

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE MINUTES
FEBRUARY 14, 2017 AT 8:30 A.M.**

The meeting was held in the Meeting Room of the Mount Forest & District Sports Complex.

Committee Members Present:

- **Steve McCabe, Councillor, Chairperson**
- **Andrew Lennox, Mayor**
- **Lisa Hern, Councillor**
- **Dan Yake, Councillor**
- **Barbara Dobreen, Councillor, Township of Southgate**

Staff Members Present:

- **Barry Lavers, Director of Recreation, Parks & Facilities**
- **Michael Givens, Chief Administrative Officer**
- **Mark McKenzie, Mount Forest Facilities Manager (9:00 a.m.)**
- **Tom Bowden, Arthur Facilities Manager**
- **Cathy Conrad, Executive Assistant**
- **Karren Wallace, Clerk**

CALLING THE MEETING TO ORDER

Chairperson McCabe called the meeting to order.

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION REC 2017-001

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the agenda for the February 14, 2017 Recreation & Culture Committee meeting be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF

No declarations of pecuniary interest were declared

MINUTES OF PREVIOUS MEETING

The minutes of the December 6, 2016 Recreation & Culture Committee meeting were received and adopted by Council at the Regular Meeting of Council held on December 19, 2016.

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BUSINESS ARISING FROM MINUTES

No business arising from minutes was tabled.

DELEGATIONS

No delegations

REPORTS

RAC 2017-002

- Request For Proposal (RFP) for Township of Wellington North Recreation Master Plan

Resolution REC 2017-002

Moved by: Mayor Lennox

Seconded by: Councillor Yake

THAT the Recreation and Culture Committee of the Township of Wellington North receive for information Report RAC 2017-002 being a report on the terms of a Request for Proposal for the Recreation Master Plan for the Township of Wellington North;

AND FURTHER THAT the Recreation and Culture Committee recommend that Project RFP-WNR-01-2017 be approved as outlined upon approval of the 2017 Wellington North Budget.

CARRIED

CAO 2017-004

- Arthur Walking Trail-Pedestrian Bridge

Resolution REC 2017-003

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee of the Township of Wellington North receive for information Report RAC 2017-004 being a report on the Arthur Walking Trail-Pedestrian Bridge;

AND FURTHER THAT the Recreation and Culture Committee direct the Director of Recreation, Parks and Facilities to arrange a meeting of the Arthur Lions Club to continue the discussion on the Arthur Trail-Pedestrian Crossing and subsequently contact the GRCA to ensure all required applications/permits required are provided.

CARRIED

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Facility Usage Reports:

- Arthur Community Centre:
 - December 2016
 - December 2015
 - January 2017
 - January 2016
- Mount Forest Sports Complex:
 - December 2016
 - December 2015
 - January 2017
 - January 2016

Resolution REC 2017-004

Moved by: Mayor Lennox

Seconded by: Councillor Yake

THAT the Recreation and Culture Committee receive for information the Arthur and Mount Forest Facility Usage Reports for:

- *December 2016*
- *December 2015*
- *January 2017*
- *January 2016*

CARRIED

OTHER BUSINESS

Chair, Councillor Steve McCabe

- Discussion regarding online facility booking

Barry Lavers, Director of Recreation, Parks & Facilities, reported that former Treasurer, Paul Dowber, submitted a report to the Administration and Finance Committee regarding online facility booking. There would be a onetime setup and training fee of \$15,000 and a monthly fee of \$1,000. Credit card payments would need to be accepted. Mr. Lavers checked the Town of Minto online booking system. Facility calendars are checked and a request form is completed and submitted to the Recreation Department, who then must follow up on the inquiry. Mr. Lavers commented that the system is very expensive and wouldn't make much of a change in the way facilities are currently booked since the renter must be contacted to complete the booking, similar to our current process.

Mark MacKenzie, Mount Forest Facility Manager, advised that he was contacted by a group that planted trees in memory of deceased family members at Murphy Park. Twenty trees have been planted. They have requested permission to install a board with names on it. He has asked them to submit a proposal and suggested that an area be designated for planting trees. Committee suggested that Mark request the group submit a proposal for the Committee to review. A policy regarding species and where trees are to be planted may be needed.

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Karren Wallace, Clerk, informed the Committee that the Township now has a minimal scent policy and requested the Facility Managers let her know how many entrance signs are needed. It was noted that this is for public education and that individuals cannot be banned from a facility for wearing scents.

Mayor Lennox informed the Committee that the Patriots have contacted him to request an expansion of their liquor licence to a corner of the walking track. The Committee requested that the Patriots submit a proposal to the Recreation Department and the Director bring a report to Committee after sufficient information is provided to him by the Patriots.

Michael Givens, CAO, announced that renovations will take place at the Kenilworth office sometime between April and September and staff will need to move during the eight weeks of renovation. He will be consulting the Facility Managers regarding relocating office staff.

Tom Bowden, Arthur Facility Manager, advised that he has been working with the Arthur Historical Society to place display cases along a wall in the area where the elevator is located.

NEXT MEETING

Next meeting April 11, 2017 at 8:30 a.m. at the Mount Forest & District Sports Complex.

ADJOURNMENT

Resolution REC 2016-005

Moved by: Mayor Lennox

Seconded by: Councillor Yake

THAT the Recreation and Culture Committee meeting of February 14, 2017 be adjourned at 9:48 a.m.

CARRIED