



MINUTES
RECREATION AND PARKS ADVISORY COMMITTEE
Thursday, January 14, 2010
7:00 p.m. – City Hall, Lower Boardroom

MEMBERS PRESENT: Councillor Jim McManaman, Chair
City/County Councillor Arlene Wright
Tom Wiley (Councillor - Georgian Bluffs) Vice Chair
Francis Richardson (Mayor – Meaford)
Paul Foster
Gayle Graham
Bob Knapp
Sharon McKeachnie
Rachelle Williams
Mark Rouse

ABSENT/REGRETS: Ryan Thompson (Councillor - Georgian Bluffs)
Brent Jeffries

GUESTS: Dan and Joanne White, Harrison Park Inn
Dennis Farwell, Owen Sound Minor Soccer

STAFF PRESENT: Pam Coulter, Director of Community Services
John Howard, Manager of Parks and Open Space
Craig Ruppenthal, Facilities Manager
Pat Bryant, Community Services

1. CALL TO ORDER –7:00 P.M.

2. PUBLIC MEETING

The Chair reported that the last public meeting was poorly attended due to the weather. Another meeting will be held in conjunction with the February meeting.

3. ADDITIONAL ITEMS

a) Sharon McKeachnie– Hall of Fame

4. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF FOR MATTERS ARISING OUT OF MINUTES OR LISTED ON THE AGENDA.

There was none.

5. CONFIRMATION OF MINUTES

a) **Regular Meeting – December 10, 2009**

Moved by Tom Wiley

“THAT the minutes of the Recreation and Parks Advisory Committee meeting held on December 10, 2009 be hereby approved.”

Carried unanimously

6. MATTERS ARISING FROM THE MINUTES

- a) **Volunteer of the Year Awards** – The Chair noted that the letter to the Community Groups for the City’s Volunteer of the Year award were mailed and made note of the nomination process for current Provincial awards.
- b) **Leash Free Dog Park** – The Director of Community Services updated Committee. An individual who owns a significant amount of land has come forward regarding establishing a dog park. A meeting has been set up with this individual and Teri Van Aalst for the near future. Staff will attend.

7. DEPUTATIONS

There were none.

8. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF THE RECREATION AND PARKS ADVISORY COMMITTEE IS REQUIRED.

a) **Request from Owen Sound Minor Soccer Re: Soccer Field**

The Chair introduced Dennis Farwell, Owen Sound Minor Soccer Executive.

The Chair briefly summarized Minor Soccer’s request for a new field at the Kiwanis Soccer Complex. He noted that Minor Soccer currently uses Victoria Park for practices at least four times per week and will be losing this field with the construction of the new recreation centre. They wish to partner with the City and would be willing to take on the responsibility for managing the construction of the field. The field cost is estimated at \$90,000 and they request the City contribute \$40,000 towards this cost.

Paul Foster suggested a business case be prepared by Minor Soccer providing information related to number of users, fields usage within the City, parking requirements as well as rationale and supporting evidence. He also noted that the Recreation Master Plan suggested schools and lighting be used to gain more access to fields.

Dennis Farwell stated Minor Soccer utilizes all fields that are available to them. The school board has restricted access to high school fields and they have looked at other schools. The fields at the Kiwanis Soccer Complex have been operating for 10 years. They are in good condition and this is as a result of being diligent on how often they are used in order to preserve them.

Upon a question, the Manager of Parks and Open Space provided Committee with recommended use for soccer fields. In Brampton, their lit fields were used 24 times per week and this was definitely overused. He suggested the City's field in order to keep them in good condition should not be used more than 12 times per week.

Pam Coulter referenced the inventory of soccer fields included in the Recreation Master Plan noting a total of 14 soccer fields (4 Mini; 3 Junior, 7 Senior). A lot of time is spent by City staff and Minor Soccer to maintain these fields to ensure their quality.

Committee discussed including a contribution to a field in the City's 2010 capital budget. It takes at least 2 years to establish a soccer field for use.

Committee suggested that a partnership be investigated by Minor Soccer and the City with the local school boards to maintain the school fields to keep them in better condition throughout the season and make them accessible to Minor Soccer.

Minor Soccer currently works with the Principals of the local schools for use of fields. The schools use the fields for their own educational and recreational programming and the fields tend to be overused.

Pam Coulter advised that the school board agreements are 15-20 years old. The agreements stipulate that the school board is the primary user, followed by the City. City staff have contacted the Bluewater District School Board regarding revisiting the agreements.

The Chair advised Committee that with the construction of the new regional recreation centre approximately 30,000 cu.ft. of topsoil has to be removed. It was suggested that the soil could be used by Minor Soccer in the construction of a new field at the Kiwanis Soccer complex. Perhaps Minor Soccer could use the topsoil for a new field.

Moved by City/County Councillor Wright

THAT the Recreation and Parks Advisory Committee request staff come back to the next meeting with a report regarding Minor Soccer's request to construct a new field outlining information requested by Committee; and further

THAT the Recreation and Parks Advisory Committee request that due to timing of the City's budget deliberations, a provision be placed in the 2010 Capital Budget under the Parks and Open Space Sportsfield budget for construction of a new soccer field at the Kiwanis Soccer Complex in the amount of \$20,000.

Carried unanimously

The Director of Community Services will contact Brad McRoberts, Manager of Special Capital Projects regarding the top soil to be removed. She will also consult with Minor Soccer to obtain additional information with respect to the project.

9. REPORTS AND MATTERS TABLED FOR WHICH DIRECTION OF THE RECREATION AND PARKS ADVISORY COMMITTEE IS REQUIRED.

Committee dealt with item 9 d) at this time.

9.d) Lease Agreement – Harrison Park Inn

The Director of Community Services provided background on the lease agreements for the operation of the Harrison Park Inn. Staff has met with the current lessee who is interested in negotiating a new agreement. They have made capital investments in the restaurant over and above that required under the lease and have made the restaurant a thriving and popular establishment.

Pam Coulter reviewed terms of the current agreement. There is some contradiction in the terms of the agreement. One clause requires the City to notify the lessee by February 5th, 2010 its intention to either negotiate an extension beyond February 5th, 2011 or offer the service through an RFP process; another clause states that the "Lessee agrees that an extension beyond February 5, 2011 shall not be permitted by this agreement".

Staff consulted with the City's Purchasing Manager who indicated that under the City's purchasing by-law or Municipal Act, there is no requirement for the City to issue an RFP. The City has the option of entering into negotiations with the lessee. If negotiations were successful, a new agreement would be prepared; if negotiations fell through, then the City could issue an RFP for the operation of the restaurant. An RFP allows for a new operator, however, also runs the risk of having it not operated as well as the current lessee. The equipment is owned by the current lessee and a new operator would have a high capital outlay.

It was noted that the City's Strategic Plan encourages business retention and supporting local business.

The Chair advised Committee that City staff that deal with the restaurant on a daily basis support continuing with the existing operators as they have developed a good working relationship.

Joanne White provided Committee with information on their businesses. They have 20 regular staff (25 in summer); some employees have been there for over 20 years. They also have a regular clientele that come almost every day and have many memories associated with the Inn. The White's would like to continue to operate the business and work with the City in keeping lines of communication open and other park activities, eg. special events, bus tours. They have lots of ideas; however they need time to implement them, eg.

outdoor patio, green initiatives. She also commented that discussions surrounding Harrison Park improvements do not appear to include the Inn.

The City has not received any comments recently regarding the opportunity to submit a proposal to operate the restaurant at Harrison Park. Committee noted that four local restaurants have closed in the last few months and it is important to support those that are doing well and keep them viable. Staff confirmed that under the City's purchasing by-law and Municipal Act, there are no requirements to tender.

Moved by Paul Foster

"THAT the Recreation and Parks Advisory Committee receive the report from the Director of Community Services dated January 6, 2010 and recommends that City Council provide prior to February 5, 2010 written notice to 2034863 Ontario Inc. that it intends to negotiate a new contract for the lease of the Harrison Park Inn; and further

THAT staff brings forward to Committee a report outlining the principles of the contract negotiations to include such matters as term, cost increase, responsibilities and other matters."

Carried unanimously

The Whites left the meeting at 7:50 p.m.

a) Verbal Report from Chair, Steering Committee Re: Regional Recreation Centre

The Chair presented draft schematics of the new regional recreation centre. He highlighted various aspects of the project. Portable bleachers for swim meets can be installed as necessary and viewing is also accessible from the upper level running track. He illustrated the location of arena seating. The north end of the building would accommodate any future expansion.

A public meeting is being held on February 1st, 7 p.m. at the Bayshore Community Centre.

The cost to demolish the existing Coliseum is estimated at \$150,000. Several community groups have indicated an interest in the building. There may be the potential for other opportunities if the Coliseum structure remained.

The Director of Community Services advised that a transportation was undertaken and recommends traffic lights installed at 10th Street East at 7th Avenue East to access the new recreation centre. There will also be dedicated pedestrian access to the new facility.

The Chair advised that the cost of soil is now less than originally estimated. An existing water main and sewer main also will have to be relocated.

Committee dealt with item 9 e).

e) **Report from Director of Community Services Re: Fundraising Recognition Policy for Regional Recreation Centre**

The Director of Community Services reviewed her report to address the need for a recognition policy for large donations towards the regional recreation centre.

The City has been working in partnership with the Owen Sound Family Y in developing this project. The \$5 million fundraising goal for the project is spearheaded by the Owen Sound Family Y through a Campaign Cabinet. The City is to remain "arms length" from fundraising activities.

The Director requested additional time to allow more discussion with the Campaign Cabinet to ensure the policy wording is supported by the Cabinet.

Moved by Tom Wiley

"THAT the Recreation and Parks Advisory Committee table the report from the Director of Community Services dated January 12, 2010 regarding the Regional Recreation Centre – Policy on Naming for Donations \$25000 to \$2.5 Million to the next meeting."

Carried unanimously

Councillor Wright left the meeting at 8:15 p.m.

b) **Report from Manager of Parks and Open Space Re: Parks and Open space Capital Budget**

The Chair reviewed the City's process for reviewing capital projects. Committee has the opportunity to identify items that should be a high priority or removed. The Manager of Parks and Open Space and the Facilities Manager work together in upgrading parks facilities and buildings as required.

The Manager of Parks and Open Space reviewed the proposed 5 year capital plan for Parks and Open Space. Items are listed under each section in order of priority identified by staff.

He explained that each year an amount is set aside in a reserve fund to replace the fleet based on the life expectancy. The tailgate sander is required to navigate in narrower areas within the park. A golf cart would allow staff to clean washrooms at night without disturbing campers.

Under Harrison Park, John Howard noted that item 6 - Bird Pen Roof should be deleted.

The Diversion channel work is carried over from 2009 and would allow design and the first phase to be completed; the City has also applied for a grant for this project. This area is a priority as this is the first area visitors see as they enter the park and use the picnic shelter and new playground.

The Campground electrical work is also carried forward from 2009 as only one bid that exceeded the budget was received last year.

Committee discussed the \$10,000 allotted for trail work. This is specifically for Harrison Park; \$5,000 is earmarked for the Tom Thomson Trail Group in another budget. The Trail Group have work planned for 2010 and once comments from the City's Engineering Division are received, a report will be brought forward to the next meeting.

Bob Knapp recommended \$10,000 be allocated in the 2010 capital budget for general trail work with priority being the trails identified by Committee in 2009.

Committee suggested creating a catalogue of identified items/community projects with dollar value that service and senior groups could contribute to financially, such as the relocation of the horseshoe pits.

Committee discussed several items listed that are related to public safety and suggested these should take a higher priority.

The tennis courts are well used by campers and the general public and require resurfacing. The City is also responsible for the courts at West Hill High School.

An amount of \$50,000 has been allocated to undertake priorities based on first phase of the Kelso Beach Master Plan which is mostly for fragmites control.

Queen's Park/Inner Harbour requires improvements to the landscape, lighting and buildings. The boathouse restoration would be an ideal project for a local service club.

The replacement of docks at the West Side boat launch is a three year project.

The City is still committed to replacing damaged trees from the 2006 ice storm and \$25,000 is included in the budget. Picnic tables are repaired where possible and money is allocated for new tables.

Depending on on-going discussions, \$5,000 has been included for a Leash Free Dog Park.

The Sportsfield budget includes \$5,000 for a study to look at St. George's Park as the whole dynamics of the area has changed with the recent closing of Strathcona School and the new recreation centre.

At the Cemetery, the Mausoleum limestone steps are in poor condition and require replacement. Barrier free access should also be considered. Other improvements are recommended to the yard and fencing. A columbarium installation would generate revenue through sale of niches and be self-funding.

Playgrounds has funds allocated for additional equipment, benches as well as relocation of the playground at Duncan McLellan Park.

Committee suggested including in the capital budget the relocation of the Skateboard Park and Bike Park.

Moved by Sharon McKeachnie

“THAT the Recreation and Parks Advisory Committee receive the report from the Manager of Parks and Open Space dated December 7, 2009 with the following priorities noted:

- **Harrison Park – Diversion Channel Wall Repair;**
- **Kelso Beach Master Plan – First Phase**
- **Trails – (Rail Trail-Mary Miller Park; Westview Gully slope; East Harbour Wall) - \$10,000;**
- **Bike Park/Skateboard Park Relocation.”**

Carried unanimously

c) Report from Cemetery Administrator Re: 2010-2012 St. Mary’s Cemetery Agreement

Tom Wiley left the meeting at 9:05 p.m.

John Howard briefed Committee on the current arrangements the City provides interments at St. Mary’s Cemetery. Mr. Vachon, Manager of St. Mary’s Cemetery has some concerns should unionized City staff ever go on strike. He has requested that the agreement include a clause that in the event of a strike, would allow St. Mary’s to use another contractor to do the necessary work.

Terms of the agreement would also include:

- 3 year term;
- 10% increase in rates over the term of the agreement (as per increase in City fees previously approved);
- Renegotiation date – 2012;
- City tariff fees attached as appendix (plus a premium for work at this cemetery).

Moved by Sharon McKeachnie

“THAT the Recreation and Parks Advisory Committee receive the report from the Cemetery Administrator dated December 9, 2009 regarding the 2010 – 2012 Agreement between The Corporation of the City of Owen Sound and The Roman Catholic Episcopal Corporation of the Diocese of Hamilton in Ontario and further

THAT Committee recommends that City Council approves and supports this agreement.”

Carried unanimously

d) Report from Director of Community Services Re: Harrison Park Inn Lease Agreement

Committee had previously dealt with this item.

e) Report from Director of Community Services Re: Fundraising Recognition Policy for Regional Recreation Centre

Committee had previously dealt with this item.

9. OTHER BUSINESS

- a) The Sports Hall of Fame Committee – Sharon McKeachie advised that this year Hall of Fame inductions will be held. She announced the inductees selected by the Committee. This year the Committee has decided to start fresh and accept nominations for those who have nominated in the past. They are also looking for new members.

The Induction Banquet is May 7th at the Bayshore. Tickets are \$25/tickets and will be available in February from any member and City Hall.

- b) The Chair advised Committee that effective the February meeting, Councillor Pink will be replacing Councillor Wright as a Council representative. There will be changes to the public members as well.

10. CORRESPONDENCE RECEIVED WHICH IS PRESENTED FOR THE INFORMATION OF THE RECREATION AND PARKS ADVISORY COMMITTEE

There was none.

11. ADJOURNMENT

The Committee adjourned at 9:15 p.m. The next meeting will be held on Thursday, February 11, 2010.