

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING AGENDA
TUESDAY, JUNE 6, 2023 @ 4:00 P.M.
VIA WEB CONFERENCING**

HOW TO JOIN

Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join.

<https://us02web.zoom.us/j/89245096892>

Or join by phone: 855 703 8985 (Toll Free)
Webinar ID: 892 4509 6892

TIME	SUBJECT	PAGE	LEAD	ACTION
4:00pm	Calling to Order		Chair	
	Adoption of Agenda			
	Recommendation: THAT the agenda for the June 6, 2023, Township of Wellington North Recreation, Parks, and Leisure Committee meeting be accepted and passed.		Chair	Resolution
	Disclosure of Pecuniary Interest			
			Chair	
4:05pm	Deputation			
	Robin Sharpe, Roller Skating Recommendation: THAT the Recreation, Parks and Leisure Committee receive for information the deputation from Robin Sharpe, roller skating advocate. Schedule A	001 003	Chair	Resolution
4:25pm	Minutes of Previous Meeting – April 17, 2023			
	Recommendation: THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the April 4, 2023 Committee Meeting.	006	Chair	Resolution
4:30pm	Business Arising From Minutes			
4:30pm	Ad Hoc Committee Updates – Approved at Meeting of Council May 8, 2023			

	<p>Mount Forest Aquatics Ad-Hoc Advisory Committee Minutes of April 25, 2023</p> <p>Recommendation:</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the April 25, 2023, Mount Forest Aquatics Ad-Hoc Advisory Committee.</p>	011	Chair	Resolution
4:40pm	Reports			
	<p>OPS 2023-022 RPL Aquatics Update</p> <p>Recommendation:</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2023- 022 being a report on the updates to the aquatics programming and staffing.</p>	017	CRC	Resolution
	<p>OPS 2023-021 RPL Corkage</p> <p>Recommendation:</p> <p>THAT the Recreation, Parks and Leisure Committee receive for information Report OPS 2023-021 Supplying of Corkage to Renters, being a report on the use of corkage in our Facilities;</p> <p>And further that the committee approve the cancellation of the practice of supplying corkage in our Township facilities.</p>	024	RSM	Resolution
5:40pm	Items for Consideration			
	Lindsay Smith, Roller Derby, has advised Township Staff that Roller Derby wishes to withdraw their asks from Township assistance with Roller Derby in Wellington North. (Verbal)		CRC	
	Day Camp Staff (Verbal)		CRC	
5:45pm	Roundtable			
6:00pm	Adjournment			
	Recommendation:		Chair	Resolution

	THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of May 2, 2023, be adjourned at p.m.			
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WELLINGTON NORTH

SEMPER PORRO

DEPUTATION REQUEST FORM

For all deputation requests, please complete this form and submit no later than 12:00 noon on the Tuesday preceding the 2:00pm Council Meeting, 12:00 noon on Wednesday preceding the 7:00pm Council Meeting, or five business days in advance of a Committee Meeting.

Name of Deputation(s)			
Attending as an Individual		Representing a Group/Business/Organization	
Name of Group/Business/Organization:			
Address:			
Email:		Phone:	
Meeting Type:	Council	Committee (Includes Ad Hoc)	Meeting Date:
SUBJECT MATTER:			
Provide Description:			
Recommendation/Request of Council:			
(What action would you like the Township of Wellington North to take with respect to your matter)			

Estimated Municipal Financial Impact:	CAPITAL \$	ANNUAL OPERATING \$
Other Details:		

Signature: _____ Date: _____
 Electronic Signature Accepted

Please submit to:

Karren Wallace, Director Legislative Services/Clerk

7490 Sideroad 7 W PO Box 125, Kenilworth ON N0G 2E0

Email kwallace@wellington-north.com | Phone 519-848-3620 Ext 4227 | Fax 519-848-3228

All deputation form requests and submissions and information therein will be circulated publicly on the Council or Committee Agenda. Electronic presentations not circulated via email in advance of the meeting cannot be presented on Wellington North electronic equipment via USB keys. A deputation is limited to a maximum of ten (10) minutes unless an extension of no more than a further five (5) minutes is approved by resolution of Council. The number of deputations will be limited to three (3) at any meeting of Council. **Council or Committee, may in their discretion, refuse to hear any deputation.**

Notice of Collection/Use/Disclosure: All information submitted in support of meetings of Council/Committee/Planning deliberations/ is collected in accordance with the Municipal Act, 2001, s. 8 and 239 (1) and may be used in deliberations, and disclosed in full, including email, telephone numbers, names and addresses on agendas and to persons requesting access to records of Council/Committee/Planning Committee. All information submitted to the municipality is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's office (519) 848-3620.



Retro Rollers Inc.
 EVERYTHING Roller Skates!!
 skate@retrorollers.ca

May 25, 2023

RE: Rental Skate Ownership Program

Dear Robin,

Thank you for your interest in Retro Rollers Inc. Retro Rollers Inc. was created in 2017 to fill a void in recreational roller skating opportunities in Ontario. We have since grown to offer a vast array of roller skating products and continue to offer remote roller skating services throughout Southern Ontario.

Rental Skate Package

Our Rental Skate package includes:

- Brand new top quality leather rental roller skates
 - o Sizes available from J6 up to Men's 15
- Prior to delivery to your location
 - o skates are assembled, fully inspected and laced
 - o skates are sequentially numbered
 - o skates organized on rolling racks
 - o rolling racks are numbered to match the skates
- Delivery to your location
- Thorough inspection of skates following the first year of service
- Extended 2 year warranty
- Repair and/or replacement of defective parts as required throughout the first year
- Staff training in regards to care, handling, and basic maintenance
- Handbook of care and handling
- Rental skate repair sheets and requisition slips
- Basic maintenance tools

Our Rental package does not include:

- Repair and/or replacement of any normal wear and tear items such as:
 - o laces
 - o toe stops
 - o wheels
 - o bearings
- Insurance or liability



Retro Rollers Inc.
 EVERYTHING Roller Skates!!
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How do I know how many skates I will need?

The number of skates that you wish to obtain depends on what you feel your capacities will be when you have your roller skating events. When we offer roller skating we always have a look at the surface area of the rink to determine the capacity we wish to have on the rink. The average 15,000 sq.ft. surface can hold up to 300 people without being overcrowded. Having a rollerskating event once per year can draw a packed crowd; your population within a 30 min drive to your facility can also determine how many skaters you can expect to show up on a regular basis. We estimate between 0.25 and 0.5% of the population will show if it is well known and advertised properly. Roller skating's popularity has grown exponentially in the last few years so that number can be higher. If you have a population of 50,000 people in your general area you may be able to draw up to 125 people on a regular basis and 250 people on occasion. For most areas we can assume that about 35-50% of those people will rent skates. Most renters last between 10 minutes and an hour with their rentals. If we have anticipated that we will have a maximum of 250 people we recommend that you consider purchasing at least 125 pairs of skates as you will need a variety of sizes to suit everyone. Feel free to contact us to help you determine how many skates you will need depending on your area.

We have determined that to best serve your community your rental requirements will be 100 pairs of rental skates. The gross cost per rental skate is \$290 +HST for each pair. Your cost will be \$29,000; 50% is due at time of ordering, the remaining 50% will be payable upon delivery and setup at your location.

I need to sell this to our council - what are my ROI's?

Your ROI will depend on how many skates you obtain, how many events you host, and also is contingent on whether or not you are running your program year round or only when the ice is out at your facility. It will also depend on your staffing costs and DJ costs.

An example of your ROI is below:

Rental Skates Purchased	100
Total Rental Investment	\$29,000.00
Anticipated number of rentals per day	35
How many days per week will you rent skates	2
How many sessions per day will you run roller skating	2
How many weeks per year will you run roller skating	20
Total Sessions per year	80
Total rented skates per year	2,800
Rental Fee per pair	\$5.00
Total income from rental skates	\$14,000.00
ROI - Years	2.1



Retro Rollers Inc.
 EVERYTHING Roller Skates!!
 skate@retrorollers.ca

Rental Skate Construction:

Tan full grain leather uppers and man-made linings, treated to stop odour and offer great comfort, support, and durability. The low-profile design allows better skate flexibility. Packaged with 57mm/95A wheels, bolt on toe stops, orange nylon plates and ABEC-3 (Chrome Steel) bearings.

Maintenance following the first year

Retro Rollers Inc. will provide you with one free maintenance inspection service at the end of your first year of ownership. Generally the roller skates should be in good condition by the end of the first year and may require some small repairs or replacement of consumables, but may not. Any repairs that are required will be estimated and invoiced as required.

We offer a maintenance program for additional years which includes:

- Rate of \$5 per pair of rentals plus travel
- One site visit, visual and mechanical inspection of all skates
 - Minor adjustments as required
 - Recommendation for repairs as required
 - Estimates for repairs as required

Not including:

- Repair and/or replacement of any normal wear and tear items such as:
 - laces
 - toe stops
 - wheels
 - Bearings

Please let us know if you have any questions via email: skate@retrorollers.ca or phone Phil: 519-635-9124

Thank you for your interest, we look forward to helping you!

Phil and Elaine,

Retro Rollers Inc.
 EVERYTHING Roller Skates!!

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, APRIL 4, 2023 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Penny Renken, Councillor, Member
- Jim Ferguson, Councillor Township of Southgate, Member

Staff Members Present:

- Brooke Lambert, Chief Administrative Officer
- Matthew Aston, Director of Operations
- Karren Wallace, Clerk
- Tom Bowden, Recreation Services Manager
- Tasha Grafos, Community Recreation Coordinator
- Jessica Turnbull, Administrative Support

Guests:

Sarah Stubbs, Life Gears Academy

Calling to Order
Chair McCabe called the meeting to order at 4:00 p.m.
Adoption of Agenda
RESOLUTION RPL 2023-016 Moved by Member Ferguson Seconded by Member Renken THAT the agenda for the March 14, 2023, Township of Wellington North Recreation, Parks, and Leisure Committee meeting be accepted and passed. CARRIED
Disclosure of Pecuniary Interest
None
Deputation
Sarah Stubbs, Life Gears Academy RESOLUTION RPL 2023-017 Moved by Member Renken Seconded by Member Ferguson THAT the Recreation, Parks and Leisure Committee receive for information the deputation from Sarah Stubbs, Life Gears Academy. CARRIED Ms. Stubbs, Life Gears Academy runs programming traditionally out of the Guelph area through the neighborhood group to provide low-cost programming. Their

instructor moved to Mount Forest which launched their interest in that area. Last summer the camp was at Murphy Park, which at the time was through a verbal agreement with the Recreation Community Coordinator as there wasn't a formal booking process for this space. The camp had approximately 8 kids a week and allowed the public to share the space. They have also just run a March break camp at Arthur Presbyterian church.

In terms of dates, for 2023 they are hoping to do 6 weeks starting July 11th – August 26th and taking the week off Aug 7th off. Programming usually runs 9am – 4pm allowing for extended care. There is a fee associated with the program to pay staff but also offer 3-4 subsidized positions a week and can partner with organizations that have connections with families in town that need that support.

They like to keep the groups limited to 15 kids but usually that number is closer to 10. Most are aged 7-11. The organization is also insured up to 3 million dollars in coverage. They typically tell the insurance company a location and they provide an extra certificate based on the space.

Member Renken asked if the group was considering Cork Street Park this year instead of Murphy Park for safety. Ms. Stubbs explained that all the group asks for is a sheltered area and access to a porta potty but are flexible with whichever park it is. Member Renken mentioned that it was brought up that Cork Street was a better fit because of the safety it provides from storm potential and there is no river right there for insurance purposes.

Chair McCabe asked about the liability for township. The DOO stated that at Murphy Park there is no fee associated with it so the township doesn't have a contract for people using that facility. Cork Street has a fee to it and once renters pay a fee insurance is assumed by the township insurance, which makes it a bit more straight forward. Chair McCabe added there would be some staff time used opening and cleaning up afterwards. The DOO explained last year staff went and opened the washrooms and cleaned them, which involved staff time. Chair McCabe asked if that would be the same at Cork Street Park. The DOO added at Cork Street is easier as staff report into the arena, making it an easier spot to deal with.

Chair McCabe asked if their instructors are certified and what their qualifications are. Ms. Stubbs added they have their First Aid and CPR training and are put through the training they do with all of their teams like ACEs training. They also go over location based training, depending on the park they would go over different emergency procedures and interactions with the public. Chair McCabe asked if there are background checks required and what would the ratio be for instructor to children be. Ms. Stubbs clarified that for vulnerable sector checks can only be asked for individuals 18 and older so anyone under 18 they have reference checks. For camp ratios there would be 2 staff and 1:7, they also try and get local volunteers as well.

Chair McCabe asked if they would be using the Saugeen River if at Murphy Park. Ms. Stubbs explained they will mostly use the pavilion and trail system as they discourage campers near the water.

Member Renken asked if there are going to be any adults over 18. Ms. Stubbs added if they can't hire adults then she will be working in Arthur and Mount Forest this summer, or they have some university staff that may be able to assist.

The RSM asked about their emergency plan as last year their instructors called township staff when there was a tornado warning. Ms. Stubbs explained that they look at weather ahead of time and have a cancellation policy where parents will get their kids. They would come up with an emergency plan based on the location if the pavilion made sense to be under and would have to investigate what the environment was based on the location and usually just try to cancel if there is any risk of thunder and tornados.

Staff are directed to bring back a report on the use of municipal parks to the April 17th council meeting.

Minutes of Previous Meeting – February 7, 20223, approved at Council on February 21, 2023

RESOLUTION RPL 2023-018
Moved by Member Ferguson
Seconded by Member Renken

THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the March 14, 2023

CARRIED

Business Arising From Minutes

None

Ad Hoc Committee Updates

Mount Forest Aquatics Ad-Hoc Advisory Committee Minutes of March 21, 2023.

RESOLUTION RPL 2023-019

Moved by Member Ferguson
Seconded by Member Renken

THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the March 21, 2023, Mount Forest Aquatics Ad-Hoc Advisory Committee.

CARRIED

Reports

OPS 2023-013 RPL Lion Roy Grant Pool

RESOLUTION RPL 2023-020
Moved by Member Renken
Seconded by Member Ferguson

THAT the Recreation, Parks, and Leisure Committee receive Report OPS 2023-013 being a report on the proposed decommissioning of the Mount Forest Lion Roy Grant Pool

AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North direct staff proceed with the decommissioning of the Lion Roy Grant Pool and rehabilitation of the property,

AND FURTHER THAT the Committee recommend Council direct staff to seek pricing for the decommissioning and rehabilitation of the property.

CARRIED

The RSM noted that the building and grounds should not be left as is for safety reasons for the public and staff. Staff are looking to get direction from committee to go out and get some pricing.

The DOO stated that staff recommendation is to just explore the options out there.

Member Renken asked if the decommissioning would involve the building coming down as well or just filling in the pool.

Chair McCabe added it would encompass taking all the buildings down and the total space.

OPS 2023-014 RPL Lion's Alcohol Amendment

RESOLUTION RPL 2023-021

Moved by Member Renken

Seconded by Member Ferguson

THAT the Recreation, Parks, and Leisure Committee receive Report OPS 2023-014 RPL Lion's Alcohol Amendment being a report on an amendment to the Municipal Alcohol Policy Section 2.1 for the Mount Forest Lion's Club's Elton John Tribute Concert on May 6;

AND FURTHER THAT the Committee recommend the Council of the Township of Wellington North recommend approval of and amendment to the Municipal Alcohol Policy Section 2.1 for approval of a Special Occasion Permit (SOP) to include the walking track and the tiered seating (stands) of the Mount Forest Sports Complex for the May 6, 2023 event, with the following stipulations.

- Egress issues must be address to the satisfaction of the Township Fire Chief
- All requirements of the AGCO are the responsibility of the Mount Forest Lion's Club
- The SOP will end at 1am

CARRIED

Chair McCabe asked if it is similar to what is done at Patriot's games.

The RSM explained that it is similar and there was another instance where the foyer and between the halls was licensed through a SOP. The Patriots only have one small spot they serve alcohol, the Lions are asking for part of the walking track and the tiered seating to be included as well. These spaces are not named in the alcohol

policy so this would need to be approved by the committee and go on to council for approval.

Chair McCabe asked what more work this would put on township staff. The RSM added that not too much as the Lion's Club will be policing it and will have security and smart serve bartenders. They will be using corkage.

Chair McCabe asked about capacity. The RSM stated for Patriot's games it is capped at 1100 people and the floor can hold 600-700, the blue seats 563 seats. The Lions are going to have it capped to 900 people total.

Items for Consideration

The CRC spoke to the success of summer camp registration. Online registration opened April 3rd at 8:00am. There were 511 registrants on opening day compared to 378 in 2022. That includes everyone that has registered even those on the waiting list. Numbers for the entire 2022 summer were 451 registered and 99 on waitlists and in 2023 there are 503 registered and 83 waitlisted. Currently in the process of securing camp instructors.

Roundtable

Community Garden Minutes from March 9, 2023
Chair McCabe added there was a meeting last week.

Community Garden Newsletter March 2023

The DOO will be leaving the township for another opportunity as of April 11th and will be greatly missed.

Adjournment

RESOLUTION RPL 2023-022
Moved by Member Renken
Seconded by Member Ferguson

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of April 4, 2023, be adjourned at 4:45 p.m.

CARRIED

011

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
APRIL 25, 2023 @ 7:00 P.M.
MOUNT FOREST FIRE HALL, 381 MAIN ST N.

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Penny Renken, Councillor
Shelley Weber, Public Member
Jessica McFarlane, Public Member
Lori Doney, Public Member
Vern Job, Lions Member
Al Leach, Lions Member

Ray Tout, Lions Member (7:38pm Arrival time)

Guests: Jenna Bowden

Regrets: Brooke Lambert, Chief Administrative Officer
Dale Small, Economic Development Officer
Andy Lennox, Mayor

Staff Present: Tom Bowden, Recreation Services Manager
Tasha Grafos, Community Recreation Coordinator

CALLING THE MEETING TO ORDER

Chair Burke called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA

RESOLUTION: MFA 2023-009

Moved: Member McFarlane

Seconded: Member Weber

THAT the agenda for the April 25, 2023, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

DISLCOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

Minutes of Previous Meeting

Approved at the April 17, 2023, Meeting of Council

RESOLUTION: MFA 2023-010

Moved: Member Leach

Seconded: Member Job

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the March 21, 2023, committee meeting.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Project Costing & Updates; Staff will follow workplan with more detailed cost estimates by Summer 2023

Chair Burke explained that Report OPS 2023-001 was passed by Council and received for information earlier this year by Ad Hoc Committee and highlighted at the last meeting of this committee by the CAO.

There were some expectations from this committee for this meeting that there would be further information concerning a “firm price” for the cost of the pool and what the next steps staff would be taking.

At this point, staff are still working under the direction of the workplan presented in Report 2023-001, which provides that an “Architect completes design development and provides probable cost estimate to plus or minus ten percent” for Summer 2023.

An additional workplan item discussed by Chair Burke and shared with staff that a goal for a formal presentation to the Lions Club in the Fall of 2023; that would include both the Township’s workplan and this Committee’s Fundraising efforts to date and Fundraising Strategy. This would be a presentation similar to the Splash Pad presentation.

“Having a goal of Fall 2023 for this presentation gives us time to fully develop a strategy and be able to have a confident presentation available.”

A discussion amongst the committee took place concerning “hard numbers” for the pool, the Lions presentation, and the tender process. It was reiterated that Summer 2023 was the plan to have a more accurate cost for the pool and a fundraising amount for this group. Discussion around the tender was had, explaining this is one of the final steps of the project. The tender goes out when we are ready to build.

Chair Burke explained that she and the CAO have spoken in length about the plan and is confident that staff will work through the plan to get us where we need to be.

“Future Home Of” Signage

Chair Burke presented the image of the “Future Home of...” sign for the pool:



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013

Overall, the committee was pleased with this design and offered only two minor edits, one that the Lions logo be switched to a black and white version and two, that the MF pool logo be in black rather than blue.

The committee agreed to two 4' x 8' panels (\$440 per panel plus HST) for the construction of the sign, that would be mounted at a 90-degree angle together.

In addition to the production cost of the sign from Marcc Apparel, there will be additional costs for assembly and installation of the sign at the site.

Comment from Member Job, Lions logo needs to be approved by Club. It can be discussed at the next meeting of the Lions. However, Marcc does have an authorizing letter allowing them to use the Lions logo, so if the sign was undertaken by Marcc, they are permitted to use the logo.

Chair Burke clarified that the quote and draft were prepared by Marcc and the intent would be to use Marcc to create this sign.

RESOLUTION: MFA 2023-011

Moved: Member McFarlane

Seconded: Member Weber

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee approves the design of the Future Home of the Mount Forest Pool sign with the minor edits to the Lions and MF Pool logo, making the Lions logo black and white and the MF Pool logo black;

FURTHER THAT the committee approves the signage be ordered as two 4' x 8' panels at \$440 each plus HST, from Marcc Apparel and installed as soon as possible;

AND FURTHER THAT staff be directed to get a quote for the installation, including posts, mounting materials, assembly, and the physical installation of the sign at the Future Pool site;

AND FURTHER THAT the committee ask the Township of Wellington North Council to reimburse the committee for the costs associated with the production and total installation of this sign.

CARRIED

Fundraising Campaign Strategy: events, pathway bricks, benches, etc.

Professional Fundraising Consultant: is this a full-service requirement or just a possible training opportunity.

Develop a full Fundraising Strategy to be approved by Council.

Completion Date for Strategy.

Move forward as a committee to fundraise the targeted funds.

Calendar more information.

Chair Burke lead a conversation about future and immediate needs for fundraising ideas. This conversation resulted in the following decisions regarding Fundraising efforts:

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014

- Possible Fundraising efforts broken into Sponsorship levels of support and awareness efforts being the sale of such items as Pool Swag, Calendars, etc.
 - These levels of support need to be defined by the group and strategized.
- The committee is working on producing a calendar as an additional fundraising awareness piece, for this fall. Chair Burke is looking for some committee members to assist with this project to have the calendar ready for sale in September. A plan is to be developed by the Committee on how to approach sponsors, getting the pictures, etc. The group decided that sponsorship of a page would be \$250.00.
- A variety of other fundraising ideas were discussed, pathway bricks, steak dinner, music and holiday events. The Committee members were tasked to bring further details and work plans to the next meeting. Discussion was also had to start compiling a calendar of events, for community awareness and to avoid conflicts with other fundraising groups.
- The “You’ve been Flocked” project was brought up and it was suggested by Member Tout that the committee try to push to promote this event over a 5 – 6-week period in the summer. Member McFarlane expressed that she would need assistance and Member Tout and Chair Burke agreed. This project will need more discussion at the next meeting.

Chair Burke discussed the development of a fundraising strategy; as a process that will not be completed in one meeting. As a committee we need to decide on whether there is a need for a Fundraising Consultant, whether that is a workshop to provide to assist with the fundraising strategy and its footprint or as a full service. This needs to be expressed in the fundraising strategy; and the committee was asked to think about the strategy and when this strategy will be presented to Council.

It was agreed that the smaller projects, now referred to as Awareness Efforts, like calendars, swag, etc. are all high effort but don’t necessarily have high yields. These ideas are still important to include the community members who aren’t big business and want to support the project.

The committee needs to develop an approach on how to attain higher levels of support from big companies in our community that want to donate.

Chair Burke went back to the topic of a professional fundraiser and the committee gave direction to for staff to attain quotes for professional services that would understand our smaller / rural community. This quote should include the levels of service and the fee associated; to conduct a workshop for the committee to learn more, and possible fees, for full-service consultation for the project.

The Direction to staff is to research fundraising professionals familiar with our landscape and community and request quotes for the different services they offer.

New Members & Committee Champions:

Social Media Coordinator, Volunteer Coordinator, Etc.

THE CORPORATION OF THE
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015

Chair Burke has a list of volunteers that are ready to assist this committee with fundraising efforts. There needs to be more presence at community events with SWAG. And the committee needs someone to act as a social media coordinator. The idea of sub-committees was discussed and will be brought up again at a future meeting.

Communication Strategy

- **What kind of information should be on Township website?**
- **FAQs: what are the questions committee members hear most often? Provide information to staff, what the FAQs are and responses. Posted to website, handout, etc.?**
- **Next Steps.**

This committee is asked to submit questions they feel they are asked most often about the pool to the Community Recreation Coordinator. Those questions so far are:

- Where is the location of the new pool?
- Why is the price tag so big?
- Why is it an outdoor vs an indoor pool?
- Why can't the old pool be fixed? (link to Council meeting discussion, AODA requirements for 2024, space/parking, etc.)
- How much of the property tax increase is for the pool? (the committee would like this answered in terms of dollars per average tax bill not a percentage)

These questions will be answered by Township staff and made available on a FAQ section for the pool on the website.

Committee members would then direct anyone asking them questions to visit the site for responses.

A printed copy of the FAQs should also be made available to members for any events they attend as a member of this committee.

These FAQs would also be featured in a cross promotion between Township and Committee social media.

NEXT STEPS:

Staff will advise this committee when the "Future Home of the Mount Forest Pool" sign is ready to be installed. The committee would like to hold an unveiling of the sign event that includes a BBQ, selling swag, and entertainment.

This committee needs to compile an official list of planned events, get them booked, and then begin advertising for the events.

The committee is actively recruiting new members.

ITEMS FOR CONSIDERATION

Financial Update

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March 2023 Statement, February 28 – March 31, 2023. Opening Balance \$11,442.96, closing balance \$13,744.58.

Interest earned \$42.57

Donations

For receipts, donations are deposited to the Municipal account. These are not reflected on these statements but are tracked in our accounts.

Account Information

RESOLUTION: MFA 2023-012

Moved: Member McFarlane

Seconded: Member Weber

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the verbal financial update.

CARRIED

OTHER BUSINESS/ROUNDTABLE

Member Job has spoken to Wellington Advertiser reporter, Jordan Snobelen. Jordan has expressed an interest in writing an article with this committee to highlight the many positives that come from the pool project. Once we are ready with the fundraising strategy, Member Job will reach out to Jordan again to coordinate this article.

Recreation Services Manager brought to the committee's attention that there will be some construction activity happening around the old pool as the water standpipe is serviced and painted in the coming weeks. He further explained that there is staff direction to begin gathering quotes for the decommissioning process of the old pool.

NEXT MEETING

May 30, 2023, at 7pm at the Mount Forest & District Sports Complex, Meeting Room.

ADJOURNMENT

RESOLUTION: MFA 2023-013

Moved: Member Doney

Seconded: Member Weber

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of April 25, 2023, be adjourned at 9:06pm.

CARRIED



Staff Report

To: Chair and Members of the Recreation, Parks and Leisure Committee Meeting
June 6, 2023

From: Tasha Grafos, Community Recreation Coordinator

Subject: OPS 2023-022 RPL Aquatics Updates

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report RPL 2023-022 being a report on the updates to the aquatics programming and staffing.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

BACKGROUND

We have been actively recruiting for Aquatics staff since mid-January. We did not receive many applications and have kept this posting open through to the end of May.

As many news outlets report, there is a global shortage of lifeguarding and swim instructors, leaving the industry in jeopardy. The Ottawa Citizen reported, on April 20, 2023, in an article titled "Sampson and White: Fix the Canada-wide shortage of lifeguards and swim instructors" by Martin Sampson and Bobby White, that "According to Lifesaving Society Canada's training statistics, the number of training candidates for lifeguards and swim instructors fell dramatically in 2020. There were more than 60 per cent fewer lifeguard/lifesaving candidates in 2020 compared with averages from 2017 to 2019, and only one-fifth the number of people were trained as swim instructors."

(Source: <https://ottawacitizen.com/opinion/sampson-and-white-fix-the-canada-wide-shortage-of-lifeguards-and-swim-instructors#:~:text=There%20were%20more%20than%2060,were%20trained%20as%20swim%20instructors>)

When two of our potential lifeguard/instructor candidates chose alternate employment, staff began to think about how to open the pool with modified programming to reflect the lower staffing level. This also ignited staff to think outside the box and new ways to recruit were initiated.

First, staff put a big push out on our reimbursement program to get new aquatics staff qualified to work with the Township of Wellington North. We were vigorous with keeping this program front of mind through social media. We also began to look to past participants of our Bronze Cross and Bronze Medallion programs. We were also able to successfully find a potential aquatics team member by encouraging her to go through to the National Lifeguard and Instructor Courses. We were also able to make a connection with an experienced lifeguard/instructor who recertified her qualifications.

In total, we now have 7 lifeguards/instructors employed with the Township. In addition to this, we are hiring 3 aquatic assistants.

Aquatic assistants do not have their National Lifeguard or Instructor qualifications yet, but all three are interested in pursuing employment with the Township in future years as lifeguards/instructors. The Township will encourage the development of this important skillset and offer the reimbursement program to secure their employment for the 2024 season.

Staff are happy to report that we can offer a full programming schedule from June until the end of August Monday through to Saturday.

We have chosen to open the pool early this year, as we will be offering Bronze courses to attract potential lifeguard applicants for future years, as well as the Swim to Survive program for local grade 3 classes. We are also introducing weekly Saturday lessons this year, which run 10 consecutive Saturdays for the season. Also new this year is the Community Swim from 10am – 11am on Tuesdays. This will be a free program that changes weekly, ranging from themed swims, aquatic themed games, or opening only to specific community groups/organizations.

Public swimming, family swims, aquafit and early sessions of lessons will start on June 5th.

A June 5th open is a month early than what has been typical for the past few years. But staff are enthusiastic about this timeline, about the extra time our community has to enjoy the pool as well as the potential to attract future lifeguarding and swim instructor professionals.

FINANCIAL CONSIDERATIONS

Unknown at this time.

ATTACHMENTS

Schedule A: Press Release dated June 1st, 2023

Schedule B: 2023 Pool Schedule June

Schedule C: 2023 Pool Schedule July – August

Schedule D: 2023 Lesson Schedule

STRATEGIC PLAN 2019 - 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

Prepared By: Tasha Grafos, Community Recreation Coordinator

Tasha Grafos

Recommended By: Brooke Lambert, CAO

Brooke Lambert

Schedule A: Press Release dated June 1st, 2023

FOR IMMEDIATE RELEASE
June 1st, 2023

Arthur & Area Aquatic Centre Opening June 5th.

The Arthur & Area Aquatic Centre is opening to the public on June 5th!

The Arthur pool is opening a month early this year to help attract, train, and prepare new staff as well as opening to schools, lessons, family swims, and public swims.

In response to the national shortage of lifeguarding professionals, Wellington North took an innovative approach to hiring for the 2023 season and a proactive approach for the 2024 season, including a reimbursement program for those pursuing lifeguarding/instructing credentials, recertifying any past staff, and preparing new generations for a lifeguarding career path.

With opening the pool, a month in advance of what has been typical, Recreation staff has had a very busy May!

Now that the Township staff have the pool ready for the community, please check out all that the pool is offering this year! New this year, Wellington North is offering a weekly lesson on Saturdays for the entire season (10 Saturdays) in addition to our traditional 2-week lesson plans. Also new this year is the Community Swim time on Tuesdays from 10am – 11am. This program will change weekly but will always be free for community members to enjoy!

Wellington North is excited to welcome residents to the pool! Come on out for a swim! Please visit wellington-north.com for the full pool and lesson schedules.

-30-

Contact:
Tasha Grafos, Community Recreation Coordinator
T. 519.848.3620 ext. 4222
E. tgrafos@wellington-north.com

Schedule B: 2023 Pool Schedule June

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12:30pm	OPEN	OPEN	OPEN	OPEN	OPEN	
1:00pm	SWIM TO SURVIVE?	SWIM TO SURVIVE?	SWIM TO SURVIVE?	SWIM TO SURVIVE?	SWIM TO SURVIVE?	
1:30pm						
2:00pm						
2:30pm						
3:00pm	LESSON PREP					
3:30pm	LESSONS	LESSONS	LESSONS	LESSONS	LESSONS	
4:00pm						
4:30pm						
5:00pm						
5:30pm	DINNER					
6:00pm	FAMILY SWIM	AQUAFIT	BRAVEHEART	AQUAFIT	FAMILY SWIM	
6:30pm						
7:00pm	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	
7:30pm						
8:00pm	CLEAN	CLEAN	CLEAN	CLEAN	CLEAN	
8:30pm						

***CLOSED FIRST 3 SATURDAYS IN JUNE B/C OF ADVANCED COURSES AND STAFF TRAINING

***Internal schedule only**

Schedule C: 2023 Pool Schedule July – August

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:30am	OPEN		OPEN		OPEN	
7:00am	LANE SWIM		LANE SWIM		LANE SWIM	
7:30am						
8:00am	CLEAN	CLEAN	CLEAN	CLEAN	CLEAN	
8:30am						
9:00am		AQUAFIT		AQUAFIT		
9:30am						
10:00am	FAMILY SWIM	COMMUNITY SWIM	FAMILY SWIM	DAY CAMP	FAMILY SWIM	OPEN
10:30am						
11:00am	LESSONS	LESSONS	LESSONS	LESSONS	LESSONS	LESSONS
11:30am						
12:00pm	CLEAN UP LESSONS					
12:15pm	LUNCH					
12:30pm						
1:00pm	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM
1:30pm						
2:00pm						
2:30pm						
3:00pm	CLEAN	CLEAN	CLEAN	CLEAN	CLEAN	FAMILY SWIM
3:30pm						
4:00pm	LESSONS	LESSONS	LESSONS	LESSONS	LESSONS	**RENTAL**
4:30pm						CLEAN
5:00pm						
5:30pm	DINNER					
6:00pm	FAMILY SWIM	AQUAFIT	FAMILY SWIM	AQUAFIT	FAMILY SWIM	
6:30pm						
7:00pm	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	PUBLIC SWIM	
7:30pm						
8:00pm	CLEAN	CLEAN	CLEAN	CLEAN	CLEAN	
8:30pm						

***Internal schedule only**

Schedule D: 2023 Lesson Schedule

2023 Lesson Schedule

BRONZE MEDALLION AND CROSS: First two weekends in June **REGISTRATION OPEN!**

To register, contact ccarson@wellington-north.com or tgrafos@wellington-north.com

Session 1: June 5th – 16th (Monday – Friday)

Registration Online starting June 1st at Noon.

3:30 - 4:00	Parent and Tot	Preschool A	Preschool C
4:00 - 4:30	Swimmer 2	Swimmer 3	Preschool B
4:30 - 5:00	Preschool B	Beginner	Swimmer 1
5:00 - 5:30	Swimmer 4	Swimmer 2	Beginner

Session 2: June 19th – 30th (Monday – Friday)

Registration Online starting June 1st at Noon.

3:30 - 4:00	Preschool A	Parent and Tot	Preschool C
4:00 - 4:30	Swimmer 2	Preschool B	Swimmer 3
4:30 - 5:00	Swimmer 3	Beginner	Swimmer 1
5:00 - 5:30	Swimmer 4	Swimmer 2	Swimmer 4

Weekly Session: Saturdays June 24th – August 26th

Registration Online starting June 1st at Noon.

10:30 – 11:00	Preschool A	Parent and Tot	Preschool B
11:00 – 11:30	Swimmer 2	Preschool C	Swimmer 1
11:30 - Noon	Swimmer 4	Beginner	Swimmer 3

Session 3: July 3rd – 14th (Monday – Friday)

Registration Online starting June 5th at 9am.

12:00 - 12:30	Parent and Tot	Preschool B	Swimmer 2
12:30 - 1:00	Swimmer 3	Swimmer 1	Preschool C
4:00 - 4:30		Beginner	Preschool A
4:00 - 4:45	Swimmer 5/6		
4:30 - 5:00		Swimmer 4	Swimmer 2
5:00 - 5:30	Swimmer 1	Preschool B	Preschool C

Session 4: July 17th – 28th (Monday – Friday)Registration Online starting June 5th at 9am.

12:00 - 12:30	Beginner	Preschool A	Preschool B
12:30 - 1:00	Swimmer 4	Swimmer 2	Swimmer 1

4:00 - 4:30	Parent and Tot	Preschool C	Preschool B
4:30 - 5:00	Swimmer 3	Swimmer 1	Swimmer 2
5:00 - 5:30	Preschool A	Swimmer 4	Preschool C

Session 5: July 31st – August 11th (Monday – Friday)**PRIVATE / SEMI PRIVATE LESSONS***

12:00 - 12:30
12:30 - 1:00
4:00 - 4:30
4:30 - 5:00
5:00 - 5:30

*please contact centralbookings@wellington-north.com to register for lessons**Session 6: August 14th – 25th (Monday – Friday)**Registration Online starting June 5th at 9am.

4:00 - 4:30	Parent and Tot	Preschool A	Preschool B
4:30 - 5:00	Swimmer 3	Swimmer 1	Swimmer 2
5:00 - 5:30	Preschool B	Swimmer 4	Preschool C

BRONZE MEDALLION AND CROSS: August 14th – 25thTo register, contact ccarson@wellington-north.com or tgrafos@wellington-north.com



Staff Report

To: Chair and Members of the Recreation, Parks, and Leisure Committee Meeting of June 6, 2023.

From: Tom Bowden, Manager of Recreation Services

Subject: Report OPS 2023- 021 being a report about the supplying of corkage to renters in our facilities

RECOMMENDATION

THAT the Recreation, Parks and Leisure Committee receive for information Report OPS 2023-021 Supplying of Corkage to Renters, being a report on the use of corkage in our Facilities;

And further that the committee approve the cancellation of the practice of supplying corkage in our Township facilities.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

By-Law 007-22 Recreation Fees & Charges

By-Law 129-22 Recreation Fees & Charges

BACKGROUND

Corkage consists of bags of ice, 7 oz cups, 14 oz cups, wrist bands, and 2-liter bottles of pop. These items have a price per unit, as outlined in the 2023 Recreation Fees & Charges By-Law.

Currently, the Township requires that renters with a Special Occasion Permit (Liquor License), use our ice, cups, wrist bands, and selection of pop. After the event, staff conducts a count of the items used and the renter is sent an invoice for the amount of corkage used.

This system was introduced years ago for customer convenience and consistency in our facilities.

The township has never generated profit from this practice and with the Federal governments banning the use of single use plastics (like our cups) this service will be impossible to continue.

Currently the price we are purchasing our cups at has almost doubled and we are losing money. Pop and ice can be purchased cheaper at the grocery stores and as for the wrist bands, we will go back to a stamp system for patrons.

The large brewers are already selling mixed drinks in cans in preparation for the loss of plastic cups.

Currently we have an inventory of cups and pop to use up, so we would like this service to end at the end of August 2023

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

Prepared By:	Tom Bowden, Manager, Recreation Services	<i>Tom Bowden</i>
Recommended By:	Brooke Lambert, CAO	<i>Brooke Lambert</i>