

Report to Council

Report Title: Parks and Recreation Departmental Activities January-April 2020

Prepared By: Mark Coleman, Director of Community Services

Department: Parks and Recreation

Date: May 26, 2020

Report Number: REC2020-04 **File Number:** C11REC

Attachments: N/A

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number REC2020-04 – Parks and Recreation Department Activities January-April 2020, prepared by Mark Coleman, Director of Community Services for information purposes.

Report:

Background:

Activities for the Parks and Recreation Department for January through May 2020 are summarized as follows:

COVID-19

Participate in all Senior Management Team and Municipal Emergency Control Group meetings, implementation and monitoring facility closures and COVID-19 policies. Consultations with provincial authorities and agencies. Process bookings cancellations and refunds. Research and development of recovery plans. Re-open facilities as provincial orders allow.

Administration

Familiarization with department and organization. Participate on committees for the department. Presentation of 2020 Budget. Assist Human Resources with seasonal staff recruitment. Review of operations, procedures and policies and plans related to recreation. Support health and safety program

Facilities

Initiate various capital purchases, repairs and maintenance activities per approved 2020 budget for the Parks Arena, Pool, Cargill Community Centre and Libraries.

Parks/Trails

Coordination of seasonal maintenance and clean-up of grounds, gardens. Aeration and rolling of sports fields. Quotations for removal of several large hazard trees.

Programs

Assist with logistical planning and support for events such as Bruce Power Block Party, Walkerton Commemorative 2020, Canada Day.

One year into use of PerfectMind software has resulted in increased online registrations. Winter and spring programs concluded upon cancellation on March 13th due to Pandemic emergency.

Research of platforms for offering fitness/social programming online is ongoing.

Analysis:

Essential daily, weekly, monthly, seasonal and annual maintenance, inspection and repair operations continue for the department through the COVID-19 pandemic with minimal staff to maintain the department until recovery/re-opening can occur in a timely and effective manner once provincial orders are lifted and local conditions and demands permit to do so safely.

Reductions in expenditures and staffing are being made where possible to help maintain a balanced budget due to revenue losses. Planning and implementation of key capital repair projects for the arena, pool and soccer fields continues. Inspection of facilities/properties are being maintained to satisfy provincial regulatory bodies, insurance and risk management requirements.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

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| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | Yes |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | Yes |
| • Do the recommendations contribute to the Social Equity? | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Budget implications are per operational impacts (facility closures, program/event cancellations, lost revenues, reduced staffing and operating expenses and deferred capital projects) resulting from the response to and restrictions related to the COVID-19 Pandemic. Reduced utility costs to be determined.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Mark Coleman, Director of Community Services

Reviewed By:



Sonya Watson, Chief Administrative Officer