

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES  
TUESDAY AUGUST 10, 2021 @ 4:00 P.M.  
VIA WEB CONFERENCING  
<https://youtu.be/15okgZF2rsg>**

**Committee Members Present:**

- Steve McCabe, Councillor, Chair (joined the meeting at 4:47p.m.)
- Brian Milne, Deputy Mayor, Township of Southgate
- Dan Yake, Councillor (Acting Chair until the arrival of Chair McCabe)

**Staff Members Present:**

- Matthew Aston, Director of Operations
- Tom Bowden, Recreation Services Manager
- Mandy Jones, Community Recreation Coordinator
- Mike Givens, CAO
- Tasha Grafos, Administrative Support

<b>Calling to Order</b>
Chair McCabe was unable to join the meeting at 4:00 p.m. CAO asked Member Yake to chair the meeting until Chair McCabe could join. Member Yake called meeting to order at 4:01 p.m.
<b>Adoption of Agenda</b>
RESOLUTION RPL 2021-038 Moved by Member Milne Seconded by Member Yake THAT the agenda for the August 10, 2021, Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed. <i>CARRIED</i>
<b>Disclosure of Pecuniary Interest</b>
None.
<b>Minutes of Previous Meeting – July 6, 2021 (approved by Council on July 12, 2021)</b>
<b>Business Arising From Minutes</b>
Wayfinding Signage RESOLUTION 2021-039 Moved by Member Milne Seconded by Member Yake THAT the Recreation, Parks and Leisure Committee receive for information the final design of the recreation amenity wayfinding signage as presented.

**CARRIED**

The Community Recreation Coordinator (CRC) explained that following the council meeting on July 12, 2021, where council directed staff to remove the “simply explore” tagline from the signs, an additional change was made. The modification was to add the established date to the signs in Mount Forest in the space that has previously had the “simply explore” tagline. The Arthur signs also include the established date as well.

(Quorum was lost momentarily when Member Milne lost connection.)

The size of the signs will be determined by the location. Most signs are expected to be 36” x 54”, if the location is tight and this size of sign will not fit, then it is a proportional scale to 24” x 36”.

Arthur will have 6 wayfinding signs in the community and Mount Forest will have 11. This difference is due to the location of the recreation amenities in the community.

The intent is for the wayfinding signs to be installed later this year, with the support of the Works Department, pending no production challenges.



**Deputation**

Jensen Williams, Take Back the Night

Jensen Williams, Public Educator with Guelph-Wellington Women in Crisis, shared a presentation on the agency and an upcoming event, Take Back the Night, happening this fall.

Guelph-Wellington Women in Crisis is a feminist community-based not-for-profit organization providing services to women and their children on woman abuse and sexual violence. Providing free services to those who experience gender-based violence.

Kelly Dimick, Demolition Derby

The event request is to rent the grounds of the Mount Forest & District Sports Complex to host a Demolition Derby on Saturday, October 2, 2021. All COVID-19 protocols that would be in place with insurance and safety measures provided. All clean up and all responsibilities to ensure the grounds are in the same condition as pre-event, would be ensured by the group.

Staff were directed to meet with Ms. Dimick on site and discuss logistics, location, and requirements and then bring a report to the August 23, 2021, Township of Wellington North Council meeting for discussion.

Chair McCabe joined meeting 4:47 p.m. and assumed the Chair from Member Yake. Kelly Dimick left the meeting.

#### **Ad Hoc Committee Updates**

Mount Forest Aquatics Ad Hoc Advisory Committee Minutes July 6, 2021

RESOLUTION RPL 2021-040

Moved by Member Yake

Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee special meeting of July 6, 2021.*

**CARRIED**

The meeting was called to approve the Committee's logo and to seek funding for some SWAG from council. Promotional items will be available at the Sidewalk Saturday sale in Mount Forest on Saturday, August 14<sup>th</sup>.

CAO brought to the committee's awareness, the Township is working out some logistics with the Ad Hoc Committee, as there is a feeling that cash is not as prevalent right now while we are still in the pandemic, in terms of payment options for the SWAG. It is highly recommended that people continue to pay with cash.

Arthur BMX Skateboard Park Ad-Hoc Advisory Committee Meeting – July 7, 2021

RESOLUTION RPL 2021-041

Moved by Member Milne

Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the Arthur BMX Skateboard Park Ad-Hoc Advisory Committee meeting of July 7, 2021.*

**CARRIED**

Councillor Hern joined the meeting as a member of the Arthur BMX Skateboard Park Ad-Hoc Advisory Committee.

The Director of Operations brought to the committee's attention that "The Lions Club anticipates the fundraising accounts will reach \$100,000.00 combined by December

31, 2021, with all of the continued fundraising efforts. The initial estimates to build the BMX/Skateboard Park were approximately \$250,000.00. The Committee questioned if the township would consider offering a loan to the Lions Club to close the gap on funding and complete the project in 2022” in order to coincide with the Town’s 150<sup>th</sup> and that funding is a major concern Due to the pandemic a year and a half of fundraising was lost.

Member Yake asked the Ad Hoc Committee members if the plan was to ask the Township for a \$150,000 loan to complete the entire project. Lion Member Rawlins stated that this is a possible ask but indicated concern about tax receipts if the project is completed while they are still fundraising.

The CAO explained that tax receipts are typically issued up until the point of construction on a project, but in past instances, there has not been loans involved. He further advised dating back to 2016, that Council’s position is when enhancements for Recreation are requested, the funds need to be in place for the project to go forth.

Chair McCabe suggested that the Park could be “phased,” opening Phase 1 for Summer 2022 and continuing fundraising for subsequent phases. Lion Member Rawlins questioned whether tax receipts could be issue if a phased approach was undertaken.

The CAO believes that as long as construction was part of that phase, tax receipts could be issued, but suggested that more research into this issue was needed.

Member Rawlins stated that if the funding requests for loans becomes too difficult that the best method may to be phase the construction, with Phase 1 being a skateboard ramp, at approximately \$50,000, and a concrete slab, approximately \$30,000.

The Director of Operations brought to the committee’s attention the Procurement Policy of the Township, stating that in order to keep with the Summer 2022 goal, an RFP would need to be out in October, with a tendering period of 40 days, then approval by council, and then ordering the equipment.

Councillor Hern, Lion Member Rawlins, and Lion Member Wayne left the meeting.

The Director of Operations clarified that there is a direction to staff to answer the questions of the committee concerning Tax Receipts. He also asked if the Ad Hoc Committee would be making a formal ask of Council for the loan.

The CAO recommended that when these minutes come to council, this subject be pulled for discussion for a decision by Council providing the Ad Hoc Committee a loan or having the project phased.

## Reports

Arthur Arena Floor Update (verbal)

RESOLUTION 2021-042

Moved by Member Yake

Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive for information the verbal Arthur Arena floor update.*

**CARRIED**

The Recreation Services Manager gave a verbal update on the construction of the arena floor in Arthur. The project is complete, and minor finishes are expected to be completed within the next two weeks.

From a maintenance standpoint, there are some nice new features, like kick plates, covering on the back of the boards, and the board glass no longer is screwed into place, they simply lift out.

Once the construction crew is completely cleared out, the recreation staff will get things completely cleaned up, power scrub and seal the floors, and paint the lacrosse lines on the floor to prepare for next spring.

#### **Items for Consideration**

Correspondence with Arthur Seniors Hall and Damascus Community Hall

RESOLUTION RPL 2021-043

Moved by Member Milne

Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee receive for information the correspondence with the Arthur Seniors Hall and the Damascus Community Hall.*

**CARRIED**

The Director of Operations explained that these letters are continuations of the correspondences with these facilities. Noting that the Damascus Hall has opened under current regulations in place, this will likely be the last letter to Damascus. The protocol moving forward will be to follow the guidelines set out by the Province and Public Health.

With the Arthur Senior's Centre there is a recommendation of closure until the end of the month, but there is an expectation to extend this closure for the month of September and possibly October. These decisions are being made with the Seniors and there is a recognition that their programming is not conducive to physical distancing. Most of their programming centers on playing cards. They have been accepting and agreeable to closing the facility and they have been appreciative of the waiving of the fees for rent on the facility.

Member Milne questioned whether there was any consideration given to allowing the Senior Centre to open to the seniors for those who are double vaccinated.

Director of Operations stated that the Township would be supportive if they wanted to host their board meetings in the space, however, with the programming primarily being cards, they are not able to adhere to the physical distancing requirements and the seniors agree with the closure.

### **Roundtable**

Member Milne – Nothing to add

Member Yake – Passed along thanks to the recreation staff for efforts in keeping things going over the past year and a half.

CAO – There has been a recent offer from a developer, regarding the area at the end of Birmingham Street East, the unopened section of road that runs toward London Road with a proposal by the developer the township keep this an unopened section of road and for it to become a walking trail. The developer would contribute to turning this into a walking trail. The problem being this area of town is being heavily developed right now and the need for this roadway is not yet known. This section is currently being used as an unofficial walkway. Wellington Street East is now being developed and that developer has been asked to evoke a traffic impact study, this may help decide if there is a need for the space on Birmingham Street East to be reserved for future usage as a continuation of the road or if it could be converted to a walking trail. Chair McCabe asked whether there was a timeline involved with this proposal or if this was just for information. The CAO clarified that this was for information purposes only. This cannot be addressed until the traffic is studied and figure out if there is a need to open the extension of Birmingham Street East.

Director of Operations – There is an RFP out for Mount Forest pool concept design which is due mid-September. Another RFP went out yesterday for an emergency generator at the Mount Forest & District Sports Complex. Recreation is actively trying to recruit a full-time employee. Day camp and swimming programming are going well. Member Milne questioned whether the RFP was out to replace the emergency generator. There was the thought that there was already a generator in Mount Forest as this is the emergency warming center location. The Director of Operations explained that there was always the intention of installing a generator and when the facility was built everything was prepared for a generator but the generator itself was never installed. It is an emergency center, but was lacking the emergency generator, this RFP will rectify that.

### **Adjournment**

RESOLUTION RPL 2021-044

Moved by Member Yake

Seconded by Member Milne

*THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of August 10, 2021, be adjourned at 5:30 p.m.*

**CARRIED**