

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING AGENDA
TUESDAY, SEPTEMBER 7, 2021 @ 4:00 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/82168065279>

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 821 6806 5279

TIME	SUBJECT	PAGE	LEAD	ACTION
4:00 pm	Calling to Order		Chair	
	Adoption of Agenda			
	Recommendation: <i>THAT the agenda for the September 7, 2021 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 – August 10, 2021 (approved by Council on August 23, 2021)	001	Chair	
4:05 pm	Business Arising From Minutes			
	Deputation			
	None			
4:05 pm	Ad Hoc Committee Updates			
	Arthur BMX Skateboard Park Ad-Hoc Advisory Committee Minutes of August 24, 2021 Recommendation: THAT the Recreation, Parks and Leisure Committee receive the minutes of the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of August 24, 2021.		Director of Operations	Resolution
4:20 pm	Reports			
	Recreation Master Plan Update Recommendation: THAT the Recreation, Parks and Leisure Committee receive for information the Recreation Master Plan Update.		Director of Operations	Resolution

	Arthur Arena Floor (verbal)		Director of Operations	
	Donald Family Diamond Update (verbal)		Director of Operations	
4:45 pm	Items for Consideration			
	Correspondence with Arthur Seniors Centre Recommendation: THAT the Recreation, Parks and Leisure Committee receive for information the correspondence with the Arthur Seniors Centre.		Director of Operations	Resolution
5:00 pm	Roundtable			
5:05 pm	Adjournment			
	Recommendation: <i>THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of September 7, 2021 be adjourned at p.m..</i>		Chair	Resolution

**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

Calling to Order
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.
Adoption of Agenda
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>
Disclosure of Pecuniary Interest
None.
Minutes of Previous Meeting – July 6, 2021 (approved by Council on July 12, 2021)
Business Arising From Minutes
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 14th.

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 150th 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 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

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE
MEETING MINUTES
TUESDAY, AUGUST 24, 2021 @ 7:00 PM
ARTHUR OPTIMIST PAVILION**

Committee Members Present:

- Lisa Hern, Councillor, Chair
- Steve McCabe, Councillor, Member
- Al Rawlins, Lions Member
- Glen Cheyne, Lions Member

Staff Members Present:

- Matthew Aston, Director of Operations
- Mandy Jones, Community Recreation Coordinator

CALLING TO ORDER

Councillor Hern, Chair, called the meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

RESOLUTION ABSP 2021-04

Moved: Glen Cheyne

Seconded: Al Rawlins

THAT the agenda and the supplementary agenda for the August 24, 2021 Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest disclosed.

MINUTES OF PREVIOUS MEETING

- July 7, 2010 – received by Council August 23, 2021

ITEMS FOR CONSIDERATION

1. Council Meeting August 23, 2021 and a pathway forward

Member McCabe provided the Committee with an update on the Council meeting the evening of August 23 and explained that he plans to discuss the current policy requiring community service groups to fundraise all money in advance of a project moving forward. The Arthur BMX/Skateboard project has brought to light a challenging situation and identified ways that council may be able to better support community groups moving forward.

Lions Club members explained that they had a lengthy discussion regarding the possibility of accepting a loan from the township and that it was ultimately defeated. The Lions Club would like to proceed with the project with the funds raised, including their projections which equal a project total of \$120,000.

Phase one will include the completion of the Arthur Skateboard Park. All fundraising efforts will be stopped for phase one prior to major completion of the project. This break will help to ensure that fundraising for phase one and fundraising for later phases of the project do not get confused.

Scope of RFP

Chair Hern has requested that all Committee Members go to view skateboard parks in the surrounding communities prior to our next Committee Meeting. These skateboard parks include Drayton, Mount Forest, Elora, Fergus and Orangeville.

Considerations: The Lions Club would like to approach a local concrete company to see if they would be willing to support the project, rather than putting it through the RFP. This could create some challenges for the project.

The intention is for the RFP to be prepared and presented to Committee in late October, then sent through Recreation, Parks and Leisure Committee in November and posted to the township website.

Approximate Timeline

- September 21, 2021 Arthur BMX Skateboard Park Ad-Hoc Advisory Committee Meeting to discuss site and equipment desires
- October 19, 2021 Committee meeting to review the RFP Scope
- November 2, 2021 Recreation, Parks & Leisure Committee
- November 22, 2021 Township of Wellington North Council
- November 29, 2021 RFP posted to the township website
- January 14, 2022 RFP closes and awarded

These dates are subject to change due to unforeseen circumstances.

2. Arthur BMX Skateboard Park naming

RESOLUTION ABSP 2021-05

Moved: Glen Cheyne

Seconded: Al Rawlins

THAT the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee recommend to the Township of Wellington North Recreation, Parks and Leisure Committee that the name of the park be the Brent Barnes Memorial Skatepark.

CARRIED

The Arthur Lions Club met the week of August 16th and held a vote on the naming of the skateboard park, passing a motion for the "Brent Barnes Memorial Skatepark".

3. Fundraising Document

Committee review the fundraising document. Clarification was requested around tax receipts, phasing of the project and cut-off dates.

OTHER BUSINESS

The Lions Club is hosting a Drive-Thru Chicken BBQ on September 30 at the Arthur Area Community Centre. Tickets are available.

The Lions Club will be participating in the Sidewalk Saturday event held downtown Arthur on Saturday September 11, 2021.

There is a group of youth in Arthur that have been raising funds in support of the Arthur BMX/Skateboard Park.

Volunteer Appreciation Lunch is taking place on September 24, 2021 from 11:30 am – 1:30 pm at the Kenilworth Administration Office.

NEXT MEETING

TBD

ADJOURNMENT

RESOLUTION ABSP 2021-06

Moved: Glen Cheyne

Seconded: Al Rawlins

THAT the Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of August 24, 2021 be adjourned at 7:54 pm.

CARRIED

<p>1. Adopt a municipal service delivery role that reflects the Master Plan's guiding principles, with a primary focus on providing and maintaining core municipal assets, coordinating community-wide events and facilitating programming through a community development approach.</p>	High	Ongoing	<ul style="list-style-type: none"> • Safety Netting installed at diamond A (2020) & B (2021) Arthur • Rehabilitation of Arthur OptiMrs Playground (2021) • Improved drainage and surfacing at Lion Bill Moody Playground (2021) • Improved drainage at Lion Merv Weber (2021) • Floor and Piping replacement at the Arthur Community Centre (2021) • Painting interior of upper leisure room Arthur, Plume Room Mount Forest, Optimist Pavilion, OptiMrs Pavilion (volunteer) (2021) • COVID has impacted delivery of community-wide events since March 2020.
<p>2. Review policies and procedures at least once every five years, with legislative and regulatory requirements reviewed more frequently.</p>	High	Ongoing	Ongoing.
<p>3. Employ a community development approach to service delivery. The Township should focus on building capacity within local organizations and becoming involved in the direct provision of targeted services only where suitable community partners do not exist.</p>	High	Ongoing	<ul style="list-style-type: none"> • Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee and Mount Forest Aquatics Ad-Hoc Advisory Committee are currently working on fundraising activities for new recreation amenities. Demand for Township involvement in these sort of initiatives remains high. • Formalized Agreement with Damascus Community Hall Committee (2019) • Agreement with Lynes Blacksmith Shop • Formalized Agreement with Mount Forest Agricultural Society (2021)
<p>4. Collect registration data annually from all organizations that use Township parks and facilities and monitor facility utilization to assist in tracking trends, changing demands and allocation.</p>	Medium	Ongoing	Outstanding.
<p>5. Create a volunteer recognition and awards program to celebrate outstanding achievements and contributions to recreation services in the Township, and lend support to volunteer information networks where possible.</p>	Medium	Short-term	<ul style="list-style-type: none"> • Faye Craig awarded Senior of the Year (2021) • Partnership with the People and Information Network (PIN) – report and recommendations (2019-2021) • Volunteer Appreciation Lunch (Sept. 2021) • Volunteer Engagement Webinar 6-part Series (2021) • Membership with the PIN (2021) • COVID-19 impacted some events
<p>6. Work with community organizations (e.g., Youth Action Council, etc.) to maximize existing facilities through no to low-cost informal, unstructured activities and inclusive programming for children, teens and seniors.</p>	High	Ongoing	<ul style="list-style-type: none"> • Youth Action Council dissolved • Ongoing

7. Assess the viability of offering March Break and/or summer camps for children.	Medium	Short-term	<ul style="list-style-type: none"> • Summer Day Camp (2019 & 2021, ongoing) • Staffing constraints pose challenges to March Break Day Camp Program
8. Support and seek opportunities to enhance community events that promote social cohesion, community pride and increase awareness of local traditions and talents, including initiatives that animate parks and open spaces	Medium	Ongoing	<ul style="list-style-type: none"> • Lynes Blacksmith Shop • Outstanding
9. Encourage greater coordination and expansion of seniors' activities in Mount Forest.	High	Ongoing	Ongoing
10. Maintain and publicly promote an inventory of local recreation and culture programs and events through the Leisure Calendar and other vehicles.	Medium	Ongoing	<ul style="list-style-type: none"> • Recreation Leisure Guide, website and social media • Ongoing
11. Seek strategic partnerships that are consistent with the Township's objective of accessing additional resources when pursuing projects that respond to demonstrated needs.	High	Ongoing	<ul style="list-style-type: none"> • Ongoing • Township staff regularly engage in conversations with neighbouring municipalities, recreation service providers, and childcare providers seeking opportunities
12. Promote local programs, events and spaces by working collaboratively with community organizations (e.g., schools, service clubs, community groups, sports associations, public library, etc.).	High	Ongoing	Ongoing
13. Continue to distribute the annual Leisure Calendar and seek opportunities to improve the Township's online community calendar.	Medium	Ongoing	<ul style="list-style-type: none"> • 2020 and 2021 a Guide was not published due to uncertainty with programming and COVID-19. • Ongoing
14. Hold regular forums with community groups, organizations and the public to provide the ability to network and discuss issues and opportunities related to recreational service delivery, community needs, marketing, promotion and communication.	High	Ongoing	<ul style="list-style-type: none"> • Plans are being made to host a Mayor's Volunteer Breakfast to engage with community members and organizations. • PIN Volunteer Engagement Project (2019-2021)
15. Use the Recreation Master Plan as a resource in developing the Township's annual budget, long-term capital forecast and Development Charges Background Study.	High	Ongoing	Ongoing
16. Use the Township's Community Development Fund to guide municipal involvement and fundraising requirements for community-initiated projects.	High	Ongoing	Ongoing.

17. Continue to seek alternative funding sources (e.g., fundraising, cost sharing agreements, sponsorships, grants, etc.) to address outstanding capital and operating requirements. The full implementation of this Plan may require increases to the Township's budget if funding cannot be offset by other sources.	High	Ongoing	Ongoing. Ontario Trillium Fund (2021) County Accessibility Fund (2019, 2020 & 2021)
18. Ensure that parks and recreation infrastructure is properly considered through the Township's asset management planning. Advance planning is required for major capital projects.	High	Ongoing	Ongoing
19. Update rates and fees (including categories and associated policies) on a regular basis to provide a reasonable balance between true costs and public benefits.	Medium	Ongoing	<ul style="list-style-type: none"> • Fees and charges by-law for recreation services updated annually and 1-year in advance • Ongoing
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	High	Short-term	Complete (2018)
21. Regularly assess the staff complement in relation to current and projected service levels, including a review of the use of part-time staff.	High	Ongoing	<ul style="list-style-type: none"> • Added the Recreation Lead-Hand positions • Ongoing
22. Develop a succession plan to proactively plan for retirements and employee transition.	High	Short-term	<ul style="list-style-type: none"> • Staff-level committee called "looking ahead" • Ongoing
23. Develop a staff training and development plan to articulate the skills and competencies needed to deliver on the Departmental objectives and set out an annual training program.	High	Short-term	Ongoing
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.	High	Short-term	Terms of Reference updated in 2019.
25. Ensure alignment between the Recreation Master Plan and Municipal Cultural Plan through the ongoing work of the Wellington North Cultural Roundtable and Recreation & Culture Committee.	Medium	Ongoing	Ongoing

26. Undertake a “refresh” of the arena component of the Arthur & Area Community Centre, including replacement of the ice slab and other lifecycle requirements.	High	Short-term	Floor and Piping Upgrades at the Arthur Community Centre (2021)
27. Create an ice allocation policy to develop a fair and transparent process for allocating ice time based on registration and accepted standards of play. The policy should include a requirement for annual ice scheduling meetings.	High	Short-term	Ongoing
28. Monitor ice usage, demand and the regional supply of arenas. Assess long-term ice needs (beyond 2031) and facility replacement strategies through the next Master Plan Update (or sooner if indications of accelerated demand or deteriorating condition).	Lower	Longer-term	Ongoing
29. Encourage usage of arenas year-round, including summer events, activities and floor sports planned by the Township, community partners and stakeholders	Medium	Ongoing	Ongoing
30. Encourage the community use of schools (e.g., gymnasiums) for active recreation and sports.	High	Ongoing	Ongoing
31. Maintain management agreements and annual reporting requirements to ensure that existing community-operated facilities remain financially viable and sustainable, well managed, safe and accessible, and responsive to local needs.	High	Ongoing	<ul style="list-style-type: none"> • Formalized Agreement with Damascus Community Hall Committee (2019) • Agreement with Lynes Blacksmith Shop Formalized Agreement with Mount Forest Agricultural Society (2021) • Ongoing.
32. Support initiatives to enhance access to existing facilities for the growing senior’s population in Mount Forest. Dedicated space is not recommended, rather opportunities to maximize existing facilities should be sought.	High	Ongoing	COVID has presented a challenge to further this initiative.
33. Further explore the potential to relocate the Arthur Seniors’ Centre to the upper hall at the Arthur & Area Community Centre, with consideration to long-term needs and a cost-benefit analysis.	High	Short-term	<ul style="list-style-type: none"> • Meeting was held with Arthur Seniors' Centre in September 2020. • Outstanding.
34. Evaluate opportunities to accommodate arts and cultural activities and events within the Township’s parks and recreation system through features such as portable stages, amphitheatres and support amenities.	Medium	Ongoing	Outstanding.

35. Develop a splash pad in Mount Forest, potentially at Bill Moody Lions Playground / King Street Fairgrounds Park, with the assistance of community fundraising. Ensure the provision of appropriate support amenities, such as benches, shade and pathway/sidewalk connections.	High	Short-term	Complete (2019).
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.	High	Short-term	<ul style="list-style-type: none"> • Location selected Mount Forest & District Sports Complex (2019) • RFP for Conceptual Design for Pool closes September 14, 2021
37. Strive to provide playgrounds within 500-metres of new residential areas within urban centres. Playground locations should be unobstructed by pedestrian barriers (e.g., highways, rail lines and waterways) and be connected to surrounding residential areas (e.g., sidewalks, walkways and trails).	Medium	Ongoing	<ul style="list-style-type: none"> • Objective is given consideration during new development projects. • Ongoing.
38. Establish a playground replacement program, with a short-term focus on playgrounds in Campbell deVore Park (including the pathway) and Birmingham Street Lions Park (including flood control measures). Regular inspections may identify other capital priorities or preventative maintenance requirements. Playgrounds should be designed to comply with AODA requirements and be welcoming and accessible to all families, including the phase-out of sand surface materials in favour of engineered wood fibre.	High	Short-term	<ul style="list-style-type: none"> • Arthur Opti-Mrs playground was replaced (2021) • Campbell deVore playground replacement will be requested in future capital budget. • Additional equipment added to Lion Merv Weber Playground (2021) • Additional equipment added to the Conn Community Playground (2021) • Outdoor Gym built at Isabella/Charles/Georgina (2021)
39. Develop one youth ball diamond at the Arthur Community Centre and Fairgrounds Park in the short-term.	High	Short-term	Complete (2018).
40. Develop two lit ball diamonds at a future park site in Mount Forest to accommodate longer-term needs.	Medium	Longer-term	Outstanding.
41. Relocate the batting cage at Campbell deVore Park to Mount Forest Fairgrounds to support the Optimist diamond.	Lower	Short-term	Complete (2020).
42. Develop an itemized list of repairs, upgrades and improvements for Arthur Community Centre and Fairgrounds Park including (but not limited to) lifecycle replacement of the pavilion/washrooms and ball diamond lighting, fencing and/or netting.	High	Short-term	<ul style="list-style-type: none"> • Itemized list of facility upgrades and improvements was created in 2019 by Engineer and Architect for the Arthur and Area Community Centre. • Plan for replacement of the pavilion/washroom remains outstanding. • Ball diamond lighting and fencing outstanding. • Safety netting installed diamond A (2020) Diamond B (2021).
43. Develop one full size soccer field at a future park site in Mount Forest to accommodate longer-term needs.	Medium	Longer-term	Outstanding.

44. Consider the development of multi-use courts (tennis, pickleball, basketball and/or ball hockey) within future park development.	Medium	Ongoing	Outstanding.
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.	High	Short-term	<ul style="list-style-type: none"> • Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee continues fundraising efforts for this project with construction planned for spring 2022. • Site selection is complete. • Design included input from grade six students at Arthur PS.
46. Consider the installation of pavilions within future community parks and open space parks.	Medium	Ongoing	Outstanding.
47. Begin planning to create an off-leash park as a trial project. This will require: (a) a site evaluation exercise to consider appropriate site characteristics, compatibility and impacts, and design; and (b) identification of an organization to sponsor the park and oversee its management.	Lower	Medium-term	<ul style="list-style-type: none"> • Outstanding. • Township has received requests from community members in both Arthur and Mount Forest to pursue this project, however, resource constraints has required Township to say "not now" to date.
48. Utilize the Township's Community Initiated Project Guidelines to evaluate municipal participation in partnerships or unsolicited proposals involving facilities not specifically identified in this Master Plan.	High	Ongoing	Township partnered with the Donald Family to perform upgrades to the Kinsmen ball diamond at the old fairgrounds in Mount Forest, including fencing, drainage, and red clay surfacing.
49. Utilize the Master Plan's parkland classification hierarchy to guide the development or redevelopment of parks and open spaces according to park type, size, service level and the amenities that they provide.	Medium	Ongoing	Outstanding.
50. Strive to achieve a minimum municipal parkland service level of 2.75 hectares per 1,000 residents, which would require an additional 13.8 hectares of parkland by 2031 to meet current and future needs. To maintain a walkable park system, the Township should strive to provide a neighbourhood or community park within 500-metres of all residential areas in urban centres, unobstructed by pedestrian barriers (e.g., highways, rail lines and waterways) and connected to surrounding residential areas (e.g., sidewalks, walkways and trails).	High	Ongoing	Ongoing.
51. Secure additional parkland (a minimum of 6 hectares) for sports fields in Mount Forest, either through a park expansion or establishment of a new community park.	Medium	Medium-term	<ul style="list-style-type: none"> • Additional Land was purchased south of the Mount Forest Sports Complex (2019) • Outstanding.

52. Establish a strategy for long-term parkland acquisition, consisting of neighbourhood park development in new subdivisions (through parkland dedication) and community park expansion/development (through a variety of means).	High	Short-term	Ongoing.
53. Maximize parkland dedication and cash-in-lieu through as per the provisions of the County Official Plan and Planning Act.	High	Ongoing	Outstanding.
54. Regularly review the Township's fixed rate (per unit) for cash-in-lieu to ensure that it reflects market conditions and current levels of service. Until such time as the Township meets its parkland provision target, cash-in-lieu should be used primarily for future parkland acquisitions, rather than park development.	Medium	Ongoing	Ongoing.
55. Ensure that parkland conveyed to the Township is suitable for its intended use. Avoid developing or accepting neighbourhood park parcels of less than 0.5 hectares in size unless the Township has determined that there is a need to fill a gap in parkland and other options are inadequate. Accepting undevelopable Open Space lands (e.g., storm water management ponds, woodlots, valley lands, floodplains, hazard lands, etc.) as part of the parkland dedication requirement is also strongly discouraged (the Township may assume these lands through voluntary dedication or easement if appropriate).	High	Ongoing	Ongoing.
56. Where necessary, employ alternative acquisition tools to enhance future parkland opportunities to serve current and future residents.	Lower	Ongoing	Outstanding.
57. Maintain a commitment to accessibility, safety and comfort for all ages and abilities within the Township's parks system through compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and Crime Prevention Through Environmental Design (CPTED) principles. Greater commitment should be given to the provision of support amenities (such as washrooms, shade, benches/seating areas, bike racks, etc.) and seamless connectivity within the parks, open space and trails system.	High	Ongoing	<ul style="list-style-type: none"> • OptiMrs playground was built to an AODA standard (2021). • Bill Moody playground had play surface replaced to improve accessibility (2021). • Washrooms, benches/seating areas/bike racks (ongoing)
58. Review park maintenance and operational service levels on a regular basis to ensure that they reflect community needs and effective operating practices.	High	Ongoing	Ongoing.
59. Promote opportunities for unstructured play, passive recreation, and naturalization efforts within the Township's parks system, where appropriate.	Medium	Ongoing	Outstanding.

60. Consider parkland renewal and redevelopment projects in the Township's long-term capital plan to address aging infrastructure and future potential. Examples include playground replacement, support structures and amenities (e.g., benches, washrooms, etc.), park and sport field fencing, parking lots, tree canopy, etc.	High	Ongoing	<ul style="list-style-type: none"> • OptiMrs playground was built to an AODA standard (2021). • Bill Moody playground had play surface replaced to improve accessibility (2021). • Washrooms, benches/seating areas/bike racks (ongoing) • Long Term Capital parkland renewal (ongoing)
61. Work with landowners and the business community to identify a long-term plan for the Arthur Community Park property (and Marvin Howe Trail) on Wellington Road 109, with consideration given to gateway and open space features.	Lower	Short-term	Park was retired.
62. Establish consistent and high-quality signage at all municipal facilities, parks and along trail heads to enhance branding and wayfinding.	Medium	Medium-term	<ul style="list-style-type: none"> • Mount Forest Trail Gateway Signs (2020) • Wellington Federation of Agriculture Point of Interest Signs (2021) • Arthur Trail Gateway Signs (ongoing) • Recreation amenity wayfinding signage (2021)
63. Assign high priority to the creation and promotion of trail and active transportation routes, as guided by the Wellington County Active Transportation Master Plan, ongoing public input, and opportunities created by the development approvals process.	High	Ongoing	Ongoing.
64. Evaluate future trail development and connections through the use of existing corridors (e.g., abandoned rail lines, unopened road allowances, utility corridors, etc.) and the land development process, including trails in new subdivisions (e.g., through dedication).	High	Ongoing	Township is currently working on long-term plans for railway corridor trails in both Arthur and Mount Forest.
65. Where gaps exist in the trails system, consider the installation of sidewalks and/or on-road signed routes to connect pedestrians and/or cyclists to trail networks and destinations (e.g., Campbell deVore Park), where appropriate.	High	Ongoing	Ongoing.
66. Seek connections between communities, municipalities and regional trail networks (e.g., Arthur to Damascus, Grand Valley, Elora-Cataract Trail, etc.). Coordinate with the Conservation Authority, County and adjacent municipalities for any projects that may extend beyond the Township.	Lower	Ongoing	<ul style="list-style-type: none"> • Outstanding • Marketing of County and municipal trails in newspaper, website and community Leisure Guide (ongoing)
67. Pursue the development of looped trails, including the renewal of the Marvin Howe Trail and connection to the River Trail in Arthur.	High	Ongoing	<ul style="list-style-type: none"> • Marvin Howe Trail was retired in 2020 • Arthur River Trail connection with Well Street (ongoing)

68. Continue to emphasize the proper design, construction and maintenance of the trail network. Utilize the design standards and guidelines in applicable provincial regulations as well as the County's Active Transportation Plan for all trail construction projects.	High	Ongoing	Ongoing.
69. Maintain Trail Committees and engage them on a regular basis to confirm trail routes, phasing options, and maintenance requirements and responsibilities, recognizing that opportunities and priorities may change over time. Consult with the public and community stakeholders in advance of any trail development projects.	High	Ongoing	<ul style="list-style-type: none"> • Arthur trail committee remains strong with support of active and engaged members. • Mount Forest trail committee has recently experienced membership change.
70. Formalize agreements with private landowners that own property containing public trails.	High	Ongoing	Township has put considerable efforts to enter agreement with private landowners that own property containing public trails or, in the absence of obtaining such agreements, have signed them as "private property".
71. Work with the County and other partners to develop and distribute mapping and promotional material (in both hard copy and electronic versions, including the Leisure Calendar) on trail and active transportation routes in the Township. All future trails should include appropriate signage to delineate the network and enhance wayfinding for users	High	Ongoing	<ul style="list-style-type: none"> • Ongoing. • Marketing of County and municipal trails in newspaper, website and community Leisure Guide (ongoing).
72. Implement a system for the regular implementation, monitoring and review of the Master Plan.	High	Ongoing	Update to Master Plan has been detailed in recent update to Township's Development Charges study.
73. Reconfirm the direction, priorities and accomplishments of the Master Plan in 2023.	High	Medium-term	Outstanding.
74. Undertake a comprehensive review and update of the Master Plan no later than 2028.	High	Longer-term	Update to Master Plan has been detailed in recent update to Township's Development Charges study.

Karren Wallace

From: Matt Aston
Sent: September 2, 2021 10:39 AM
To: Karren Wallace
Cc: Mandy Jones
Subject: FW: Recreation Master Plan

Please use link below for edited master plan update report.

MA

matthew Aston

Director of Operations, Township of Wellington North

P 519.848.3620 ext. 4250 | E maston@wellington-north.com
7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0

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From: Mandy Jones <mjones@wellington-north.com>
Sent: September 1, 2021 3:58 PM
To: Matt Aston <maston@wellington-north.com>
Subject: Recreation Master Plan

<P:\OPERATIONS\Recreation Department\REPORTS\2021 Reports\RPL 2021-016 Recreation Master Plan Update.docx>



Mandy Jones, BA

Community Recreation Coordinator, Township of Wellington North

519.848.3620 ext. 4342 | 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0



Wellington North
Sideroad 7 W

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Township of Wellington North

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

August 23, 2021

ARTHUR SENIORS CENTRE

Attention: Centre Membership

Subject: Continued Facility Closure until September 30, 2021

Dear Centre Membership,


Thank you for your continued cooperation and conversations with staff regarding the Arthur Seniors Centre.

Unfortunately, due to current circumstances, we are now recommending that all bookings and programming within the Arthur Seniors Centre facility be cancelled until September 30, 2021, at the earliest. This continued closure is largely a result of the typical programming that is offered at this facility, playing cards, which is close contact by nature. This new recommendation will supersede our letter authored on July 26, 2021. We understand the financial impact this will have on the organization and the Township will continue to honour the waiver of fees for facility rental.


We hope you find this a reasonable request and look forward to working with you soon. Township remains open to working with your community group to open this facility again as soon as practicable.

Please do not hesitate to contact Mandy Jones, 519-848-3620 x4342 or either of us at our contact information below.

Sincerely,

DocuSigned by:

396328952C8B40F

Steve McCabe
Chair, Recreation, Parks & Leisure
smccabe@wellington-north.ca

DocuSigned by:

CB35083B9520442...

Matthew Aston, C.E.T., LET, MBA
Director of Operations
maston@wellington-north.com

CC: CAO, Township of Wellington North
Mayor, Township of Wellington North
Helen Edwards, Seniors' Health Services