



Township of
North Dundas

RECREATION & CULTURE DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Meaghan Meerburg, Director of Recreation & Culture
Date of Meeting:	March 10, 2015
Subject:	Monthly Report

1. Joel Steele Arena Boardroom:

At the February Council meeting, Council had expressed interest in approaching the Winchester Lions Club with the proposition of operating a tuck shop out of the Joel Steele Arena boardroom. The Lions Club would like more information about the scope of the venture so that they will be in a better position to make a club decision. I have scheduled a meeting with the operator of the Morrisburg Arena tuck shop. I will share with the Lions, the information that I obtain through the meeting and will hopefully have news for Council in my April report.

2. Facility Operator Contract Extension:

I would like to ask Council for permission to extend the contract of Facility Operator Ryan Byers, to fill a long-term disability leave. I will have more information at the Council meeting with regards to the length of the extension.

3. Arena Advertising:

The Recreation & Culture Dept. has been working hard to sell all of the available rink board & wall ad spaces at both arenas. A couple of weeks ago, there were only a few remaining wall ad spaces in the Chesterville Arena, while the Joel Steele Arena wall ad spaces were full. In order to generate more revenue through ad sales, we have decided to move the hockey banners that were hung above the players benches in both arenas, to over the stands; therefore opening more wall ad spaces. All of these new spaces are almost sold now as well. Arena ads are estimated to bring in a total of \$25,495.00 in annual revenue by the end of 2015. At 2011 year end, our revenue was recorded as \$15,781.68; therefore, ad revenue will have increased by 62% or approximately \$9,700 by December 2015.

4. Community Grant Policy:

The current process for awarding funds through the Community Grant program, is that the Community Grant Committee recommends a small number of proposals for Council approval. Once passed, a cheque for \$400 is given to each recipient group. It is recommended that the award process be updated so that the recipient groups are requested to submit receipts or invoices for \$400, at which time, the Township of North Dundas will either pay up to \$400 of the invoiced amount or reimburse the community group for the \$400 spent on the approved project. Should the community group require a project scope change, they will be required to submit, in writing, a project scope change

10. Roofing Tenders:

Tenders will be prepared for roof repairs to be completed to the Township of North Dundas office building as well as for the replacement of the roof at 547 St. Lawrence St. in Winchester.

11. Inkerman Outdoor Rink Donation:

Recently the snow blower at the Inkerman Rink broke, beyond repair. The Inkerman Outdoor Rink volunteers and users, as well as the Township of North Dundas, would like to extend our sincere thanks to the staff of Sevita in Inkerman, for the donation of a new snow blower for this recreation space and for being such amazing community supporters. The Sevita team attributed this generosity as their way of maintaining health and wellness for both themselves and their community.

12. Parks & Recreation Ontario Conference:

I will be attending the PRO conference in Blue Mountain from March 25-27th. I have registered for the following seminars, which I believe will help me to enhance the services and opportunities that are offered by the Recreation & Culture Department:

- Festivals And Events, From Tried And True To Trendy
- Adult Sport Leagues: Is Your Community Missing This Revenue Opportunity?
- Tapping The Ontario Sport & Recreation Communities Fund
- Scoping, Evaluating and Selecting Recreation Software
- Recreation Registration Software Roundtable
- Building A New Community Brand
- Marketing Recreation Services To The Primary Household Purchaser

13. Summer Student Funding Opportunities:

In an effort to help off-set summer student wages, Chelsea has applied for funding support through the *Canada Summer Jobs* program. I have also applied for funding through Job Zone's *Summer Job Service* program, as well as the Ontario Ministry of Agriculture, Food and Rural Affairs program, called *Rural Summer Job Service*.

14. Review of Pool Fees:

In light of the recent review of hall and ice rental rates, Gina has put together a comparison chart of swim lesson and swim pass fees, as well as pool rental rates, using information that she collected from surrounding municipal pools. Please find the comparison chart attached. Included in the chart for Council review and approval, are the newly proposed rates for 2015. The new Spring/Summer edition of the North Dundas Living Resource Guide is expected to be mailed out to all residents during the week of March 23rd, however the deadline for draft changes is March 11th. We are hopeful that a decision may be made by Council regarding the proposed rate increases so that any changes can be reflected in the printed copy of the Resource Guide.

15. Arena Slab, Sports Field & Ball Diamond Rental Fees:

As the final component to the review of rental rates for our Township of North Dundas Facilities, in the April Council meeting, we will be bringing forward a comparison chart and proposed rates for the 2016 year, for arena slab, sports fields and ball diamond rates.

16. Table & Chair Rental Agreement:

Mayor Eric Duncan has met with the members of both the Chesterville & South Mountain Fair Boards since our February 10th Council meeting. Both fair boards are agreeable to the



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To:	Mayor and Members of Council
Prepared by:	Les Johnston C.I.T., Facilities Manager
Date of Meeting:	March 10 , 2015
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Facilities Updates:

1. At the Joel Steele C.C., the tankless water heater unit was replaced, partially under warranty. There was too much sediment in the water so we cannot not use that tankless again. We had to clean the tank with vinegar regularly but this was rotting the copper tubing. We replaced the unit with two 50 gal. high efficiency boilers.
2. The Joel Steele C.C. Olympia had to have the rear differential rebuilt as the bearing went on it. We had our site meeting for the lift gate and everyone is confident that we will be able to have it installed in April. All minor difficiencies with the arena project have been noted for rectification in April as well
3. The boiler in the Chesterville arena got some air in the system so some air bleeders had to be put on the system. Union gas had to come in and adjust the pressure regulator as we were not getting enough pressure when all our appliances were operating. The overhead door had to have the cables fixed.
4. Two trees had to be removed on William St. in Chesterville as they had huge splits in them and would have come down in the next wind storm. There are some more trees that have to come down this spring in that area.
5. The Winchester Centennial Pool, pool cover let go. Superior Pools will be back to fix it in the spring under warranty.

Submitted By: _____

Approved By:  _____