

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 5, 2021 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Brian Milne, Deputy Mayor, Township of Southgate
- Dan Yake, Councillor
- Andy Lennox, Mayor ex officio

Staff Members Present:

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

Calling to Order
Chair McCabe called the meeting to order 4:01 p.m.
Adoption of Agenda
RESOLUTION RPL 2021-050 Moved by Member Milne Seconded by Member Yake <i>THAT the agenda for the October 5, 2021, Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i> <i>CARRIED</i>
Disclosure of Pecuniary Interest
None
Minutes of Previous Meeting – September 7, 2021 (approved by Council on September 27, 2021)
Business Arising From Minutes
OPS 2021-034 being a report on the Township’s recreation portfolio and its partnership with the Township of Southgate RESOLUTION RPL 2021-051 Moved by Member Yake Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-034 being a report on the Township's recreation portfolio and its partnership with the Township of Southgate;

AND FURTHER THAT the Committee recommend to the Council of the Township of Wellington North that they direct the Committee Chair to request to appear as a deputation at a future Council meeting of the Township of Southgate to request that Southgate Council consider a financial contribution to the new Mount Forest outdoor pool and aquatics facility, as well as promote awareness of the public engagement process that will be a part of the conceptual design for the project.

CARRIED

Director of Operations discussed the references made to the Township of Southgate in the 2018 Recreation Master Plan. The Township of Wellington North would like to approach the Township of Southgate regarding a financial contribution to the new Mount Forest outdoor pool.

In the past, Southgate has paid a non-resident fee on behalf of their residents who were registered for swimming lessons. The amount paid in non-resident fees equates to an average of approximately \$1,000 per year, between 2015 – 2019.

The new recreation software program, PerfectMind, does not have the ability to track non-residents as it relies on postal code data to detect the area of residence. As areas of Wellington North and Southgate share a postal code, tracking by township is not possible. This means that in 2021 and moving forward, a non-resident fee will no longer be collected for swimming lessons.

Wellington North would like to have input from Southgate during the design phase of the pool.

Deputation

None

Ad Hoc Committee Updates

Mount Forest Aquatics Ad Hoc Advisory Committee meeting of September 20, 2021

RESOLUTION RPL 2021-052

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 20 meeting of the Mount Forest Aquatics Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Shelley Weber as a public member on the Committee.

CARRIED

Director of Operations explained that the Ad Hoc Advisory Committee had success selling their promotional items and would be re-investing the profits from previous sales to purchase more products.

The Mount Forest Lions Club was the only recipient of the 88.7 The River fundraising golf tournament and will be dedicating the funds that they raised to their Pool Fundraising efforts.

A question was asked about the Township providing a loan to the Ad Hoc committee for the initial purchase of the promotional products. Director of Operations clarified that there was a loan of \$2,600 and that loan would be paid back at a later date.

Arthur BMX Skateboard Park Ad Hoc Advisory Committee meeting of September 21, 2021

RESOLUTION RPL 2021-053

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 21 meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North approve a budget of \$200,000 for concrete and equipment, with possible additions as funds become available;

AND FURTHER THAT the Arthur Lions Club request authorization to proceed with installation of any required cement pad to meet the specifications of the successful BMX/Skateboard Park proponent and that the request for proposal/tender reflect that cement pad specification requirements be provided by the bidder with installation to be completed by others;

AND FURTHER THAT the Township will cover any oversight/engineering costs required as part of the project deemed appropriate by staff.

CARRIED

Director of Operations explained that the members that represent the Lions Club that sit on the Committee, have a desire in being involved in the evaluation of the RFP and the installation of the concrete pad.

Committee expressed some concern with the level of involvement the representatives of the Lions Club that sit on the Committee, are seeking to have in the construction of the project. The level of risk that the Township assumes allowing a service group to have full control over a project is heightened as well as the liability issues. To control some of that risk, the Committee expressed a desire to include engineering oversight with the installation of the concrete. This engineering oversight will support the Township in ensuring the installation is done to the proper specifications, certifying safety and longevity.

This Committee expressed concern about future projects and the involvement of service groups. It was agreed that with future projects the full scope of responsibilities between the Township and service group be discussed during initial conversations, specifying that the Township will oversee the construction decisions. Further, this type of service group project agreement should be a part of the Township's procurement policy.

The Committee asked the resolution include an amendment to state that the Township will cover any oversight/engineering costs required as part of the project deemed appropriate by staff.

Arthur BMX Skateboard Park Ad Hoc Advisory Committee Special meeting of September 27, 2021

RESOLUTION RPL 2021-054

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 27 special meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Jack Baker as a youth member on the Committee.

CARRIED

Reports

OPS 2021-030 being a report on the award of the concept design of pool and aquatics facility

RESOLUTION RPL 2021-055

Moved by Member Yake

Seconded by Member Milne

THAT Recreation, Parks, and Leisure Committee recommend the Council of the Township of Wellington North receive Report OPS 2021-030 being a report on the award of the concept design of a pool and aquatics facility;

AND FURTHER THAT Committee recommend Council award the Township's request for proposal 2021-008 to architects Tillmann Ruth Robinson Inc. at an upset limit of \$14,900 plus applicable taxes;

AND FURTHER THAT Committee recommend Council approve a contingency budget of \$5,000 plus applicable taxes for this project;

AND FURTHER THAT Committee recommend Council authorize the Director of Operations or their designate to sign any necessary agreements with the successful bidders to execute this project.

CARRIED

Director of Operations discussed the outcome of RFP 2021-008 for consulting services for a concept design of an outdoor pool in Mount Forest. Out of the twenty-six bid takers, only two submissions were received. The successful bidder was Tillmann Ruth Robinson Inc. (TRR).

The proposed schedule from TRR would see three conceptual design ideas presented to this committee, the Mount Forest Aquatics Ad Hoc Advisory Committee, as well as an open meeting for public consultation.

As the Township is seeking financial support from the Township of Southgate, there would be a want to involve Southgate in the planning stages. Director of Operations responded that Deputy Mayor Milne and/or Mayor Woodbury of Southgate could be invited to meetings and the residents of Southgate could attend the public meetings. Consultation with the Township Clerk on protocols for inviting additional Southgate council members to committee meetings would take place.

OPS 2021-032 being a report on the Township's recreation portfolio and resourcing

RESOLUTION RPL 2021-056

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-032 being a report on the Township's recreation portfolio and resourcing;

AND FURTHER THAT Committee direct staff to bring back a report with recommendation to a future committee meeting on a strategy for the Conn recreation area.

CARRIED

Director of Operations communicated the need to review staff complement when we increase recreational amenities within the Township. The Committee discussed the importance of adding and maintaining recreational greenspaces and facilities within the Township. Mayor Lennox reminded the committee that when we say yes to projects we are also saying yes to the ongoing maintenance. The Committee agreed that a strategy for staff complement for the growing recreational assets needs to be explored.

OPS 2021-033 being a report on the Arthur outdoor gym

RESOLUTION RPL 2021-057

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-033 being a report on the Arthur Outdoor Gym;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North direct staff to sign the Arthur outdoor gym closed from November 1 to April 30 each year.

CARRIED

Director of Operations explained that closing the outdoor gym area in Arthur from November 1 – April 30 yearly, would be consistent with our other outdoor amenities.

Staff were directed to contact the Arthur BIA about the yearly closure, to ask for their input.

RESOLUTION RPL 2021-058

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks, and Leisure Committee recommend the Council of the Township of Wellington North direct staff to draft an agreement with the Arthur BIA for the care, maintenance, and future replacement of the Arthur outdoor gym;

AND FURTHER THAT Committee recommend Council support that the operations team be responsible for the maintenance of the Arthur outdoor gym and that future major capital costs be split, XX – XX, between the Township and Arthur BIA;

AND FURTHER THAT Committee direct staff to bring the resulting draft agreement back to a future meeting of Committee.

DEFERRED

Director of Operations suggested that the expectations related to the outdoor gym need to be formalized. Aspects such as a winter closures, ongoing maintenance, and the financial split between the BIA and Township on major capital costs should be discussed between Township staff and the Arthur BIA to develop a written agreement.

The Committee members initially thought the split on major capital costs could be 50 – 50 between the Township and Arthur BIA, however, since there was no formal agreement, it was suggested that there may need to be some flexibility in creating the official agreement.

Mayor Lennox offered this as a learning opportunity. Discussions about maintenance, capital costs, and operations should be discussed initially and an agreement in place before commencing the project.

The Committee asked to defer this resolution until after discussions with the Arthur BIA have taken place.

RPL 2021-018 Ontario Provincial Regulation 364/20

RESOLUTION RPL 2021-059

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report RPL 2021-018 being a report on the Ontario Provincial Regulation 364/20.

CARRIED

Director of Operations stated that as of September 22, 2021, the Province of Ontario introduced a regulation that requires proof of vaccination to access recreation facilities. Wellington Dufferin Guelph Public Health expanded the mandate on who can enter recreation facilities on September 23, 2021. The recreation facilities affected by these regulations, where patrons are attending, are the Mount Forest & District Sports Complex, Arthur & Area Community Centre, Damascus Hall, and Arthur Senior Centre. The Township has hired a security company to oversee the verification of the required proof.

Mayor Lennox has received positive feedback from the community on the decision to hire security for this role. People were pleased that the Township did not put frontline staff in this uncomfortable position with patrons and that security was hired using federal and provincial COVID-19 funding and not municipal taxpayer's contributions.

Items for Consideration

Wellington North Trails (verbal update) – Director of Operations & Community Recreation Coordinator

Director of Operations advised this committee that the new Wellington Federation of Agriculture signage that indicates agricultural points of interest have been installed along the trails in Arthur and Mount Forest.

Community Recreation Coordinator thanked the volunteers that worked on the repairs to the pedestrian bridge on the River Trail in Arthur. Another message of thanks was passed along to the volunteers that help maintain the trail system on an ongoing basis, as they are always monitoring them and are quick to bring staff's attention to necessary repairs and maintenance.

Mount Forest Emergency Generator (verbal update) – Director of Operations

Wagler Electric of Milverton were awarded this project at the September 27, 2021, meeting of council. The project is expected to be complete and operational in early 2022.

Correspondence with Arthur Seniors Centre and Damascus Community Hall (verbal update) – Director of Operations

Staff are currently working on drafting letters to the Arthur Seniors Centre and Damascus Community Hall to be sent out later this week. Through ongoing conversations with these groups, the Township will be providing security personnel for any rentals at these locations. Effective November 1st, the Arthur Seniors Centre will resume rental payment to the Township.

Roundtable

Member Milne – Question regarding the first resolution passed, will this committee be considering approaching other surrounding municipalities for funding?

Chair McCabe considered this question and suggested that it be looked into. It was stated, however, that the relationship between Southgate and Wellington North is well established through the 2018 Recreation Plan and prior, where the same relationship does not exist with other neighboring municipalities.

Member Yake asked how the October 2nd Trackshot Tees Demolition Derby in Mount Forest went.

Manager of Recreation Services said the Derby had a good turn out and there were no major issues. There are some repairs to the grounds that need to be addressed, which Trackshot Tees will undertake when the grounds dry.

Adjournment

RESOLUTION RPL 2021-060

Moved by Member Milne

Seconded by Member Yake

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of October 5, 2021, be adjourned at 5:55 p.m.

CARRIED