

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES  
TUESDAY, NOVEMBER 2, 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

**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

<b>Calling to Order</b>
Chair McCabe called the meeting to order at 4:00 p.m.
<b>Adoption of Agenda</b>
RESOLUTION RPL 2021-061 Moved by Member Milne Seconded by Member Yake  <i>THAT the agenda for the November 2, 2021, Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i>  CARRIED
<b>Disclosure of Pecuniary Interest</b>
None
<b>Minutes of Previous Meeting – October 5, 2021 (approved by Council on October 12, 2021)</b>
<b>Business Arising From Minutes</b>
None
<b>Deputation</b>
None
<b>Ad Hoc Committee Updates</b>
Arthur BMX Skateboard Park Ad Hoc Advisory Committee meeting of October 19, 2021

RESOLUTION RPL 2021-062

Moved by Member Yake  
Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive the minutes of the October 19 meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee;*

*AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend to the Council of the Township of Wellington North the following appointments to the Skatepark RFP Evaluation Committee:*

- Al Rawlins
- Glen Cheyne
- Jack Baker
- Lisa Hern
- A municipal staff member

**CARRIED**

Director of Operations explained that the focus of the project and RFP would now be the skatepark and pump track components. The BMX area may be added to the project at a later date as the group would rather concentrate funds on what they can do well. The final budget is \$180,000 + HST with a provisional budget of \$20,000 + HST. The \$180,000 is what the Lions have raised to-date. The \$20,000 is still be fundraised and will be used towards additional items in the park.

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

RESOLUTION RPL 2021-063

Moved by Member Milne  
Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee receive the minutes of the October 27 meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee.*

**CARRIED**

Director of Operations said that this meeting was to discuss potential locations for skatepark and pump track, however there was no decision made about the location.

Arthur BMX Skateboard Park Ad Hoc Advisory Committee Special meeting of October 28, 2021

RESOLUTION RPL 2021-064

Moved by Member Yake  
Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive the minutes of the October 28 meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee; AND FURTHER THAT the Arthur BMX Skateboard Park Ad Hoc Advisory Committee, recommend the Recreation, Parks, and Leisure Committee (RPL), recommend the Council of the Township of Wellington North, dedicate the presented lands at 308 Tucker Street, Site Layout Option 6, be included within the Township's RFP for the Brent Barnes Memorial Skatepark;*

*AND FURTHER THAT Committee, recommend RPL, recommend Council, direct staff to investigate an alternate location / configuration for the existing horseshoe pits at 308 Tucker Street, as required, to accommodate the Brent Barnes Memorial Skatepark.*

**CARRIED**

Director of Operations stated that the Arthur BMX Skateboard Park Ad Hoc Advisory Committee have chosen a location for the park, this decision was based on the discussions at previous meetings. Proceeding with the area recommended will mean that it is likely the horseshoe pits will have to be relocated. Once the group receives proposals for the design, it will become clear how the layout will affect other amenities in this area. Currently there are 8 horseshoe pits, the Optimist Club would like to see 6 pits remain.

Member Milne suggested that the proposed area appears to be very congested.

Chair McCabe stated that safety nets will be installed along the first baseline of Diamond B as well as the outfield of Diamond A. This safety netting will protect the Skatepark from stray balls.

Director of Operations stated that the area in the image may not all be used, but will be offered to the designers, so that they can best decide how the land is utilized for the concept.

CAO offered that having the park in a well-used area was beneficial to the Township.

**Reports**

RFP 2021-011 Brent Barnes Memorial Skatepark

RESOLUTION RPL 2021-065

Moved by Member Milne

Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North endorse the scope of work as presented.*

**CARRIED**

Director of Operations explained the minimum equipment listed in the RFP was from a list supplied by students who participated in the September meeting of the Arthur

BMX Skateboard Park Ad Hoc Advisory Committee, on what they would like to see in the park.

The RFP outlines the \$180,000 budget with the additional \$20,000 provisional items. It also includes information regarding the concrete pad and that it is the responsibility of the Lions Club to pour based on specifications provided by the successful proponent. This RFP reflects discussions that have happened with the ad hoc committee over the past 4 – 6 weeks.

RPL 2021-019 2022 Recreation Rates and Fees Amended

RESOLUTION RPL 2021-066

Moved by Member Yake

Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2021-019 being a report on the 2022 Recreation Rates & Fees;*

*AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North approve the 2022 Recreation Rates & Fees as amended.*

**CARRIED**

Director of Operations explained that this would be an amendment to the 2022 recreation fees by-law, which was put in place a year in advance. When staff were reviewing the 2023 rates and fees, it was decided that some housekeeping needed to be done for the 2022 rates as well. These changes include charging a set-up fee, additional clean-up as well as lowering the fees for Bronze Medallion and Bronze Cross as a way to hopefully draw more people to the course, which in turn could provide us with more lifeguards in the future.

RPL 2021-020 2023 Recreation Rates and Fees

RESOLUTION RPL 2021-067

Moved by Member Yake

Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2021-020 being a report on the 2023 Recreation Rates and Fees;*

*AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township Wellington North approve the 2023 Recreation Rates & Fees.*

**CARRIED**

Director of Operations stated that the report clarifies any changes that are over the 2% increase threshold.

RPL 2021-017 Summer Programs

RESOLUTION RPL 2021-068

Moved by Member Milne

Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee receive for information report RPL 2021-017 being a report on summer programs;*

*AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North endorse a \$4,000 training budget increase to support costs associated with Lifeguard Certifications.*

**CARRIED**

Community Recreation Coordinator explained that an aquatics staff shortage affected the programming of the pools and that the staff shortage was not unique to Wellington North. The Lifesaving Society is lowering the age of a lifeguard to 15 years of age. The Township is proposing three methodologies to encourage and retain lifeguards in Wellington North; retain, recruit and succession.

CRC described the changes to the summer day camp program due to COVID-19 restrictions.

The location of the Mount Forest day camp program provides limited program offerings due to location and lack of sidewalks. The Township has approached the Mount Forest Curling Club to rent their space exclusively from June to August at a cost of \$650 a month. Moving the camp to this location would allow participants to use the Splash pad, swimming pool, and the Bill Moody Playground, walking to these locations safely on sidewalks.

Member Milne questioned the summer Splash Pad usage.

Manager of Recreation Services has offered to get statistics for the next meeting, in terms of volume of water that was used. It is not possible to track the number of people using this amenity.

Member Yake expressed concern about having to move the Mount Forest day camp to a location not owned by the Township.

Director of Operations clarified that this would be temporary location and once the area of Princess Street is developed, with the new pool and upgrades to the Campbell De Vore Park, the camp would move back the Mount Forest & District Sports Complex.

Donald Softball Diamond Update (verbal)

RESOLUTION RPL 2021-069

Moved by Member Yake  
Seconded by Member Milne

*THAT the Recreation, Parks and Leisure Committee receive for information the verbal report on the Donald Softball Diamond.*

**CARRIED**

Recreation Services Manager provided an update on the progress of the Donald Softball Diamond project. Reeves Construction have been to the location to do the drainage on the infield but have not yet tied into the storm sewer, they are planning to do that this week, weather permitting. Modern Fencing has removed the old fencing from the infield and have new posts in place. They have also moved the player benches up the line a bit. The clay has been delivered by Marco Clay, they are now waiting for the clay to dry out, so they can install the clay on the diamond, hopefully by the end of the week. After this is complete, Modern Fencing will install the remainder of the fence, with the exception of the upper fence by home plate, they are worried about the wetness of the ground and the weight of the fence. This could move the poles, so they are considering doing this portion of the fence in the Spring.

**Items for Consideration**

Correspondence with Arthur Seniors Centre and Damascus Community Hall – October 14, 2021

RESOLUTION RPL 2021-070

Moved by Member Milne  
Seconded by Member Yake

*THAT the Recreation, Parks and Leisure Committee receive for information the correspondence with the Arthur Seniors Centre and Damascus Community Hall dated October 14, 2021.*

**CARRIED**

Director of Operations stated that these letters are different than what was discussed at the last meeting of this committee. When speaking with the Arthur Seniors group, the executive expressed a desire to keep the hall closed until December 30<sup>th</sup> and continue to have the Township waive the fees until that time.

When Damascus does rent the hall, the Township hires security to verify proof of vaccination.

**Roundtable**

Member Yake nothing to report.

Member Milne asked about a meeting invite to the Mount Forest Ad Hoc Aquatic meeting. CRC clarified that the invitation was sent in error.

Chair McCabe nothing to report.

Director of Operations spoke of the architect that has been engaged to start the conceptual plan for the new Mount Forest pool. There will be a meeting next week which will signal the kick-off for this project. Last week, an electrical company was into the Mount Forest & District Sports Complex to increase the size of the concrete pad which will house the emergency generator at that location. These are both ongoing projects.

CRC explained that the majority of the wayfinding signage is now installed in Mount Forest and Arthur, with a special thanks to the Roads Department for their support.

### **Adjournment**

RESOLUTION RPL 2021-071

Moved by Member Yake

Seconded by Member Milne

*THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of November 2, 2021, be adjourned at 4:52 p.m.*

**CARRIED**