



Township of

North Dundas

RECREATION & CULTURE DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Mark Guy
Date of Meeting:	February 1, 2011
Subject:	Monthly Report

1. Programming Notes:

-Looking into a child gymnastics/tumbler program that does not require equipment.

-New programs being planned for the April term: A-capella/Barbershop, youth floor hockey, youth volleyball, child basketball, English-Country dancing workshops, baby/child yoga, ballet for ages 2-3 yrs.

- *Movies Under the Stars* series update: We will be budgeting \$3000 for 9 movies for the summer to help with funding these great events. Sponsorship will be sought for rest. I have been speaking with Lorne Tallion from the City of Cornwall Recreation Dept. about a partnership. This would hopefully cut costs by doing cross advertising and setting our movie dates for some of the Cornwall dates.

-Currently the recreation department has a grant account line of \$10,000 to be distributed to our recreation associations and community groups. Our programs section is proposing that we add \$1,000 to this account line for the following: Jump Start currently funds program registrations for youth between the ages of 4-18 yrs. in sports programs but there are younger children, as well as adults who do not meet the ages of this subsidy. There are also programs that don't qualify because they are not sports (i.e Musical Playground that is music & movement program for ages newborn to 5 yrs. and their parents). This would allow us to break down one more barrier that our residents face to participation. This new program would be advertised with Jump Start, Homes Helping Hands, and Champions for Kids (through the Upper Canada District School Board), the Skate & Helmet Lending Libraries, and the Recreation Library.

-\$1500 in funding was received from our 3 local Lion's Clubs and has been used to purchase 9 new helmets, 26 helmet cages for our existing helmets, and 2 helmet repair kits. Stories should be printed in EMC, the Winchester Press, and the Chesterville Record

-A Facebook page will soon be created for North Dundas Sport Sale, Swap, and Donate. This Facebook page will promote our residents to sell, swap and give-away their children's or their own, sporting equipment or recreation equipment. This will in turn, aid our residents in more affordable recreation opportunities. This Facebook page will be visited frequently so that controls can be kept

2. New Policies:

Attached are three new policies for Council's review and approval. **a.** Tobacco free **b.** Facility rental insurance coverage **c.** Community Funding. To date I have received two letters for financial assistance.

3. Ice Rates:

Attached is a chart showing the ice rates that neighboring township's charge. I am working on an ice rates schedule for the term of this Council. It will be for Council's review and feedback during the budget process.

4. **Budgets:**

The first draft of the recreation budget has been submitted to the finance department for review. There is also a budget amendment for the paving that was done to provide the Dundas Federation of Agriculture group a walkway to the space they have at the Nelson Laprade Centre.

5. **Active Net:**

All financial issues with the active net have been addressed. We are still adjusting to this system but it is getting better each day. Computers have been set up at both arenas in order for the facility staff to view all rentals on the computer.

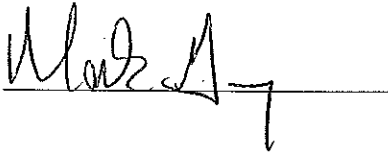
6. **Trees at 100 Club Park:**

The east side poplar trees at 100 Club Park have been cut down. The wood still has to be cleaned up and taken away. Three more poplars on the west side, north of the Curling Club will be taken down this month.

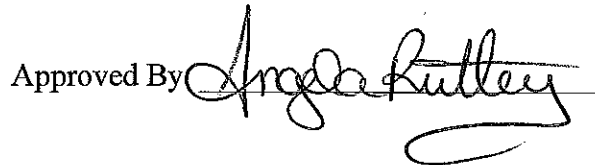
7. **Chesterville Winter Carnival:**

This event took place over this past weekend. The Winchester Hawks played a regular season game in Chesterville on January 28 as part of the carnival festivities. A 3 on 3 kid's hockey tournament highlighted the weekend's events along with many community suppers and breakfast's and card tournaments.

Submitted By:



Approved By



TO: Mark Guy, Director of Recreation & Culture
FROM: Les Johnston, Facilities Manager
SUBJECT: January 2011 Facilities Report
DATE: January 26, 2011

January 2011 Facilities Report

Another year through and another year started. The facilities have had a few minor equipment issues but overall very good. The staff has been working hard at keeping the facilities running smoothly.

Mark and I have been working on maintenance and capital justification budgets. We have received estimates for roofs, trucks, ice resurfacers, floor scrubbers, painting, signage, floors etc. There are a number of projects that need to be looked at and accomplished over the next few years.

The facilities have been utilized a lot during the fall and winter and user groups are pleased with the cleanliness.

Staff have used up there 2010 holidays and are working on their 2011 holidays. We have had to do some more part-time hiring as we were down two fulltime staff for a while.

Les Johnston C.I.T.
Facilities Manager



Township of
North Dundas

RECREATION & CULTURE DEPARTMENT	
To:	Mayor and Members of Council
Prepared by:	Mark Guy
Effective Date:	February 1, 2011
Subject:	Facility Rental Insurance Policy
Policy #:	31-2011

A. The Township of North Dundas will take out a User Groups/Lessee's policy that will cover specific groups/organizations (at the township's discretion), for events, programs they operate using Township of North Dundas owned facilities.

- All events where alcohol is present will be covered by this policy. Other events, programs will be at the Director of Recreation & Culture's discretion as to whether they will be covered or not.
- The insurance certificate will be made out in the rentor's name, individual or organization with the township being named as an additional insured.
- All groups who are provided with a Certificate of Insurance will be charged \$50 by the Township of North Dundas recreation department to offset the cost of the insurance coverage.
- For-profit businesses renting township owned facilities for recreation activities, that are provided with a Certificate of Insurance under this policy, will be charged the full insurance rate as charged to the Township for that activity, minimum \$50.

The details of the policy is as follows:

- \$2,000,000 Commercial General Liability/ Products & Completed Operations Aggregate
- \$500 Deductible – payable by rentor
- Includes injury to participants
- part of permit/ rental application, form attached
- Township will be added as additional Insured

B. All groups or organizations who already have insurance coverage for their activities held at Township of North Dundas owned facilities must provide the Township of North Dundas a copy of their Certificate of Insurance and also add the Township of North Dundas on as an additional insured.



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RECREATION & CULTURE DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Mark Guy
Date of Meeting:	February 1, 2011
Subject:	Community Funding Policy
Policy #:	32-2011

B. Community Organizations or Groups:

Groups requesting financial assistance from the Township. i.e. local sports leagues, Scouts, Brownies, beatification committees, senior's groups etc.

There are six, \$400 grants available to these types of groups.

The following requirements must be met in order for a request to be reviewed by the committee:

- Your letter should indicate who you are and what type of service you provide in the community of North Dundas, your organization's executive and how long you have been in operation.
- The letter must indicate what the funds are being used for and how it will benefit the organization and the impact it has on the community.
- A copy of the organization's finances must accompany the letter.
- The review committee may request an interview to further substantiate the request.

The review committee will consist of the Director of Recreation & Culture, the CAO and two members of Council, (not full Council).

The review committee will make the final decision on whether the request will be granted.

Community Grant Requests Deadline: April 1 of each year;