

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, NOVEMBER 8, 2022 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

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

Regrets:

Staff Members Present:

- Brooke Lambert, Chief Administrative Officer
- Matthew Aston, Director of Operations
- Mandy Jones, Interim Manager, Programming and Community Engagement
- Tom Bowden, Recreation Services Manager
- Tasha Grafos, Community Recreation Coordinator
- Jessica Turnbull, Administrative Support

Guests:

- Chris McIntosh, Arthur Agricultural Society
- Gerald & Mary Townsend, Arthur Agricultural Society
- Patrick Heeremans, Damascus Rink Dads

Calling to Order
Chair McCabe called the meeting to order at 4:00 p.m.
Adoption of Agenda
RESOLUTION RPL 2022-054 Moved by Member Yake Seconded by Member Milne THAT the agenda for the November 8, 2022 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed. CARRIED
Disclosure of Pecuniary Interest
None
Deputation
Arthur Agricultural Society – Barn Repairs and Renovation Options RESOLUTION RPL 2022-055 Moved by Member Yake Seconded by Member Milne THAT the Recreation, Parks and Leisure Committee receive for information the deputation from the Arthur Agricultural Society.

CARRIED

Mr. McIntosh, Treasurer and Board member of the Arthur Agricultural Society, spoke to the history of the Agricultural Society. The barn that sits on the fairgrounds is about 50 years old and has structural issues that need to be addressed. The Agricultural Society has formed a committee which has completed some preliminary options such as repairing the building, renovating the building, and replacing the building, etc. They are looking to receive suggestions and direction from the Township.

Member Milne inquired about the nature of the structural issues. Mr. McIntosh explained that the barn is a pole barn structure that sits on the wettest spot of the ground, causing the posts to rot off at the ground. The fence was replaced about 5 years ago due to the same issue, rotting posts.

Chair McCabe asked what the organization is looking to do along with the posts such as building out, building up, or putting concrete in. Mr. McIntosh explained the costs have drastically increased and they are researching options such as installing bracing, jacking up the building, lifting the building and building a bigger barn. These options all range from \$40,00-\$120,000.

The DOO stated that if compliant with zoning by-laws, the existing footprint of the barn could be expanded.

Mr. McIntosh clarified the building could not be expanded to the west end as it is too close to the curling club. However, there is room to expand to the northeast or southwest.

Member Yake asked if the best scenario would be to build a new facility rather than rehabilitate the old one. Mr. McIntosh stated that he felt a larger facility would be more conducive to their needs, perhaps adding a showring for 4H, but cost is a consideration. A larger barn could be beneficial for the Township, if we could work together on a larger multipurpose barn.

The CAO suggested a site visit with key staff to look at the needs and timing to assist with recommendations.

Damascus Community Centre – Update

No Representative present.

RESOLUTION RPL 2022-056

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive the schedule A and B from the Damascus Hall Community Group;

AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North approve the Damascus Hall Agreement.

CARRIED

Damascus Outdoor Ice Rink

RESOLUTION RPL 2022-057

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information the deputation regarding the Damascus Outdoor Ice Rink.

CARRIED

The Damascus Rink Dads are looking to utilize the Damascus Hall Pavilion as an outdoor ice rink.

Chair McCabe stated that if this outdoor rink was agreed upon, the agreement would parallel that of the Arthur Optimists outdoor ice rink agreement. Chair McCabe added that as the rink would be on Township property, it could not be classified as a private rink, it would have to be available to everyone. Mr. Heeremans stated that they would keep the rink open to anyone wishing to use it. In terms of boards around the rink, the group is looking to this Committee to suggest the best option.

The DOO advised the use of the rink will need to be coordinated with the Damascus Hall rentals. The DOO suggested the RSM work with the group on the details. It was brought to Mr. Heeremans' attention that the water supply hose at the facility is quite small, he indicated that they would be bringing a water truck on site for the initial flood.

Chair McCabe explained there is no lighting at the pavilion which would not enable skating there in the evenings. Mr. Heeremans explained no lighting at night is beneficial as they do not want a lot of activity at night.

Committee is supportive and recommends that Mr. Heeremans meet with the RSM on site to discuss details of the rink.

Minutes of Previous Meeting – September 6, 2022, approved at Council on September 12, 2022

RESOLUTION RPL 2022-058

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the September 6, 2022 Committee Meeting.

CARRIED

Business Arising From Minutes

None

Ad Hoc Committee Updates

Mount Forest Aquatics Ad Hoc Advisory Committee Meeting of September 13, 2022

There was a meeting scheduled but quorum was not achieved, date of next meeting is unknown at this time.

Reports

RPL 2022-019 Swim Pass Program

Schedule A: Swim Pass One-Page Explanation Sheet

RESOLUTION RPL 2022-059

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report RPL 2022-019 being a report on the swim pass program.

CARRIED

Mount Forest’s outdoor pool was closed this summer. A subsidy program was offered for transportation from Mount Forest to the Arthur pool. There were only 7 families that participated, with \$1200 in travel costs reimbursed to these families.

RPL 2022-022 Arena Programming

Schedule A: Memorandum of Understanding Arthur and Mount Forest Pickleball Groups

RESOLUTION RPL 2022-060

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-022 being a report on Arena Programming.

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend Council of the Township of Wellington North approve the Memorandum of Understanding with the Arthur and Mount Forest Pickleball Groups.

CARRIED

The IMPCE discussed fall and winter programming offered at both Arthur and Mount Forest facilities, including public skating, older adult skating, parent and tot skating, and stick and puck. Public skating times have been extended to all elementary PD Days, winter break, and March break. A thank you was expressed to all community sponsors of public skating, who provide an opportunity for people to enjoy public skating free of charge. Other indoor activities include pickleball, walking, and coffee hour in Arthur. Community partners offer shuffleboard, organized walking groups, and exercise groups.

The RSM spoke to the Memorandum of Understanding for pickleball groups; pickleball is offered as a Wellington North program, with requirements from both the pickleball group and the Township to operate in Township facilities. The original

agreement has been modified to allow the Memorandum of Understanding to become more longstanding, accommodating the needs of both groups.

The IMPCE brought to the committee's attention a customer concern regarding the cost and availability of indoor walking in Arthur; primarily related to the cost associated with the number of available days.

RPL 2022-020 2023 Rates and Fees Amendment

Schedule A: 2023 Recreation Rates and Fees Amended

RESOLUTION RPL 2022-061

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-020 being a report on the amended 2023 Recreation Rates and Fees;

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

CARRIED

Member Milne questioned if there was a consistent percentage applied to increases of fees, and the process staff used to arrive at these new figures. The IMPCE explained that the report shows amendments to rates that were already set last fall to reflect the operating practices that are in place at this time. When the rates and fees were set in 2022, the attempt was to apply a 3.5% increase overall to support a 2% cost of living and 1.5% for recreation software with online payment system.

RPL 2022-021 2024 Rates and Fees

RESOLUTION RPL 2022-062

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-021 being a report on the 2024 Recreation Rates & Fees;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North approve the 2024 Recreation Rates and Fees.

CARRIED

The 2024 fees are 1.81% overall increase and can be amended in the future.

RPL 2022-023 Cancellation and Refund Policy Update

Schedule A: Recreation Programs Cancellation and Refund Policy

RESOLUTION RPL 2022-063

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-023 being a report on updating the Recreation Programs Cancellation and Refund Policy;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North approve the Recreation Programs Cancellation and Refund Policy as updated.

CARRIED

The IMPCE stated the policy was created in 2019 in conjunction with the introduction of the summer day camp program. The existing policy being used does not accurately reflect the current procedures related to cancellations and refunds.

This updated policy is recognizing a softer approach for refunds, understanding the need to withdraw children due to illness or other circumstances and that we do often have a waiting list.

RPL 2022-024 Summer Programs

RESOLUTION RPL 2022-064

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report RPL 2022-024 being a report on summer programs.

CARRIED

The IMPCE discussed the Aquatics and Summer Camp programming outcomes, costs, successes, and challenges experienced in 2022.

Chair McCabe asked about the Bronze Medallion certification and next to become a lifeguard. The IMPCE explained that once someone turns 13, they can take the bronze medallion course, then at 14 they can take the bronze cross Course, and at 15 they can take the National Lifesaving Pool Course and the Swim Instructors Course, however they cannot work as a lifeguard until the age of 16. Chair McCabe expressed that offering the program at a lower cost is a good initiative to encourage new aquatics staff to join the Wellington North team.

IMPCE spoke to the committee about the success of hosting the Mount Forest Day Camp out of the curling club rather than our Mount Forest & District Sports Complex. This opened space up for rental and allowed the children to be close enough to visit amenities such as the library and splashpad. Currently, Arthur Day Camp is exploring using the curling club there in 2023, allowing the Arthur and Area Community Centre to be fully open for facility rentals over the summer.

IMPCE addressed the County fee subsidy program, introduced in 2019 and carried over every year until either party terminates the agreement. Unfortunately, as the Wellington North Day Camp Program is only operational for 8 weeks per year, the administration costs associated are too high. The Township has sent a letter of termination to the County to cancel the program for 2023. The Township will now direct families that may need support to Children's Foundation, Free to Grow,

Canadian Mental Health Association, Family & Children’s Services, or the Canadian Jump Start program.

RPL 2022-025 Splash Pad Use

RESOLUTION RPL 2022-065

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2022-025 being a water volume comparison for the Mount Forest and Arthur splash pads.

CARRIED

The RSM reviewed the water usage for 2020, 2021, and 2022 for both the Arthur and Mount Forest splash pads. Water usage in Mount Forest decreased in 2022, likely this was due to increased usage for the opening year of the splashpad.

Member Milne was appreciative of the report and questioned the hydro and water expenses and whether the used water went to the sewer system or stormwater system. The RSM confirmed the water goes to the stormwater drainage and that the costs are for hydro and water access at the splashpad.

Items for Consideration

None.

Roundtable

Community Garden Update

The DOO stated that Elsa Mann and her group have a way forward and there is a community event at the end of the month. She is hopeful that some members of council will attend. The DOO explained that they had a grant opportunity prior to March and have secured some land. They are looking to do a kickoff later this month with a partner in the community.

Member Milne added that the community garden in Dundalk has been very popular and well received.

Spanky’s BBQ Concessions Update

The RSM spoke to the Concession stands in both Arthur and Mount Forest, where Spanky’s has signed a year-long agreement to operate the concession stands in both facilities. They are trying new ideas; expanded hours, unique menu items, and social media marketing. The hope is that everything will continue to go well and we can look to a long-term contract.

Staffing Challenges Update

The RSM explained that on Oct 17th a staff member called in sick and unfortunately this resulted in a closure of the Arthur arena. The department is in better shape now as two new part-time employees have been hired and are looking for hire 2 - 3 more arena attendants.

Arthur Arena Roof Project

The DOO discussed the project has come in more expensive than anticipated – Staff have looked at getting a repair done that will buy some time. The repair is \$15,000 and the roof will be a capital project of approximately \$1,000,000. This is raised for the committee’s awareness, as we need to address this issue.

Welcome Community Recreation Coordinator

Tasha Grafos is the new Community Recreation Coordinator while Mandy Jones, Interim Manager, Programming and Community Engagement, is on leave until January 2024.

Adjournment

RESOLUTION RPL 2022-066

Moved by Member Yake
Seconded by Member Milne

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of November 8, 2022 be adjourned at 5:33 p.m.

CARRIED