



**Subject: RCP 2023 Q1 Report**

**Report Number:** RCP 23-30

Department: Recreation, Culture and Parks Department

Submitted by: Julie Columbus, Director

Meeting Type: Council Meeting

Meeting Date: Monday, July 17, 2023

**RECOMMENDATION**

THAT report RCP 23-30 titled RCP 2023 Q1 Report be received as information.

**BACKGROUND**

This report provides Council with the January 1, 2023 to March 31, 2023 Department year-to-date operational and financial results for Recreation, Culture & Parks Department

**DISCUSSION**

2023 Business Objectives and Capital Projects

Item	Target Date	Q1 Status
Northcrest Estates Phase 2 Park	Q3	Playground ordered and site amenities installed
TCC Rehabilitation	Q1 2024	Completion date estimated for Mar/2024
Roof Repair/Replacement	Q2-Q4	Currently Working with Tremco on TCC roof renovation
Continued Town beautification with BIA & Horticultural Society	Q1-Q4	Work continues throughout the various seasons
Update sports facilities consistent with modern standards	Q1-Q3	Baseball Diamonds, TCC and Waterpark Building are being renovated
TCC Door Replacement	Q3	Should be completed by August 1/2023

Item	Target Date	Q1 Status
Provide and Expand accessible trails and parks	Q3	Summer staff hired dedicated to trail enhancements
Expand community partnerships for delivery of programs and amenities	Q1-Q4	Staff working with community groups to enhance youth programming, pickleball programming and canteen renovation project
Preserve Lake Lisgar and its surrounds	Q1-Q4	Parks staff working with Lake Lisgar Volunteers on tasks
Lake Lisgar Waterpark Building Reno	Q4	Completion date is estimated August 21/23
Playground Replacement Program	Q3	Three playgrounds ordered and should be installed Fall/2023
Lake Lisgar Shoreline Maintenance	Q1	Complete
Maintenance Repairs and AODA	Q3	Parks Trails and pathways being installed
Site Amenities	Q3	Complete
Sports Field Repairs	Q3	Hardball Diamond #1 enhancements and fence repairs are ongoing
Tennis Court Surface	Q3	RFQ for the tennis court completion in August/23
Parks and Recreation Master Plan	Q4	Commenced July/23 with completion dated Jan/24
Arena Dehumidifier	Q3	Arriving for install November/23

The RCP Department’s 2023 Q1 operational budget variance summary is as follows:

<b>2023</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>	<b>Budget Variance</b>
300 Cemetery	(33,612)	(18,531)	15,081
450 Parks	(115,836)	(107,346)	8,490
455 Community Events	(21,100)	(20,317)	783
460 Rec - Programs	(169,123)	(57,198)	111,925
465 Rec – Bldg. Maintenance	(572,534)	(585,734)	(13,200)
467 Elliott Fairbairn Centre	545	754	209
475 Museum	(86,909)	(78,083)	8,826
<b>Total Recreation, Culture &amp; Parks</b>	<b>(998,569)</b>	<b>(866,455)</b>	<b>132,114</b>

Notes on RCP Budget Variances:

- Heating Lighting Water was under in most areas of the operations.
- Subcontractor expense for snow removal was over \$8,600.
- Aquatic Operations expense was up \$4,600 due to unanticipated programming of indoor pool.
- Recreation Services revenue saw an increase in extended pool operations, membership growth and program registration.
- Part-time labour for Aquatics is up for unanticipated operations of indoor pool.

**CONSULTATION**

Manager of Recreation Services  
 Manager of Parks & Facilities  
 Culture and Heritage Manager/Curator

**FINANCIAL IMPACT/FUNDING SOURCE**

Recreation Services

For Q1, 2023, the indoor pool remained opened. This resulted in increased admission, membership, and aquatic youth program revenue as the budget did not account for the pool being open during this timeframe. During this same timeframe the Aquatics Supervisor was off on a medical leave and we backfilled the position so FT wages were

over in Q1 in the aquatics department. PT wages were over due to the indoor pool remaining open and keeping PT lifeguards on contract. As well, rent revenue increased as a result of increased ice rentals, increased hall and meeting room rentals and continued rentals of the indoor pool.

### Museum

The museum has experienced a very positive first quarter. Throughout the Province, Cultural Institutions and Tourist Attractions are starting to see a gradual recovery to pre-pandemic activities and visitor numbers. A recovery that has been mirrored at Annandale National Historic Site. The first quarter of 2023 saw an overall increase in museum visitation by 784 patrons over the first quarter of 2022. The programs offered during Q1 were filled from between 95% to 100% capacity. This activity resulted in an increase to budgeted revenues for the quarter. Expenses during the quarter were under budget due to lower than anticipated utility costs and maintenance projects that were not completed during the quarter. It is hoped that the recovery trend will continue throughout the coming months, which, in turn, will keep the museum in a positive financial position for 2023.

### Parks and Facilities

Q1 in the Parks and Cemetery Division typically sees minimal spending due to multiple factors. One major factor being winter weather, Parks and Cemetery staff kept busy salting and plowing our facilities. The winter of 2023 remained fairly consistent with the year over year spending average for ice melt products, fuel and winter PPE with no identifiable excess expenditures to report. The cemetery's biggest saving was highlighted in the "Contracted Services" line of the 2023 operational budget. With Council's approval, the cemetery backhoe was replaced and upgraded in 2021, but did not arrive until the spring of 2022. Now in 2023, we are witnessing the effects of the purchase and upgrade by seeing a 15% decrease in spending on contractor services during the first quarter of the year. The Facilities team saw an increase of 10% within the "Contracted Services" budget line due to snow removal.

## **CORPORATE GOALS**

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

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Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

**Goal** – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.

**Strategic Direction** – N/A

**Priority Project** – N/A

### **ATTACHMENTS**

RCP 23-30 - Appendix A - Q1 2023 Operating Results