
TO: Committee of the Whole

MEETING: September 8, 2020

FROM: Yann Gagnon
Manager of Parks Services

SUBJECT: Park Amenity Donation Program

RECOMMENDATIONS

1. That the proposed Regional District of Nanaimo Park Amenity Donation Program Policy be approved.
2. That the 2021-2025 Financial Plan include \$12,000 annually to administer the program.

SUMMARY

In June 2011, a moratorium on park donations was put in place. Since then, Regional District of Nanaimo (RDN) Parks staff have received numerous inquiries from the public regarding donations and memorials including benches, trees and plaques within the Regional District's parks and trails.

The proposed Parks Amenity Donation Program Policy (Attachment 1) offers a framework to manage donations towards installing amenities in RDN parks and trails.

Additional staff resources will be required to successfully manage the proposed program.

BACKGROUND

The purpose of the proposed Parks Amenity Donation Program Policy (Attachment 1) is to provide a means for residents to recognize and honor a person, organization, or significant event.

At the RDN Regular Board meeting of June 28, 2011, the following resolution was passed:

"That a memorial bench policy in RDN Parks be developed".

Prior to 2011, the RDN had an informal memorial bench program in place, which allowed residents to sponsor benches in various RDN parks.

Since 2011, RDN Parks staff have been managing parks donations on a "case by case" basis until a Board approved parks donation policy could be put in place.

The proposed Parks Amenity Donation Program Policy (Attachment 1) will be managed by RDN Parks Services staff.

The contributions made through this proposed program will be used to fund the installation and maintenance of amenities within RDN parks including benches, shelter and other parks related infrastructure.

In order to successfully manage this proposed program a Draft Park Amenity Donation Application Form was developed (Attachment 2), in addition to a Draft Terms and Conditions Waiver (Attachment 3).

ALTERNATIVES

1. That the proposed Regional District of Nanaimo Park Amenity Donation Program Policy be approved.
2. That the 2021-2025 Financial Plan include \$12,000 annually to administer the program.
3. That alternative direction be provided.

FINANCIAL IMPLICATIONS

The proposed program is based on a cost neutral approach where amenities installed in parks as a result of donations are fully funded by the donors with no tax implication for RDN taxpayers.

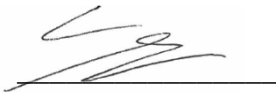
However, the RDN Parks workforce is currently at capacity and in order to manage the proposed program, an estimated \$12,000 annually would be required to cover the cost of supplementing the hours of a part-time employee to oversee and deliver the proposed Parks Amenity Donation Program.

STRATEGIC PLAN IMPLICATIONS

The proposed Parks Amenity Donation Program Policy supports the RDN's strategic priority for Environmental Stewardship by directly enhancing the natural environment and providing protection via park use planning and design when installing amenities.

The proposed program will also support the RDN's Strategic Priority for People and Partnerships by directly partnering with residents to provide amenities within RDN parks and by providing the public with access to and awareness of the Parks Department.

The RDN's Strategic Priority of Social Wellbeing is supported through the proposed program by providing amenities within RDN parks. Having such amenities will encourage park use and provide a place that families can use while enjoying the parks and outdoors



Yann Gagnon
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August 20, 2020

Reviewed by:

- J. Bradburne, Director of Finance
- T. Osborne, General Manager, Recreation and Parks
- P. Carlyle, Chief Administrative Officer

Attachments:

1. Policy Parks Amenity Donation Program
2. Park Amenity Donation Application
3. Terms and Conditions Park Amenity Donation Program