



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

Recreation & Culture Committee

Tuesday, May 5, 2015 at 8:30 a.m.

Mount Forest & District Sports Complex – Meeting Room

AGENDA

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AGENDA ITEM	PAGE NO.
<p><u>CALLING TO ORDER</u></p> <p>- Councillor Steve McCabe, Chair</p>	
<p><u>PASSING AND ACCEPTANCE OF AGENDA</u></p>	
<p><u>DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF</u></p>	
<p><u>DELEGATIONS</u> (Please note: a maximum of 15 minutes is allowed for presentations)</p>	
<p>Morgan Janssen, Bands & Boards</p>	1
<p><u>MINUTES OF PREVIOUS MEETING</u></p>	
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<p><u>BUSINESS ARISING FROM MINUTES</u></p>	
<p><u>NEW BUSINESS</u></p> <ol style="list-style-type: none">1) Ice in/out policy discussion2) Swimming Season 2015 update3) Arthur/Damascus Trail update4) Arthur Seniors Hall Lease update	8

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BANDS & BOARDS

August 15, 2015

9 am: Set Up

12 pm: Sign In & Registration

12:45 pm: Opening Ceremony

1 pm: 1st Band Starts – Skateboarders meet at Skate Park

1:30 pm: 2nd Band Starts – Flat Land Trick Competition Starts

2 pm: 3rd Band Starts

2:30 pm: 4th Band Starts

3 pm: 5th Band Starts

3:30 pm: 6th Band Starts – Skate Park Competition Starts

4 pm: 7th Band Starts

4:30 pm: 8th Band Starts

5 pm: 9th Band Starts

5:30 pm: 10th Band Starts

6 pm: Awards Ceremony:

Top 3 Flat Land Competitors get prizes – Everyone gets a Ribbon

Top 3 Skate Park Competitors get prizes – Everyone gets a Ribbon

Top 3 Bands announced & get prizes

6:45 pm: Closing Ceremony

7 pm: Special Guest Band & Clean Up

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

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

Present: **Steve McCabe, Councillor, Chairperson**
 Andy Lennox, Mayor
 Dan Yake, Councillor
 Barbara Dobreen, Councillor, Township of Southgate
 Barry Lavers, Director of Recreation, Parks & Facilities
 Mark McKenzie, Mount Forest Facilities Manager
 Tom Bowden, Arthur Facilities Manager
 Michael Givens, CAO/Deputy Clerk
 Cathy Conrad, Executive Assistant
 Dave Guilbault, Fire Chief
 Matthew Aston, Director of Public Works
 Dale Clark, Road Superintendent

Absent **Mark Goetz, Councillor**

CALLING THE MEETING TO ORDER

Chairperson McCabe called the meeting to order.

DELEGATION

Arthur/Damascus Trail Group
Dave Stack and Ian Turner

Mr. Stack and Mr. Turner met with the Committee to discuss the proposed Upper Grand Trail – Wellington from Arthur to the East-West Luther Townline. A public open house was held on March 26 with adjoining property owners invited to attend. They felt it was a positive meeting. One landowner with concerns is now requesting to be a trail captain. Farm machinery crossing the trail to access farmland is not a problem. The Arthur Lions Club is donating \$1,000. The Wellington Height Secondary School CELP class will be assisting with the planting of trees during the last week of May as part of the TD Environmental Grant the Trail Committee received. They have talked to Jim Coffey regarding the trail from Wells Street and they will walk it in the spring. An agreement with Mr. Coffey will be needed.

The Committee would like to see issues regarding construction, maintenance, liability and insurance resolved prior to construction beginning. This trail is a larger project than the river trail in Arthur. Having a formal organization would insure that if one member left there will be someone to take over.

Mr. Stack and Mr. Turner will work on a proposal and meet with Councillor McCabe and Barry Lavers on April 29 to review.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION REC 2015-08

Moved by: Councillor Dobreen

Seconded by: Mayor Lennox

THAT the agenda for the April 7, 2015 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 February 3, 2015 Recreation & Culture Committee meeting were received and adopted by Council at the Regular Meeting of Council held on February 9, 2015.

BUSINESS ARISING FROM MINUTES

No business arising from minutes.

NEW BUSINESS

- 1) 2015 Capital Budget (update) Arthur Parks & Recreation Turf Maintenance
- Report PW 2015-021 / REC 2015-003 Tractors

RESOLUTION REC 2015-09

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the Recreation & Culture Committee receive Report PW 2015-021 / RAC 2015-003 being a report on the tractors on the 2015 capital budget;

AND FURTHER THAT the Recreation and Culture Committee recommend to the Council of the Township of Wellington to continue to support the approval of \$60,000 in the 2015 Capital Budget for the purchase of a new Public Works tractor;

AND FURTHER THAT the Recreation and Culture Committee recommend to the Council of the Township of Wellington North to remove the \$30,000 in the 2015 Capital Budget for the purchase of a new parks and recreation tractor;

AND FURTHER THAT the Recreation and Culture Committee recommend to the Council of the Township of Wellington North that the parks and recreation department use the 2007 Kubota tractor in 2015 to perform lawn trimming in Arthur.

CARRIED

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

2) Arthur Seniors Hall

RESOLUTION REC 2015-10

Moved by: Mayor Lennox

Seconded by: Councillor Dobreen

THAT the Recreation and Culture Committee of the Township of Wellington North receive the request from the Arthur Seniors group;

AND FURTHER THAT the Recreation and Culture Committee recommend that Council direct staff to extend the lease agreement for the Arthur Senior's Hall until December 31, 2023.

CARRIED

3) Municipal Pools

Advertising for pool staff closes on Friday, April 10. Several applications have been received from previous staff. Staffing requirements will be reviewed.

4) Arena Inspection (Arthur)

The last structural inspection was completed in 2006 by BM Ross. Lack of a current inspection could be a liability for the Township. It was recommended that an inspection be completed in 2015 by BM Ross.

5) Ice schedule extensions

Committee discussed a process to follow for requests to extend the ice schedule.

6) August Ice (Mount Forest)

RESOLUTION REC 2015-11

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee direct the Recreation Staff to develop an Ice In/Out Policy to establish clear directives for Facility Managers to follow for future requests. Policy to be reviewed and approved by the Recreation and Culture Committee.

CARRIED

7) Conn Pavilion Doors

The two roll up doors at the Conn pavilion need to be replaced. This will cost approximately \$900.00 per door to install



THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

CORRESPONDENCE

- 1) Rich MacVicar Mount Forest Home Coming Week June 23-25, 2017

RESOLUTION REC 2015-12

Moved by: Councillor Dobreen

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee of the Township of Wellington North receive the correspondence from Rich MacVicar regarding the Mount Forest Homecoming Committee's intention to use all facilities in the Mount Forest Sports Complex, ball diamonds, soccer fields and Pavilions at the Cork Street and Lions Park for June 23, 24 and 25, 2017;

AND FURTHER THAT the Director of Recreation formally notify the Homecoming Committee that the Township of Wellington North supports the dates proposed and will book them for the Homecoming.

CARRIED

- 2) Morgan Janssen – Bands & Boards

RESOLUTION REC 2015-13

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee of the Township of Wellington North receive the correspondence from Morgan Janssen regarding a Bands & Boards event to be held on August 15, 2015 at the Pavilion and Skate Park in Mount Forest.

CARRIED

- 3) Birmingham Retirement Community Lodge/ Caressant Care Nursing Retirement Home
Report RAC 2015-002 Temporary Emergency Evacuation Centres

RESOLUTION REC 2015-14

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 2015-002 being a report on allowing Birmingham Retirement Community (Mount Forest), Caressant Care Nursing and Retirement Home (Arthur) permission to use the Mount Forest Sports Complex (Mount Forest) and Arthur Community Centre (Arthur) as a short term receiving area during an Emergency Evacuation at their respective facilities;

AND FURTHER THAT the Recreation and Culture Committee direct staff to reply to letters received allowing the Mount Forest Sports Complex and Arthur Community Centre be declared Emergency Evacuation Centres provided the conditions outlined in Report RAC 2015-002 are met.

CARRIED

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

REPORTS

Facility Managers

- Mount Forest

RESOLUTION REC2015-15

Moved by: Councillor Dobreen

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee of the Township of Wellington North receive for information the Mount Forest Managers Report and Facility Usage Report dated April 2, 2015.

CARRIED

- Arthur

RESOLUTION REC2015-16

Moved by: Mayor Lennox

Seconded by: Councillor Dobreen

THAT the Recreation and Culture Committee of the Township of Wellington North receive for information the Arthur Facility Manager Report and Facility Usage Report dated March 31, 2015.

CARRIED

Recreation Director Update

RESOLUTION REC2015-17

Moved by: Councillor Dobreen

Seconded by: Mayor Lennox

THAT the Recreation and Culture Committee of the Township of Wellington North receive for information the Director of Recreation, Parks & Facilities Report dated April 7, 2015.

CARRIED

MEMBER'S PRIVILEGE

Councillor Yake thanked the staff at the Mount Forest Sports Complex for their help during the Municipal Hockey Tournament. Twelve municipalities participated and many positive comments were received.

Councillor Yake and Barry Lavers met with the Mount Forest Heritage Committee in March. They would like to create displays of sports pictures and memorabilia at the Sports Complex that will be part of the Doors Open event in September. Kate Rowley will attend the next Recreation and Culture Committee meeting to discuss the displays.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
RECREATION & CULTURE COMMITTEE
APRIL 7, 2015 AT 8:30 A.M.

NEXT MEETING

Tuesday, May 5, 2015 at 8:30 a.m. at the Mount Forest & District Sports Complex

ADJOURNMENT

RESOLUTION REC2015-0

Moved by: Councillor Yake

Seconded by: Mayor Lennox

THAT the Recreation & Culture Committee meeting of April 7, 2015 be adjourned at 10:46 a.m.

CARRIED

TOWNSHIP OF WELLINGTON NORTH
UPPER GRAND TRAILWAY WELLINGTON
SUB COMMITTEE
MANDATE

DRAFT

COMMITTEE PURPOSE

The purpose of the Trailway Sub Committee for the Township of Wellington North is to advise the Recreation & Culture Advisory Committee on planning, development, utilization and construction specific to the proposed Upper Grand Trailway Wellington Project along the former CP rail lands and provide guidance to the dedicated volunteers working towards the establishment of the trail.

COMMITTEE GOALS

The committee goals will be:

- To review progress in the implementation of the Upper Grand Trailway Wellington (UGTW) project as it pertains to the community trail linking with the existing Upper Grand Trailway Dufferin
- To provide reports, updates and information on progress where required
- To follow applicable legislation where required
- To oversee the construction of the trail and ensure that safety and liability concerns are met
- To enable volunteers to work on the project and keep accurate records of active members of the project
- To provide specific training needs for volunteers
- To promote activity for all people for recreational purposes through public access to the trail
- To educate the public on the benefits of activity
- To design and implement a proper ongoing maintenance schedule for the trail once completed
- To foster a mutual respect for land, people, and nature
- To develop short term goals and long terms goals for the benefit of all.
- To acquire Recreation & Culture Advisory Committee and Council approval where needed

MEMBERSHIP

The committee membership will consist of:

Recreation Committee Chairperson, Recreation Committee Councillor,
Director of Recreation Parks & Facilities and 3 volunteer members of
Wellington North as appointed by Council

Arthur Facilities Manager/Public Works Staff will provide information and recommendations to the committee as required

From time to time community volunteers as recommended by this Subcommittee and appointed by Council will be involved in the specified project and trail development

An active list of volunteers is essential and must be maintained and provided to the Township through the Director of Recreation, Parks & Facilities

TERM OF COMMITTEE

- As determined by Council
- Committee will meet April and October or as determined by the Chairperson/Director. It is acknowledged that during the project more frequent meetings may be required
- This Committee's role will be revisited once the trail is established
- It is assumed that future maintenance of the trail will be done by volunteers and a different governance model will be required at that time

CHAIRMANSHIP & RECORDER

- Recreation Chairperson will chair meetings
- The location will be determined by the committee
- Township staff will be responsible for minute taking at the meetings

MEMBERSHIP RESPONSIBILITIES

- To attend and participate actively
- To report to the Recreation & Culture Committee on progress specific to the development of the Trailway

QUORUM & DECISION MAKING

- A minimum of 3 members must be present to make recommendations
- Decisions by consensus.

REPORTING

- Minutes to be forwarded to Recreation & Culture Advisory Committee for ratification by Township Council



To Whom It May Concern,

I am writing on behalf of the Mount Forest Optimist club to send a warm invitation to your organization to participate in our 1st ever *Teddy Bear Picnic* and *Youth Awareness Event* to be held in June prior to the summer break. We hope to make this event a success and an annual event.

This event will focus on creating a fun-filled and educational experience by offering youth, families and the community with practical and life-saving summer safety tips and information to promote awareness of the risks associated with summer fun. The areas of focus will include:

- **Sun Safety**
- **Fire Safety**
- **Water Safety**
- **Bus Safety**
- **Farm Safety**
- **Bike Safety**
- **Pet Safety**
- **Community Safety**
- **Road Safety**

With the support of numerous community organizations such as Emergency Services - Ontario Provincial Police, Fire and Ambulance Services, the Municipality of Wellington North - Recreational Services, Wellington-Dufferin Transportation Services, Veterinarian Clinics,

Wellington North Safe Communities, State Farm Insurance, Public Health Services and the Ontario Farming Association – we hope to make a difference in our local community by providing skill-based information to keep our neighbours safe.

Children will be encouraged to bring their furry friends, participate in our Teddy Bear Parade, make child-friendly crafts, enter raffles, watch demonstrations and visit the information booths for free giveaways. This *FREE* outdoor event will be held on Saturday, June 27, 2015 from 9 am to 1 pm at the Campbell-Defoe Park (across from the Mount Forest Recreational Centre). Donations are welcome to support 2016 Optimist events.

We would love to see as many of Mount Forest community representatives as possible on the day of the event. Participants would need to provide a table, a chair, backdrops, pamphlets, free give-aways for youth, FUN and LAUGHTER! If your organization is unable to provide a table, our organization will. If a representative is unable to attend on the day of the event (but would still love to participate), please contact the Optimist Club and one of our members will pick up and man your booth for the day.

Our Mission:

Help support our members and the Optimist Club of Mount Forest, whom *“develop Optimism as a philosophy of life; are active in good government and civic affairs; promote patriotism and a respect for the law; and above all AID and ENCOURAGE the development of YOUTH.”* All monies collected from our past events – Youth Spelling Bee, Trivia Night, Easter Egg Hunt, Backpack Program, Bicycle Rodeos, Junior Golf Tournaments, Youth Dances, Galbraith Camp for Kids, Roadside Cleanup – stays in our communities to promote youth development in North Wellington.

If your organization would like to participate in this event and support local youth initiatives in our community, please contact the *Event Coordinator* – Laura Cherrey @ **519-323-0256**, Lucie Walker (*President*) @ **519-323-2030** or Ken Iles (*Secretary/Treasurer*) @ **519-323-1519**.



Thank you for your time and consideration of our event. If you have any further questions, please feel free to contact the above members. We hope to hear from you at earliest convenience.

Sincerely,

Laura Cherrey

Laura Cherrey

Event Coordinator

Re: Optimist Club of Mount Forest









Beef, Dairy and Sheep

FITTING DAY

brought to you by North Wellington Co-op

Saturday June 6, 2015

-  Registration at 9:30AM, Starts at 10:00AM
-  For youth ages 9-21, opportunities for those under 9 as well.
-  Non 4-H members encouraged to attend
-  Location: Cenotaph Park, 393 Parkside Dr, Mount Forest (right beside North Wellington Co-op)
-  Registration Fee: Free. Includes Lunch
-  Register by: May 29, 2015

Come and learn to fit your 4-H animal with Hands-On experience. You will have an opportunity to pick up a pair of clippers and try out newly learned skills. There will be Beef, Dairy and Sheep animals on site to try your hand at fitting and professional fitters on site to coach and demonstrate their skills.

We will have a wash and blow group available for anyone under 9 years of age who are wishing to participate.

Register at:



Mary Lynn
404 Main St. S., Mount Forest
e-mail: mountforest@northwellington.ca
phone: 519-323-1271

Barry Lavers

The application is not coming out until July. I called them yesterday. There is a preliminary notice coming on May 5 but that is just to show the different kinds of grants for this year. We want the capital streaming. They are still in the planning stages. I asked when it was due and they didn't know for sure. They said maybe August but that would only give people 1 month to complete it. It's just a waiting game, I think.

Eleanor

I have been asked if there has been any progress with regards to the Trillium grant. (ie. news from Trillium)?

Barry Lavers RRFA
Director of Recreation Parks & Facilities
Township of Wellington North



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: RECREATION & CULTURE COMMITTEE
MEETING OF May 5, 2015**

**FROM: Barry Lavers
Director of Recreation Parks & Facilities**

**SUBJECT: Report RAC 2015-003
Amendment Municipal Alcohol Policy Section 2.1**

RECOMMENDATION

“That the Recreation and Culture Committee of the Township of Wellington North receive for information report RAC 2015-003 being a report on an amendment to the Municipal Alcohol Policy Section 2.1

AND FURTHER THAT the Recreation and Culture Committee recommend that Council approve an amendment to the Municipal Alcohol Policy Section 2.1 for approval of a Special Occasion permit (SOP) to include the Meeting Room, East Lobby and Washrooms and Coat check of the Mount Forest & District Sports Complex on October 10, 2015 between the hours of 330pm-530pm only for the purpose of a Wedding Reception

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Wellington North Showcase March 4, 2013 Amendment
Wedding Reception July 26, 2014 Amendment
Wellington North Showcase Report RAC 2015-001 March 30, 2015 Amendment

BACKGROUND

A letter of request (attached) was received from Ms. Jenna Helder requesting an amendment to the Municipal Alcohol Policy for the purpose of a wedding reception to be held at the Mount Forest Sports Complex on October 10, 2015. The amended area and reason for the request is outlined in the letter. The wedding reception is for invited guests only.

PREPARED BY:

RECOMMENDED BY:

Barry Lavers



BARRY LAVERS
DIRECTOR OF RECREATION

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER

Barry Lavers
Director of Recreation
Parks & Facilities

Township of Wellington North
blavers@wellington-north.com

Barry,

It is my (Jenna Helder's) intention to rent the community hall, leisure hall and meeting room adjoined to the leisure hall in the Mount Forest Sportsplex on the date of October 10, 2015. We are hosting a wedding for which we will have a liquor license (in Ed Helder's name) and insurance. Insurance will be sought with Bill Nelson from Padfield Nelson Insurance Brokers Ltd, and proof of this insurance will be sent to you as soon as possible.

We would like to offer a cocktail hour between the ceremony (held offsite) and reception. During this time we would like to have a bar located in the meeting room adjoined to the leisure hall, and we have hired the Lions Club to bartend for the entire evening. The Lions have indicated their bartenders all have their Smart Serve Certification. The bar would be open from 3:30pm until 5:30pm, during which time the guests would be free to walk, sit and loiter in the leisure hall AND the lobby, but the main hall doors would need to be locked for this duration. There will be appetizers tables and a Photo Booth set up in the leisure hall, and a separate stand alone Photo Booth set up in the lobby of the hall entrance.

We would appreciate if the doors between the arena and lobby were locked to avoid arena participants entering the hall. We realize it is a fire exit for the hall and so total locking will be impossible.

The guests will be asked to be seated at 5:30pm at which time the guests will move into the main hall for the evening meal, followed by dessert and the dance. The bar will have moved to the main hall location and the one in the meeting room closed down. Guests will however be free to sit in the leisure hall, preferably with their beverages of choice throughout the evening following speeches.

All of the rooms will be decorated on Thursday, October 8 2015, with the potential for some finishing decorations done on Friday, October 9 2015. The kitchen will be accessed on all of these days as well for preparation and set-up of the buffet. Country Style BBQ & Catering will be catering the appetizers, meal and dessert. We will be ordering Matteo's pizza for the late lunch around 11:00pm.

The bar will be closing at 12:30pm to commence clean up, hopefully for the evening to be wrapped up around 1:30am.

Please let me know if you have any further questions.

Sincerely,

Jenna Helder

MOUNT FOREST RECREATION FACILITIES REPORT - April 1 to 28/15 - for May 5 meeting

Submitted by: Mark MacKenzie, Fac. Mgr.

Administration:

- Arrange staffing & setups for W.N. Showcase
- Met with Quilters re: April 10/11 Show
- Tour with Listowel Arena Comm
- Reports for Barry
- Work shift @ Home & Garden
- Email ice groups for August requests with new conditions per Rec Comm regarding hours of use (30wk)
- Book slo-pitch schedules on Class
- Book Sept hockey school
- Sharing Arthur staff at present. Need a student for summer and 1 operator for next ice season
- Met with Slo-pitch & M.ball, Barry & I met with soccer re: requests & concerns..meeting reports to Barry
- Items to reply to or address: 42 faxes, 86 phone messages, 98 emails
- Usual office duties

Routine Maintenance:

- Change Canada flags
- Remove ice & cleanup floor April 7 & 8
- Shut down ice plant & tag were required with Cimco agreement
- Abell, Swan & Delta services
- Hydro & water reconnects to parks
- Start cleanup of parks(weather permitting)
- Setups & cleanups for April functions
- Replace 3 elec switches
- Recharge facility water softner
- Pickup trees for trail & park plantings
- Usual preventative maint. per schedules

Special Items:

- Post NO SMOKING signs
- Order groomer per Barry
- Prepare for fountain pop vs bottles for Aud functions
- Summer floor request for "pickle ball".. proposal to be submitted

Usage: attached

Occurrences: n/a



Facility Usage Report - Summary

Printed: 30-Apr-15, 08:39 AM

User: lavers

Booking Types: Rentals/Courses/Maint/Admin/Holiday
 Date from: April-01-15
 Complex: Mount Forest & District Sports Complex
 Rental Status: Closed/Firm/Tentative

Date to: April-30-15
 Facility Option: Complex

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Complex: Mount Forest & District Sports Complex				
Facility: Arena Floor		Hours Avail: 570:00		
Exhibition	33:00	\$0.00	\$0.00	\$0.00
Holiday	38:00	\$0.00	\$0.00	\$0.00
Total for Facility: Arena Floor	71:00	\$0.00	\$0.00	\$0.00
Facility: Arena Ice		Hours Avail: 570:00		
Hockey	15:50	\$1,594.50	\$0.00	\$1,594.50
Holiday	38:00	\$0.00	\$0.00	\$0.00
Parent & Tot Skate	2:00	\$0.00	\$0.00	\$0.00
Public Skating	3:00	\$0.00	\$0.00	\$0.00
Seniors Skating	3:00	\$0.00	\$0.00	\$0.00
Shinny	4:00	\$376.00	\$0.00	\$376.00
Total for Facility: Arena Ice	65:50	\$1,970.50	\$0.00	\$1,970.50
Facility: Jr. "C" Club Room		Hours Avail: 720:00		
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: Jr. "C" Club Room	24:00	\$0.00	\$0.00	\$0.00
Facility: Kinsmen Diamond		Hours Avail: 450:00		
Holiday	15:00	\$0.00	\$0.00	\$0.00
Total for Facility: Kinsmen Diamond	15:00	\$0.00	\$0.00	\$0.00
Facility: Leisure Hall		Hours Avail: 540:00		
Fitness Classes	7:00	\$105.00	\$0.00	\$105.00
Holiday	36:00	\$0.00	\$0.00	\$0.00
Meeting	10:00	\$350.00	\$0.00	\$350.00
Set Up/Food Prep	3:00	\$105.00	\$0.00	\$105.00
Trade Show	11:00	\$208.00	\$0.00	\$208.00
Total for Facility: Leisure Hall	67:00	\$768.00	\$0.00	\$768.00
Facility: Lobby		Hours Avail: 630:00		
Holiday	21:00	\$0.00	\$0.00	\$0.00
Total for Facility: Lobby	21:00	\$0.00	\$0.00	\$0.00
Facility: Meeting Room		Hours Avail: 480:00		
Holiday	32:00	\$0.00	\$0.00	\$0.00
Meeting	49:30	\$0.00	\$0.00	\$0.00
Total for Facility: Meeting Room	81:30	\$0.00	\$0.00	\$0.00
Facility: MF Community Centre - kitchen		Hours Avail: 720:00		
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: MF Community Centre - kitchen	24:00	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: MF Community Hall		Hours Avail: 561:00		
Fitness Classes	7:00	\$105.00	\$0.00	\$105.00
Fundraiser	30:00	\$870.00	\$0.00	\$870.00
Holiday	37:00	\$0.00	\$0.00	\$0.00
Meeting	26:30	\$434.00	\$0.00	\$434.00
Set Up/Food Prep	11:00	\$150.00	\$0.00	\$150.00
Stag & Doe	17:00	\$757.00	\$415.18	\$1,172.18
Trade Show	31:00	\$0.00	\$0.00	\$0.00
Wedding/Banquet	17:00	\$590.00	\$0.00	\$590.00
Workshops/Seminars	21:00	\$740.00	\$0.00	\$740.00
Total for Facility: MF Community Hall	197:30	\$3,646.00	\$415.18	\$4,061.18
Facility: Optimist Diamond		Hours Avail: 450:00		
Holiday	15:00	\$0.00	\$0.00	\$0.00
Total for Facility: Optimist Diamond	15:00	\$0.00	\$0.00	\$0.00
Facility: Plume Room		Hours Avail: 532:00		
Fitness Classes	1:00	\$15.00	\$0.00	\$15.00
Holiday	34:00	\$0.00	\$0.00	\$0.00
Private Party	3:00	\$105.00	\$0.00	\$105.00
Total for Facility: Plume Room	38:00	\$120.00	\$0.00	\$120.00
Facility: Pro Shop		Hours Avail: 720:00		
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: Pro Shop	24:00	\$0.00	\$0.00	\$0.00
Facility: Storage Space		Hours Avail: 720:00		
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: Storage Space	24:00	\$0.00	\$0.00	\$0.00
Facility: Storage Space Ball Booth		Hours Avail: 720:00		
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: Storage Space Ball Booth	24:00	\$0.00	\$0.00	\$0.00
Facility: Tables & Chairs		Hours Avail: 270:00		
Holiday	9:00	\$0.00	\$0.00	\$0.00
Total for Facility: Tables & Chairs	9:00	\$0.00	\$0.00	\$0.00
Facility: Upper Leisure Hall		Hours Avail: 450:00		
Holiday	15:00	\$0.00	\$0.00	\$0.00
Meeting	5:00	\$175.00	\$0.00	\$175.00
Total for Facility: Upper Leisure Hall	20:00	\$175.00	\$0.00	\$175.00
Facility: Walking Track		Hours Avail: 463:00		
Holiday	15:00	\$0.00	\$0.00	\$0.00
Total for Facility: Walking Track	15:00	\$0.00	\$0.00	\$0.00
Total for Complex: Mount Forest & District Sports Complex	735:50	\$6,679.50	\$415.18	\$7,094.68
Report Totals:	735:50	\$6,679.50	\$415.18	\$7,094.68

ARTHUR RECREATION FACILITIES REPORT April, 2015

Submitted by Tom Bowden, Facility Manager, C.I.T., and R.R.F.O.

Administration:

- Staff scheduling
- Payroll
- Bi-weekly bank deposits
- Lacrosse bookings on the system
- Baseball bookings on the system
- Prepare a report for the costing of lawn cutting in house
- Pricing for dehumidifier replacement and submitted
- Health and safety inspection
- Met with Barry and Sly Solution for price for sound system

Routine Maintenance:

- Monthly pest control inspection
- Elevator inspection
- Monthly Fire Safety inspection
- Weekly ice maintenance
- Stripped and waxed the lobby and lobby washroom floors
- Semi-annual HVAC inspection
- Got the tractor out and put Olympia in barn
- Garbage cans in the two playgrounds and the end of the trail

Special Repairs

- Painted lacrosse lines on arena floor and two coats of sealer on the floor
- Replaced thermostat in upper hall
- Had a receiver replaced in accessible door opener
- Parking lot lights replaced with LED lights
- Fire alarm back up battery replaced
- Walk-in cooler door came dislodged had to repair

Occurrence Report

none

TB Apr 27/15

Booking Types: Rentals/Courses/Maint/Admin/Holiday
 Date from: April-01-15
 Complex: Arthur & Area Community Centre
 Rental Status: Closed/Firm/Tentative

Date to: April-30-15
 Facility Option: Complex

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Complex: Arthur & Area Community Centre				
Facility: Arena Floor	Hours Avail: 570:00			
Holiday	38:00	\$0.00	\$0.00	\$0.00
Lacrosse	73:30	\$3,462.75	\$0.00	\$3,462.75
Total for Facility: Arena Floor	111:30	\$3,462.75	\$0.00	\$3,462.75
Facility: Arena Ice	Hours Avail: 570:00			
Holiday	38:00	\$0.00	\$0.00	\$0.00
Total for Facility: Arena Ice	38:00	\$0.00	\$0.00	\$0.00
Facility: ARTHUR KITCHEN	Hours Avail: 720:00			
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: ARTHUR KITCHEN	24:00	\$0.00	\$0.00	\$0.00
Facility: Campgrounds	Hours Avail: 720:00			
Holiday	20:00	\$0.00	\$0.00	\$0.00
Total for Facility: Campgrounds	20:00	\$0.00	\$0.00	\$0.00
Facility: Community Centre Lower Hall	Hours Avail: 630:00			
Fundraiser	13:00	\$590.00	\$163.65	\$753.65
Holiday	42:00	\$0.00	\$0.00	\$0.00
Meeting	5:30	\$324.50	\$0.00	\$324.50
Private Party	17:00	\$0.00	\$32.35	\$32.35
Sports Practice	6:00	\$354.00	\$0.00	\$354.00
Stag & Doe	19:00	\$776.00	\$360.29	\$1,136.29
Walking	5:00	\$0.00	\$0.00	\$0.00
Wedding/Banquet	32:00	\$912.00	\$318.84	\$1,230.84
Total for Facility: Community Centre Lower Hall	139:30	\$2,956.50	\$875.13	\$3,831.63
Facility: Community Centre Upper Hall	Hours Avail: 630:00			
Holiday	42:00	\$0.00	\$0.00	\$0.00
Meeting	9:30	\$105.00	\$0.00	\$105.00
Total for Facility: Community Centre Upper Hall	51:30	\$105.00	\$0.00	\$105.00
Facility: Diamond "A"	Hours Avail: 462:00			
Holiday	16:00	\$0.00	\$0.00	\$0.00
Total for Facility: Diamond "A"	16:00	\$0.00	\$0.00	\$0.00
Facility: Diamond "B"	Hours Avail: 450:00			
Holiday	15:00	\$0.00	\$0.00	\$0.00
Total for Facility: Diamond "B"	15:00	\$0.00	\$0.00	\$0.00
Facility: KITCHENARTHUR	Hours Avail: 720:00			
Holiday	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: KITCHENARTHUR	24:00	\$0.00	\$0.00	\$0.00

Recreation Director's Update

May 2015

Barry Lavers

Activities:

Recreation & Culture Committee minutes April 7, 2015 meeting
Senior Management Team meeting April 8, 2015
Wellington North Public budget meeting April 8, 2015
Work Schedules & payroll
Helping Hands Grant project for Arthur parks
Invoices & Contracts
Committee report
Mount Forest Teddy Bear Picnic June 27, 2015
Bands & Boards Aug 15, 2015
Arthur Arena Inspection BM Ross set up
Arthur & Mount Forest Pool Schedules 2015
Pool Staff application closing April 10, 2015 & review
RSJS application completed/submitted/reviewed April 13, 2015
Conn Pavilion Contractor site visit April 13, 2015
Mount Forest & District Soccer meeting April 21, 2015
Public Works/Recreation Tractor (update) meeting April 21, 2015
Arthur Senior Centre Lease agreement draft revision
Mount Forest & District Coop Fitting Day June 6, 2015
Mount Forest Home & Garden Show April 24-26, 2015
Fur & Feather Show April 26, 2015 cancellation
Fireworks Festival 2015 preparations
Arena Managers meeting April 29, 2015
Arthur/Damascus Upper Grand Trail meeting April 29, 2015
Preparation Recreation Committee Agendas for May 5, 2015 meeting