

**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