

PARKS AND RECREATION COMMITTEE

MINUTES

County Council Chambers
7 Broadway Street West
Monday, August 18, 2008
7:00 p.m.

Present: Mayor Eddy, Councillors Wheat, Schmitt, Haggart, Powell and Hodge

Staff: Underwood, Leask, Atkinson, Wamsteeker and Lehmann

Councillor Wheat in the Chair.

APPROVAL OF AGENDA

Moved by – Councillor Schmitt
Seconded by – Councillor Powell

That the Parks and Recreation Committee agenda for August 18, 2008 be approved.

.Carried

DELEGATIONS / PETITIONS / PRESENTATIONS

Mr. Clare Wamsteeker, Property and Building Maintenance Manager and Mr. David L. Thompson, Group Eight Engineering Re: South Dumfries Community Centre

Mr. Clare Wamsteeker, Property and Building Maintenance Manager reviewed with Committee the Schematic Design Report, as prepared by Group Eight Engineering.

Mr. David Thompson, Group Eight Engineering provided an overview of the Schematic Design Report and discussion focused on the following:

- Dressing Rooms

Mr. Thompson reported that in order to create six functional dressing rooms, it was necessary for Group Eight to review the existing four dressing rooms and that as part of that review process, it was determined that the existing plumbing configuration is somewhat of a hindrance to the functionality of the existing dressing rooms. Mr. Thompson reported that Group Eight is proposing to create a new plumbing system within the addition, utilizing the existing system, and that this system would facilitate the construction of proper showers and washroom facilities in the new dressing rooms as well as the improvement of the existing dressing rooms.

In response to questions regarding the number of toilets per dressing room, Mr. Thompson advised that typically, there is one toilet per dressing room and that this has proven to be sufficient.

- Offices

Mr. Thompson reviewed the proposed office for the South Dumfries Figure Skating Club as well as the O.P.P. substation. He noted that the proposed configuration of the offices will allow for an open space vestibule in a space that is currently utilized as a staff office and that in doing so, the issue of a central entrance will be addressed. The Director questioned whether the

Customer Service Office, rather than the Figure Skating Club Office, may be a more ideal location for the inclusion of windows. She noted that the Figure Skating Club may prefer storage space to windows.

- Community Hall

Mr. Thompson reported that the proposal doubles the size of the existing community hall (from a capacity of 175 people to approximately 350 people), includes an expanded kitchen, larger bar area and new, barrier-free washrooms. He indicated that the space currently utilized as washrooms could be used to create a storage location for tables and chairs.

Concern was expressed with regard to the large support beam in the middle of the community hall floor plan and that its inclusion in the plan would restrict open space usage and movement. Mr. Thompson noted that the beam would be located at the line of the existing wall and that it would be impractical to remove the beam.

Mayor Eddy directed the Property and Building Maintenance Manager to obtain a cost estimate for the removal of the beam.

The Property and Building Maintenance Manager noted that in an effort to provide a more appropriately sized venue for meetings / functions of a smaller scale than 350 people, a retractable wall has been included in the proposal

Councillor Haggart expressed concern with respect to the \$35,000 furnishing estimate and directed the Property and Building Maintenance Manager to obtain a cost breakdown for submission to the next Committee meeting.

- Elevator and Accessibility

Mr. Thompson reported that the existing elevator will be maintained and that the only works being proposed with respect to the elevator are to relocate some of the elevator equipment from under the stairs, where it is presently stored, and into the new service space.

It was noted that Councillor Atfield is a member of both the Accessibility Advisory Committee as well as the South Dumfries Community Centre Building Committee and accordingly, would be able to provide insight to the South Dumfries Community Centre Building Committee with respect to accessibility issues.

- Entrances

Mr. Thompson reported that should budget permit, Group Eight is proposing to include a power sliding door, activated by infrared sensors, at the main lobby entrance. In response to questions regarding the cost of a power sliding door, Mr. Thompson provided a verbal estimate of approximately \$10,000. In response to questions regarding heating and cooling, Mr. Thompson noted that the infrared sensors automatically stagger the opening and closing of the sliding doors and that there would exist a forced air heating system in the vestibule.

With respect to the entrance to the Customer Service Office, Mayor Eddy suggested that the existing wall be removed, to allow a more functional configuration of the office, as well as a clearer path to the office for patrons.

Mr. Thompson reported that the main entrance and the emergency exit are on the south side of the Community Centre and in response to questions regarding the entrance leading from

outdoors to the men's washroom, Mr. Thompson advised that Group Eight has no plans to alter that entrance.

In response to questions regarding the entrance to the O.P.P. substation, the Property and Building Maintenance Manager reported that security system issues arise if there is a separate entrance provided for the substation. He further reported that he has discussed the security issues with Detachment Commander Dave Durant and that Commander Durant is agreeable to the exclusion of a separation entrance to the O.P.P. substation.

- Parking Lot

Mr. Thompson reported that Group Eight is proposing to have a portion of the parking lot graded to provide a level drop-off zone at the main entrance to the Community Centre.

In response to questions regarding the personal vehicles of O.P.P. personnel, Mr. Thompson advised that Group Eight has not reviewed assigned parking spaces. The Property and Building Maintenance Manager noted that the proposed parking configuration has been discussed with the O.P.P. and that they are satisfied with the proposal.

In response to questions regarding benches for public skating events, Mr. Thompson advised that the benching is portable and that it would run the full length of the interior window. With respect to skylights, Mr. Thompson noted that given that most events hosted at the Community Hall take place in the evening, the amount of benefit derived from the installation of skylights may be fairly limited.

PR-08-41 SOUTH DUMFRIES COMMUNITY CENTRE SCHEMATIC DESIGN

Moved by – Councillor Hodge
Seconded by – Councillor Schmitt

That Staff Report PR-08-41 "South Dumfries Community Centre Schematic Design" be considered at this time.

.Carried

In response to questions concerning public meetings, input and feedback, Committee concurred that such items be added to staff's recommendation.

Moved by – Councillor Hodge
Seconded by – Councillor Schmitt

That the Schematic Design proposed by Group Eight Engineering be approved, in principle;

And that in an effort to facilitate the collection and integration of public feedback, suggestions and opinions into the ongoing design process of the South Dumfries Community Centre project, a public meeting be held in September of 2008;

And that following the public meeting, any changes and / or additional recommendations from the South Dumfries Community Centre Building Committee be submitted to the Parks and Recreation Committee at the meeting scheduled for September 23, 2008.

.Carried

MINUTES

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That the Parks and Recreation Committee minutes of June 24, 2008 be approved, as printed.

.Carried

Moved by – Councillor Schmitt
Seconded by – Councillor Hodge

That the Parks and Recreation Committee minutes of July 21, 2008 be approved, as printed.

.Carried

BUSINESS ARISING FROM THE MINUTES

Parks and Recreation Committee Meeting of June 24, 2008

Mayor Eddy reported that Mr. David Zimmer, Landscape Architect, has resigned from the Paris Parks and Recreation Advisory Committee and directed that a letter of appreciation be forwarded to Mr. Zimmer, thanking him for his contributions to the County of Brant. Councillor Powell noted that a letter of appreciation may have already been forwarded from the Paris Parks Foundation.

Committee adjourned from the Parks and Recreation portion of the meeting at 7:46 p.m. on a motion of Councillors Hodge and Schmitt and convened the Emergency Services portion of the meeting. The Parks and Recreation meeting resumed at 7:57 p.m.

CONSENT ITEMS

Moved by – Mayor Eddy
Seconded by – Councillor Hodge

That the following consent items be approved:

- i. PR-08-33 – 3rd Annual Dog Swim – L. Atkinson

.Carried

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That the following consent items be received as information:

- i. PR-08-40 – Old School St. George and Glen Morris Memorial Hall – C. Wamsteeker;
- ii. PR-08-39 – Memorial Hall Flags / Hydro Lines – C. Wamsteeker;
- iii. PR-08-38 – Burford Lions Club Donations – D. Holmes;
- iv. PR-08-36 – Recreation Program Activity Report April 1 – June 30 – L. Atkinson;
- v. PR-08-35 – Lifesaving Society Swim to Survive Program – S. Ellins;

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- vi. Memo from M. Minshall and H. Kennedy Re: Brant United Way Air Show Fundraising Dinner;
 - vii. Community Services Cheque Register dated July 3, 2008;
 - viii. Community Services Cheque Register dated August 6, 2008;
 - ix. Parks and Recreation 2008 Status Report;
 - x. Cobblestone Common Committee Minutes – June 27, 2008;
 - xi. Paris Parks and Recreation Advisory Committee Minutes – June 10, 2008;
 - xii. South Dumfries Community Centre Building Committee minutes – June 19, 2008;
 - xiii. South Dumfries Community Centre Building Committee minutes – July 17, 2008;
 - xiv. Brant West Parks and Recreation Advisory Committee minutes – June 11, 2008;
 - xv. Brant West Parks and Recreation Advisory Committee minutes – July 9, 2008;
 - xvi. Brant West Parks and Recreation Advisory Committee minutes – August 13, 2008;
 - xvii. Brant-Oakland-Onondaga Parks and Recreation Advisory Committee minutes – June 26, 2008;
 - xviii. Cemetery Advisory Committee minutes – June 26, 2008;
 - xix. Leash Free Dog Park Ad Hoc Committee minutes – May 26, 2008;
 - xx. Leash Free Dog Park Ad Hoc Committee minutes – June 16, 2008;
 - xxi. Leash Free Dog Park Ad Hoc Committee minutes – July 7, 2008;
 - xxii. Leash Free Dog Park Ad Hoc Committee minutes – July 21, 2008;
 - xxiii. Paris Parks Foundation minutes – July 15, 2008;
 - xxiv. Article from “The Daily” Re: Participation in Sports.

.Carried

The Director noted that at the July 15, 2008 meeting of the Paris Parks Foundation, discussion took place with respect to the necessity for information sharing between the Paris Parks Foundation and County Parks and Recreation staff and that the Paris Parks Foundation has agreed to meet semi annually to discuss current and / or future partnering projects.

The Director reported that following the July 15, 2008 meeting, Mr. Darin Ayres, Manager of Parks and Facilities – Syl Apps Community Centre, met with members of the Paris Parks Foundation and the Paris Fire Fighters to review their respective expectations of County Parks and Recreation staff and that each group has been made aware of the fact that there is a cost for supplying required staff resources.

In response to concerns expressed about the cost that the County often incurs as a result of accepting donations, the Director reported that she is currently preparing a service review document identifying challenges and proposed solutions and that the service review would be an ideal time to review the issues associated with accepting donations.

REPORTS FROM ADVISORY COMMITTEES

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That the following reports from Advisory Committees be received as information:

- a. Brant West Parks and Recreation Committee – July 9, 2008;

b. Brant West Parks and Recreation Committee – August 13, 2008;

.Carried

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That Staff Report PR-08-45 “Burford Lions Park Trail” be considered at this time.

.Carried

PR-08-45 BURFORD LIONS PARK TRAIL

The Director reported that the Burford Lions Club is desirous of immediately constructing a stone dust trail within Lions Park and noted that the Lions Club is able to fully cover the cost of constructing the trail within the park. The Director asked that Committee be cognizant that there could be a future request from the Lions Club to the County of Brant for the provision of trucking to haul the stone dust into Lions Park and that the Burford Lions Club does not intend to contribute to the annual operating costs for the trail (approximately \$5,000 per season).

In response to questions, the Director reviewed the definition of a “lottery scheme”.

Councillor Haggart noted that \$5,000 is a considerable amount of money and suggested that perhaps it would be more appropriate to review the possibility of paving the entire trail, thereby allowing for multiple uses. Councillor Haggart noted that if installed properly, a paved trail would likely cost the County less over the long term than would a stone dust trail.

The Director reported that the Grand River Conservation Authority has reviewed the Lions Club proposal and have suggested the installation of a 10 foot wide stone dust pedestrian walkway. With respect to concerns of flooding within the park, the Director noted that the Grand River Conservation Authority has indicated that the stone dust path would not be at risk for washing out.

Councillor Hodge expressed concern with respect to the cost of a paved trail. He noted that the Burford Lions Club is desirous of and in a financial position to install a stone dust trail now. He questioned who would be responsible for the cost difference between installing a stone dust trail and a paved trail.

The Director noted that there is a portion of the proposed trail that is closer to Maple Avenue North and a portion that loops through the Eastern part of the park. She suggested that perhaps the paved portion of trail could be that nearest Maple Avenue North and that the stone dust portion of the trail could be located in the more “rural” portion of the park.

Councillor Hodge indicated that the Lions Club, at their presentation to the Brant West Parks and Recreation Advisory Committee, had proposed that the Southerly portion of the trail, nearest Whiteman’s Creek, would be asphalt and the remainder of the trail would be stone dust.

The Director was directed to obtain a map of the proposed trail from J.H. Cohoon Engineering.

Mayor Eddy suggested that in the interest of time, the portion of the project dealing with the earth removal within the park, the installation of a gravel base and the installation of stone dust in certain locations throughout the park and asphalt in others be approved, recognizing that the County reserves the right to request that the entire trail be paved in the future.

Councillor Hodge noted that the Burford Lions Club rationale for the use of stone dust is financial in nature and that requiring an entirely paved trail in the future would be far too costly for the Lions Club.

Moved by – Mayor Eddy
Seconded by – Councillor Hodge

Whereas the Burford Lions Club had previously requested the Parks and Recreation Committee to support the construction of a trail in Burford Lions Park;

And whereas the Burford Lions Club has phased the scope of the work and has requested to commence the construction of the trail within the park;

Be it hereby resolved that Committee recommend approval of the construction of the trail, provided that all appropriate permits have been obtained;

And that Committee recommend acceptance of the following donations:

- a. assistance from the Burford Lions Club for the works required for the construction of the trail, provided that such works are paid for by the Burford Lions Club from funds that are not derived from a lottery scheme / proceeds; and
- b. stone dust from Lafarge Canada and the Brant Waterways Foundation

And that the ongoing operational costs and resources to maintain the trail are supported and identified as an unmet need in the 2009 operating budget;

And that Parks and Recreation staff request the Burford Lions Club to meet with County staff to explore the possibility of paving the entire trail.

.Carried

PR-08-32 AFFILIATION POLICY UPDATE

In response to questions, the Recreation Programs Manager provided Paris Minor Hockey as an example of an affiliated group and Burford Minor Hockey as an example of a non-affiliated group.

Discussion focused on the current price of advertising in the County of Brant Parks and Recreation Guide and the benefits of becoming an affiliated group. The Director noted that the County would realize additional revenue via the advertising process of affiliated groups.

Councillor Haggart questioned whether the goal of the affiliation policy is to acquire affiliated groups with the intent of promoting their respective activities or to create an income source for the County. Councillor Haggart indicated that the goal of the affiliation policy should be to promote the activities of the affiliated groups and suggested that the advertising rate charged to the affiliated groups be the internal rate that is paid by the County, to the publisher.

The Recreation Programs Manager noted that the internal rate paid by the County is not an “at cost rate”.

Moved by – Councillor Haggart
Seconded by – Councillor Schmitt

Whereas the County of Brant continues to offer Community Groups the option of becoming an Affiliate user group;

Be it hereby resolved that Policy Number CMS-2004-02 include the following changes:

That County of Brant Affiliate Groups may advertise in the County of Brant Parks and Recreation Guides (three publications per year) and will receive the internal rate, as charged to the County of Brant, by the publisher;

And that affiliated groups will have the opportunity to include their contact information on the County of Brant Website as part of the Parks and Recreation section;

And that staff continue to promote the benefits of becoming an Affiliate of the County of Brant.

.Carried

PR-08-42 FUNDING REQUEST – EROSION CONTROL AT THE PENMANS' PASS BRIDGE

Committee reviewed the photographs provided with Staff Report PR-08-42 and discussion focused on the erosion issues at the Penmans' Pass Bridge. Mayor Eddy noted that he was shocked when he initially reviewed the photographs and that in speaking with Mr. Paul Emerson, Chief Administrative Officer of the Grand River Conservation Authority Mr. Emerson advised that the erosion will very likely continue.

The Mayor further reported that Mr. Emerson has suggested that the County submit an application to the Grand River Conservation Authority for a permit to remove the gravel from the west side of the Nith River, upstream from the Penmans' Pass Bridge and further suggested that the County apply for funding from the Ministry of Natural Resources for the capital construction costs required for the erosion control works required at the site.

It was noted that the Grand River Conservation Authority had previously opposed the County's request to remove the gravel.

Councillor Haggart expressed concern that Staff Report PR-08-42 was being considered by the Parks and Recreation Committee and not the Public Works Committee. Councillor Haggart noted that erosion control is a Public Works issue and that the Penmans' Pass Bridge is not an ongoing issue of the Parks and Recreation Committee. Committee concurred with Councillor Haggart and it was agreed that Public Works staff would be directed to obtain carriage of the matter.

Moved by – Mayor Eddy
Seconded by – Councillor Haggart

Whereas in 2007 the County of Brant completed erosion control on the east side of the Nith River, upstream from Penmans' Pass bridge to prevent further erosion of the bank;

And whereas further erosion on the Nith River is continuing upstream from the completed works;

Be it hereby resolved that east bank erosion control work be continued upstream of the Penmans' Pass bridge on the Nith River in Paris.

And that the capital construction costs of approximately \$58,000.00 plus GST are considered for inclusion in the 2009 budget;

And that Public Works staff apply to the Grand River Conservation Authority for a permit to remove the gravel from the west side of the Nith River, upstream from the Penmans' Pass Bridge;

And that Public Works staff apply to the Ministry of Natural Resources for funding of the capital construction costs required for the erosion control works required at the site.

.Carried

Mayor Eddy reported that he will attempt to meet with the Minister of Natural Resources at the AMO Conference in Ottawa.

PR-08-43 Grant Request from the Brant Cultural Centre

The Director reported that historically, this type of request would be submitted to the Corporate Development Committee, but given the time constraints of the Brant Cultural Centre, and in an effort to expedite the process, Staff Report PR-08-43 was submitted to the Parks and Recreation Committee for consideration.

The Director further reported that the 2008 Parks and Recreation grant allocation has been exhausted.

Councillor Haggart expressed concern that there exists inconsistency in the manner in which grant requests are dealt with. He suggested that the request of the Brant Cultural Centre be dealt with in a similar fashion as was the request received from the Mt. Pleasant United Church. He noted that the Mt. Pleasant United Church was required to pay all monies (with respect to application fees) and following the receipt of said monies, a grant in an amount equivalent to the amount paid would be awarded to Mt. Pleasant United Church.

Moved by – Councillor Haggart
Seconded by – Mayor Eddy

Whereas the 2008 grant budget was approved by County Council in May 2008;

And whereas the Parks and Recreation budget does not include 2008 grant funds to cover the grant request received from the Brant Cultural Centre for a grant to offset the rental fee for use of the Syl Apps Community Centre ball diamond grounds of \$2,083.87;

Be it hereby resolved that the request from the Brant Cultural Centre be referred to County of Brant Council for consideration.

.Carried

CORRESPONDENCE

a. Parks and Recreation Ontario Re: Aquatic Staffing Shortages

Moved by – Councillor Powell

Seconded by – Councillor Schmitt

That correspondence received from Parks and Recreation Ontario be received as information.

.Carried

OTHER BUSINESS

The Manager of Parks and Recreation reported that Mr. Ed Madden passed away on Saturday, August 16, 2008. The Manager noted that Mr. Madden was a lifelong resident of Paris and had worked for many years as an employee of the Town of Paris at the Paris Cemetery. Following amalgamation and until his retirement in 2003, Mr. Madden was part of the County's Cemetery Division of Community Services.

DIRECTOR'S UPDATE

The Director reported that Mayor Eddy, Councillors Gatward, Powell and Simons have been granted the opportunity to meet with the Minister of Health Promotion, Margaret Best, at the AMO Conference scheduled for the end of August. The Director further reported that Mayor Eddy and the respective Councillors will have an opportunity to update Minister Best with respect to the Twin Pad Arena project and to discuss the potential for funding opportunities from the Ministry of Health Promotion.

ADJOURNMENT AND NEXT MEETING

Committee adjourned at 9:15 p.m. on a motion of Councillors Hodge and Schmitt to meet again on Tuesday, October 28, 2008 at 7:00 p.m., County Council Chambers, Paris.

Secretary