor stating there will be no additional cost due to the delay of the project.
- Due to the roofing project coming in under budget, planning for the ceiling blown-in insulation project has commenced. The tender will go out in the spring.

6.2 Castlegar & District Community Public Engagement Update

Trisha Davison, Regional Manager of Recreation & Client Services, provided the Commission with a verbal report, regarding Castlegar & District Community Public Engagement, including:

- Preliminary key findings from the survey appeared to show that taxpayers do not wish to have their taxes increased to pay for a secondary rink.
- The survey synopsis will be forwarded to the Commission before Christmas with the full report being presented at an upcoming Commission meeting.

Moved and seconded,
AND Resolved:

That Staff present the Campbell Field feasibility study to the Castlegar & District Recreation Commission at the February or March 2025 meeting.

Carried

7. NEW BUSINESS

7.1 2025 Castlegar & District Recreation Commission Proposed Meeting Dates

The Commission reviewed the 2025 proposed meeting dates for the Castlegar & District Recreation Commission, as present in the Agenda Package.

Moved and seconded,
AND Resolved:

That the Commission approve the following 2025 Castlegar & District Recreation Commission meeting dates with meeting commencement time being 4:00p.m. at the Castlegar & District Community Complex.

- January 7, 2025
- February 4, 2025
- March 4, 2025
- April 1, 2025
- May 6, 2025
- June 3, 2025
- July 8, 2025
- August 5, 2025

- September 9, 2025
- October 7, 2025
- November 4, 2025
- December 2, 2025

Carried

8. PUBLIC TIME

The Chair will call for questions from the public at 5:24 p.m. A member of the public presented the Commission with information regarding the lack of gym space in Castlegar for youth interested in playing volleyball and basketball.

9. NEXT MEETING

The next Castlegar & District Recreation Commission meeting is scheduled for January 7, 2025 at 4:00 p.m.

Commission Members expressed their appreciation of Regional District of Central Kootenay Recreation Staff.

ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Castlegar & District Recreation Commission meeting be adjourned at 5:40p.m.

Carried


B Bogle, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. [List of Items]

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. That Staff present the Campbell Field feasibility study to the Castlegar & District Recreation Commission at the February or March 2025 meeting.



Commission Report

Date of Report: January 2, 2025
Date & Type of Meeting: January 7, 2025 - Castlegar & District Recreation Commission
Author: Trisha Davison, Regional Manager – Recreation & Client Services
Subject: 2026 BC WINTER GAMES
File: 0520-50-CDRD
Electoral Area/Municipality City of Castlegar, Area I and Area J

SECTION 1: EXECUTIVE SUMMARY

In February of 2026, the communities of Trail and Rossland will host the BC Winter Games. This report provides the Castlegar & District Recreation Commission with preliminary information related to anticipated request to use of the Castlegar & District Recreation Complex (CDRD) to help support one of the ice sport events, specifically speed skating.

SECTION 2: BACKGROUND/ANALYSIS

In 2026, the BC Winter Games (the “Games”) will occur from February 25 to March 1. Host organizing committee (the “Committee”) president, Brian Stefani, and BC Games representative Andrew Pitre have reached out to staff to initiate conversation related to the use of the Castlegar & District Complex (arena and meeting rooms) to hold the speed skating events. While event planning is just in its early stages, bringing general information to Commission regarding the anticipated request for use of parts of the CDRD to support this event to Commission was felt to be important. Commission can anticipate a formal delegation request from the organizing committee to come to the February meeting to provide more information and bring forward a formal request.

In 2022, at the request of the Castlegar & District Recreation Commission the RDCK provided a letter of support for the event knowing RDCK facilities would likely be needed to support the successful hosting of the event.

Sport Event – General Information

The CDRD arena is being considered to host the speed skating events during the Games. The BC Speed Skating Association sanctions the event and provides the sport expertise and all associated equipment. Each sport has a Local Sport Chair who oversees the actual planning and delivery of the sport event. For speed skating, the local sport chair is Jessica Hewitt, an Olympic Silver medalist who recently relocated to Nelson, BC.

Event Planning & Scheduling

By June 2025, preliminary sport event schedules will be completed. Staff has made the Committee aware of the RDCK’s allocation schedules, priorities and timing for when submission of formal ice requests for this event would be required. The Committee is also acutely aware of the Pioneer arena closure and additional pressures this puts on ice allocation and the impacts to other user groups.

To support the speed skating events, the venue needs from the CDRD specifically between February 25-28, 2026. At this time, the space needs can be summarized as follows:

- **Complex Arena** for Speed Skating

- Thursday, February 26 (9:00 am to 6:00 pm): Practice Sessions
- Friday, February 27 (9:00 am to 6:00 pm): Competition
- Saturday, February 28 (9:00 am to 6:00 pm): Competition
- **Arena Change rooms** (February 26th - 28th (9:00 am to 6:00 pm))
 - Athlete use including showers
 - **no use of Figure Skating Club or Rebels Changer rooms*
- **Two Meeting Rooms** (February 26th - 28th 9:00 am to 6:00 pm)
 - Coaches Rooms
 - Officials Room (including secure storage of timing equipment)
 - *Possible 3rd room use for athletes lounge*
- **Storage** location for protective pads *if* decision is made to allow the public on ice between competitions

Facility Requirements

The organizing committee has identified the following specific facility requirements to host speed skating at the CDRD:

- At the cost of the BC Winter Games Society, special markings (dots for cone placement) would need to be inlaid into the ice surface.
- Some general, safe storage for protective corner pads in the evening *if* the ice surface will be used by the public in the evening.
- Meeting rooms secured at night. No access to the General Public.
- “Possible” removal of some glass panels in the rink during competition to enable clearer viewing/photography.

Other Considerations & Details

When considering the scheduling and facility requirements to host the speed skating events, additional consideration are, but are not limited to:

- Ice Usage – there would be no public usage or other organized use of the ice on Thursday and Friday all day and on Saturday until the event concludes. Once all equipment is removed and ice maintenance is completed, the ice would be available for public usage Saturday evening.
- Meeting Rooms – these spaces would be unavailable for other users during the three days of the event.
- Change room access would be restricted to athletes and coaches during the three days of the event. After hours, others could use these spaces. The organizing committee will not be requesting use of the Figure Skating or Castlegar Rebels spaces.
- Concession services would not be affected and may continue to operate as normal. No other food services are provided on site.
- There is no impact on pool or fitness centre usage.
- The general public is welcome and encouraged to attend. There are no admission fees.
- There is a possibility of legacy funding for the CDRD for the start-up of a speed skating club.

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 RDCK has a Fees & Charges Policy that outlines fees associated with use of facilities for various activities. The Committee is aware of the policy and understands fees are charged. Based on the Fees and Charges schedule, the category of fees for this type of event (High Profile event) would be \$261.06/hour for ice and \$177.89/day for medium or small meeting rooms. While there is a daily rate for room usage, there is not a day rate for ice usage. Using the fees noted and based on the draft schedule the value of venue usage are estimated at:

Space	Per Day	# Days	Total
Ice	\$2,350.00	3	\$7,050.00
Room #1	\$177.89	3	\$533.67
Room #2	\$177.89	3	\$533.67
Room #3	\$177.89	3	\$533.67
Total			\$8,651.01

Commission should be prepared to consider a request from the Committee for a reduction in fees at a future date and/or supporting the venue costs in some other way (ie. Grant).

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

NA

3.3 Environmental Considerations

NA

3.4 Social Considerations:

Community pride, bring the community together, meaningful volunteer opportunities, supporting activities for youth, and supporting local community groups are a few of the social benefits that arise out of supporting this level of sporting event.

3.5 Economic Considerations:

While Castlegar and area and not the sport hosting communities for the 2026 BC Winter Games, these large-scale sporting events bring considerable economic benefit that will spread well outside of Trail and Rossland. From hotel stays, to restaurants, to utilizing other local businesses, it is anticipated Castlegar and area will financially benefit overall.

Aside from speed skating, badminton and basketball will also be hosted in the City of Castlegar, just not in an RDCK facility.

3.6 Communication Considerations:

The Castlegar Rebels, Castlegar Minor Hockey and Figure Skating are primary users of the CDRD arena. It would be important to communicate with these groups prior to the end of this ice season about the BC Winter Games dates and anticipated impact on ice usage so support their planning efforts going into the 2025/2026 ice season. With the closure of the Pioneer Arena, this communication need will even be more critical.

3.7 Staffing/Departmental Workplace Considerations:

There are no significant staffing or workplace considerations at this time.

3.8 Board Strategic Plan/Priorities Considerations:

- Organizational Excellence
- Manager our assets and service delivery in a fiscally responsible manner
- Effective Partnerships

SECTION 4: OPTIONS & PROS / CONS

NA

SECTION 5: RECOMMENDATIONS

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

Respectfully submitted,



Trisha Davison, Regional Manager – Recreation & Client Services

CONCURRENCE

Craig Stanley – Regional Manager of Operations & Asset Management

Joe Chirico – General Manager of Community Services



