



MINUTES
RECREATION AND PARKS ADVISORY COMMITTEE
Thursday, November 12, 2009
7:00 p.m. – City Hall, Lower Boardroom

MEMBERS PRESENT: Councillor Jim McManaman, Chair
Tom Wiley (Councillor - Georgian Bluffs) Vice Chair
City/County Councillor Arlene Wright
Paul Foster
Gayle Graham
Brent Jeffries
Bob Knapp
Mark Rouse
Ryan Thompson (Councillor - Georgian Bluffs)

ABSENT/REGRETS: Sharon McKeachnie
Francis Richardson (Mayor – Meaford)
Rachelle Williams

GUESTS: Teri Van Aalst
Family Y – Amy Peyton, Lisa Adams, Kim Williams
Minor Hockey – Grant Oldrieve, Brian Seaman, Dan Blackburn

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

1. CALL TO ORDER –7:00 P.M.

2. ADDITIONAL ITEMS

- a) Bob Knapp - ATV's on trails
- b) Councillor McManaman – Regional Recreation Centre Update; it was suggested this item remain on future agendas.

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

There was none.

4. CONFIRMATION OF MINUTES

- a) **Regular Meeting – October 8, 2009**
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It was noted that the Manager of Parks and Open Space was not present at the October meeting.

Moved by Paul Foster

“THAT the minutes of the Recreation and Parks Advisory Committee meeting held on October 8, 2009 be hereby approved as amended.”

Carried unanimously

5. MATTERS ARISING FROM THE MINUTES

The Chair advised that a Skateboard Park/BMX park meeting will be held in the near future.

6. DEPUTATIONS

a) Teri Van Aalst Re: Leash Free Dog Park

The Chair provided background information on previous discussions regarding a Leash Free Park. The Chair introduced Teri Van Aalst who met with City representatives several weeks ago and was extended an invitation to address the Committee.

Teri distributed a package outlining benefits of a dog park in a community and provided information on other dog parks within Ontario, in particular the Saugeen Shores Off-Leash Dog Park policies and the Dog Owners' Liability Act.

The land initially proposed for a leash free park is across from Duncan McLellan Park. At that time it was suggested the park include fencing and an area for smaller dogs to play. Teri indicated she has been in contact with the Town of Collingwood. They advised a fence only needs to be three to five feet in height.

She indicated a number of residents are interested in a dog park and are willing to make donations. Saugeen Shores raised closed to \$30,000 in donations for their park. It was suggested suppliers, eg. fencing company, may be willing to make in-kind donations of supplies/services.

The Dog Owners' Liability Act takes responsibility away from the City and puts the liability back onto dog owners. Rules for the park would have to be posted at the entrance to park.

Committee raised several questions concerning staffing, disposal of animal excrement, park maintenance, parking and aggressive behaviour of dogs.

Upon a question by the Chair, Teri indicated she would be willing to establish a Committee once more information is obtained. A public meeting could be held to determine interest within the community to form a Committee and organize fundraising.

It was expected the City would provide the lands for the dog park and provide maintenance such as grass cutting and garbage disposal. Water would not be required initially as more dog owners take their own water.

Moved by Brent Jeffries

"That the Recreation and Parks Advisory Committee request a staff report come back to Committee outlining proposed location, design, operation and maintenance costs, proposed responsibilities for a Dog Park Committee and other details relating to a leash free park to be included in the 2010 capital budget.

Carried unanimously

Staff will contact Teri when the report is presented to Committee.

Teri Van Aalst left the meeting at 7:20 p.m.

b) Amy Peyton & Lisa Adams, Owen Sound Family Y Re: 2009 Summer Programs

The Director of Community Services provided an introduction on the partnership between the Family Y and City regarding the delivery of quality affordable summer programming to residents of Owen Sound and area. The major change in 2009 was that registration occurred at the Family Y. The City still produced the annual guide.

Pam Coulter introduced the Family Y staff who were in attendance: Kim Williams, Amy Peyton and Lisa Adams.

Amy Peyton presented an overview of the 2009 summer camps. Despite the weather, the programs were very successful and children enjoyed using the new Harrison Park accessible playground.

She highlighted some of the key points for the Day Camp program:

- Staff structure was modified to provide better supervision; a behaviour specialist was hired and shared with the Family Y through a grant;
- Co-ed day camp groups were introduced as a pilot project with positive results;
- Play & Kiddie Camps from past years was integrated into the Harrison Park Day Camp;
- New drop off at Community Centre established.

Statistically, registrations were down only 40 children over 2008 (2913 – 2009) in part because no camps were held during the week of the dog show which would account for the shortfall.

Several recommendations were suggested for next year's day camps:

- install telephone land line (Bandshell) for safety reasons;
- dedicated hall space in Community Centre;
- improved communication for planning repairs;

- earlier distribution of Community/Recreation Guide (April 1st);
- operate day camp at Bayshore Community Centre during Dog Show week;
- continue coed groups.

Staffing for the specialty camps was restructured to ensure better supervision. Quality leadership for contracted camps should continue to be developed.

Specialty camp registrations were down slightly from 2008.

Lisa Adams provided information on the Harrison Park Pool swim programs operated through the Family Y. This year scheduling and staffing changes were implemented to ensure efficiencies and needs of the community were met.

A specialty swim camp was added and swim times streamlined. Public swim times ended at 7:30 p.m. for safety reasons (darkness). School and rental bookings procedures were modified. Some improvements to the pool and surrounding area were made in conjunction with City Parks staff.

Tim Hortons once again sponsored family swims on Thursday evenings (70 swimmers avg) and Saturday afternoons (35 swimmers avg).

The following statistics were provided on this year's pool usage:

- 477 participants (34 less than 2008) mostly due to poor summer weather;
- length swims were less than anticipated with only 8 usages;
- both specialty camps were full;
- 17 school groups booked swim times;
- 33 family and 2 individual pool memberships were sold
- 2644 campers made use of the pools (included in campground fee).

The weather played a large factor this summer with the average temperature of 19° C and 7 of 13 weeks overcast.

The following recommendations were suggested:

- improved coordination with City staff on pool opening;
- City Parks staff assist with pre season opening due to heavy lifting/moving of equipment;
- secure swim sponsorships earlier (lower in 2009 due to poor economy);
- consider discontinuing length swims;
- offer more pool related specialty camps.

Family Y staff appreciated the good working relationship established with Parks staff, in particular Bob Gallen.

The Director of Community Services explained that this year Harrison Park was undergoing construction of the new accessible playground. This required relocating some picnic shelter rentals to other City facilities. The Community Centre was not available on only one occasion for the day campers.

Committee discussed the need for better phone connections at Harrison Park during summer camps.

The Chair thanked the Family Y staff for their presentation that left at 8:00 p.m. as did Councillor Wright.

c) **Brian Seaman, Grant Oldrieve and Dan Blackburn, Owen Sound Minor Hockey Re: Ice Allocation Policy**

The Chair welcomed the representatives from Owen Sound Minor Hockey.

Brian Seaman thanked Committee for the opportunity to comment on the Ice Allocation Policy. Their biggest concern relates to the cancellation policy.

Their House League schedule is set at the beginning of the season in September and ends with play-offs in March. Upon a question, Minor hockey confirmed that length of season and cancellation is not an issue for the House League.

The Rep Teams however start their play-offs in late January. Teams that lose may be eliminated and Minor Hockey may not have sufficient notice to accommodate the 7 day cancellation requirement. In Tri-County playoffs, the winners continue to the next series while the losers proceed to a consolation round. Ice times are booked early in the season for the entire season including play-offs. When a team is eliminated, Minor Hockey can only provide minimal notice to the City to cancel ice times.

Other minor sports teams (Girls Hockey, Ringette) listed in the policy have a regular schedule with weekends dedicated to playoffs in a tournament style.

Brian realizes the policy has been approved by Council and wondered what options are available. It was noted that the policy includes an annual review.

Pam provided clarification in terms of the process that was used including public meeting, in developing the policy. Staff developed principles and drafted the policy. A public meeting was held on May 14th and Minor Hockey was well represented at which time concerns were raised about length of season and cancellation policy. A report was brought back to Committee. In order to allow staff to allocate ice in a timely manner, Committee approved the policy except for the section on cancellations. Minor Hockey had indicated their concern.

Subsequently, input was received from Minor Hockey and these comments were incorporated in a report to Committee. Committee approved changes reducing the seasonal commitment to 22-24 weeks. The cancellation policy was changed from 30 days to 7 days following the 22 week commitment period. A suggestion was also made about advertising available ice on the City's website to rent cancelled ice. The City committed to working with Minor Hockey to ensure unused ice was rented out to other groups/individuals whenever possible.

Upon a question by the Chair, Brian Seaman confirmed that the seasonal commitment was not a concern, only the playoffs and cancellation of ice. Minor Hockey had originally suggested the 7 day cancellation to staff and now realize this may not be viable. Brian had contacted other arenas for their cancellation policy; one centre had a 72 hour policy and most others had 24-48 hours notice for cancellations. In the future, Minor Hockey would like to enter into an agreement with the City similar to the Owen Sound Attack or Junior B Greys.

Upon a question, Minor Hockey indicated that 1 hour notice for cancellations would be ideal.

Taking into the consideration the current ice allocation policy, the seasonal commitment of 22 weeks from the second week of September would end the third week of January. After that time, only 7 days notice for cancellation would be required. Minor Hockey would like to see the 7 days reduced to 24 hours.

This year, Minor Hockey has 12 Rep teams and 30 house league teams (approximately 600 children).

Brian Seaman commented on another issue where the City allocated ice time in mid-March 2010 to an organization to host a tournament in Owen Sound. He advised that this upsets their schedule for teams still in Rep and House League play.

He questioned why this tournament was on the list in the Ice Allocation Policy and given ice time. He agreed tournaments were great for the City, however, the organizer does not operate within Owen Sound and it will disrupt regular ice users.

The Director of Community Services advised that the tournament was booked on short notice. The City tries to balance and maximize ice between regular users and tournaments and will continue to work with Minor Hockey so ice is allocated in a fair and equitable manner.

In summary, the Chair stated that the City wants to continue to be a regional centre and it is important to book tournaments whenever possible. A balance needs to be established that maximizes use of ice.

The committee asked Minor Hockey for clarification. On one hand, they have indicated concern regarding length of season and the seasonal commitment. Based on these concerns presented earlier, the seasonal commitment was reduced to 22 weeks or around the end of January. Minor Hockey is unwilling to commit beyond 22 weeks, has 4 tournaments itself yet is concerned about a mid-March tournament for another organization. Committee also noted that based on 2 hours of ice per Rep team, that if all Rep teams were eliminated at once, that the 'liability' in terms of ice is 24 hours. Any ice that could be booked would not be charged.

The Chair updated Committee on the status of the regional recreation centre. Councillor Ryan Thompson of Township of Georgian Bluffs has been appointed to the Steering Committee. The Municipality of Meaford was Invited to participate.

Lieutenant Governor David C. Onley will assist with a ground breaking ceremony on November 21st.

A public meeting was held with concerns voiced by seniors within the community. Two meetings have been held with seniors who agree that space at the Bayshore Community Centre would be more appropriate. This will result in a savings of approximately \$400,000 for the new centre.

Micro-planning meetings are currently being held. Soil testing is underway at Victoria Park.

Minor Hockey left the meeting at 8:45 p.m.

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

There was none.

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

a) Report from Director of Community Services Re: Draft Policies for Waiving of Rental Fees

The Director of Communities Services provided background information. At the last meeting, Committee reviewed the principles of the policy surrounding waiving of rental fees.

Policy CRC37 – Waiving of Rental Fees

Committee reviewed the recommended changes to the policy. General wording was tightened up to clarify criteria and eligibility. The Director of Finance was added as part of approval process.

Committee wondered about “acts of god,...” however this is covered in the wording.

Proposed Waiving of Rental Fees for Fundraising Events for the new Regional Recreation Centre

City Council requested Committee look at developing a policy surrounding waiving of rental fees for fundraising events held at City facilities. Council suggested a sliding scale may be appropriate.

At the last meeting, Committee recommended a minimum contribution of \$5,000 to encourage larger fundraising events. The balance of the rental fee would be allocated from the City's grant budget.

If 100% of the profits are directed at the new recreation centre, the City will provide liability insurance coverage and waive the security deposit requirements. Prior approval from the Steering Committee/Fundraising Committee must be obtained.

For events generating less than \$5,000, the group is then required to pay the applicable rental fee and the same percentages would apply.

Committee suggested adding on page 2 of the draft policy, "and Fundraising Committee" under no circumstances, will be held liable.

The last line of the draft policy amended to read "The City and Fundraising Committee reserve the right to refuse waiving fees for an event even where all conditions are met."

Committee discussed the policy and whether 100% of the proceeds should be directed to the regional recreation centre. It was suggested using the existing CRC37 policy and make minor wording modifications to accommodate fundraising for the recreation centre.

Moved by Brent Jeffries

"THAT the Recreation and Parks Advisory Committee receives the report from the Director of Community Services dated November 5, 2009 and recommends Council approve Policy CRC 37 Waiving of Rental Fees as modified."

Carried unanimously

Moved by Ryan Thompson

"THAT the Recreation and Parks Advisory Committee recommend that the current Policy CRC37 Waiving of Rental Fees be used for processing requests for fundraising events in support of the Regional Recreation Centre."

Defeated unanimously

Moved by Tom Wiley

"That the Recreation and Parks Advisory Committee recommends that any fundraising requests in support of the new Regional Recreation Centre that come forward be channeled through the Fundraising Committee for approval; and further

That the City consider liability insurance and security deposit requirements on a case by case basis for fundraising events in support of the Regional Recreation Centre."

Carried unanimously

Waiving of Rental Fees for Provincial, National and International Events

The policy addresses Council's direction to develop a policy surrounding sponsorship of Provincial, National or International events within the City and the requirements of an application process.

The following changes were suggested:

- change 'waiving' to 'reducing';
- pg 2, 3rd par., last line to read: "submitted no later than 10 business days...";
- last par., to read "The City reserves the right to refuse the request for reduction of rental fees for an event even where all conditions are met.";
- Appendix A – 5th line – to read: "...attach evidence that the event is a Championship event and sanctioned by a recognized Provincial, National or International governing body:";

Moved by Brent Jeffries

"THAT the Recreation and Parks Advisory Committee recommend Council approve the draft Reduction of Rental Fees for Provincial, National and International Events policy as amended."

Carried unanimously

b) Report from Director of Community Services Re: Harrison Park Diversion Channel Wall

The Director of Community Services provided Committee with background information on the cultural heritage value and condition of the channel wall located near the picnic shelter in Harrison Park.

Council allocated \$175,000 in the capital budget to undertake repairs. These funds are to be carried over into the 2010 budget.

Staff has considered this project with the following key principles:

- i) park has a significant cultural heritage value;
- ii) remediation design and work must address underlying drainage problems that may result in future failure;
- iii) solution should consider alternatives that respect the original design and that are environmentally sound including investigating naturalization of the island side;
- iv) solution should include a consistent approach to the entire area and includes opportunity to phase the actual work over a number of years;
- v) solution should include consultation with the Operations Department as well as the City's Chief Building Official;
- vi) plan should have Committee and Council support as well as public buy in through consultation.

Staff would work with the Purchasing Department to prepare an RFP to undertake the study, evaluation and consultation on design of the diversion channel. Proposals would come back through this Committee in 2010 with

the possibility that the area of failure be remediated in 2010. Staff is presently looking at a temporary solution to secure the failed portion.

Committee reviewed the photographs taken of the area. Staff explained that the drainage concerns are a result of water flowing under the roadway jeopardizing the integrity of the wall.

Moved by Bob Knapp

"THAT in consideration of a report from the Director of Community Services, dated November 5, 2009 that Recreation and Parks Advisory Committee recommend to City Council that Community Services staff work with the City's Purchasing Division to prepare an RFP to undertake the study, evaluation and consultation on design of the Harrison Park Diversion Channel as well as an implementation plan for the project from the inlet to the foot bridge; and further

THAT the Recreation and Parks Advisory Committee recommend that City Council give high priority to carrying forward the original capital budget amount (\$175,000) to 2010 to allow the completion of the design work and the repair of the initial failed section in 2010."

Carried unanimously

c) **Report from Cemetery Superintendent Re: 2010 Tariff Rate Increase Report – Greenwood Cemetery**

The Master of Parks and Open Space reviewed the 2010 proposed Cemetery Tariff Rates for Greenwood Cemetery and requirements under the Cemetery Act to notify the Ministry of Consumer and Corporate Affairs about the City's rates. The Chart indicates estimated revenue under two different scenarios: 3% increase and 5% increase in rates.

An annual survey of provincial cemeteries indicates rate increases of 2.5-11% during the past year years. Greenwood Cemetery had a 3% increase in rates in 2009.

It was noted that other City facility rates were increased in 2009 by 3%.

Moved by Paul Foster

"THAT the Recreation and Parks Advisory Committee receive the report from the Cemetery Administrator dated October 22, 2009 regarding Greenwood Cemetery Tariff Rates recommending an increase of 3% for 2010 and each successive year until 2012."

Carried unanimously

9. OTHER BUSINESS

- a) Bob Knapp requested at the last meeting that ATV use on trails be investigated. It was suggested posting signage near Mary Miller Park trail indicating no ATV's allowed. John Howard will review the budget to determine if there are funds for this expense.
- b) The Chair asked Committee on the direction to take regarding Minor Hockey's concerns about the ice allocation cancellation policy. Committee felt the matter was dealt with appropriately and that good discussion took place. Staff will make every effort to rent out unused ice not needed by Minor Hockey and continue to communicate and work with the group.

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

- a) Letter from Gloria Habart dated October 5, 2009 Re: Restoring the Circle Event on September 27, 2009

Moved by Brent Jeffries

"THAT the Recreation and Parks Advisory Committee receive correspondence from Gloria Habart dated October 5, 2009."

Carried unanimously

11. ADJOURNMENT

The Committee adjourned at 9:45 p.m. The next meeting will be held on Thursday, December 10th, 2009. The public meeting for Kelso Beach will start at 6:00 p.m. An Open House will also be held on Wednesday, December 2nd, 4:00 to 6:00 p.m.