

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE
MEETING AGENDA
WEDNESDAY, JUNE 10, 2020 @ 8:00 PM
VIA VIDEO CONFERENCING**

MANDATE / TERMS OF REFERENCE

The mandate of the Ad Hoc Advisory Committee ("the Committee"):

Develop a recommendation to Council of the Township of Wellington North related to the possible development of a BMX/Skateboard Park in Arthur.

The recommendation will involve the following aspects:

- Background and history
- Needs re-confirmation
- Community involvement and input
- Fundraising and grant opportunities
- Capital Costs
- Operating cost projections
- Replacement of facility cost projections
- Determine design/recommendations based on need and funding availability

To operate in accordance with the timeline in order to move forward with the mandate of the Committee as efficiently as possible.

COMMITTEE COMPOSITION/STRUCTURE

The Committee shall be comprised of the following:

Minimum of three (3) Council representatives

Maximum 4 (four) citizen members, representative of the community stakeholders including:

- 3 Lions members
- 1 youth member

Recreation or other Township staff may be asked to attend where required.

The Committee will appoint from its members a chair person to chair the meetings of the Committee and a secretary to record the actions of the Committee

Quorum for meetings is 50% of the membership plus one.

AUTHORITY

The Committee shall adhere to the communications plan developed by the municipality in order to involve and receive public input and to keep the public informed on the progress of the plan.

The Committee members shall only be appointed for the specific purposes of making a recommendation to the Council of the Township of Wellington North on options regarding the BMX/Skateboard Park.

BUDGET

The Committee is not authorized to expend or commit municipal funds to the recommendation.

All Committee members are volunteer and will receive no remuneration for their time, outside of municipal employees.

REPORTING

The Committee shall report directly to Council under the signature of the Chair or designate and reports and communications are directed to Council through the Chief Administrative Officer (CAO). The Committee may appear before Council as a delegation to present their final recommendation

ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE AGENDA

MEETING INFORMATION

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/83303088908>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 833 0308 8908

International numbers available: <https://us02web.zoom.us/j/83303088908>

PAGE NUMBER

CALLING TO ORDER

ADOPTION OF AGENDA

Recommendation:

THAT the agenda for the June 10, 2020 Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

MINUTES OF PREVIOUS MEETING

- October 30, 2019 – received by Council November 18, 2019 001

ITEMS FOR CONSIDERATION

1. Financial Update 004
2. Fundraising Events
3. Planning of Park
4. Arthur Lions Club Update

OTHER BUSINESS

NEXT MEETING

ADJOURNMENT

Recommendation:

THAT the Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of June 10, 2020 be adjourned at : pm.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE
MEETING MINUTES**

**WEDNESDAY, OCTOBER 30, 2019 @ 7:00 PM
ARTHUR COMMUNITY CENTRE – UPPER HALL**

Committee Members Present:

- Lisa Hern, Councillor, Chair
- Andrew Lennox, Mayor
- Steve McCabe, Councillor
- Al Rawlins, Lions Member
- Wayne Horton, Lions Member
- Glen Cheyne, Lions Member

Staff Members Present:

- Michael Givens, CAO
- Mandy Jones, Community Recreation Coordinator
- Catherine Conrad, Deputy Clerk
- Tom Bowden, Recreation Services Manager

CALLING TO ORDER

ADOPTION OF AGENDA

RESOLUTION ABSP 2019-07

Moved: Al Rawlins

Seconded: Wayne Horton

THAT the agenda for the October 28, 2019 Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST - None

MINUTES OF PREVIOUS MEETING

- April 16, 2019 – received by Council April 29, 2019

ITEMS FOR CONSIDERATION

1. Design Concept
 - a. Grade 6 involvement

Councillor Hern and Mandy Jones have attended classroom visits with the Arthur Public School Grade 6 Class in the previous school year and gained valuable input regarding the park. They have attended classroom visits with the current Grade 6 class and would like the Lions to attend with them on November 19 or December 18. It was suggested that pricing for each section of the park be given to the class and let them prioritize the sections. If they understand the cost, they may be willing to assist with fundraising and involve their parents.

b. Site Plan (benches, tables, path)

Donations of varying amounts can be recognized with items to be placed in the Park. Discussion took place on limiting the number of items to ensure the park is not overfilled with benches, table, etc. and placement of these items. Consideration of the location of pathways needs to take into account use of areas for other uses, such as trucks and trailers for the Fall Fair horse show, and how the users of the park will approach the park.

2. Budget

The construction of the park is estimated to cost \$150,000 to \$200,000. Approximately \$36,000 has been raised so far. Approximately 100 promotion packages have been personally delivered to businesses and another 60 packages will be mailed. By the end of 2021 the amount available will be known and the park items to be purchased can be determined.

3. Fundraising

a. Recognition & Donation Form

There are about 700 "Let's Roll" Campaign pamphlets left. How to ensure people receive the recognition they want was reviewed. Benches, tables with chairs and the Buy a Brick campaign will be used for recognition. The Lions will be submitting a request to the County for a grant and need a letter of support from the Township. A grant application from the Township will also be submitted. The Lions Club is looking for ideas for events. If they have enough manpower, they will host larger events.

b. Tax Receipts

Tax receipts, consistent with the Township's policy, can be part of the process to ensure that people who purchase bricks get the proper recognition.

4. Project Management / Procurement

The Lions Club have a preferred vendor but are open to the idea of proposals and quotes from other providers. It was explained that if the Township takes on procurement, the Township will be obligated to follow their own procurement policy which typically requires a minimum three proposals/quotes. Having three quotes can ensure we get the best deal. An RFP process could include the design work. If this process is used the Lions Club would have to accept the Township's decision for a provider.

The Lions Club inquired about what would happen if not enough funds are raised. They were assured that the project has Council's support; but, cannot fund the project through taxation. Lions members have committed to the park and will continue to raise funds after the park is complete if necessary.

5. Community Initiated Project Application

The Lions Club will be applying for funding through this program and suggested that these funds would be used to cover incidental costs.

OTHER BUSINESS

Al questioned the need for a public meeting and suggested a kickoff event. It was noted that public meetings are often poorly attended but an event might get people to attend. There are companies that rent skateboard park features and the Lions could have their food booth available. The Grade 6 class could help with organization and participate in the event.

Glen reported that he is trying to set up a photo op for the Musashi donation in the hopes to use the photo for publicity.

NEXT MEETING

The next meeting will be held on December 9, 2019.

ADJOURNMENT

RESOLUTION ABSP 2019-08

Moved: Wayne Horton

Seconded: Al Rawlins

THAT the Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of October 28, 2019, 2019 be adjourned 8:15 p.m.

CARRIED

2020-06-01

Township of Wellington North
DETAIL INQUIRY REPORT FOR
General Ledger
REC - Donation - AR BMX/Skateboard Park

Account: 2-00-70-312-4802

Trx Date	Jrnl No.	Source Doc	Reference	Debit	Credit
2019-06-18	416,902	CRREC	Mike Marshall		\$40.00
2019-06-18	416,903	CRREC	Tom Epoch		\$40.00
2019-06-18	416,904	CRREC	Rob Marshall		\$40.00
2019-06-18	416,905	CRREC	Richard Hoekstra		\$40.00
2019-06-18	416,906	CRREC	Laird More		\$40.00
2019-06-18	416,907	CRREC	Reg Swain		\$40.00
2019-06-18	416,908	CRREC	Russ More		\$40.00
2019-06-18	416,909	CRREC	Glen Cheyne		\$40.00
2019-06-18	416,910	CRREC	Dale Bannister		\$40.00
2019-06-18	416,911	CRREC	Bryan O'Donnell		\$40.00
2019-06-18	416,912	CRREC	Jeff O'Donnell		\$40.00
2019-06-18	416,913	CRREC	Stephen O'Donnell		\$40.00
2019-06-18	416,914	CRREC	Chad Quirke		\$40.00
2019-06-18	416,915	CRREC	Brad Quirke		\$40.00
2019-06-18	416,916	CRREC	Brad McClennan		\$40.00
2019-06-18	416,917	CRREC	Scott MacRae		\$40.00
2019-06-18	416,918	CRREC	Tom Ristov		\$160.00
2019-06-18	416,919	CRREC	Joel Huber		\$80.00
2019-06-18	416,920	CRREC	Matt Follis		\$40.00
2019-06-18	416,921	CRREC	Kevin Brubacher		\$40.00
2019-06-18	416,922	CRREC	Len Coffey		\$160.00
2019-06-18	416,923	CRREC	Jim Kramp		\$120.00
2019-06-18	416,924	CRREC	Marquardt Farm Drainage		\$40.00
2019-06-18	416,925	CRREC	Nick Epoch		\$40.00
2019-06-18	416,926	CRREC	Tom Skilling		\$40.00
2019-06-18	416,927	CRREC	Dean McKenzie		\$40.00
2019-06-18	416,928	CRREC	Andrew Culp		\$40.00

2019-06-18	416,929 CRREC	Doug Walser	\$20.00
2019-06-18	416,930 CRREC	Graham Lorch	\$20.00
2019-06-18	416,931 CRREC	Bob Readyhough	\$20.00
2019-06-18	416,932 CRREC	BPM Bennett Property	\$1,000.00
2019-06-18	416,933 CRREC	Kyle Frank	\$40.00
2019-06-18	416,934 CRREC	Joe Walsh	\$80.00
2019-06-18	416,935 CRREC	Shane Rooney	\$40.00
2019-06-18	416,936 CRREC	Steve Hoffman	\$80.00
2019-06-18	416,937 CRREC	Stan Johnson	\$80.00
2019-06-18	416,938 CRREC	Ken Thompson	\$500.00
2019-06-18	416,939 CRREC	Garry Blyth	\$40.00
2019-06-18	416,940 CRREC	Gord Blyth	\$40.00
2019-06-18	416,942 CRREC	Mal Benham	\$40.00
2019-06-18	416,943 CRREC	Derek Kidnie	\$40.00
2019-06-18	416,944 CRREC	Dave Skilling	\$40.00
2019-06-18	416,945 CRREC	Brian Brooks	\$40.00
2019-06-18	416,946 CRREC	Shawn Bowman	\$40.00
2019-06-18	416,947 CRREC	Bernie Sequin	\$40.00
2019-06-18	416,948 CRREC	Norm Staples	\$40.00
2019-06-18	416,949 CRREC	Grant Rundle	\$40.00
2019-06-18	416,950 CRREC	Brad Rooney	\$40.00
2019-06-18	416,951 CRREC	Steve Palmer	\$40.00
2019-06-18	416,963 CRREC	Ron Mullin	\$20.00
2019-06-18	416,964 CRREC	Peter Israel	\$40.00
2019-06-18	416,965 CRREC	Doug Bell	\$40.00
2019-06-20	416,825 CRREC	RBC Foundation	\$1,000.00
2019-08-06	418,985 CRREC	Angela Alaimo Professional C	\$500.00
2019-08-16	419,765 CRREC	Arthur 2nd Look	\$2,000.00
2019-09-04	421,283 CRREC	Robert Culp	\$500.00
2019-09-10	421,444 CRREC	Chris & Leanne Ferris	\$100.00
2019-09-12	421,717 CRREC	Arthur Self Storage	\$250.00
2019-09-12	421,739 CRREC	Jim's Auto Service	\$25.00
2019-09-23	421,769 GJ	Donation-3253 ProductionServ	\$2,000.00
2019-09-30	422,179 CRREC	Lynda and George White	\$10,000.00

2019-10-16	423,259 CRREC	Musashi Auto Parts Inc	\$10,000.00
2019-11-07	424,620 CRREC	Opti-Mrs Club of Arthur	\$500.00
2019-11-07	424,621 CRREC	John Walsh	\$100.00
2019-11-14	425,174 CRREC	Arthur 2nd Look	\$3,000.00
2019-11-22	425,494 CRREC	Prince Arthur Lodge #334	\$400.00
2019-12-03	425,805 CRREC	Mervyn & Doreen Hostrawser	\$200.00
2019-12-19	426,785 CRREC	Lionel Smith	\$500.00
2019-01-02	426,892 CRREC	The Benevity Community Impact Fund(RBC donation)	\$1,000.00
2020-01-27	428,389 CRREC	John F Smith Ins - for Ivan Armstrong Trucking	\$1,000.00
2020-02-13	429,727 CRREC	Arthur 2nd Look	\$2,000.00
2020-02-20	429,875 CRREC	Wellington Construction	\$5,000.00
2020-05-22	434,488 CRREC	Mervyn & Doreen Hostrawser	\$100.00
		Totals:	\$44,075.00