

Staff Report

Original signed by: Deputy City Manager Bolton

Report Date: March 3, 2022

Meeting Date: March 8, 2022 – Joint Advisory Committee

To: City Manager

From: Director of Community Services

Subject: Pool Renovation Project – Public Consultation Process

PURPOSE

The purpose of this report is to recommend a process, timeline, and budget to obtain public input regarding the proposed renovation of the Arts and Recreation Centre.

SUMMARY

- At the December 14, 2021 Joint Advisory Committee meeting the Committee passed a resolution recommending that a second referendum regarding the pool upgrade project be held by April 30, 2023.
- The pool upgrade project was further discussed by the Committee as part of its Strategic Planning session held on February 8, 2022 with the Committee directing staff to provide a report to the next Joint Advisory Committee meeting recommending a process, timeline, and budget to obtain public input regarding the project.
- Staff recommend that an intensive public consultation process be undertaken over a 6 – 8 week period utilizing the “Let’s Connect Quesnel” on-line engagement tool and stakeholder meetings/open houses.
- It is recommended that the on-line engagement tool “Let’s Connect Quesnel” be the core element of the public consultation process. The tool will allow the City/CRD to inform the public about the project and various options, and allow the public to provide their input by asking questions and offering their opinions and completing a survey.
- The tool is able to organize, analyze and provide comprehensive reporting on the input provided by the public which can be used to inform future decision making.
- “Let’s Connect Quesnel” has been used by the City for two significant community engagement initiatives to date (upgrades to Lebourdais Park and the City budget) with participation coming from both City and rural residents (The Lebourdais Park engagement received 199 responses from City residents and 143 responses from rural CRD residents).
- To supplement the use of the on-line platform, it is proposed that two public open houses be held (COVID restrictions permitting) to provide an opportunity for engagement with individuals who are not comfortable using, or do not have reliable access to, the internet.
- It is also proposed that direct engagement through on-line or in-person meetings be held with identified stakeholder groups, such as the swim clubs.



- In order to prepare for the public consultation process, staff will need to work with a cost consultant and the architect who completed the feasibility study in 2017 to define three or four options for the project. Each option will require concept drawings and cost estimates.
- Staff will then need to prepare content for the on-line platform and open houses based on the options selected and arrange the advertising to maximize public participation.
- Preparation for the public consultation period is expected to take six weeks.
- Public engagement is typically not optimal in the summer months (July and August) and consultation in the fall of 2022 would be complicated by the local government elections in October, making the preferred option for public consultation the spring of 2022.
- It is therefore recommended that the timeline for engagement be as follows:
 - March 8 Approval from JAC to proceed
 - March 14 – April 22 Preparation for public engagement
 - May 2 – June 24 Public engagement
 - September 13 Report to JAC on results of engagement
- A budget of up to \$35,000 is required to undertake this process
 - \$25,000 Design and cost consulting services
 - \$10,000 Communication expenses

FINANCIAL IMPLICATIONS

- The anticipated cost for the public consultation process is \$35,000.
- The 2022 North Cariboo Parks and Recreation budget will need to be amended to include this cost with funding to come from budgeted surplus.

RECOMMENDATION

- **THAT the North Cariboo Joint Advisory Committee direct staff to proceed as proposed with public consultation for the proposed renovation of the Arts and Recreation Centre;**
- **AND THAT \$35,000 be allocated in the 2022 North Cariboo Recreation and Parks budget for communication and advertising expenses and design and cost-consulting services related to the project.**