

PARKS AND RECREATION COMMITTEE

MINUTES

County Council Chambers
7 Broadway Street West
Tuesday, October 28, 2008
7:00 p.m.

Present: Mayor Eddy, Councillors Wheat, Schmitt, Haggart, Powell (7:02 p.m.) and Hodge

Staff: Atkinson, Ayres, Ellins, Holmes, Leask, Longeway, Papple, Underwood, Wamstecker and Lehmann

Others: Mr. Dan Temprile, General Manager of Public Health, Safety & Social Services, City of Brantford and Mr. Jim Quinn, Director of Property Management, City of Brantford

Councillor Wheat in the Chair.

APPROVAL OF AGENDA

Moved by – Councillor Schmitt
Seconded by – Councillor Hodge

That the Parks and Recreation Committee agenda and addendum for October 28, 2008 be approved.

.Carried

DELEGATIONS / PETITIONS / PRESENTATIONS

Mr. Brian Speagle and Ms. Susan Dimitry - Paris Association of Dog Owners Re: Leash Free Dog Park in Paris

On behalf of the Paris Association of Dog Owners (PAD), Mr. Speagle thanked Committee for the opportunity to present the proposal of PAD and introduced Ms. Susan Dimitry, a fellow member of PAD.

Ms. Dimitry reviewed PAD's proposal for a leash-free dog park in Paris, and discussion focused on the following:

- Mandate of PAD;
- Benefits of a leash-free dog park;
- Site selection process;
- Leash-free dog parks in neighbouring municipalities;
- Operation and Maintenance;
- Myths about leash-free dog parks

Ms. Dimitry noted that PAD is requesting an initial allotment of two acres of land to be designated as a leash-free dog park and that the estimated cost of paige-wire fencing for same is \$10,000. Ms. Dimitry reported that ideally, PAD and the County of Brant would be jointly responsible for the project, with PAD focusing on fundraising, community outreach and assisting, as much as possible, with the maintenance of the park. Ms. Dimitry advised that PAD is hopeful that the County of Brant would regularly maintain the park in the same manner as are

other parks and facilities within the County. With respect to the location of the proposed park, Ms. Dimitry reviewed a site comparison chart comprised of 9 assessment criteria and it was noted that PAD strongly prefers Green Lane Park over the location along Woodslee Avenue.

In response to questions regarding all terrain vehicles, etc. accessing the park during the winter months, Mr. Speagle advised that County staff has suggested that concrete barriers / large stones could be placed across the entrance to the parking lot and surrounding park land to prevent such vehicles from entering the remainder of the park.

In response to questions regarding the proposed partnership agreement between the County of Brant and PAD, the Director advised that the agreement has not yet been drafted. Councillor Wheat noted that the entire proposal would need to be reviewed in conjunction with 2009 budget discussions.

Councillor Schmitt, on behalf of Mr. Joe Kozbor, President - St. George Soccer Club Re: Request for Additional Soccer Pitches

Councillor Schmitt reported that due to an unforeseen family matter, Mr. Kozbor was unable to attend at the meeting and that he would speak on Mr. Kozbor's behalf. Committee agreed that agenda item 12.a(i) would be reviewed at this time.

Councillor Schmitt advised that he has had a number of conversations with Mr. Kozbor and reviewed correspondence from the St. George Soccer Club, as received and referred by County Council in August of 2008. Discussion focused on potential future development and the inclusion of additional soccer fields, as part of said development. The Director advised that the Parks and Recreation Department is aware that the current soccer facilities aren't meeting the needs of the community and that as part of potential future development, parkland dedication for soccer fields will be recommended.

Councillor Wheat referred to previous offers that the County has presented to the St. George Soccer Club, providing for additional soccer fields, that the Club has declined. Councillor Schmitt suggested that Mr. Kozbor be invited to attend at an upcoming Council meeting, to provide information with respect to why those offers were declined.

MINUTES

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That the Parks and Recreation Committee minutes of September 23, 2008 be approved, as printed.

.Carried

Moved by – Councillor Hodge
Seconded by – Councillor Powell

That the Parks and Recreation Committee minutes of August 18, 2008 be approved, as printed.

.Carried

EMERGENCY SERVICES COMMITTEE ITEMS

Verbal Update Re: Status of the Tranquility Ambulance Station

Mr. Dan Temprile, General Manager of Public Health, Safety & Social Services, City of Brantford, provided Committee with draft plans detailing site grading, servicing, existing conditions and removals and floor plan design. The General Manager reported that a site bidder's meeting is scheduled for October 29, 2008 and that the tender closes on November 6, 2008. The General Manager advised that the project continues to be on target in terms of scheduling and that construction is still expected to be completed in early May of 2009.

Mr. Jim Quinn, Director of Property Management, City of Brantford, reviewed the draft plans as prepared by Mr. Joe Somfay, Joe Somfay Architect Inc. The Director of Property Management reported that to date, twenty-two plan takers have retrieved copies of the plans and that nineteen of those twenty-two are general contractors. He further reported that the general contractors represent a mix of local and out of town businesses. Following the site bidder's meeting scheduled for October 29, 2008, the Director of Property Management noted that although some contractors may request an extension of time to submit additional questions, comments, etc. it will be stipulated that all work must be completed by the end of May, 2009. In response to questions regarding the anticipated construction start date, the Director of Property Management advised once the bids have been received and reviewed, a start date will be immediately selected and that construction will commence as soon as possible. It was noted that the existing Tranquility Ambulance Station and the Community Hall must be maintained at an "up and running" status during the construction period.

Councillor Wheat advised that he understood that the truck bays were going to be utilized by the City of Brantford Parks and Recreation Department for storage of lawn equipment, maintenance equipment, etc. In response, the General Manager reported that such utilization is only one of the options available for the truck bays.

The Director of Community Services reported that an update will be provided by Chief Collings at the November Emergency Services Committee meeting, with respect to decommissioning the fire hall as of December 1, 2008. In response to questions from Mayor Eddy, the Director advised that County Council has not yet been advised of the December 1, 2008 decommissioning date, as the County must remain flexible in terms of awaiting the draft service agreement from the City of Brantford.

In response to questions from Mayor Eddy, regarding the name of the Station, the Director of Property Management advised that the name selection process will be initiated in future. The General Manager noted that the intent is to remain consistent with names of the rest of the existing stations.

Councillor Haggart requested that the General Manager call him on October 29, 2008.

CONSENT ITEMS

In an effort to facilitate to the timely receipt of the minutes of committees reporting to the Parks and Recreation Committee, Committee agreed that future Emergency Services Committee agendas would include a section for the receipt of same.

Moved by – Councillor Schmitt
Seconded by – Mayor Eddy

That the following consent items be received as information:

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- i. Parks and Recreation Business Status Report;
 - ii. Community Services Cheque Register dated October 2, 2008;
 - iii. Community Services Cheque Register dated September 4, 2008
 - iv. PR-08-55 Burford Lions Park Trail – D. Holmes;
 - v. PR-08-52 Recreation Programs Activity Report July 1 to August 31, 2008 – L. Atkinson;
 - vi. Correspondence from United Volunteer Foundation of Brantford / Brant Re: Tennis Courts at the Paris District High School;
 - vii. Letter of Thanks from the Optimist Club of Paris Re: fence installation
 - viii. Brant West Parks and Recreation Advisory Committee minutes of October 8, 2008;
 - ix. Brant West Parks and Recreation Advisory Committee minutes of September 10, 2008;
 - x. Cemetery Advisory Committee minutes of August 28, 2008;
 - xi. Cobblestone Common Committee minutes from meetings of August 15, 2008, September 5, 2008, October 3, 2008 and October 17, 2008;
 - xii. Glen Morris Centennial Hall Committee minutes of September 18, 2008;
 - xiii. Paris Parks and Recreation Advisory Committee minutes of October 14, 2008 meeting;
 - xiv. Paris Parks and Recreation Advisory Committee minutes of September 9, 2008;
 - xv. South Dumfries Community Centre Building Committee minutes of October 16, 2008
 - xvi. South Dumfries Parks and Recreation Advisory Committee minutes of October 20, 2008
 - xvii. South Dumfries Parks and Recreation Advisory Committee minutes of September 15, 2008;
 - xviii. Syl Apps Community Centre Repositioning Ad Hoc Committee minutes of October 8, 2008;
 - xix. Memo from K. Underwood to Syl Apps Repositioning Ad Hoc Committee Re: Arena Rental

.Carried

In response to questions regarding correspondence received from the United Volunteer Foundation of Brantford / Brant (item vi. above), the Director reported that the correspondence provides for a status update and a request to ensure that funding for the tennis court works is considered as part of 2009 Capital budget discussions. The Director noted that the estimated cost for the tennis court works is \$80,000. It was noted that the Foundation anticipates receiving \$10,000 in grant monies and has fundraised \$55,000. Mayor Eddy directed that Mr. Bill Leask, Manager of Parks and Recreation, prepare and forward correspondence to the Grand Erie District School Board, requesting that they contribute to the \$25,000 balance required to complete the works.

With respect to the minutes of the Syl Apps Community Centre Repositioning Ad Hoc Committee of October 8, 2008, (item xviii. above), Councillor Haggart expressed concern that the minutes do not reflect the recommendation moved by him and seconded by Councillor Simons with respect to funds to support a feasibility study.

Further, Councillor Haggart reported that there was a positive position amongst members of the Syl Apps Community Centre Repositioning Ad Hoc Committee that the minutes of and the recommendations put forward by the Syl Apps Community Centre Repositioning Ad Hoc Committee should be submitted directly to Council.

Moved by – Councillor Haggart
Seconded by – Councillor Schmitt

That the minutes of and the recommendations brought forward by the Syl Apps Community Centre Repositioning Ad Hoc Committee be submitted directly to County of Brant Council;

And that the Terms of Reference for the Syl Apps Community Centre Repositioning Ad Hoc Committee be amended to reflect the change in reporting protocol.

.Carried

REPORTS FROM ADVISORY COMMITTEES

Brant West Parks and Recreation Advisory Committee – October 8, 2008

Moved by – Councillor Hodge
Seconded by – Councillor Schmitt

That subject to the required funds being raised by the Brant West Parks and Recreation Committee, to entirely finance the construction of an outdoor ice rink, via donations received from individuals, service clubs, church groups, etc., that approval, in principle, be granted by County of Brant Council to commence the construction of an outdoor ice skating rink at the Burford Community Centre.

Moved by – Councillor Hodge
Seconded by – Councillor Schmitt

That County legal staff be directed to review the *Municipal Freedom of Information and Protection of Privacy Act* and provide an interpretation with respect to the formation of a video surveillance program policy in the County of Brant;

And that the results of said review, interpretation and formation of policy be applied to the implementation of a video surveillance program in the County of Brant.

.Carried

Paris Parks and Recreation Advisory Committee – October 14, 2008

Councillor Haggart expressed concern that initiatives such as the contracting of the concession stand at Green Lane Park and increasing the number of members currently sitting on the Paris Parks and Recreation Advisory Committee (PPRA Committee) are not included in the mandate of the PPRA Committee. Councillor Haggart specifically noted that Advisory Committees are not charged with the responsibility of making recommendations that are operational in nature. It was noted that although suggestions from advisory committees are welcome, recommendations that fall outside the realm of an advisory committee's mandate should be presented to the Parks and Recreation Committee in the form of a staff report.

Councillor Wheat reported that the PPRA Committee is currently experiencing a member attendance issue and that the Director will be attending at the PPRA Committee's next meeting to discuss the matter further.

Moved by – Councillor Haggart
Seconded by – Councillor Powell

That the following recommendations, as contained in the report received from the Paris Parks and Recreation Advisory Committee, from its October 14, 2008 meeting, be referred to staff for review and report:

- a. That the Green Lane Sports Complex concession stand be contracted out for the 2009 Operating Season; and
- b. That the number of non-Council members who currently sit on the Paris Parks and Recreation Advisory Committee be increased from eight to eleven.

.Carried

The Director noted that there is currently a vacancy in the PPRA Committee complement and that that is why Mr. Brock Murray has been recommended for membership by the PPRA Committee. Councillor Haggart expressed concern that it is premature to appoint Mr. Murray to the PPRA Committee given that the Clerk reviews Committee vacancies in December, and, accordingly, the County advertises for those vacancies.

Moved by – Councillor Haggart
Seconded by – Councillor Powell

That the appointment of Mr. Brock Murray as member to the Paris Parks and Recreation Advisory Committee be deferred until January 1, 2009.

.Carried

REPORTS FROM STAFF

TRAILS MASTER PLAN FOR THE COUNTY OF BRANT

The Director reported that staff attended a very productive, informative meeting with Paula Niece, Trail Consultant, and that Ms. Niece had provided a great deal of guidance and suggestions with respect to the organization of a Trails Master Plan.

Mayor Eddy expressed concern that Staff Report PR-08-51 includes trails that are owned and / or operated by organizations other than the County of Brant and accordingly, the County will have no opportunity to provide input with respect to those trails. In response, Councillor Wheat advised that Staff Report PR-08-51 is not recommending the acquisition of the non-County trails, but rather that the trails have been included in an effort to facilitate identification, location, conjunctive mapping, etc.

Mayor Eddy noted that in discussions with representatives of the Brant Waterways Foundation, the Foundation has expressed a willingness to take on the development of the Toronto Hamilton & Buffalo trail (TH&B Trail) and hope that the TH&B Trail will be included in the Trails Master Plan. Mayor Eddy suggested that rather than proceeding with a Request for Proposals, that the project be single-sourced and that Ms. Niece be approached with respect to same.

Councillor Haggart suggested and the Director concurred that the project outline contained in Staff Report PR-08-51 be amended to reflect that the focus of the Plan will rest upon trails within the County of Brant trails system. The Director reported that the inclusion of non-County trails was for information purposes only and further reported that Ms. Niece was approached by

County staff with respect to the Trails Master Plan but that unfortunately, she is not interested in taking on the project.

In response to questions from Councillor Powell, the Director noted that the work involved in creating the Trails Master Plan transcends several County departments and that accordingly, the Trails Master Plan Working Committee will continue to liaise with those various County departments.

Moved by – Councillor Haggart
Seconded by – Councillor Hodge

Whereas the evaluation criteria for the request for proposal for professional services for the Trails' Master Plan for the County of Brant is presented as outlined below:

Evaluation Criteria-Part A	Points
Proven corporate experience on projects of similar size and complexity to develop plans that can be realistically implemented and are financially feasible which will be supported by references. To include cost and schedule control.	25
Proponent's availability and commitment of sufficiently qualified staff to support this project, in all aspects. Qualifications and experience of team staff – project manager, trail planning staff, biology and support staff, public consultation experience, time commitments.	20
Evidence of understanding of the project with evidence of site review, approach, schedule and work plan	25
Proponent's Total Price for the project and provisional items	20
Evaluation Criteria-Part B	Points
Presentation/ Interview	10
Total	100

Be it hereby resolved that staff prepare the necessary documents to proceed with a Request for Proposals for professional services to prepare a Trails Master Plan for the County of Brant.

.Carried

OPERATION OF DROP-IN FITNESS PROGRAMS

Ms. Stacey Ellins, Aquatics and Active Living Coordinator, reported that currently, the County of Brant offers a drop in fitness program and that unfortunately, the drop in format is not providing for consistent revenue generation. The Aquatics and Active Living Coordinator noted that due to the significant variance in class size throughout the year, the drop in program is not meeting target revenue goals. She further noted that increasing operating costs are hindering the fitness program from meeting the programs expenditures.

In an effort to meet the budgetary requirements of the County as well as the fitness needs of participants, the Aquatics and Active Living Coordinator advised that staff is recommending the

implementation of a set monthly fee for participants and the operation of the drop in program at a 50% cost recovery.

In response to questions from Councillor Powell, the Aquatics and Active Living Coordinator noted that the number of classes would remain the same and that the set monthly fee would ensure consistent revenue. The Director noted that a set monthly fee would also ensure that the cost of the instructor is covered, regardless of the number of participants attending at any given class.

Councillor Haggart expressed concern with respect to the recommendation, particularly as it relates to operating at a 50% cost recovery. He noted that in reviewing the recommendation, there is a significant financial consideration involved and that the matter should be reviewed as part of 2009 budget deliberations. Councillor Haggart noted that expenses need to be justified and that the County is not responsible to absorb the cost of poorly-attended adult drop in fitness programs. He further noted that he fully supports Children and Youth Programs, but that this is an adult program and it needs to be considered accordingly.

The Director noted that staff could further analyze the issues and perhaps determine a more suitable cost-recovery program, for consideration in concert with 2009 budget deliberations.

In response to questions, the Recreation Programs Manager noted that the facility rental fees were not accurately budgeted for in the Recreation Programs Budget.

Moved by – Councillor Haggart
Seconded by – Councillor Schmitt

That the issues identified with respect to the operation of drop in fitness programs, as outlined in Staff Report PR-08-53, be referred to 2009 Budget discussions.

.Carried

LEASH FREE DOG PARK

Councillor Wheat reminded Committee that following Mr. Speagle's presentation, Councillor Wheat advised the PAD representatives that their proposal would need to be considered in concert with 2009 budget deliberations.

Councillor Haggart expressed his appreciation for the work completed by the Leash Free Dog Park Ad Hoc Committee and noted that PAD should now be appointed as a liaison committee to the County of Brant. The Director advised that once appointed as a liaison committee, PAD will be required to provide formal minutes to the County of Brant, as well as an annual report detailing the project status and future initiatives.

In response to questions from Councillor Powell, regarding revenue generation, the Director reported that PAD will be promoting and charging a fee for membership and that the revenue collected from the membership fees will assist with offsetting maintenance and operation costs at the park.

Mayor Eddy noted that a partnership maintenance agreement between the County of Brant and PAD will need to be drafted for review and approval, and, that if PAD should disband, that agreement will become null and void and the leash free dog park will cease to operate.

Moved by – Councillor Hodge
Seconded by – Councillor Mayor

Whereas the Leash Free Dog Park Ad Hoc Committee has met all the mandates of the committee;

And Whereas the most suitable location for the Dog Park in Paris is at Green Lane Park;

And Whereas the Paris Association of Dog Owners have addressed the maintenance and operation of the facility;

Be it hereby resolved that a Leash-free Dog Park be constructed at Green Lane Park;

And that the County of Brant enter into a partnership agreement with the Paris Association of Dog-owners (PAD) to construct and maintain the Leash-free Dog Park;

And that a one-time amount of \$10,200 be included in the 2009 budget to provide seed money for the project.

And that the Ad Hoc Committee be disbanded as the identified mandate has been completed.

.Carried

FUTURE PLAN FOR PARIS COMMUNITY POOL

The Recreation Program Manager reviewed with Committee the current condition of the Paris Community Pool and outlined the various cosmetic, structural and building issues identified in the Paris Pool and Splash Pad Condition Audit, as appended to Staff Report PR-08-54. The Recreation Program Manager reported that as a result of leakage, the water consumption at the facility drastically increased from the 2007 to 2008 operating seasons, and, that on average, 340 to 410 litres of fresh water were being added to the pool on a daily basis. As a result of the additional fresh water, the chemistry of the water suffered and additional strain was experienced by the mechanical systems. It was noted that the chlorinator was unable to efficiently operate over the last two weeks of the 2008 operating season. Public Health has advised that given the various operating and mechanical issues identified at the facility, it is unable to meet the requirements of the Ontario Public Pool Regulations.

Councillor Haggart expressed his belief that the recommendation contained in Staff Report PR-08-54 is unrealistic in that it recommends a feasibility study, at a cost of \$60,000, to address repair works at an estimated cost of \$650,000, for a pool that is fifty years old. He suggested that Committee and Council need to take the next step, which is determining the benefit of proceeding with a feasibility study to address the replacement of the pool in its entirety. Councillor Haggart suggested that the pool cease operations effective immediately and that staff begin to develop a plan for next steps and future options. Councillor Schmitt concurred with Councillor Haggart and noted that the \$60,000 being recommended to conduct a feasibility study should instead be applied to constructing a new facility.

In response to questions from Councillor Powell, the Director reported that when considering the option of repairing the existing facilities, it must be recognized that the County is “grandfathered” into the Ontario Building Code and that if the facility is altered in any form, the grandfather clause is null and void. The nullification of the grandfather clause would result in the requirement for major upgrades in order to ensure compliance with the current Ontario Building Code. The Director further noted that there are accessibility issues, at significant cost, that also need to be taken into consideration.

The Director reported that during the final two weeks of operation, staff employed alternative measures in order to ensure compliance with the Ontario Public Pool regulations.

In response to questions, the Manager of Parks and Recreation reported that the last significant capital investment at the Paris Community Pool occurred twenty five years ago.

Moved by – Councillor Powell
Seconded by – Councillor Schmitt

Whereas the Paris Community Pool has reached its projected lifecycle of fifty years;

And whereas during the 2008 Operating Season, the Paris Community Pool experienced operating and mechanical problems;

And whereas Public Health has advised the County of Brant that given the current operating and mechanical issues identified at the Paris Community Pool, the facility is unable to meet the requirements of the Ontario Public Pool Regulations;

And whereas the estimated cost to complete the remediation works identified in Staff Report PR-08-54 is \$650,000;

And whereas the estimated cost of \$650,000 does not include the necessary mechanical upgrades and works required to ensure compliance with the Ontario Building Code and / or the *Ontarians with Disabilities Act*;

And whereas there is no guarantee that the remediation works identified in Staff Report PR-08-54 will provide a long-term solution to the issues identified at the Paris Community Pool, nor will those works guarantee compliance with the Ontario Building Code and / or the *Ontarians with Disabilities Act*;

Be it hereby resolved that the operation of the Paris Community Pool cease, effective immediately.

.Carried

The Director noted that should Council approve the recommendation to close the Paris Community Pool, that patrons of the facility will be notified of the closure via the County of Brant website and local newspaper ads.

The Committee recessed at 9:25 p.m. and reconvened at 9:30 p.m.

PARKS AND RECREATION SERVICE REVIEW 2008

The Director reviewed with Committee the following components of the 2008 Parks and Recreation Service Review:

- Purpose;
- Process;
- Analysis of Current Services;
- Parks;
- Trails;
- Arenas;
- Halls and Community Centres;
- Recreational Programs;

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- Cemeteries;
 - Other Areas of Operations;
 - Current Administration
 - Proposed 2009 and 2010 Administration;
 - Significant Departmental Changes

The Director reported that the recommendation contained in Staff Report PR-08-57 provides for the recruitment for a “redefined” position, not simply the replacement of the existing position.

Committee expressed concern that the 2008 Parks and Recreation Service Review is a voluminous document that requires additional time for review and consideration, particularly with respect to the proposed 2009 and 2010 administration. Committee concurred that a special Parks and Recreation Committee meeting be scheduled as soon as possible, with invitations extended to all other members of Council, in order to address the items identified in the 2008 Parks and Recreation Service Review. Councillor Haggart requested that in the Friday, October 31, 2008 circulation files, all Councillors and Committee members be provided with a black and white, hard copy of the power point presentation, as will be presented by the Director at the special meeting. He noted that portions of the special meeting will need to be conducted in camera, as the subject matter deals with personal information about identifiable individuals.

In response to questions, the Director reported that there has never existed a position entitled “Manager of Parks” nor “Manager of Recreation”. She noted that there is currently a Manager of Parks and Recreation.

Moved by – Councillor Hodge
Seconded by – Councillor Powell

Whereas Parks and Recreation staff have conducted a thorough Service Review;

And whereas Parks and Recreation staff wants to ensure that the existing staff complement is being used most effectively and efficiently.

And whereas the Service Review as presented provides for an opportunity to build upon the department strengths and is an opportunity to review to ensure that operational demands are supported by the appropriate resources.

And whereas the Manager of Parks and Recreation has given notice of an upcoming retirement;

Be it hereby resolved that as a result of the impending vacancy, that staff proceed following the Human Resources Policy to recruit for the position of Parks and Facilities Manager.

.Tie Vote – Motion Lost

The Director expressed her understanding that Committee requires additional time to review the Service Review, but asked that they be cognizant that in order to maintain the current level of service, that the process must continue to move forward. The Director noted that if following the special Parks and Recreation Committee meeting, there continues to be an absence of support with respect to the recommendation contained in Staff Report PR-08-57, staff will prepare a report outlining the various projects and level of service delivery items that will be impacted.

DIRECTOR'S UPDATE

World Leisure Conference

The Director briefly reviewed the activities that took place at the World Leisure Conference and thanked Committee and Council for the support and the opportunity to have taken part in such an informative, educational conference.

ADJOURNMENT AND NEXT MEETING

Committee adjourned at 10:42 p.m. on a motion of Mayor Eddy and Councillor Schmitt to meet again on Tuesday, December 23, 2008 at 7:00 p.m., County Council Chambers, Paris.

Secretary