



## ERRINGTON COMMUNITY PARK CAFÉ AND WASHROOMS CO-MANAGEMENT AGREEMENT UPDATE

Please note: This item was deferred to the July 3, 2025, Electoral Area Services Committee meeting.

### **RECOMMENDATION**

That the Board receive the Errington Community Park Café and Washrooms Co-Management Agreement Update report for information.

### **BACKGROUND**

At the April 8, 2025, Regional District of Nanaimo (RDN) regular Board meeting, the Board approved the following resolutions:

25-182

*That the Board amend the Errington Community Park Concession and Washrooms Co-Management Agreement with the Errington War Memorial Hall Association by removing from Schedule C any Regional District of Nanaimo responsibility for costs including: Custodial of Public Washrooms during non-market days or association events, Refuse disposal, Management of septic, Payment of Septic services, Vandalism repair, Hydro costs, Structure repair and Water Filtration Management costs and amending those sections within the agreement regarding Repair and Maintenance Responsibilities, Utilities and Included Equipment to implement these changes.*

*That the Board approve the Errington Community Park Concession and Washrooms Co-Management Agreement between the Errington War Memorial Hall Association, as amended.*

*That the Board Chair and Corporate Officer be authorized to sign the Amended Errington Community Park Concession and Washrooms Co-Management Agreement 2025-2028.*

25-183

*That the Board approve the Errington Community Park Public Washrooms be open only on Farmer's Market Days and during Special Events.*

25-184

*That all maintenance, repair and capital costs associated with the operation of the new concession and washroom facility located at Errington Community Park be funded by the Errington War Memorial Hall Association and Errington Farmers Market and those costs be removed from the 2025-2029 Five Year Financial Plan for the Electoral Area F Community Parks and Halls Service and the budget amended accordingly.*

At the time of this report there has been no response from the Errington War Memorial Association on the amended Errington Community Park Concession and Washroom Co-management Agreement. The Errington Community Park Concession and Washroom Co-management Agreement has been included as Attachment 1 including the amendments from the April 8 Board resolutions.

Parks staff issued a park use permit from April 30 to May 31, 2025 (Attachment 2), to provide temporary access to operate the building while the amended agreement was being reviewed and discussed by the Errington War Memorial Association.

Recently, a meeting has been requested by the President of the Farmers Market Society with the Electoral Area F Director and Parks and Recreation staff to discuss the operation of the building. This meeting has been scheduled for May 29, 2025.

Parks staff will be issuing a new park use permit to extend the operation of the concession from June 7 to July 26, 2025, to allow additional time to review and discuss the amended agreement with the Errington Farmers Market Society and the Errington War Memorial Hall Association.

### **FINANCIAL IMPLICATIONS**

By way of Board resolution, all maintenance, repair and capital costs associated with the operation of the new concession and washroom facility located at Errington Community Park are to be funded by the Errington War Memorial Hall Association and Errington Farmers Market. Staff are striving to work with the Societies to complete the Errington Community Park Café and Washrooms Co-Management Agreement, which will provide the legal framework necessary to allow for the funding of these expenditures.

### **STRATEGIC PLAN ALIGNMENT**

Planning and Managing for Growth - Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.

### **REVIEWED BY:**

- K. Komjati, Business Administrator, Recreation and Parks Services
- S. Reilly, Parkland Administrator, Parks Services
- T. Moore, Chief Financial Officer
- T. Osborne, General Manager, Recreation and Parks Services / Acting Chief Administrative Officer

### **ATTACHMENTS**

1. Amended Errington Community Park Concession and Washroom Co-management Agreement
2. Park Use Permit for operation of Errington Community Park Concession and Washrooms