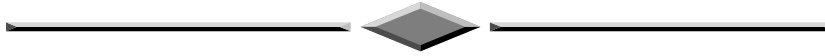


**The Corporation of the Township of Lake of Bays
Parks, Recreation & Trails Committee Meeting Minutes – June 23rd, 2008
Minutes**



There was a regularly scheduled meeting of the Parks, Recreation & Trails Advisory Committee held at 4:00 p.m., on June 23rd, 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
	Earle Northover
Mayor	Janet Peake
Community & Recreation Coordinator	Jennifer Schnier (<i>arrived at 4:23 p.m.</i>)
Public Works Supervisor (Facilities)	Morris Bryant
Deputy Clerk	Yvonne Aubichon
Administrative Assistant	Amanda Masulka

Regrets

Members of Committee	Linda Keown
	Sarah Soberg

1. MEETING CALLED TO ORDER

The meeting was called to order at 4:15 p.m. on June 23rd, 2008 by Chair Margaret Casey.

2. APPROVAL OF AGENDA

Resolution#2/06/23/08

Ben Boivin and Janet Peake

BE IT RESOLVED THAT the Parks, Recreation and Trails Advisory Committee agenda dated June 23rd, 2008 be adopted as amended.

Agenda to be amended as follows:

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8. OTHER BUSINESS

Mayor Peake advised that she has an invitation to a Workshop called Water Quality Citizens Environmental Watch from Muskoka Lakes Association

Carried

4. APPROVAL OF MINUTES

The minutes of the Parks, Recreation and Trails Advisory Committee meeting dated May 12th, 2008 were approved as circulated.

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

6. REPORTS

(d) Parks

(i) Report re: Robertson Parkette Dedication

Chair Casey prepared the Robertson Parkette dedication report with the assistance of Mayor Peake and Sarah Soberg. The report identifies a plan for the back yard portion of the Lot. Chair Casey opened the floor to any comments.

Councillor Boivin inquired if there was going to be a survey of the Lot so that it could be extended to the existing Gristmill Park.

Mayor Peake explained that it would depend on the Public discussion about the Property. Chair Casey noted that the family who donated the Property requested that part of the Lot would be kept as an addition to the Park Land in Baysville.

Pat Doyle inquired about the cost of the plaques. Mayor Peake stated that she was unable to obtain an actual cost; however, she has received the wording for the plaque and has asked staff to call and inquire the timeline that the plaque would be finished so that the Committee could plan the dedication as well as confirm the cost of the plaque. Mayor Peake also advised the Committee that she has identified that there were some trees on the property that needed to be cleared. Morris Bryant has obtained quotes for clean-up so that any over costs on the budget could be identified. Mayor Peake advised the Committee that a date for the dedication could not yet be formalized until delivery date of the plaque was determined; noting that the public meeting regarding the property would occur after the dedication.

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Chair Casey stated that the public meeting would involve both the Parks, Recreation and Trails Advisory Committee and the Heritage Advisory Committee.

(ii) Report re: Gristmill Park Tree Removal

A discussion took place regarding the dedication of the trees at Gristmill Park.

Individuals have expressed an interest in providing funds to plant trees in this park with the remainder if needed to be funded through the community. It was agreed that the project was supported by Committee and would proceed.

(a) Miscellaneous

(i) Report re: IronMan 70.3 – Bicycle Route Update

Jennifer Schnier stated that there would be no road closures during the event.

Mayor Peake spoke with Acting Staff Sergeant Dobson who expressed an interest in speaking with Ms. Schnier concerning how to best manage the route to ensure safety is considered, as well as, make certain the public is well aware of the event in advance.

Chair Casey reminded the Committee that there were partial road closures only and the route has been posted on Township of Lake of Bays website. Committee agreed that good notice via flyers would be necessary. Ms. Schnier advised that some churches have potentially agreed to alter their schedules of service to accommodate the event. Councillor Boivin was concerned about the word “partial” (road closures) as the public could possibly interpret that different than intended. Chair Casey suggested it be very clear on the Township of Lake of Bays website and on any flyers that bicycles would be traveling in a clockwise direction and traffic would only go in a counter clockwise direction. Chair Casey encouraged staff to get the information posted on the website as soon as possible.

5. DELEGATIONS

(a) Dwight Lions Club – Proposal for Improving Oxtongue Rapids Park

Brian Tapley; Member of the Dwight Lions Club arrived for his delegation at 4:40 p.m. Chair Casey welcomed Mr. Tapley and introduced him to the Committee. Chair Casey informed Mr. Tapley that improvements

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have not been identified, thus the reason for inviting a Lions Club representative to the meeting.

Mr. Tapley advised that he had been to look at the area and recommended the following:

- Brushing of some trees is required.
- Gravel is needed in order to fix the wash outs in the roadway.
- Two (2) old signs need to be replaced and suggested the wording be changed on the signs.
- The picnic shelter should be stained.

Chair Casey clarified that the ownership of the park is in the Township of Lake of Bays and the road is seasonally maintained. She advised Mr. Tapley that the Committee would need to get direction from the Public Works Department.

Chair Casey supported Mr. Tapley's suggestion to change the wording on the signs before proceeding with any road work.

Chair Casey stated concerns about adding another picnic table to the park as this could encourage overnight camping which is prohibited in the park. Mayor Peake supported the idea of adding another picnic table to the park; however, in terms of maintenance, Mayor Peake indicated that the discussion should be had with Morris Bryant. Committee directed the Lions Club to Tom Brown, Director of Public Works in order to discuss brushing of the roadway. The Committee expressed concerns about garbage removal in the shoulder seasons. Mr. Tapley agreed that the Lions Club could be responsible to pick up the garbage in the months of May, September and October. Chair Casey directed Mr. Bryant to follow up with the Lions Club regarding arrangements for garbage removal.

If an individual or company was willing to donate gravel, Mayor Peake suggested a donation-in-kind receipt be discussed with the CAO/Treasurer.

Chair Casey directed that a letter be sent to John Gibson, President of the Lions Club, regarding the procedures of how to obtain a tax receipt for the donation.

Chair Casey directed Mr. Tapley to provide wording for a new sign identifying the park and that it would be the responsibility of the Township of Lake of Bays to install the sign. Chair Casey mentioned the Township of Lake of Bays would appreciate a donation from the Lions Club to put towards the cost of the sign.

Mr. Tapley offered assistance with repairing the roadway and stated he would be quite happy to coordinate the work with Tom Brown, Director of Public Works.

6. REPORTS**(a) Miscellaneous**

(ii) Report re: Baysville Community Group Streetscape Project

Jennifer Schnier, Community & Recreation Coordinator reported the Baysville Community Group has completed the “Criteria for Evaluating Requests for Projects involving Parks and Recreation Facilities”. Upon review, Ms. Schnier recommended that Parks, Recreation and Trails Advisory Committee recommend to Council that they support this application and support Baysville Community Group move forward with the Streetscape Project.

Ms. Schnier encouraged the Baysville Community Group to take inventory of their equipment and have them engraved in case of theft. Committee agreed that the benches and chairs be inventoried.

Chair Casey stated that this project will occur on public land and the Community Group has requested the chairs be stored on public land in off season hours.

The application was supported and the following resolution was passed.

Resolution#6(a)(ii)/06/23/08

Ben Boivin and Earl Northover

The Parks, Recreation & Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays support the application of the Baysville Community Group Streetscape Project submitted by the Baysville Community Group.

Carried

(b) Recreation**(i) Report re: 2008/09 RBC Grant Application for Baysville After School Program**

Jennifer Schnier, Community & Recreation Coordinator, presented the report. Chair Casey noted that the Committee is requesting fewer funds than they did to initiate the program. She also stated the idea of a Parents’ Council is good.

(ii) Report re: Community and Recreation Coordinator Monthly Report

Ms. Schnier began the report by advising Parks, Recreation and Trails Advisory Committee that the next big event is the start of the Day Camp and has been working with the school to facilitate the repair of the change room.

Ms. Schnier also advised that minimum numbers have been met. During week two (2) only, there will be a bus running from Baysville to Dwight to transfer children to the camp; fifteen (15) children have registered for the program. She also stated that the highest numbers of children were registered for week two (2), potentially because of the bus.

Mayor Peake asked how many staff has been hired. Ms. Schnier advised committee that there were three (3) staff hired.

Mayor Peake then asked if the High Five Program is in effect. Ms. Schnier reported that the Township of Lake of Bays is partnered with the Town of Huntsville whom is already accredited. Chair Casey added that the families who are in need of financial support would qualify through the District Municipality of Muskoka.

Chair Casey pointed out that on page thirty two (32) the Baysville After School Program Report, the date should have been Thursday, July 17th, 2008.

(c) Trails

(i) Report re: Installation of Trail signage

Ms. Schnier indicated that she would like committee volunteers to spray paint trees and put up signage. Chair Casey said she would be happy to volunteer along with Pat Doyle who also expressed an interest.

(a) Miscellaneous

(iii) Report re: Community Commemorative Policy

The report and policy were presented for discussion, changes were made and the following resolution was passed.

Resolution#6(a)(iii)/06/23/08

Earle Northover and Janet Peake

The Parks, Recreation & Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays adopt the Community

Commemorative Policy into the Township of Lake of Bays policies and procedures with revisions of follows:

- **3.04 – Add tree species
-White Spruce, White Cedar & White Pine**
- **3.05 – Commemorative trees or benches will be installed as soon as possible in the planting season upon application approval.**
- **3.5.1 – Add “Minimum” cost of Commemorative Tree \$250.00 plus taxes.**

Carried

(e) Facilities

Nil

8. OTHER BUSINESS

(a) Verbal Report re: Muskoka Concert Band

Resolution#8(a)/06/23/08

Ben Boivin and Pat Doyle

The Parks, Recreation & Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays waive “The Muskoka Concert Band” fee for the Dwight Community Centre in the event of rain on July 9th, 2008.

Carried

(b) Ms. Schnier advised that Parks, Recreation and Trails Advisory Committee was successful with Ministry of Health Promotions by receiving the thirty nine thousand five hundred and eighty (\$39,580.00) dollar grant from Communities in Action Fund (CIAF).

(c) Chair Casey provided information regarding a Workshop that the Muskoka Lakes Association is executing with respect to Water Quality. The Workshop will be conducted by Citizens Environmental Watch, a non-governmental association based out of Toronto. Chair Casey stated that she will be providing further information via e-mail. The Workshop dates are as follows:

- Saturday June 21st, 2008 at 9:30 a.m. in Port Carling
- Saturday July 12th, 2008 at 9:30 a.m. at Bala Community Center

9. CORRESPONDENCE

- (a) **Brad Johnson, Chair, Dorset Park Rehabilitation Project re: Dorset Park Project Survey Results and subsequent request**

Parks, Recreation and Trails Advisory Committee determined that the funds sitting in the Township of Algonquin Highlands reserve from the Township of Lake of Bays should be used for this project. Staff was directed to write a letter to Mr. Johnson, c.c. Diane Griffin, advising that the reserved funds should be used.

6. REPORTS

- (c) **Trails**

- (i) **Report re: Installation of Trail signage**

Resolution#6(c)(i)/06/23/08

Shane Baker and Pat Doyle

The Parks, Recreation & Trails Advisory Committee recommend that the Council of the Corporation of the Township of Lake of Bays direct staff to permanently install signage as required to supply mapping and directional information for all trails within the Township of Lake of Bays.

And further, that such installation be completed prior to September 25th, 2008.

Carried

9. CORRESPONDENCE

- (b) **Deb Cumming, Lake of Bays Association (LOBA) Environment Chair, re: Lake of Bays Association (LOBA) Ecolawn Project and Norway Point sign update**

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Chair Casey informed Parks, Recreation and Trails Advisory Committee that Lake of Bays Association is preceding with the Norway Point sign. Lake of Bays Association is to pay for the sign to be produced. Lake of Bays Association has asked that the Township of Lake of Bays install the sign, including providing the supporting structure and associated cost. As per Chair Casey, there is no need to pass any Resolutions as yet and she pointed out that money has been set aside from the budget this year for this project. The sign is to be installed by the Civic Holiday weekend. The second project identified by Ms. Cumming was the previously discussed Ecolawn Project which will not proceed until the Fall. Mrs. Cumming would like to proceed with projects at Norway Point Park and Dorset Parkette. Chair Casey has asked if Ms. Cumming needed to complete the criteria for both Parks. Staff advised that Ms. Cumming does not need to complete other criteria, as the original can be continued. Chair Casey asked that staff follow up with Ms. Cumming. The third section of the report is the naturalization of Township of Lake of Bays property. Ms. Cummings suggested that the Project be done as a Partnership with the Township and suggested that this Project begin this summer. Chair Casey commented about staff work load and suggested that the potential first meeting regarding this project should be early Fall. The Committee decided that a sub-committee should be formed consisting of two (2) staff from Lake of Bays. Mayor Peake suggested Kelly Stronks. Chair Casey suggested Scott McKinnon as the experience and knowledge they would bring would be essential. Chair Casey also suggested that Sarah Soberg from Parks, Recreation and Trails Advisory Committee be involved. It was pointed out that staff time must be discussed with the CAO/Treasurer.

(c) Report to Finance Committee, June 3rd, 2008 regarding Lake of Bays Trillium Grant Application (Baysville Skating Club and LOB Community Centre Kitchen) and resolution

Chair Casey advised the Committee that this is for information only. Chair Casey pointed out that this application would be supported in the Community as various Community Groups have been in the process of developing a letter requesting some improvement at this particular site.

(d) George V. Drennan, Construction Services, Baysville Riverfront Group Re: Future Projects Request

Viewing Dock in front of the Overlook Terrace

Parks, Recreation and Trails Advisory Committee expressed the following concerns.

- There is already a structure just up from where the proposed viewing dock is to be located.

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- A more elevated structure would be a better view.
- Concerns that the proposed viewing dock would not be safe as people would be inspired to swim there and that it would be too close to the Ministry of Natural Resources dam.
- Liability concerns.

All members of the Committee agreed they are not in favor of the viewing dock.

Fishing Pier at the foot of Dickie Street

Parks, Recreation and Trails Advisory Committee expressed the following concerns:

- Concerns regarding the change in water levels from season to season.
- Requesters have submitted neither the application nor the application fee of four hundred and fifty (\$450.00) dollars.
- Liability concerns.

The Committee asked that staff advise the Riverfront Group to complete the criteria and that staff directs this correspondence to Council for discussion.

As well, the Committee requested that a staff report come forward at the same time as the criteria, so that a decision could be made at that point.

10. ADJOURNMENT

Resolution # 10/06/23/08

Pat Doyle and Janet Peake

BE IT RESOLVED that the Parks, Recreation and Trails Advisory Committee of the Township of Lake of Bays adjourn at 6:35 p.m. to meet again on July 28th, 2008 at 4:00 p.m. in the Council Chambers of the Dwight Municipal Office, Dwight, Ontario.

Carried.

Chair

Clerk