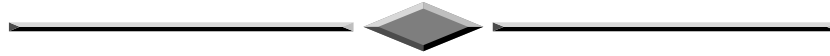


**The Corporation of the Township of Lake of Bays
Parks, Recreation & Trails Committee Meeting Minutes – October 27th, 2008
Minutes**



There was a regularly scheduled meeting of the Parks, Recreation & Trails Advisory Committee held at 4:00 p.m., on October 27th, 2008 in the Council Chambers of the Township of Lake of Bays Municipal Office, Dwight, Ontario.

Attendance

Chair	Margaret Casey
Co-Chair / Councillor	Ben Boivin
Members of Committee	Shane Baker
	Patricia Doyle
Public Works Supervisor (Facilities)	Morris Bryant (arrived at 4:12 p.m.)
Community & Recreation Coordinator	Jennifer Schnier (arrived at 4:11 p.m.)
Administrative Assistant	Amanda Masulka

Regrets

Members of Committee	Linda Keown
	Earle Northover
Mayor	Janet Peake

1. MEETING CALLED TO ORDER

The meeting was called to order at 4:05 p.m. on October 27th, 2008 by Chair Margaret Casey.

2. APPROVAL OF AGENDA

Resolution #2/10/27/08

Patricia Doyle and Shane Baker

BE IT RESOLVED THAT the Parks, Recreation and Trails Advisory Committee Agenda dated October 27th, 2008 be adopted as circulated.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. APPROVAL OF MINUTES

Resolution #4(a)/10/27/08

Patricia Doyle and Shane Baker

BE IT RESOLVED THAT the Parks, Recreation and Trails Advisory Committee Minutes dated September 29th, 2008 be adopted as circulated.

Carried

5. DELEGATIONS

Nil

6. REPORTS

(a) Miscellaneous

(ii) Verbal Report re: New Appointee to Parks, Recreation and Trails Advisory Committee

Chair Casey advised the Committee that she, Councillor Boivin and staff have reviewed all applications and selected Stella Neilson to be appointed as a member of the Parks, Recreation and Trails Advisory Committee.

Resolution #6(a)(ii)/10/27/08

Shane Baker and Councillor Boivin

BE IT RESOLVED THAT THE Parks, Recreation and Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays accept the appointment of Stella Neilson to the Parks, Recreation and Trails Advisory Committee (Parks, Recreation and Trails Advisory Committee Member – Stella Neilson).

Carried

(i) Report re: Criteria for Evaluating Requests for Projects Involving Parks & Recreation Facilities

Chair Casey advised the Committee that the Criteria for Evaluating Requests for Projects Involving Parks & Recreation Facilities application form has been revised and shortened to six (6) pages. She noted that the form will be effective January 1st, 2009.

Committee made the following comments and suggestions:

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- The differences between the parks fund and the Lake of Bays funding is a bit confusing as people may not know which funding to apply for.
- Suggestion that the application form be split into two (2) parts; first part being the project application form and second part being the funding application form.
- Suggestions for changes to Part II of the application:
 - Addition to question four (4): “If yes, how many years would it take to complete?”
 - Split question six (6) into two separate questions.
 - Add question eight (8): “Should your project require, the Township of Lake of Bays may require further information”.
 - Addition to question one (1): “Do you intend to apply for staff assistance for this project?”
- Committee considered possible types of projects and how the application could be overwhelming for simple projects; Committee suggested keeping the form simple and adding more questions for more complex projects as the application process goes on.
- The Community and Recreation Coordinator informed the Committee that staff could be available for assistance in filling out the form.
- Committee believes that the Disclosure and Release Statement may intimidate some people, particularly groups who are applying for simple projects.

Resolution #6(a)(i)/10/27/08

Shane Baker and Councillor Boivin

BE IT RESOLVED THAT THE Parks, Recreation and Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays adopt the criteria for evaluating requests for projects involving parks and recreation facilities, as amended.

Carried

(b) Recreation

(i) Report re: Recreation Update

The Community and Recreation Coordinator reported the following:

- The financial impacts for the Summer Day Camp Program could not be presented as Ms. Schnier is awaiting figures from the Town of Huntsville; however, she has disclosed that one hundred and ninety seven (197) children participated.
- The Summer Day Camp Program financial implications will be included on the Finance and Corporate Services Committee meeting agenda and distributed to the Parks, Recreation and Trails Advisory Committee for information purposes only.
- The Risk Management Seminar is scheduled for November 12th, 2008 and there are only four (4) registration spots left as of today.
- The Baysville After School Program now has a Parents Council who will manage fundraising and external support for upcoming events which will relieve staff from these responsibilities; all members will have a Police Records check.
- The Baysville After School Parents Council is working on some fundraising activities including the Riverside Public School craft show and selling “Pictures With Santa” at the Santa Clause Parade.
- Registration numbers on Fridays for the Baysville After School Program have declined; therefore, the program will operate with one (1) staff person and one (1) on standby for Fridays.
- Committee discussed the zero tolerance policy with respect to the Baysville After School Program and that staff has explained to children the one (1), two (2), three (3) rule. For example, if a child misbehaves, they will have a letter sent home. If the child continues the misbehavior, after the third warning the child will no longer be welcomed in the program.

(ii) Report re: Echo Valley Parkland Dedication Update

Committee discussed the following:

- At the Muskoka Trails Council meeting, there were concerns regarding the consistency in trail marking. Therefore, they've

agreed on what type of signs will be used which will be consistent with the trail signs within the Township of Lake of Bays.

- Take Heart will most likely fund the trail signs.
- Some residents of Echo Valley do not agree with this project; however, the residents have a private agreement with Echo Valley Developments Inc. and Council has no enforcement role on that agreement.
- Trail development will be completed by Echo Valley Development Inc. and then turned over to the Township of Lake of Bays; thus, maintenance of the trails will be the Townships responsibility.
- The Public Works Supervisor of Facilities expressed concerns regarding the maintenance of the trails and how this will impact staff time, resources, etc. Committee believes that the Public Works Supervisor of Facilities should be included in the development of this project.
- The Community and Recreation Coordinator pointed out that the objective is to draw interest from a local organization who would be willing to operate the parkland as a bike course and that maintenance would be part of the contract. However, if the course is does not generate enough revenue for the organization, maintenance responsibilities may fall back on the Township of Lake of Bays.

(iii) Report re: Appointment of Community Chair Ontario Youth Winter Games

The Community and Recreation Coordinator advised the Committee of the following:

- Scott Aitchison is the Muskoka region Ontario Youth Winter Chair and the Township of Lake of Bays is seeking a Chairperson to work under Mr. Aitchison.
- The following facilities within the Township of Lake of Bays will be used for the event:
 - Baysville Arena
 - Dwight Community Centre
 - Irwin Memorial Public School
- The key responsibility for the chairperson is communication between staff and the Organizing Committee. The position

requires approximately ten (10) hours per month increasing as the event approaches.

(iv) Report re: Ironman Final Report

The Community and Recreation Coordinator reported that Tri-sport North is conducting an online evaluation for all athletes who participated in the race. The athletes will be encouraged to fill out the survey for a chance to win a prize. The information will be available to the Township of Lake of Bays once the evaluation process is complete.

Chair Casey advised the Committee that a report will be forthcoming to the Town of Huntsville regarding the financial impact of the event and that the Township of Lake of Bays will be reviewing the financial impact at the November 4th, 2008 Council meeting.

(f) Water Access Points

(ii) Report re: Cost of Relocating Paint Lake Water Access Point (WAP)

Public Works Supervisor of Facilities reported that he's explored both sides of the bridge on Paint Lake Road. Both locations would require the same work and the Committee discussed the following:

- A quote came in at a cost of \$25,000.00 to \$30,000.00 to build a new water access point.
- The cost is expected to be higher than quoted as it is necessary to build retaining walls or a very wide taper.
- The ramp would have to be approximately thirty (30) feet long.
- The possible alternative location of the water access point would still provide minimal parking space.
- The other alternative location was investigated; although, it is not possible as it is adjacent to the Dorset Environmental Science Centre and there is various equipment at their shoreline.
- The Paint Lake Association did not request the relocation of water access point, rather requested improvements to the existing site.

Chair Casey noted that she will assess the depth and sincerity of the Paint Lake Associations desire to relocate the water access point,

collect all costs and review this matter at the next Parks, Recreation and Trails Advisory Committee meeting.

(i) Report re: Possible Alternative Location of Bella Rebecca Water Access Point

Councillor Boivin reported the following:

- Councillor Boivin was asked to look for an alternate water access point from the one that presently exists.
- Presently, boaters are backing their vehicles right into the water in order to launch boats, which is an environmental concern.
- Suggested that boulders be strategically placed in the water to prevent large boats from launching from this site and to allow canoes and kayaks; however, a new site must be established first.
- Councillor Boivin researched the Township owned lands around Bella Lake and found a possible site which is close to Billie Bear Road; however, establishing a parking area is an issue.
- Approximately forty (40) to forty five (45) feet West of Billie Bear Road is a hydro easement that can possibly be constructed for use as a turnaround and parking area and the road could continue down to the lake.
- The next steps are as follows:
 - Have a survey completed.
 - Cost analysis for the type of road that will be constructed.

Committee discussed the slope that is close to the shoreline and whether the road could be constructed in order to allow vehicles pulling large boats to climb the hill and if there would be enough room for a turnaround. Mr. Boivin advised the Committee that Tom Brown, Director of Public Works has been to the site and did not see any problems with the road construction in terms of the elevation and estimated a cost of \$10,000.00 for the road and boat launch construction.

Committee discussed other location possibilities and Mr. Boivin pointed out that this is the most practical location discovered to date. Chair Casey stated that this item will be on the Parks, Recreation and Trails Advisory Committee budget for 2009.

(c) Trails

(i) Report re: Update on Hip Clip – Second Release

Chair Casey provided the list of trail names that Take Heart Muskoka has on file and directed staff to confirm that the names are correct.

(d) Parks

Nil

(e) Facilities**(i) Report re: Update on Arena Phase II**

Chair Casey congratulated the Public Works Supervisor of Facilities for his hard work and efforts.

7. DISCUSSIONS

Nil

8. OTHER BUSINESS**(a) Meeting dates for 2009**

Chair Casey advised the Committee that the originally scheduled meeting dates for 2009 on Tuesdays do not work for some Committee members and inquired whether Wednesdays would be satisfactory for staff and the Committee. Therefore, the meetings will be scheduled for Wednesdays.

9. CORRESPONDENCE

Nil

10. ADJOURNMENT**Resolution#10/10/27/08**

Shane Baker and Councillor Boivin

BE IT RESOLVED THAT the Parks, Recreation and Trails Advisory Committee of the Township of Lake of Bays adjourn at 6:10 p.m. to meet again on December 8th, 2008 at 4:00 p.m. in the Council Chambers of the Dwight Municipal Office, Dwight, Ontario.

Carried.

Chair

Clerk