



Regional District of Central Kootenay
NELSON AND DISTRICT RECREATION COMMISSION NO.5
Open Meeting Agenda

Date: Wednesday, July 29, 2026
Time: 9:00 am
Location: RDCK Board Room, 202 Lakeside Dr., Nelson, BC

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:

9:00 a.m. PDT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/93923376035?pwd=SbdN4XYaSSFgDMcjdqhz1DQNPS5zOb.1>

Join by Phone:

833 958 1164 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 939 2337 6035

Meeting Passcode: 765602

In-Person Location: RDCK Boardroom - 202 Lakeside Drive, Nelson, BC

2. CALL TO ORDER

Chair Page called the meeting to order at [Time] a.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 July 29, 2026 Nelson and District Recreation Commission No. 5 meeting, be adopted as circulated.

5. RECEIPT OF MINUTES

5 - 8

The May 27, 2026 Nelson & District Recreation Commission meeting minutes, have been received.

6. DELEGATE

There are no Delegates scheduled for this Commission meeting.

7. STAFF REPORTS

7.1 Nelson & District Quarterly Programming Report

9 - 12

The Commission Report dated July 29, 2026 from Tia Wayling, Regional Programming Manager, re: Nelson & District Quarterly Programming, has been received.

7.2 Quarterly Operations Report

The Commission Report dated July 29, 2026 from Anne Gillender, Nelson & District Community Complex Facility Manager, re: Quarterly Operations Report, has been received.

7.3 The City of Nelson Mobi-Mat Agreement

The Commission report dated July 29, 2026 from Anne Gillender, Nelson & District Community Complex Facility Manager re: The City of Nelson Mobi-Mat Agreement has been received.

RECOMMENDATION:

That the RDCK Board approve renewing the Municipal Service Agreement with the City of Nelson for the Mobi-Wheelchair services, for an additional three (3) years starting on May 1, 2026 and ending on April 30, 2029,

AND FURTHER, that the Board Chair and Corporate Officer be authorized to execute the agreement

7.4 Nelson & District Community Complex Parking Limit Extension

The Commission report dated July 29, 2026 from Anne Gillender, Nelson & District Community Facility Manager re: Nelson & District Community Complex Parking Limit Extension has been received.

RECOMMENDATION:

That the RDCK Board authorize staff to work with the City of Nelson to

increase the maximum parking lot time limits at the Nelson and District Community Complex from two hours to three hours.

7.5 Nelson Leaf's Facility Use Agreement

The Commission Report dated July 29, 2026 from Craig Stanley, Regional Manager of Operations and Asset Management re: Nelson Leaf's Facility Use Agreement has been received.

RECOMMENDATION:

That the Board authorize staff to negotiate and enter into a long-term Facility Use Agreement with the Nelson Leafs Hockey Society for use of the Nelson and District Community Complex for three (3) years, from August 1, 2026 to July 31, 2029, with the option to renew for two (2) additional one-year terms;

AND FURTHER, that the Board Chair and Corporate office be authorized to sign the agreement upon successful negotiations.

7.6 Nelson & District Community Complex Concession Agreement

The Commission report dated July 29, 2026 from Anne Gillender, Nelson & District Community Complex Facility Manager, re: Nelson & District Community Complex Concession Agreement has been received.

RECOMMENDATION:

That the Board approve the RDCK enter into a two-year concession services agreement at the Nelson and District Community Complex with **(contractor to be named)**, commencing on September 1, 2026, and ending on August 31, 2028, with the option to renew for two one-year terms with Board approval,

AND FURTHER, that the Board Chair and Corporate Officer be authorized to execute the agreement.

8. OLD BUSINESS

8.1 Recreation Campus Capital Funding Service: Process and Impact

13 - 18

Deferred from May 27, 2026 Nelson & District Recreation Commission meeting.

The Commission Report dated May 27, 2026 from Trisha Davison, General Manager of Community Services, re: Recreation Campus Capital Funding Service: Process and Impact, has been received.

9. PUBLIC TIME

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

10. NEXT MEETING

The next Nelson & District Recreation Commission No, 5 meeting is scheduled for August 26, 2026 at 9:00 a.m.

11. ADJOURNMENT

RECOMMENDATION:

The Nelson & District Recreation Commission No. 5 meeting be adjourned at [Time].



REGIONAL DISTRICT OF CENTRAL KOOTENAY

NELSON & DISTRICT RECREATION COMMISSION NO. 5 OPEN MEETING MINUTES

9:00a.m.

May 27, 2026

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).

COMMISSION/COMMITTEE MEMBERS

Commissioner K. Page	City of Nelson- Chair
Commissioner K. Tait	City of Nelson
Commissioner T. Newell	Electoral Area F

MEMBERS ABSENT

Commissioner J. Morrison	City of Nelson
Commissioner C. Graham	Area E

STAFF

Trisha Davison	General Manger of Community Services
Craig Stanley	Regional Manager of Operations and Asset Management
Tia Wayling	Regional Programming Manager
Anne Gillender	Nelson & District Community Complex Facility Manager
Alana Jenkins	Meeting Coordinator

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

1. CALL TO ORDER

Chair Page called the meeting to order at 9:00 a.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:

The Agenda for the May 27, 2026 Nelson & District Recreation Commission No. 5 meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The January 28, 2026 Nelson & District Recreation Commission No. 5 minutes, have been received.

MOVED and seconded,
AND Resolved:

That Andy Leathwood of the Nelson Sports Council be granted freedom of the floor.

Carried

5. DELEGATE

Jason Asbell, Eleanor Stacey, and Devon Caron from the Nelson Civic Theatre Society will present a request Society request to use the back of the parking lot between the NDCC and the Curling rink to the Commission.

Request was addressed by staff preceding the meeting.

6. STAFF REPORTS

6.1 Nelson & District Community Complex Operations Update

The Commission Report dated May 27, 2026 from Anne Gillender, NDCC Facility Manager, re: Nelson & District Community Complex Operations update, has been received.

- Reviewed facility maintenance updates.
- Discussed current lifeguard shortage and ongoing recruitment efforts with focus on leadership development for existing staff.
- New Assistant Manager will begin role June 1.
- Reviewed summer operating schedules for Gyro Pool, Paddle Rental Centre, and summer camps.

6.2 Nelson & District Quarterly Programming Update

The Commission Report dated May 27, 2026 from Tia Wayling, Regional Programming Manager re: Nelson & District Quarterly Programming Update, has been received.

- Reviewed January–March winter season statistics and budget status.
- Reported strong participation in themed programs, fitness, and swim lessons.
- Noted cancellation of non-themed Pro-D Day camps due to low enrollment.
- Discussed increasing public skating opportunities and improving facility schedules/guides.

6.3 Nelson & District Community Complex Pool – Summer Hours of Operation

The Commission Report dated May 27, 2026 from Tia Wayling, Regional Programming Manager re: Nelson & District Community Complex Pool - Summer Hours of Operation, has been received.

- Reviewed minor adjustments to the summer pool schedule.
- Adjusted opening times to improve clarity and reduce user confusion.

6.4 Recreation Campus Capital Funding Service: Process & Impact

The Commission Report dated May 27, 2026 from Trisha Davison, General Manager of Community Services, re: Recreation Campus Capital Funding Service: Process & Impact, has been received.

MOVED and seconded,
AND Resolved:

That the Commission direct staff to defer item 6.4 Recreation Campus Capital Funding Service: Process & Impact to a future Recreation Commission No. 5 meeting.

Carried

7. OLD BUSINESS

7.1 Nelson & District Art Council Meeting

Craig Stanley, Regional Manager of Operations and Asset Management to provide a verbal overview of the Nelson & District Art Council letter dated, February 17, 2026 re: A proposed Mural at the Nelson & District Community Complex.

- Advised mural agreement with the Nelson & District Arts Council is nearing completion
- Anticipated mural installation to begin in June
- Discussed maintenance and lifecycle provisions included in the agreement

8. CORRESPONDENCE

8.1 Civic Centre Studio Space Letter

The letter from Keith Page, Nelson & District Recreation Commission No. 5 re: The City of Nelson's RFP for the Civic Centre Studio Space located at 719 Vernon Street, Nelson BC, has been received.

Chair Page clarified the point of process addressed via the letter.

8.2 Nelson Leaf's E-mail

E-mail dated May 7, 2026 from John Dooley representative of the Nelson Leaf's has been received.

- Discussed proposed Nelson Leafs dressing room renovation project.
- Advised project must proceed through RDCK processes to meet risk and approval requirements.
- Discussed updating long-term facility use agreement language.

MOVED and seconded,
AND Resolved:

That John Dooley and Corey Viala of the Nelson Leafs be granted freedom of the floor.

Carried

- Nelson Leafs advised current dressing room size impacts coaching and recruitment and confirmed they would fund the project.
- Matter to return to the All Recreation Committee next month.

**RECESS/
RECONVENE** The meeting recessed at 9:56 a.m. for break and reconvened at 10:04 a.m.

- Staff advised concession RFPs are expected to be released within the next few weeks with preference for longer-term agreements.

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 10:13 a.m.

- Public asked whether the Commission was considering taking over the Civic studio space.
- The public asked the difference between the All Recreation Committee and Recreation No. 5 Commission.

10. NEXT MEETING

The next Nelson & District Recreation Commission No. 5 meeting is scheduled for June 16, 2026 at 9:00 a.m.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Nelson & District Recreation Commission meeting be adjourned at 10:24 a.m.

Carried

Keith Page, Chair

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

Future Nelson & District Recreation Commission No. 5 Meetings

1. *That the Commission direct staff to defer item 6.4 Recreation Campus Capital Funding Service: Process & Impact to a future Recreation Commission No. 5 meeting.*



Commission Report – For Information

July 29, 2026

Nelson & District Quarterly Programming Update

Author:	Tia Wayling, Regional Programming Manager
File Reference:	0520-50-NEL Nelson and District Rec Commission
Electoral Area/Municipality:	City of Nelson, Area F and Defined Area E
Services Impacted	S226

1.0 PURPOSE OF REPORT

The purpose is to provide an overview of Spring (April to June) 2026 programming with year-to-date statistics for Nelson & District (S226).

2.0 BACKGROUND AND UPDATE

Programming Overview & Financials

Overall, programming budgets continue to track as planned and remain consistent with 2025. The charts below illustrate the total budgeted amounts for each program area (shown in dark shading), alongside the portion of the budget expended to date (shown in lighter shading).

Recreation

General recreation and youth programs experienced significant gains this spring, with no cancellations, and participant totals increasing from 8 to 43 participants. Family-focused offerings and themed programming, including archery, continue to attract participation, and opportunities have been identified to increase future use of available dry floor space for recreation programming.

Arena

Dry floor sports programming experienced strong participation throughout the spring season. Demand was particularly high for the ball hockey program, which reached maximum capacity.

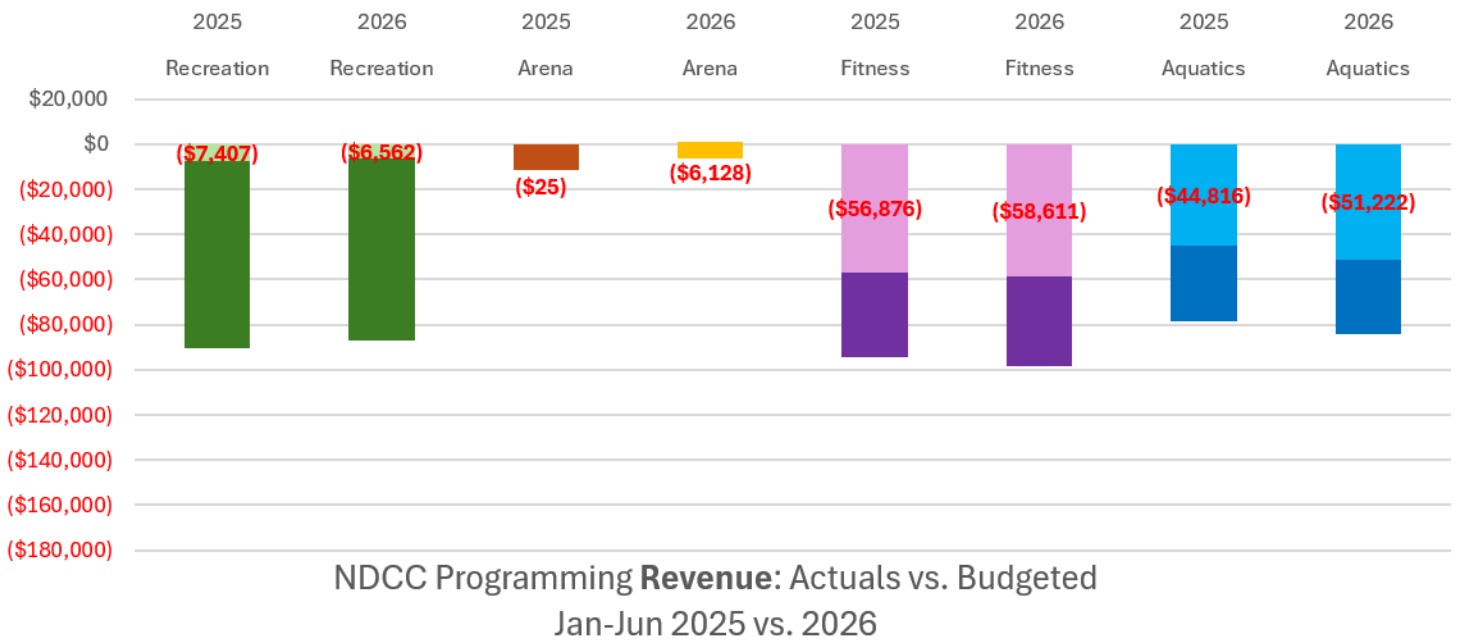
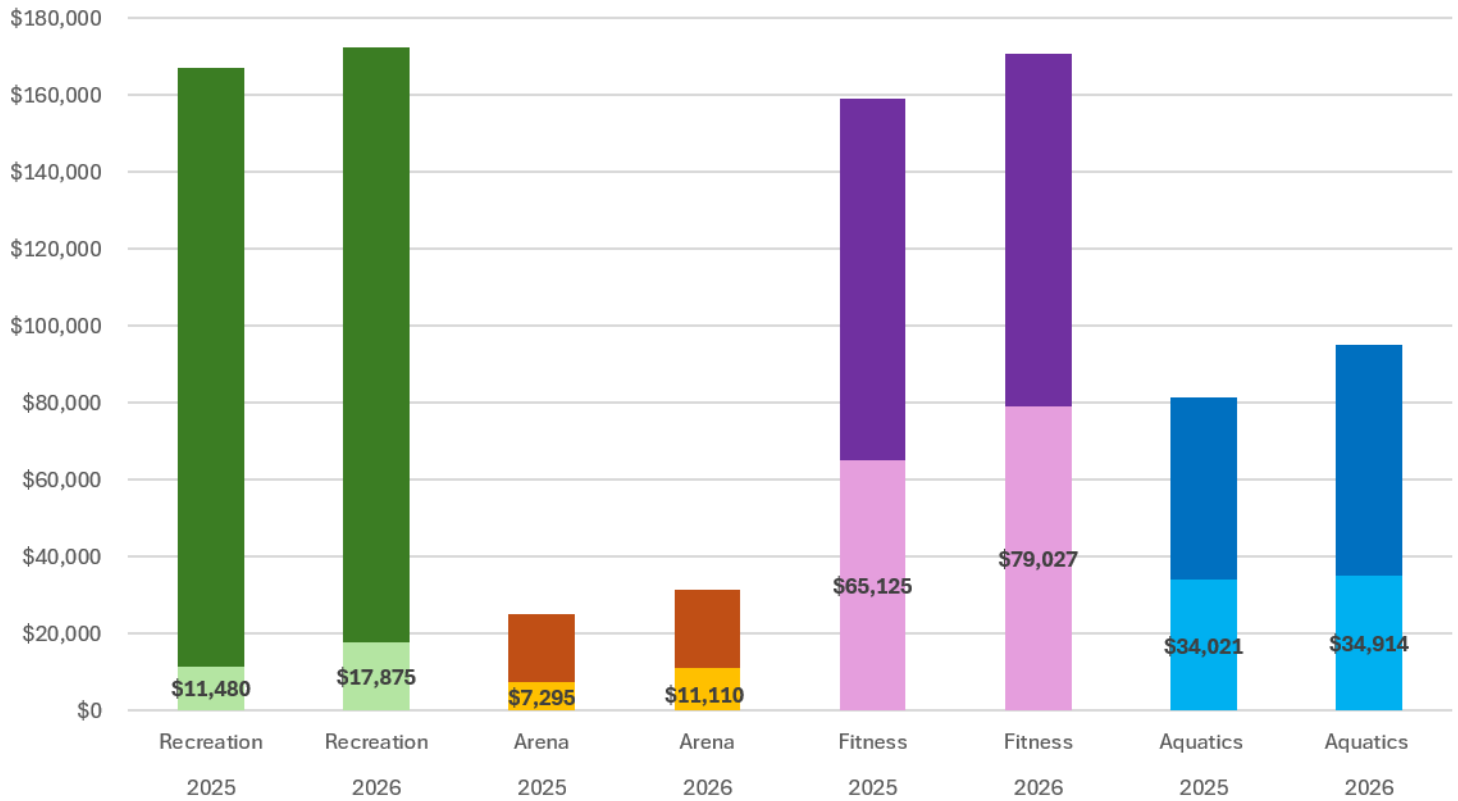
Fitness

Fitness saw growth this spring, in both offerings and participation, following a modest decline over the previous two years. This positive trend contributed to a 7.6% increase in class participation in pre-registered programs, while attendance in included with admission classes remained stable.

Aquatics

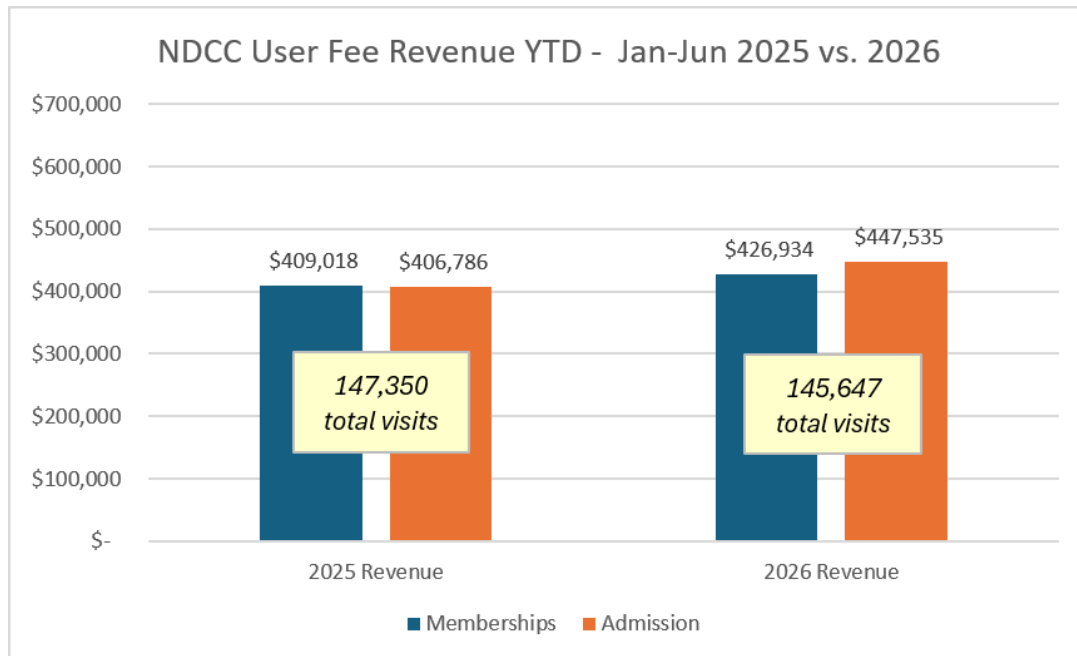
The NDCC delivered swim lessons to 228 children this spring, down from 249 in 2025. Of these participants, 63 were new to the program, compared to 66 in the previous year. Swim lesson offerings are meeting community demands as participation has remained stable over the past three years.

NDCC Programming **Expenses:** Actuals vs. Budgeted Jan-Jun 2025 vs. 2026



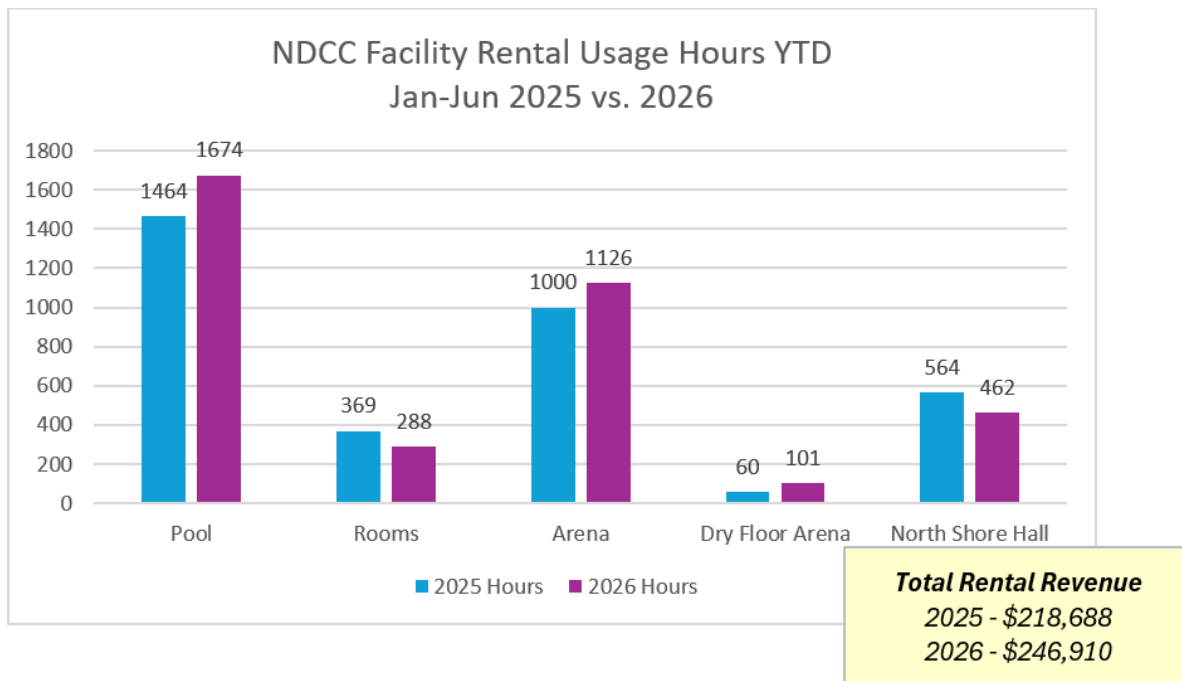
User Fees

Although total visits recorded via membership scans were lower during the winter, attendance stabilized through the spring alongside paid admissions. Reduced youth admissions are also seeing a 10% average reduction across both seasons. Staff will continue to monitor participation patterns.



Facility Rentals

Year-to-date facility rental usage (January to June) has remained consistent. Pool rentals have improved following the user group hiatus in 2025, while North Shore Hall experienced increased rental activity in the spring after a slower winter season.



3.0 NEXT STEPS AND TIMELINE

Staff will continue with the following work:

- Monitor user fee revenue and facility visit trends, with particular attention to changes in membership use and youth admissions
- Continue prioritizing themed program formats in recreation youth programs

Respectfully submitted,

Tia Wayling – Regional Programming Manager

CONCURRENCE

General Manager of Community Services – Trisha Davison

Regional Manager, Operations & Asset Management – Craig Stanley

Regional Manager, Recreation & Client Services – Kristi Calder



Committee Report – For Information

May 27, 2026

Recreation Campus Capital Funding Service: Process & Impact

Author: Trisha Davison, General Manager of Community Services
File Reference: 01-0520-50
Electoral Area/Municipality: CITY OF NELSON, ELECTORAL AREA F, DEFINED AREA E
Services Impacted: S224

1.0 PURPOSE OF REPORT

To provide the Commission with information related to the process required to establish a service (or amend an existing service) to fund capital improvements on the Nelson Recreation Campus and provide details on the implications and impacts of implementing such a funding mechanism.

2.0 BACKGROUND AND UPDATE

At the January 28, 2026 Recreation 5 Commission meeting the following motion was passed:

The Commission Direct Staff to bring back to the next Nelson & District Recreation Commission No. 5 meeting a report that outlines the process and the impact of creating a Service to Fund Capital Improvements on the Recreation Campus.

The Recreation Campus includes assets owned by both The City of Nelson, and The Regional District of Central Kootenay (RDCK). Capital renewal and replacement needs for these assets are increasing primarily due to aging infrastructure and service level expectations by the public. Currently, funding for capital improvements may be:

- Done on an as needed basis
- Limited by ongoing taxation required for debenture payments, including interest charges for Service S226
- Limited by lack of capital reserves in Service S226
- Aim to be driven by 5 year capital plans
- Managed independently by the two organizations based on which organization owns the asset
- Grant-dependent or driven by opportunistic funding

The Commission has expressed interest in exploring a dedicated service to provide a stable, predictable funding stream for capital improvements.

Review of the Existing Establishment Bylaw

The first step in the process would be to review the service establishment bylaw, that being the Nelson & District Community Facilities, Recreation and Leisure Service (Bylaw No. 1623, as amended by Bylaw No. 2865) to

determine what it is permitted to fund. Bylaw 2865, was adopted in 2022 as the culmination of a formal service review process that sought to better define the scope of the service and the facilities that could be funded. This bylaw also anticipated that facilities could be added to the service over time, and outlines a process for this to occur.

What it says: The current bylaw (Section 1) already provides broad authority for capital-related activities, including:

- Acquisition, construction, renovation, and expansion of recreation facilities
- Funding for facilities and infrastructure
- Acquisition of interests in City of Nelson-owned properties for capital purposes
- Asset management planning, including:
 - Upgrading
 - Renewal
 - Replacement of assets

Further, in Schedule B the bylaw also acknowledges the shared ownership model between City of Nelson owned assets and RDCK owned assets with varying capital responsibilities. The existing service already legally supports capital improvements across the Recreation Campus, including mixed ownership assets. Note: in Schedule B: “Civic Arena”, “Capital” column, “(refrigeration)” refers to the existing refrigeration plant at the NDCC and the district energy connection providing cooling capacity to the Nelson Civic Arena. This does not indicate that the RDCK is responsible for new or enhanced refrigeration equipment at the Nelson Civic Arena.

What issues need consideration:

While the authority to fund different assets on the Recreation Campus, there are still other factors that need consideration.

- **Funding Capacity** – does the current maximum requisition limit allow the funding room to support the infrastructure need? Should a dedicated capital reserve funding amount be established that is built into the annual budget?
 - *Currently the maximum requisition amount for S224 is \$9,812,410.*
- **Cost Allocation** – Schedule B show mixed responsibilities between the RDCK and the City of Nelson. Some are City owned assets, some are RDCK owned assets and some are mixed. This can create ambiguity on who pays for what amenity and whether regional district taxpayers fund City owned assets.

Options

There are potentially three options for consideration:

- **Option 1: Amend the Existing Bylaw**
 - Maximum requisition amount change – would require a bylaw amendment and depending on the degree of change could trigger an elector approval process.
 - Add additional facilities to bylaw Schedule B
 - Establish a Capital reserve – could occur within the existing service and would not trigger a bylaw change is the requisition can cover the desired contribution.
 - Clarify capital cost-sharing – would require developing agreements with the City of Nelson

Advantage: Builds on the existing bylaw framework and approvals are likely to be less complex than establishing a new service.

- **Option 2: Create a New Capital Service**

- This would be a standalone service dedicated to capital improvements and major infrastructure upgrades
- Key features include a separate budget and requisition, would create clear transparency for taxpayers, and the maximum requisition would be defined in the bylaw.
- Challenges:
 - May be confusing if the distinction between S226 and the new bylaw are not really clearly laid out due to potential overlapping powers.
 - Would require elector approval

Option 2 could make sense if the Commission wants full transparency and separation and/or if funding levels need to increase significantly.

- **Option 3: Municipal Contribution Agreement**

- A formal agreement between the City and Regional District to contribute to a shared capital reserve
- Is more flexible than a formal bylaw
- Can be implemented without a new service being established (depending on structure) but may require a bylaw amendment
- Challenges are this process is less transparent to taxpayers and may not provide long-term funding certainty

This option still requires budgetary commitment and approval that would need to come from requisition.

Process Details

Time	Amending an Existing Service
60 days	Options Analysis 1. What facilities are included? 2. How are costs apportioned? 3. How do capital plans inform costs? 4. Will this involve borrowing? 5. Changes to governance? Outcome: Board directs preferred options
15 days	Ministry of Housing and Municipal Affairs Engagement (MoHMA) Staff will engage with MoHMA and seek direction as to whether to proceed with a bylaw amendment or a service establishment bylaw based on best practices and the Inspectors guidance regarding the limitations of existing services.

60 days	Service Case Analysis As directed by the Board based on the Options Analysis Outcome: Board directs bylaw amendment development
30 days	Bylaw Amendment Development Bylaw parameters identified in the SCA are incorporated into an amending or service establishment bylaw. Outcome: Board gives 3 readings of bylaw
75 days	Statutory Approval Review by the Local Government Inspector Outcome: Statutory Approval
45 to 80 days	Elector Approval Method of approval is dependant on the proposed amendments Alternative Approval - 45 days Assent Vote - 80 days Outcome: Elector Approval
30 days	Adoption of the Bylaw Board adopts amending bylaw and service changes are implemented
Total Time	315 to 350 days based on whether an AAP or Assent Vote is used for Elector Approval and the time required to achieve statutory approval

Given the scope of the proposed project there would be little difference in the timelines required for approval when comparing a bylaw amendment to a service establishment bylaw. Because either option will require statutory approval it may best serve the Committee to seek and adhere to the Local Government Inspectors opinion on the matter.

The selection of elector approval options, Assent or Alternative Approval Process, must be informed by criteria included in the proposed service establishment or amending bylaw. The Committee will not have access to that information until a Service Case Analysis is complete. Of particular significance would be the maximum annual allowable requisition amount. The Committee may choose to base the proposed method of elector approval on the criteria established in the Service Case Analysis and the recommendation of the Local Government Inspector.

Key Impacts

Summary of impacts can be broken down into the following categories:

- **Financial** – Process could create an ability to systematically fund lifecycle replacement of assets. There is an anticipated tax increases depending on the funding target. Would create stable funding for long-term asset management.
- **Governance** – the existing bylaw already permits funding of City owned assets via an RDCK service. Clear agreements would be needed to avoid perceived subsidy issues and misalignment of control versus funding. There is potential complexity due to shared asset ownership.

- Operational – shift from reactive to asset management-driven capital planning which would better support long term infrastructure sustainability.
- Public – greater transparency if a separate service is created. There is sensitivity to tax increases in particular if it is for an asset that has historically been the responsibility of a different jurisdiction.
- Risk – determining an appropriate path to manage major infrastructure should be a priority. Delays in appropriate managing and funding asset renewal can create higher costs long term. Misalignment between funding contributors and asset ownership could create governance challenges

Governance Implications

While the Commission’s composition provides a voting majority to City of Nelson representatives, its role is advisory and does not confer unilateral decision-making authority over service establishment, funding, or bylaw amendments. Any path forward to create or expand a capital funding mechanism must ultimately be approved by the RDCK Board and likely the Inspector of Municipalities through formal processes such as director consent, alternative approval process, or referendum.

While a majority Commission vote can influence direction, successful implementation will require alignment among all participating jurisdictions, particularly given the shared ownership and mixed capital responsibilities for assets within the Recreation Campus.

Currently, the City and the RDCK have different approaches to asset management. The principals and practices of sound asset management need to be understood and accepted and implemented in a common way to ensure that all assets are leveraged equally.

Summary

The existing Nelson & District Community Facility, Recreation and Leisure Service already provides the legislative authority to fund capital improvement across the Recreation Campus, including both RDCK and City-owned assets.

As such, the primary considerations are not the creation of a new service, but rather:

- The adequacy of current funding levels
- The clarity of capital cost-sharing arrangements
- The desirability of establishing a more transparent and dedicated funding mechanism

3.0 NEXT STEPS AND TIMELINE

Possible next steps for Commission to consider include:

1. Determine if there is agreement on moving towards an approach to fund assets on the campus differently than is done today.
2. If there is a desire to move forward, Commission may wish to provide direction to staff on which option is preferred.
3. Provide more detail on the existing establishment bylaw.

Respectfully submitted,



Trisha Davison, General Manager of Community Services

CONCURRENCE

Senior Manager of Corporate Administration - Mike Morrison – Digitally Approved

Regional Manager of Operations & Asset Management – Craig Stanley - 

Regional Manager of Recreation & Client Services – Kristi Calder 

Appendix: Nelson District Community Facilities, Recreation, and Leisure Service Establishment Bylaw 2865