

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
RECREATION & CULTURE COMMITTEE MINUTES  
MAY 15, 2018 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:**

- **Mike Givens, Chief Administrative Officer**
- **Brent Lauber, Director of Operations**
- **Catherine Conrad, Deputy Clerk**
- **Tammy Pringle, Recreation Administrative Support**
- **Tom Bowden, Arthur Facilities Manager**
- **Mark McKenzie, Mount Forest Facilities Manager**

**CALLING THE MEETING TO ORDER**

Chairperson McCabe called the meeting to order.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION REC 2018-009**

Moved by: Councillor Yake

Seconded by: Mayor Lennox

*THAT the agenda for the May 15, 2018 Recreation & Culture Committee meeting be accepted and passed with Item d deferred by staff, more time needed for information.*

**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 6, 2018 Recreation & Culture Committee meeting were received and adopted by Council at the Regular Meeting of Council held on February 12, 2018.

**BUSINESS ARISING FROM MINUTES**

Letter to Mount Forest Minor Ball, dated February 13, 2018 regarding Outdoor Storage  
- Received for information

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**REPORTS**

a. Recreation Master Plan and Summary of Recommendations

**RESOLUTION REC 2018-010**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Recreation and Culture Committee of the Township of Wellington North receive for information the Recreation Master Plan – Presentation to Council dated May 7, 2018, and the Summary of Recommendations.*

**CARRIED**

b. Recreation Master Plan Action Status Schedule

Key recommended items discussed

- Item 20 - Create a Community Recreation Coordinator position to act as a liaison between parks and recreation stakeholders and the Township, enhance communication and implement the Recreation Master Plan. It was decided to move ahead with this recommendation.
- Item 24 – Reconstitute the Recreation & Culture Committee as an advisory body of Council. Develop a terms of reference that confirms the Committee’s mandate and guides the selection of members, which should include lay appointees from across the Township. Reference should be made to the best practices identified in the Recreation Master Plan. It was decided to defer discussion of this item until after a Community Recreation Coordinator is hired.
- Item 35 – Develop a splash pad in Mount Forest, potentially at Bill Moody Lions Playground/King Street Fairgrounds Par, with the assistance of community fundraising. Ensure the provision of appropriate support amenities, such as benches, shade and pathway/sidewalk connections. The Mount Forest Aquatic Ad-Hoc Advisory Committee has been formed. Council has endorsed the location. Two suppliers have made presentations to the Committee; but, a formal decision has not been made. The Committee has been asked to tie decisions regarding the splash pad with the pool.
- Item 36 – Replace the Lion Roy Grant Pool with a new outdoor pool in Mount Forest, potentially at Campbell deVore Park/Mount Forest & District Sports Complex, with the assistance of community fundraising. A 2020 construction start is being considered for a pool similar to the one in Strathroy. The Mount Forest Aquatic Ad-Hoc Advisory Committee members are trying to arrange a site visit for the pool in Strathroy. The Township would cover the cost of the replacement of the existing pool and fundraising would take place for additions.
- Item 39 – Develop one youth ball diamond at the Arthur Community Centre and Fairgrounds Park in the short-term. It was suggested to locate the new diamond be located in the back corner of the lot. Fencing and the removal of the water and hydro camping box would be the biggest expense. Locates are being obtained. Background work is being done; but, the project hasn’t been approved.

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- Item 45 – Develop a skate park in Arthur in the short-term, with the assistance of community fundraising. Site selection and design should comply with municipal standards and youth should be engaged in the design process. Consultation took place with the Arthur Lions Club and a preferred location has been determined. Signage for that location is being discussed. It was suggested that this item become a standing item on the agenda. The Township will work with the Committee with appropriate communication and information being shared.

c. Arthur Village Splash Pad Financial Recap

**RESOLUTION REC 2018-011**

Moved by: Councillor Yake

Seconded by: Mayor Lennox

*THAT the Recreation and Culture Committee of the Township of Wellington North receive for information the report prepared by Adam McNabb, Director of Finance & Treasury, dated May 15, 2018, regarding the Arthur Village Splashpad Wrap-up.*

**CARRIED**

The Committee directed the Chair to contact representatives of the Arthur Optimist Club to review the report and obtain feedback on the project at their next meeting.

d. On Ice Safety Policy - DEFERRED

e. Mount Forest Roof Repair

Mark MacKenzie reported that 3 roof drains had been repaired. The leak around the condenser has not been repaired.

f. Arthur Community Centre damage/repair status

Vandalism at the pavilion damaged picnic table, roof, fence and electrical. The Optimist club sign was ripped off the wall and the plexiglass was smashed. The picnic tables, electrical and roof have been fixed. The Optimist Club will update their sign before replacing it.

Various ways to deter vandalism were discussed.

g. Year Round Park Access

The current policy is that outdoor furniture is removed for the winter. There has been a request for year round access to playgrounds. Due to maintenance issues and liability it was decided not to change the policy.

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h. Permit Terms & Conditions for Ice Rentals – Item #7

The responsibility for “block” ice time commitments is outlined in Item 7 of the Permit Terms and Conditions for Ice Rentals. A separate contract should be used for ice time beyond the March 15<sup>th</sup> time frame. Currently there isn’t a cancellation policy regarding bookings for those rentals. Time that is booked is often cancelled without the group having to provide specific notice or pay.

Direction was given to staff to bring a report back to Committee regarding an ice allocation policy.

i. Sports Field Lights and Complex Card Table Sales  
- Referred back to staff

j. Ice Plant – Cimco to start end of May

The upgrades to the ice plant system will be completed in the next week.

k. Dumpster Pricing Comparison  
- Referred back to staff

l. Facility Usage Reports:  
- Mount Forest Sports Complex:  
    - February 1, 2017 – April 30, 2017  
    - February 1, 2018 – April 30, 2018  
- Arthur Community Centre  
    - February 1, 2017 – April 30, 2017  
    - February 1, 2018 – April 30, 2018

**RESOLUTION REC 2018-012**

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 and Mount Forest Facility Usage Reports for:*

- February 1, 2017 – April 30, 2017
- February 1, 2018 – April 30, 2018

**CARRIED**

**OTHER BUSINESS**

Facility Managers Updates

- Mount Forest, Mark MacKenzie
  - Working on a draft trail agreement for landowners of private land that the trails cross. CAO Givens added that this is more of a notice and will not registered on title.
  - The Wellington North Youth Action Council is hosting their Race Against Youth Homelessness: Color Race on Saturday, May 19 Arthur

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- Arthur, Tom Bowden
  - Parks have been cleaned.
  - Splash pad will de-winterized within the week

Tammy Pringle, Recreation Administrative Support, commented that it was noted in the minutes of the last meeting that the mission statement provided in the Recreation Master Plan will be promoted in the facilities. She had drafted posters for display.

Brent Lauber, Director of Operations, requested that Committee members review the Recreation Coordinator Job Description and provide comments. Feedback will be compiled before proceeding with the process.

**NEXT MEETING**

Next meeting to be held at the Mount Forest Sports Complex on July 10, 2018 at 8:30 a.m.

**ADJOURNMENT**

**RESOLUTION REC 2018-013**

Moved by: Councillor Dobreen

Seconded by: Mayor Lennox

*THAT the Recreation and Culture Committee meeting of May 15, 2018 be adjourned at 10:59 a.m.*

**CARRIED**