

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING AGENDA
TUESDAY, JULY 7, 2020 @ 1:00 P.M.
VIA WEB CONFERENCING**

HOW TO JOIN

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/88531641006>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 885 3164 1006

International numbers available: <https://us02web.zoom.us/j/kvUrSswN4>

TIME	SUBJECT	PAGE	LEAD	ACTION
1:00 pm	Calling to Order		Chair	
	Adoption of Agenda			
	Recommendation: <i>THAT the agenda for the July 7, 2020 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i>		Chair	Resolution
	Disclosure of Pecuniary Interest		Chair	
	Minutes of Previous Meeting – March 3, 2020 (approved by Council on March 9, 2020)	001	Chair	
1:05 pm	Business Arising From Minutes			
	RPL 2020-006 Fundraising Partnership Opportunities Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-006 being a report on fundraising partnership opportunities;</i> <i>AND FURTHER THAT Committee recommend the Council of the Township of Wellington North to direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising;</i> <i>AND FURTHER THAT Committee recommend Council establish a cost per seat of \$200 and a sale price of \$500 the difference of which will be funds raised to support the community group;</i> <i>AND FURTHER THAT Committee recommend Council direct staff to provide the seats on a per row basis and that cost payment is made in advance;</i> <i>AND FURTHER THAT Committee recommend Council direct staff to ensure the marketing of the</i>	005	Director of Operations	Resolution

	<i>program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township;</i>			
	Ad Hoc Committee Updates			
1:15 pm	<p>Mount Forest Aquatics Committee (verbal update)</p> <ul style="list-style-type: none"> Councillor Burke <p>RPL 2020-008 Mount Forest Splash Pad</p> <p>Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-008 being a report on the Mount Forest Splashpad;</i></p> <p><i>AND FURTHER THAT Committee recommend the Council of the Township of Wellington North approve the landscaping plan for the Mount Forest splashpad as presented is Schedule A.</i></p>	007	Councillor Burke Director of Operations	Resolution
	Arthur BMX/Skateboard Park (verbal update)		CRC	
	Lynes Blacksmith Shop (verbal update)		CRC	
	Reports			
1:35 pm	Financial Summary – Arthur	010	RSM	Resolution
	Financial Summary – Mount Forest	011		
1:50 pm	<p>RPL 2020-009 Capital Project Update</p> <p>Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-009 being a report on Recreation capital budget items;</i></p> <p><i>AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend to the Council of the Township of Wellington North that staff purchase a new kitchen heater for the Damascus Community Centre with the funds that were allocated for a new furnace.</i></p>	012	RSM CRC	Resolution

2:05 pm	RPL 2020-012 Trails Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-012 being a report on the trails in Wellington North;</i>	015	Director of Operations	Resolution
2:20 pm	RPL 2020-010 Conn Playground Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-010 being a report on the Conn Playground;</i>	031	Director of Operations CRC	Resolution
2:35 pm	RPL 2020-011 COVID-19 Update Recommendation <i>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-011 being a report COVID-19;</i>	033	Director of Operations	Resolution
	New Business/Roundtable			
2:50 pm				
	Adjournment			
3:00 pm	Recommendation: <i>THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of July 7, 2020 be adjourned at p.m..</i>		Chair	Resolution

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
Tuesday March 3, 2020 @ 8:30 A.M.
MOUNT FOREST & DISTRICT SPORTS COMPLEX – MEETING ROOM**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Dan Yake, Councillor
- Brian Milne, Deputy Mayor, Township of Southgate

Staff Members Present:

- Mike Givens, CAO
- Dave Guilbault, Fire Chief Wellington North Fire Services (left the meeting at 9:00 am)
- Matthew Aston, Director of Operations
- Tom Bowden, Recreation Services Manager
- Mandy Jones, Community Recreation Coordinator
- Tasha Grafos, Administrative Support
- Karren Wallace, Director of Legislative Services/Clerk

SUBJECT
Calling to Order
Chair McCabe called meeting to order at 8:30am
Adoption of Agenda
<p>RESOLUTION RPL 2020-012</p> <p>Moved Member Yake Seconded Member Milne <i>THAT the agenda for the March 3, 2020 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed</i></p>
Disclosure of Pecuniary Interest
None
Delegation
<p>Natalie Overholt and Co-Op Student, Downtown Mount Forest Retail Committee – Christmas Tree Bonfire</p> <p>The Downtown Mount Forest Retail Committee spoke of the success they had with their Christmas Tree Bonfire event on January 4, 2020. They are looking to make this an annual event and will begin planning in August / September for the following year.</p> <p>The Fire Chief and Recreation Services Manager both agreed that the location of the burn should be changed due to wind patterns and proximity of the residential dwellings.</p> <p>The Fire Chief would like to ensure that the Downtown Mount Forest Group make courtesy calls to EMS, OPP and any user groups that could be affected for future</p>

events. The Fire Chief also indicated crowd, traffic control measures and barriers be in place for any future events.

There were three firetrucks and eleven firefighters in attendance and the Fire Chief advised allocating these resources in the future would be difficult.

1. RPL 2020-002 Christmas Tree Bonfire

RESOLUTION RPL 2020-013

Moved Member Yake

Seconded Member Milne

THAT the Recreation, Parks & Leisure Committee receive for information Report RPL 2020-002 being a report on the Christmas Tree Bonfire Event held on January 4, 2020, at the Mount Forest & District Sports Complex.

CARRIED

Len Rice and Anson Lewis, Mount Forest Minor Hockey Association (MFMHA) – Fundraising Partnership Opportunities

Mount Forest Minor Hockey Association would like to explore alternative fundraising opportunities, through the potential generation of revenue from the sale of seats within the Mount Forest & District Sports Complex as well as arena board advertisements.

RESOLUTION RPL 2020-014

Moved Member Milne

Seconded Member Yake

THAT the Recreation, Parks and Leisure Committee direct staff to work with the Mount Forest Minor Hockey Association to prepare a report for the April 7, 2020 Committee meeting, with options for shared revenue generation through the sale of board advertisements and seat naming rights with consideration given to potential impact on other user groups.

CARRIED

Minutes of Previous Meeting – February 21, 2020

RESOLUTION RPL 2020-015

Moved Member Yake

Seconded Member Milne

THAT the minutes of the February 21, 2020 Recreation Parks and Leisure Committee be accepted and passed.

Business Arising From Minutes

1. RPL 2020-001 Facility Fees for Community Rooms

RESOLUTION RPL 2020-016

Moved Member Milne

Seconded Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-001 being a report on Facility Fees for Community Rooms.

CARRIED

2. RPL 2020-005 Average Ice Cost

RESOLUTION RPL 2020-017

Moved Member Milne

Seconded Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-005 being a report on Average Ice Cost.

CARRIED

Reports

1. RPL 2020-003 Mayor's Charity Bonspiel

RESOLUTION RPL 2020-018

Moved Member Yake

Seconded Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-003 being a report on the Mayor's Charity Bonspiel;

AND FURTHER THAT the Recreation, Parks & Leisure Committee supports staff continuing to organize and deliver the Mayor's Charity Bonspiel.

CARRIED

2. RPL 2020-004 Municipal Storage

RESOLUTION RPL 2020-019

Moved Member Milne

Seconded Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-004 being a report on Municipal Storage Options;

AND FURTHER THAT the Recreation, Parks and Leisure Committee does not support providing municipal land for storage.

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend to the Council of the Township of Wellington North that staff pursue the development of Site Plans for the Arthur & Area Community Centre Fairgrounds and the Mount Forest & District Sports Complex grounds.

CARRIED

3. Trail Signage.

The Committee directed staff investigate the feasibility of having fire numbers assigned for trail head locations in Wellington North.

Other Business

Ad Hoc Committee Updates

- Mount Forest Aquatics – no update
- Arthur Village Skateboard/BMX – no update
- Lynes Blacksmith Shop – no update

New Business/Roundtable

Director of Operations advised the BMX Committee promoted sponsorship opportunities for the new park through 600 handouts at the Arthur Lion's Club drive-through chicken BBQ.

Adjournment

RESOLUTION RPL 2020-020

Moved by Member Yake

Seconded by Member Milne

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of March 3, 2020 be adjourned at 9:57am

CARRIED



Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020
From: Matthew Aston, Director of Operations
Subject: RPL 2020-006 Fundraising Partnership Opportunities

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-006 being a report on fundraising partnership opportunities;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North to direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising;

AND FURTHER THAT Committee recommend Council establish a cost per seat of \$200 and a sale price of \$500 the difference of which will be funds raised to support the community group;

AND FURTHER THAT Committee recommend Council direct staff to provide the seats on a per row basis and that cost payment is made in advance;

AND FURTHER THAT Committee recommend Council direct staff to ensure the marketing of the program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township;

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

March 3, 2020 Recreation, Parks and Leisure Committee Minutes

BACKGROUND

At the March 3, 2020, Recreation, Park and Leisure Committee meeting, members of the Mount Forest Minor Hockey association provided a verbal presentation of ways they would like to partner on sponsorship opportunities. The initial request from Mount Forest Minor Hockey was to sell and maintain arena board advertisements as well as to sell arena seats to support fundraising efforts.

Currently, both community centres have advertisement programs that include

- Board Advertisements
- Ice Resurfacers Sponsorship

- Ball Diamond Advertisements
- Walking Track Advertisement (Mount Forest)
- Score Clock (Mount Forest)

As we continue to grow, there will be more opportunities for the township to gain revenue from the sale of the opportunities listed above. For this reason, staff recommend that the township maintain the promotion and sale of the advertising and sponsorship opportunities listed above.

Seats were originally sold for \$500.00 each by the Sports Complex Fundraising Committee. To be consistent in this past approach, staff are recommending that seats be sold to community groups for \$200.00 each with a firm resale price of \$500.00. This would mean that community groups would profit \$300.00 on the sale of every seat. Seats would be sold to the community group on a per row basis (15 seats total), with payment made in advance.

Staff request that the community group selling the name plates be responsible for the installation, replacement, and maintenance to the name plate for a period of five years.

FINANCIAL CONSIDERATIONS

Mount Forest Arena Advertising	\$16,506.00
Arthur Arena Advertising	\$6,635.00

ATTACHMENTS

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes ☐ No ☐ N/A

Which priority does this report support?

<input type="checkbox"/> Modernization and Efficiency	<input checked="" type="checkbox"/> Partnerships
<input type="checkbox"/> Municipal Infrastructure	<input type="checkbox"/> Alignment and Integration

Prepared By:	Matthew Aston, Director of Operations Mandy Jones, Community Recreation Coordinator	<i>Matthew Aston</i> <i>Mandy Jones</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020

From: Matthew Aston, Director of Operations
Mandy Jones, Community Recreation Coordinator
Tom Bowden, Manager Recreation Services

Subject: RPL 2020-008 Mount Forest Splashpad

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-008 being a report on the Mount Forest Splashpad;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North approve the landscaping plan for the Mount Forest splashpad as presented is Schedule A.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

NA

BACKGROUND

Splashpad in Mount Forest was opened in late summer of 2019.

In attempt to get ahead of the landscaping plan in and around the splashpad, Township staff have attached a plan for landscaping around the splashpad that will provide privacy, relatively easy maintenance for Township staff and a cost effective solution.

Township staff might still recommend some planting in and around the building as well as concrete blocks to protect the splashpad from vehicular traffic.

FINANCIAL CONSIDERATIONS

Add cost of cedar bushes as detailed

ATTACHMENTS

Schedule A – Landscape Plan for Splashpad

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

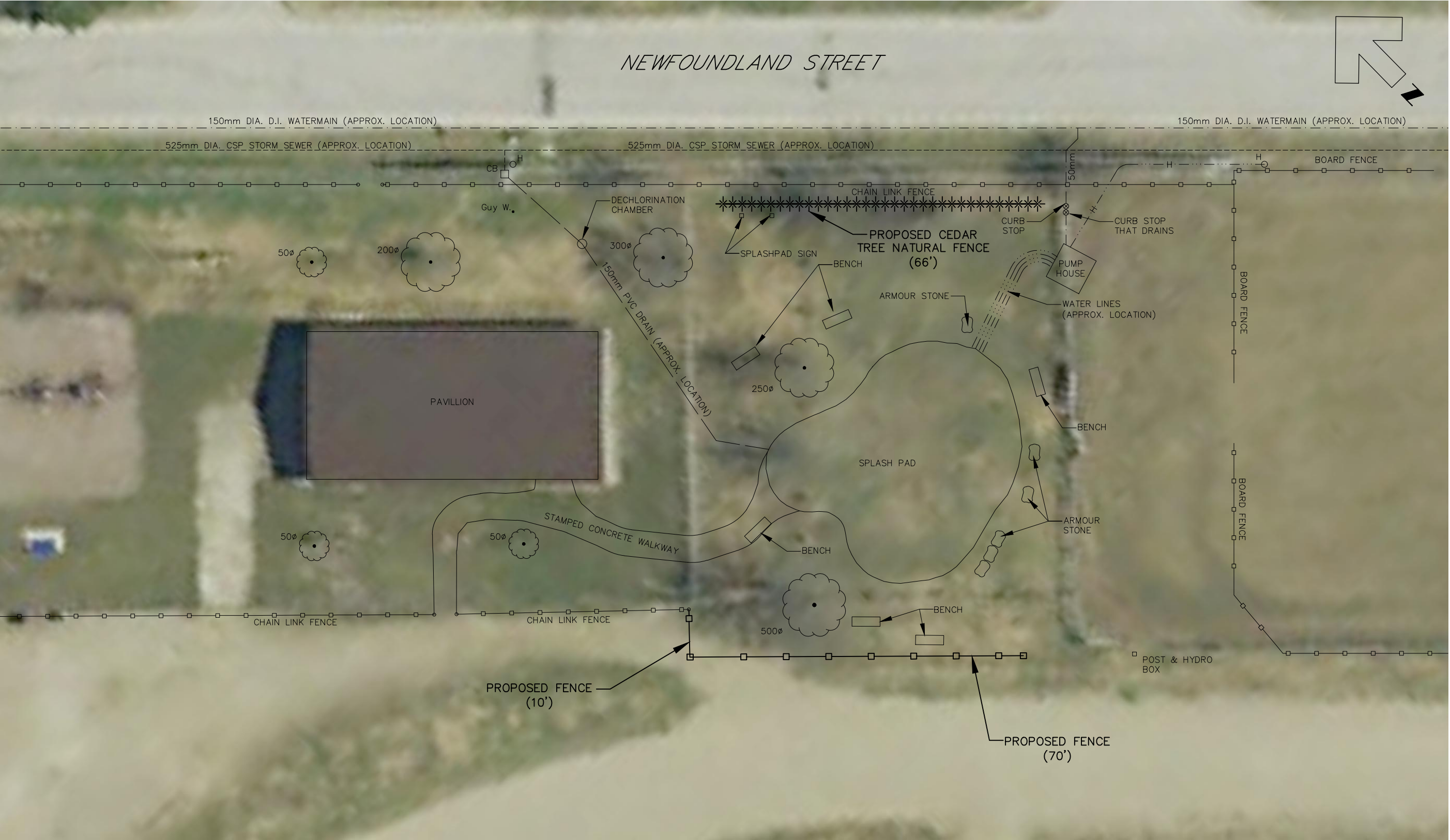
☒ Partnerships

☐ Municipal Infrastructure

☐ Alignment and Integration

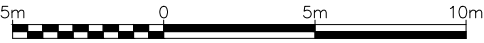
Landscape plan will provide staff direction, and authority, of the approved plantings in and around the Mount Forest Splashpad.

Prepared By:	Matthew Aston, Director of Operations Mandy Jones, Community Recreation Coordinator Tom Bowden, Manager Recreation Services	<i>Matthew Aston</i> <i>Mandy Jones</i> <i>Tom Bowden</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



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1:250



BMROSS
engineering better communities

**Township of
Wellington North**
Mount Forest Splash Pad
Proposed Cedar Tree Natural Fence

DATE
June 17, 2020

PROJECT No.
19196

SCALE
1:250

OPTION 2

Township of Wellington North
General Fund Financial Summary Report
Budget vs Year-to-Date Actual Ending June 30, 2020

	2020 Actuals YTD	2020 Budget 30-Jun	Actual vs Budget YTD (over)/under	Variance %	2019 Actuals YTD	2020 vs 2019 YTD Variance
REVENUE						
AV Parks Revenue	(500)	(23,100)	22,600	-97.8%	(10,742)	10,242
AV Pool Revenue	250	(28,250)	28,500	-100.9%	(10,289)	10,539
AV Programs Revenue	-	(23,188)	23,188	-100.0%	(25,459)	25,459
AV Community Centre Revenues	(67,282)	(159,100)	91,818	-57.7%	(85,304)	18,022
AV Concession Revenue	(6,509)	(26,000)	19,491	-75.0%	(8,298)	1,789
	<u>(74,041)</u>	<u>(259,638)</u>	<u>185,597</u>	<u>-71.5%</u>	<u>(140,092)</u>	<u>66,051</u>
EXPENSES						
Rec. Admin Expenses	266,043	389,328	123,285	-31.7%	109,012	(157,032)
AV Admin. Expenses	1,739	10,900	9,161	-84.0%	3,862	2,123
AV Parks Expenses	19,513	65,343	45,830	-70.1%	18,546	(967)
AV Pool Expenses	9,406	76,763	67,357	-87.7%	18,257	8,851
AV Splash Pad Expenses	299	25,000	24,701	-98.8%	675	376
AV Fitness Expenses	-	-	-		-	-
AV Playground Expenses	-	-	-		340	340
AV Programs Expenses	993	26,368	25,375	-96.2%	789	(204)
AV Community Centre Expenses	211,023	405,682	194,659	-48.0%	213,975	2,952
AV Concession Expenses	4,850	25,000	20,150	-80.6%	10,207	5,357
	<u>513,866</u>	<u>1,024,384</u>	<u>510,518</u>	<u>-49.8%</u>	<u>375,663</u>	<u>(138,204)</u>
(SURPLUS)/DEFICIT	<u>439,825</u>	<u>764,746</u>				

Notes:

[1] - COVID-19

[2] - Rec. Admin Expenses shown as 50/50 split between MF & AV

- Admin Expenses (budet & actual) for 2020 include:
- Increased contributions to capital (~\$263K year over year increase)
- Increased interfunctional transfers (~\$148K year over year increase)

Township of Wellington North
General Fund Financial Summary Report
Budget vs Year-to-Date Actual Ending June 30, 2020

	2020 Actuals YTD	2020 Budget 30-Jun	Actual vs Budget YTD (over)/under	Variance %	2019 Actuals YTD	2020 vs 2019 YTD Variance
REVENUE						
MF Admin Revenue	(26,417)	(22,400)	(4,017)	17.9%	(25,103)	(1,314)
MF Parks Revenue	-	(27,100)	27,100	-100.0%	(13,944)	13,944
MF Pool Revenue	-	(42,300)	42,300	-100.0%	(21,774)	21,774
MF Fitness Revenue	-	(1,000)	1,000	-100.0%	-	-
MF Programs Revenue	140	(23,188)	23,328	-100.6%	(15,964)	16,104
MF Community Centre Revenues	(105,102)	(294,000)	188,898	-64.3%	(141,973)	36,871
MF Concession Revenue	(21,386)	(64,000)	42,614	-66.6%	(25,016)	3,630
	<u>(152,765)</u>	<u>(473,988)</u>	<u>321,223</u>	<u>-67.8%</u>	<u>(243,774)</u>	<u>91,009</u>
EXPENSES						
Rec. Admin Expenses	266,043	389,328	123,285	-31.7%	109,012	(157,032)
MF Admin. Expenses	844	10,650	9,806	-92.1%	4,332	3,488
MF Parks Expenses	25,679	113,179	87,500	-77.3%	23,959	(1,720)
MF Skateboard Expenses	-	500	500	-100.0%	-	-
MF Pool Expenses	10,876	89,481	78,605	-87.8%	27,639	16,763
MF Splash Pad Expenses	188	32,000	31,812	-99.4%	-	(188)
MF Fitness Expenses	-	1,000	1,000	-100.0%	-	-
MF Playground Expenses	-	-	-		340	340
MF Programs Expenses	993	24,368	23,375	-95.9%	775	(218)
MF Community Centre Expenses	262,179	593,209	331,030	-55.8%	306,886	44,707
MF Concession Expenses	20,197	50,320	30,123	-59.9%	18,200	(1,997)
	<u>586,999</u>	<u>1,304,035</u>	<u>717,036</u>	<u>-55.0%</u>	<u>491,143</u>	<u>(95,857)</u>
(SURPLUS)/DEFICIT	<u>434,234</u>	<u>830,047</u>				

Notes:

[1] - COVID-19

[2] - Rec. Admin Expenses shown as 50/50 split between MF & AV

- Admin Expenses (budet & actual) for 2020 include:
- Increased contributions to capital (~\$263K year over year increase)
- Increased interfunctional transfers (~\$148K year over year increase)



Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020

From: Tom Bowden, Manager Recreation Services
Mandy Jones, Community Recreation Coordinator

Subject: RPL 2020-009 Capital Project Program

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-009 being a report on Recreation capital budget items;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend to the Council of the Township of Wellington North that staff purchase a new kitchen heater for the Damascus Community Centre with the funds that were allocated for a new furnace.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2020 Capital Budget

BACKGROUND

The intent with this report is to provide committee with a brief update on some of the capital projects in progress/completed/paused by the recreation division during the first half of 2020. Staff are cognizant of the deferred property tax options extended by Council, and the associated pressure on cash flow, thus have been proactive in delaying all non-essential capital spend to this point.

			Budget	Final
1	Mount Forest Boardroom Table and Chairs	Complete	\$14,000	\$14,015.97
2	Mount Forest Optimist Ball Diamond Light Timer	Complete	\$7,000	\$6,670
3	Ball Diamond Fence Capping	Complete	\$15,000	\$13,050
4	Arthur Baseball Diamond B Safety Netting	Paused	\$18,000	
5	Damascus Community Centre Furnace	In Progress*	\$5,500	\$0.00
6	Wayfinding Signage	In Progress	\$34,300	
7	Trail Development	Paused	\$56,147	\$7,678
8	Arthur Arena Floor Replacement	Paused	\$1,094,500	
9	Pool Diving Board and Vacuums	Paused	\$15,000	
10	Pool Communication Technology Enhancements	In Progress*	\$9,200	\$3,931
11	Mount Forest Pool RFP	In Progress	\$50,000	
12	Opti-Mrs Playground	Paused	\$120,000	

1. Mount Forest Boardroom Table and Chairs
Completed in early 2020. The new boardroom table includes an HDMI cable, power outlets and can accommodate up to 14 people around the table. In addition, the boardroom is equipped with a 60" smart TV. Moving forward, rental of this space will be limited to committee and executive meetings.
2. Mount Forest Optimist Ball Diamond Light Timer
This timer was installed to reduce the requirement of staff resources at the diamonds.
3. Baseball Diamond Fence Capping
Fence capping was replaced in Arthur and added to the Mount Forest ball diamonds, further protecting players from the possibility of an injury to their arm.
4. Arthur Baseball Diamond B Safety Netting
The addition of safety netting to ball diamond B along the first base line, will provide a barrier between the ball diamond, pavilion and the future Arthur Lions BMX/Skateboard Park.
5. Damascus Community Centre Furnace
Chalmers Fuels generously donated a new propane furnace for the Damascus Community Centre, which means there is little cost associated with this project. The existing Superior Propane tanks located at the back of the building have been removed. The committee has approached staff and has requested the purchase and installation of a new heater for the kitchen, as the current unit needs to be replaced. The cost for a similar heater is estimated at \$1435.46 plus HST with an additional \$300.00 for installation. Staff would like to use the funds originally allocated for the replacement of a new furnace and shift it to the purchase of a new heater for the kitchen. This purchase would still reflect a reduction on the capital budget line due to the generous donation by Chalmers Fuels.
6. Wayfinding Signage
Due to COVID-19, additional signage has been required at all township facilities, parks and playgrounds. The wayfinding signage program is in the initial stages and will progress in partnership with the BIAs.
7. Trail Development
Staff would like to further develop the Arthur River trail, making it more accessible, by adding stone to the first half of the trail, starting at the Lions Park. In addition, staff became aware of structural challenges of the pedestrian bridge at the Angus Smith Park in Mount Forest and will explore maintenance/repair opportunities moving forward.
8. Arthur Arena Floor Replacement
Staff are currently awaiting a decision from the Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream (ICIP). The outcome of this application will determine the next steps.
9. Pool Diving Board and Vacuums
These items were ordered prior to the COVID-19 closure. Staff have requested that the Installation and payment be deferred until next year.

10. Pool Communication Technology Enhancements

The hardwiring has been completed in both Arthur and Mount Forest. Two staff laptops were purchased and have been redeployed to municipal staff to further support work from home. Printers will need to be purchased at a later date.

11. Mount Forest Pool RFP

The Recreation Management team has drafted an RFP for the Mount Forest Pool in consultation with the township engineer. A challenge moving forward is how the COVID-19 pandemic may alter some of the requirements for the bathhouse, pool basin and deck area.

12. Opti-Mrs Playground

The Arthur Opti-Mrs Club has come forward with an interest in contributing to the playground. The original timeline was to replace the playground in September, once children were back in school.

FINANCIAL CONSIDERATIONS

The Recreation Division is working towards the implementation of the capital budget but recognizes the need to be financially responsible due to the uncertainty of COVID-19.

ATTACHMENTS

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☒ Municipal Infrastructure

☐ Alignment and Integration

Prepared By:

Tom Bowden, Manager Recreation Services
Mandy Jones, Community Recreation
Coordinator

Tom Bowden

Mandy Jones

Recommended By:

Michael Givens, Chief Administrative Officer

Michael Givens



Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020

From: Matthew Aston, Director of Operations
Mandy Jones, Community Recreation Coordinator

Subject: RPL 2020-012 Trails

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-012 being a report on the trails in Wellington North;

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Township of Wellington North Recreation Master Plan

BACKGROUND

The Township of Wellington North has continued to invest in the trail system throughout the municipality, providing community members access to an active transportation network as well as passive recreation opportunities. Trails can provide excellent opportunities for users to experience nature, history and culture. In Wellington North, our trail systems are maintained by a dedicated group of volunteers, together with the recreation services team.

Trails Guide

The County of Wellington planning and development department is in the process of producing a Wellington County Trails Guide, in a slightly different format than what was printed last time. The Guide will be available in digital format on the County website, as well as at all libraries, and each township will receive copies to distribute to residents. The county is hoping to be able to distribute the guides in September.

West Luther Trail

Committee members worked with the Township to remove a large pile of debris that was located to the side of the trail between County Road 16 and the East-West Luther Townline. In addition, there is a section of the West Luther trail that will require approximately 10 loads of gravel to minimize wet ground. This project was carried-over from last year.

River Trail & Perfume Trail

In order to create a more accessible trail network, stone dust will be added to the trail system along the first section of the river trail, beginning at Lions Park. Beginning this year, the Recreation division has taken over the lawn maintenance of this trail system.

Saugeen Trail, North Wetlands and South Wetlands Trails

All signage kiosks and maps have been installed at the gateways of each trail.

Township engineers recommend that the Mill Street pedestrian bridge receive significant repairs in the next 1 – 5 years. Attached is the Ontario Structure Inspection Manual – Inspection Report

FINANCIAL CONSIDERATIONS

ATTACHMENTS

Ontario Structure Inspection Manual – Inspection Report, September 18, 2019, B. M. Ross and Associates Limited

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes ☐ No ☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency ☐ Partnerships
☒ Municipal Infrastructure ☐ Alignment and Integration

Prepared By:	Matthew Aston, Director of operations Mandy Jones, Community Recreation Coordinator	<i>Matthew Aston</i> <i>Mandy Jones</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Inventory Data:

Structure Name:	Mill Street Pedestrian Bridge		
Main Hwy / Road #:	<input type="text"/>	On <input checked="" type="checkbox"/> Under <input type="checkbox"/>	Crossing Type: <input type="text" value="Pedestrian"/>
Road Name:	<input type="text"/>		
Structure Location:	North of Mill Street		
Northing:	<input type="text" value="4868439"/>	Easting:	<input type="text" value="520664"/>
Owner(s):	<input type="text" value="Township of Wellington North"/>	Heritage Designation:	<input type="text" value="Not Designated"/>
MTO Region:	<input type="text" value="Southwestern"/>	Road Class:	<input type="text" value="Local"/>
MTO District:	<input type="text" value="London/Stratford"/>	Posted Speed:	<input type="text"/> No. of Lanes: <input type="text" value="1"/>
Current County:	<input type="text" value="Wellington"/>	AADT:	<input type="text" value="0-49"/> % Trucks: <input type="text"/>
Geographic Twp.:	<input type="text" value="ARTHUR"/>	Special Routes:	<input type="text"/>
Structure Group:	<input type="text" value="Truss"/>	Surface Type:	<input type="text" value="Wood"/>
Structure Type:	<input type="text" value="Deck Truss"/>	Detour Length Around Bridge:	<input type="text"/> (km)
Total Deck Length:	<input type="text" value="55.5"/> (m)	Fill on Structure:	<input type="text" value="0"/> (m)
Overall Str. Width:	<input type="text" value="4.3"/> (m)	Skew Angle:	<input type="text" value="0"/> (Degrees)
Total Struct. Area:	<input type="text" value="238.65"/> (sq.m)	Direction of Structure:	<input type="text" value="North/South"/>
Roadway Width:	<input type="text" value="2.5"/> (m)	Number of Spans:	<input type="text" value="3"/>
Span Length(s):	<input type="text" value="11.96"/> (m) <input type="text" value="12.1"/> (m) <input type="text" value="31.42"/> (m) <input type="text"/> (m) <input type="text"/> (m)		
Bridge Condition Summary:	<input type="text" value="Repairs recommended"/>	Bridge Condition Index:	<input type="text" value="53"/>
MTO Number:	<input type="text"/>	BMROSS File Number:	<input type="text" value="BR711"/>

Historical Data:

Year Built:	<input type="text"/>	Last Biennial Insp:	<input type="text"/>
Current Load Limit:	<input type="text"/> (tonnes)	Last Bridge Master Insp:	<input type="text"/>
Load Limit By-Law #:	<input type="text"/>	Last Evaluation:	<input type="text"/>
By-Law Expiry Date:	<input type="text"/>	Last Underwater Insp:	<input type="text"/>
Min.Vert. Clearance:	<input type="text"/> (m)	Last Condition Survey:	<input type="text"/>
Rehab. Date:	<input type="text"/>	Rehab. Cost:	<input type="text"/> (\$)

Rehab. History:

New hand railing and steel I-beams under steel truss structure about year 2000



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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Field Inspection Information:

Date of Inspection: 09/18/2019
Inspector: Andy Aitken
Inspecting Firm: B.M. Ross & Associates
Others in Party: Ken Logtenberg
Equipment Used: Measuring Tape, Camera, Hammer, Chain
Weather: Sunny
Temperature: 22 °C

Additional Investigations Required:	Priority			Estimated Cost
	N/R	Normal	Urgent	
Detailed Deck Condition Survey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Corrosion Potential Survey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Detailed Coating Condition Survey:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Underwater Investigation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Fatigue Investigation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Seismic Investigation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Structure Evaluation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0
Total Cost:				0
Special Notes:				
Next Detailed Inspection:				2021

Replacement Value:

Structure Type: Structure Area: (sq.m)
 Replacement Cost: \$ Complexity Factor:
 Price per sq. m.: \$

Note: Replacement cost calculation is based on the above price per square metre, the total deck or structure area for the existing structure and the chosen complexity factor. This cost may not be a suitable value when budgeting to replace a structure.



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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Repair and Rehabilitation Required:

Element:	Repair and Rehabilitation Required:	Priority				Estimated Construction Cost
		6 to 10 yrs.	1 to 5 yrs.	Within 1 yr.	Urgent	
Decks	Repair missing deck boards	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1000
Piers	Rip rap central pier at front	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8000
Embankments & Stream	Fix walk trail erosion at North end	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5000
Beams/MLE's	Add I-beams under deck edges	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15000
Railing	Repairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3000
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sub-Total:						\$32,000

Associated Work Required:

Mobilize / Demobilize		5000
Approaches		
Traffic Control / Detours		
Utilities		
Right of Way		
Environmental Study		
Engineering	Incl. Approvals	6000
Other		
Contingencies		8000
Total Cost:		\$51,000

Justification:

10 year range: replace all decking. With decking off, remove all wooden joists, once all I-beams added to deck edges (1-5 years). This may cost in the range of \$30,000.



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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Element Data:						
Element Group:	Piers				Length:	1
Element Name:					Width:	
Location:					Height:	3
Material:	Cast-in-place Concrete				Count:	2
Element Type:					Total Quantity:	69.6 m2
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
			95%	5%		\$0
Comments: Central pier is 6.5m long, northern pier is 5.1m long. Some cracking at E end of central pier and stream erosion. Some delamination at tops of piers.						
Recommended Work: < 1 year Rip rap at front of central pier to protect pier						

Element Data:						
Element Group:	Decks				Length:	55.5
Element Name:	Deck Top - Thick Slab				Width:	4.3
Location:					Height:	
Material:	Wood				Count:	1
Element Type:	Wood Planks				Total Quantity:	238.65 m2
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
		50%	45%	5%	\$83,528	\$46,358
Comments: In 10 year range, replace decking and remove old wooden joists (which are replaced with steel I-beams)						
Recommended Work: < 1 year Within 1 year, fix missing deck boards to prevent tripping hazard						

Element Data:						
Element Group:	Decks				Length:	55.5
Element Name:	Soffit - Thick Slab				Width:	4.3
Location:					Height:	
Material:	Wood				Count:	1
Element Type:					Total Quantity:	238.65 m2
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
		50%	45%	5%	\$83,528	\$46,358
Comments:						
Recommended Work: 6-10 years Replace decking and remove old wooden joists (which are replaced with steel I-beams).						


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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Element Data:							
Element Group:	Barriers				Length:	55.5	
Element Name:	Railing Systems				Width:		
Location:					Height:	1.4	
Material:	Wood				Count:	2	
Element Type:	Wood Rail >83mm thick on Wood Post				Total Quantity:	111 m	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
		80%	15%	5%	\$11,100	\$7,326	
Comments:							
Recommended Work: 1-5 years Replace rotten railing sections							
Element Data:							
Element Group:	Beams/MLE's				Length:	5.25	
Element Name:	Floor Beams				Width:	0.13	
Location:	Under Truss				Height:	0.31	
Material:	Steel				Count:	5	
Element Type:	I-type				Total Quantity:		
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
			100%			\$0	
Comments: Some corrosion of top flange where left in contact with wooden stringers (which are redundant due to addition of the steel I-beams added about year 2000).							
Recommended Work: None When possible, remove redundant wooden floor joists to prevent further corrosion to these beams.							
Element Data:							
Element Group:	Beams/MLE's				Length:	12	
Element Name:	Girders				Width:	0.13	
Location:	North Spans				Height:	0.3	
Material:	Steel				Count:	10	
Element Type:	I-type				Total Quantity:	15.6 m2	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
			95%	5%	\$6,552	\$2,490	
Comments: Some corrosion in top flanges							
Recommended Work: None							


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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Element Data:						
Element Group:	Beams/MLE's			Length:	5.5	
Element Name:	Stringers			Width:	.15	
Location:	Under Truss			Height:	.15	
Material:	Steel			Count:	26	
Element Type:	I-type			Total Quantity:	21.45 m2	
Environment:	Benign			Not Inspected:	<input type="checkbox"/>	
Protection System:	None			BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
		100%			\$0	\$0
Comments: To replace wooden stringers under the truss						
Recommended Work: 1-5 years Add more steel I-beams under deck edges						
Element Data:						
Element Group:	Beams/MLE's			Length:	5.5	
Element Name:	Stringers			Width:	.06	
Location:	Under Truss			Height:	.3	
Material:	Wood			Count:	35	
Element Type:				Total Quantity:	4.95 m2	
Environment:	Benign			Not Inspected:	<input type="checkbox"/>	
Protection System:	None			BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
				100%	\$0	\$0
Comments: Centre - irrelevant with addition of steel. Edge - required to support lateral load on barrier wall and deck cantilever.						
Recommended Work: 6-10 years Remove wooden stringers once all steel is installed. They are creating rust on the top flange of the cross-beams.						
Element Data:						
Element Group:	Trusses/Arches			Length:	5.25	
Element Name:	Bottom Chords			Width:		
Location:				Height:		
Material:	Steel			Count:	24	
Element Type:	Rectangular-solid			Total Quantity:		
Environment:	Benign			Not Inspected:	<input type="checkbox"/>	
Protection System:	None			BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
			100%			\$0
Comments: Some are 2x62mmx12mm. Some are 2x76mmx15mm.						
Recommended Work: None						


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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Element Data:						
Element Group:	Trusses/Arches				Length:	35.8
Element Name:	Top Chords				Width:	.309
Location:					Height:	.153
Material:	Steel				Count:	2
Element Type:					Total Quantity:	22.12 m2
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
			100%		\$6,636	\$2,654
Comments: Two C-channels with steel top plate						
Recommended Work: None						

Element Data:						
Element Group:	Trusses/Arches				Length:	
Element Name:	Verticals/Diagonals				Width:	
Location:	Diagonals				Height:	
Material:	Steel				Count:	36
Element Type:					Total Quantity:	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
			100%			\$0
Comments: Different shapes, incl: 27x27mm square box, 2x50x12mm rectangular flat box, 19x19mm square box, 2x30x12mm rectangular flat box						
Recommended Work: None						

Element Data:						
Element Group:	Trusses/Arches				Length:	
Element Name:	Verticals/Diagonals				Width:	.309
Location:	Verticals				Height:	.128
Material:	Steel				Count:	6
Element Type:					Total Quantity:	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>
Protection System:	None				BCI - Element Condition Values:	
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV
			100%			\$0
Comments: Two C-channels connected by discontinuous plates or lattice						
Recommended Work: None						


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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1

Element Data:							
Element Group:	Abutments				Length:		
Element Name:	Abutment Walls				Width:	4.45	
Location:	South End				Height:	1.0	
Material:	Cast-in-place Concrete				Count:	1	
Element Type:					Total Quantity:	4.45 m2	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
		50%	50%		\$4,005	\$2,303	
Comments:							
Recommended Work: None							

Element Data:							
Element Group:	Abutments				Length:		
Element Name:	Abutment Walls				Width:	5.1	
Location:	North End				Height:	2.8	
Material:	Cast-in-place Concrete				Count:	1	
Element Type:					Total Quantity:	14.28 m2	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
			75%	25%	\$12,852	\$3,856	
Comments:							
Recommended Work: None							

Element Data:							
Element Group:	Abutments				Length:	5.5	
Element Name:	Wingwalls				Width:	0.3	
Location:					Height:	0.9	
Material:	Cast-in-place Concrete				Count:	1	
Element Type:	Reinforced Concrete				Total Quantity:	1.65 m2	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System:	None				BCI - Element Condition Values:		
Condition Data:	Exc.	Good	Fair	Poor	TEV	CEV	
			25%	75%	\$578	\$58	
Comments: Cracked and shifted							
Recommended Work: None							

Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1



Central Pier



Cross beam - top flange damage

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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1



Deck Damage



East Elevation

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Site Number:

P1



Looking South



North abutment

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Site Number:

P1



North Pier



North Soffit

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Site Number:

P1



South End Soffit



West Side Truss

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Ontario Structure Inspection Manual - Inspection Report:

Site Number:

P1



East Side Truss

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Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020

From: Matthew Aston, Director of Operations
Mandy Jones, Community Recreation Coordinator

Subject: RPL 2020-010 Conn Playground

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-010 being a report on the Conn Playground;

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

RAC 2019-023 Playground Replacement Program
Township of Wellington North Recreation Master Plan

BACKGROUND

The intent of this report is to provide Committee with an update on the Conn Community Playground and Park.

Community playgrounds offer many benefits, going far beyond aesthetics and giving kids something fun to do. They are the heart of a community and serve as a gathering space. As children are constantly learning through play, community playgrounds provide children the opportunity to practice key skills including social, emotional, cognitive, and physical.

The Conn Community Playground includes the following features:

- Swings (1 infant/toddler, 3 youth/adult)
- Crawl through tunnel
- Slide
- Rocking horse
- Climbing bars
- Whirler

In addition, the property includes a small pavilion, baseball diamond and a large fully enclosed pavilion.

The Playground area and baseball diamond are in need of some investment moving forward. The current annual budget for the Conn playground and park is approximately \$1,554.00 (Cleaning/Maintenance/supplies \$900; Utilities \$400; Insurance \$254). Utilizing the maintenance budget, staff plan to address some concerns at the playground: the replacement or resetting of the slide; removing and replacing the rocking horse; and adding additional sand

surfacing. Upon review of the baseball diamond, staff see two options moving forward for the green space:

Option 1:

Remove some of the existing stone from the infield of the baseball diamond and replace it with new stone dust/sand mixture. The existing infield is heavy with weeds and grass, making play on it difficult - this will revitalize the space. In addition, the bleacher will need to be moved from its existing location and some of the boards will need to be replaced.

Option 2:

Remove the baseball diamond completely and replace it with a soccer field. Reduced use of the diamond over the years has increased the maintenance required. Currently the Roads division supports the recreation division with the lawn maintenance at the park.

FINANCIAL CONSIDERATIONS

There are no financial considerations for this report, unless direction is provided to staff regarding the baseball diamond.

ATTACHMENTS

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☒ Municipal Infrastructure

☐ Alignment and Integration

Prepared By:

Matthew Aston, Director of operations
Mandy Jones, Community Recreation
Coordinator

Matthew Aston

Mandy Jones

Recommended By:

Michael Givens, Chief Administrative Officer

Michael Givens



Staff Report

To: Recreation, Parks and Leisure Committee Meeting of July 7, 2020
From: Matthew Aston, Director of Operations
Subject: RPL 2020-011 COVID-19 Update

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2020-011 being a report COVID-19;

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

n/a

BACKGROUND

The intent of this report is to provide committee with an update on the activities of the recreation division, related to COVID-19. As the province continues to reduce restrictions, staff will ensure provisions are in place to support and protect the municipality, community and guests.

Trails

Trails have remained open and accessible to the community during the declared COVID-19 pandemic. Staff observed increased use of the trail system as members of the community used them for a way to enjoy the outdoors. Recreation placed a spotlight on our trail systems by playing advertisements on 88.7 The River.

Playgrounds

Playgrounds remain closed in the township as per the restrictions in place by the Province of Ontario.

Sports Fields and Green Spaces

On May 28, 2020 sports fields and green spaces were open in accordance with the Provincial Framework. Restrictions remain in place:

- Sports fields must be used for training and practices only. Scrimmages and games are prohibited
- A maximum of 10 users, including coaches/instructors are permitted at a time
- Physical distancing must be maintained at all times
- Stay at home and away from others if you are feeling ill
- Participants are encouraged to bring their own equipment. Any shared equipment must be sanitized between uses

- Wear appropriate protective equipment where physical distancing is a challenge
- Wash your hands frequently, use hand sanitizer and practice good hygiene
- Get tested if you are showing symptoms of COVID-19
- The Municipality will not be responsible for cleaning, sanitizing or disinfecting touch points

Splash Pads

On June 19, 2020 the Splash Pads in Arthur and Mount Forest were open in accordance with the Provincial Framework. New rules have been posted on site for users of the splash pad including that users keep their visits to a maximum of 30 minutes, and that there is a maximum of 10 users and observers are on site at a time.

Additional safety precautions include the township installing hand sanitizers at both splash pads. Furthermore, the recreation division disinfects each splash pad twice daily, once prior to opening and once mid-way through the day. Staff are pleased to report that observed use of the splash pads indicates patrons are following the posted rules.

Pavilions

In accordance with the Provincial Framework, all pavilions have been open for use in groups of ten or less. Portable washrooms have been placed on site, along with hand sanitizing stations.

Facilities

Currently, all township facilities remain closed. As we move forward, staff are continuing to review reopening documents provided by the government, Canadian and provincial sports associations. In addition, staff are working on a facility reopening plan for Wellington North. As we look to the fall and winter, staff have begun discussions with various ice user groups. There still remains a lot of uncertainty with how facilities and sports programs may operate this fall. On June 29 staff received a communication from Steve Harlow, Assistant Deputy Minister, Sport Division, regarding Re-opening Indoor Sport Facilities. This communication is attached.

Pools

On May 19, Council approved a staff recommendation to not proceed with opening the swimming pools in Arthur and Mount Forest for the 2020 season. To ensure the safety of staff and guests, aquatics facilities will require additional upgrades for the 2021 season. Staff are reviewing possible upgrades that may be required such as: installation of outdoor showers, an additional emergency exit gate on the deck.

Day Camp

On May 19, Council approved a staff recommendation to not proceed with running a summer day camp program due to concerns with COVID-19. Over the past couple of weeks, staff have explored various opportunities to provide a virtual camp experience and promote physical activity. Some ideas include a town scavenger hunt, photo competition, camp in a box.

PerfectMind

Staff continue to work on the implementation of the PerfectMind Software. Testing of the online software platform is scheduled to begin in early August.

Supplies

The recreation division has been a key player in securing personal protection items for team members, including masks, gloves, disinfectant, and hand sanitizer. As we move forward, securing these items will continue to be a priority to ensure staff health, safety and wellbeing.

Training

Staff have participated in various webinars hosted by the Ontario Recreation Facilities Association, Lifesaving Society and National Sports Organizations:

- Developing a Post COVID-19 Facilities Operational Business Plan
- COVID-19 Staffing Issues
- Infection Prevention & Control in The Recreational Facility Setting
- Mental Health First Aid and The Working Mind
- Return to Hockey
- Reopening Parks & Recreation Facilities
- Risk Mitigation and COVID-19
- Programming with COVID, staff training, reopening after COVID
- How medicine influences aquatic operations during the COVID pandemic
- Legal aspects of reopening after COVID and public education responsibilities in these times
- Learn to Swim with Swim Program
- Question and Answer with VP Training Programs
- National Lifeguard and First Aid with First Aid
- Bronze and Standards with Bronze Medal Awards
- COVID and the National Safety Standards Commission
- COVID and PPE

FINANCIAL CONSIDERATIONS

The Township of Wellington North was unsuccessful in our application to the Canada Summer Jobs funding program for the 2020 summer. Last year, the program financially supported the hiring of summer students for recreation related activities in the amount of \$15,680.00.

ATTACHMENTS

Re-opening Indoor Sport Facilities; Steve Harlow, Assistant Deputy Minister, Sport Division

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☐ Yes

☐ No

☒ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☐ Municipal Infrastructure

☐ Alignment and Integration

Prepared By:	Matthew Aston, Director of Operations	<i>Matthew Aston</i>
	Mandy Jones, Community Recreation Coordinator	<i>Mandy Jones</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

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June 29, 2020

MEMORANDUM TO: Provincial Sport Organizations, Parks and Recreation Ontario,
Ontario Recreational Facilities Association

FROM: Steve Harlow
Assistant Deputy Minister, Sport Division

SUBJECT: Re-opening Indoor Sport Facilities

I am writing to inform you that the Ontario government has made a new Emergency Order amendment to O. Reg 263/20, made under the *Emergency Management and Civil Protection Act*, to allow facilities for indoor sports and recreational fitness activities, that are in Stage 2 and that comply with certain conditions, to open for the purpose of being used by a business or organization to train amateur or professional athletes or to run amateur or professional athletic competitions.

Facilities for indoor sports and recreational fitness activities must comply with the following conditions to protect the health and safety of the public and prevent the spread of COVID-19:

- The only persons permitted to use the facility are (i) persons who perform work for the business or organization, and (ii) members or clients of the business or organization.
- Any person who enters or uses the facility must maintain a physical distance of at least two metres from any other person who is using the facility.
- Team sports must not be practised or played within the facility, with the exception of training sessions for members of a sports team that do not include games or scrimmage games.
- Activities that are likely to result in individuals coming within two metres of each other must not be practised or played within the facility.

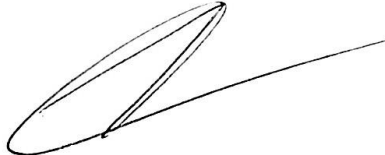
- No spectators may be permitted at the facility, other than up to one accompanying parent, guardian or other adult for each athlete under the age of 18.
- Subject to an exception related to pools contained in subsection 19 (2) of O. Reg 263/20 made under the *Emergency Management and Civil Protection Act*, any locker rooms, change rooms, showers and clubhouses in the facility must be closed, except to the extent they provide access to equipment storage, a washroom or a portion of the facility that is used to provide first aid.
- Any equipment that is rented or provided to users of the facility must be cleaned and disinfected between each use.

The province thanks you for your leadership on this important matter. Together, we are helping amateur and professional athletes by increasing their access to certain facilities for the purpose of training. We're also supporting businesses so that they can safely operate in the sport sector, while contributing to the economic recovery of Ontario.

As Ontario gradually reopens, it is more important than ever to follow public health advice. We appreciate your cooperation as we move forward during these unprecedented times.

Please feel free to contact me if you have any questions.

With kind regards,

A handwritten signature in black ink, consisting of a large, stylized 'S' followed by a horizontal line extending to the right.

Steve Harlow
Assistant Deputy Minister
Sport, Recreation and Community Programs Division

c: Patricia Vena, Director, Sport, Recreation and Community Programs Branch