

TOWNSHIP OF BILLINGS

Parks, Recreation & Wellness Committee

AGENDA

April 26, 2021 – 7:00 pm

Electronic meeting

1 Opening of meeting

2 Approval of Agenda

3 Disclosure of Pecuniary Interest

4 Adoption of Minutes

(a) March 22, 2021 meeting

(b) March 29, 2021 special meeting

5 Delegation

6 Council updates

7 Financial report

8 Old Business

(a) Outdoor rink fundraising – Deb

(b) Easter treats giveaway – Diane

(c) Giant Game Board pieces – Shannon

(d) Walking route signage – Sharon A

(e) Summer youth program 2022

9 New Business

(a) Community engagement surveys

(b) Round table discussion: Wellness component

10 Correspondence

11 Information

12 Notices of Motion

13 Closed Session

14 Next meeting Tuesday May 5, 2021 or call of the Chair

15 Adjournment

TOWNSHIP OF BILLINGS
Parks, Recreation and Wellness Committee
MINUTES

March 22, 2021

Electronic Meeting

Present: Sharon Alkenbrack, Deb Flaxman, Sharon Jackson, Diane Larocque, Andrew Preyde, Shannon Smith, Ian Anderson, Kathy McDonald (staff) Todd Gordon (staff) and Tiana Mills (staff)

1. Opening

Motion by Diane Larocque, seconded by Sharon Alkenbrack

That the meeting be called to order at 7 p.m. with Chair Jackson presiding.

Carried

2. Approval of the Agenda

Motion by Diane Larocque, seconded by Shannon Smith

That the agenda for the February 2, 2021 meeting be accepted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Adoption of Minutes

Motion by Deb Flaxman, seconded by Sharon Alkenbrack

That the minutes of the February 22, 2021 meeting be accepted as presented.

Carried

5. Delegations

None

6. Council Report

Committee members received the report.

7. Financial Report

Committee members received the report.

8. Old Business

a) Budget 2021

Sharon Jackson presented the budget. All items to remain but will be evaluated closer to the event date based on current COVID-19 restrictions.

b) Walking Route signage/location

Action item to find locations for the walking route signs with the specific kilometer reading on each sign.

c) April Newsletter/Facebook/Website Info

Include Easter Egg Hunt.

d) Easter Egg hunt

Sharon Jackson to advise staff to post on social media and promote sharing of posts on other Island social media outlets for an Island wide event.

e) Earth Day Community Clean Up

Sharon Jackson to advise staff to promote community clean up on social media.

f) Sun Shelter for dog park

Committee agreed to hold off on this item until the results of the dog park usage survey have been received.

g) Game Board Pieces

Shannon Smith to distribute photos of wood design options to committee to discuss at the next meeting. Diane to look into bean bag options (8 total; 4 red, 4 blue).

h) Kite Flying Location

Sharon Alkenbrack and Shannon Smith to look into potential locations for event.

9. New Business

a) Outdoor Rink Fundraising Plan

Andrew Preyde expressed concerns on potential start date in regards to the Healthy Communities Initiative grant awarding for the outdoor rink repairs.

Motion by Andrew Preyde, seconded by Shannon Smith

That a recommendation be made to Council for H & R Noble Construction to proceed with prep work and retaining wall construction.

Carried

Meeting to be scheduled within the next two weeks with entire Parks, Recreation & Wellness Committee and Staff to develop a fundraising plan and policy.

b) Strategic Plan priorities

Discussion to be postponed until after the Strategic Plan Review meeting presented by Todd Gordon, EDO.

c) Round Table Discussion: Wellness Component

Discussion postponed until the next meeting.

d) Summer Youth Program 2022

Discussion postponed until the next meeting.

10. Correspondence

None

11. Information

None

12. Notice of Motion

Contained within minutes and to be added to Council agenda.

13. Closed Session

None

14. Next Regular Committee Meeting April 26, 2021.

Meeting with Committee and Staff to discuss Outdoor Rink Fundraising to be determined.

15. Adjournment

Motion by Shannon Smith, seconded by Deb Flaxman.

That this meeting be adjourned at 8:49 p.m.

Carried

TOWNSHIP OF BILLINGS
Parks, Recreation and Wellness Committee
MINUTES

March 29, 2021

Electronic Meeting

Present: Sharon Jackson, Sharon Alkenbrack, Diane Larocque, Andrew Preyde, Shannon Smith, Ian Anderson (chair), Kathy McDonald (staff), Todd Gordon (staff), Tiana Mills (staff), Bruce Mercer (staff)
Regrets: Deb Flaxman

1. Opening

Motion by Diane Larocque, seconded by Sharon Jackson

That the meeting be called to order at 7 p.m. with Chair Jackson presiding.

Carried

2. Approval of the Agenda

Motion by Diane Larocque, seconded by Sharon Alkenbrack

That the agenda for the March 29, 2021 meeting be accepted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Adoption of Minutes

None

5. Delegations

None

6. Council Report

None

7. Financial Report

None

8. Old Business

None

9. New Business

a) Outdoor Rink Fundraising Plan

Discussion on the following questions:

1. Next Steps for Project Start

Recommendation from Committee will be on the next Council Agenda for approval (April 6, 2021)

2. Pledge vs. Sponsorship Receipt

Those making a simple donation will receive a tax receipt for the donation from the Treasurer and a Thank You note from a Committee member.

Those buying advertising space will receive an advertising receipt from the Treasurer and a Thank You note from a Committee member.

Pledge Receipts and Advertising Receipts will be separate.

3. Advertising

Motion by Andrew Preyde, seconded by Shannon Smith

That a recommendation be made to Council to allow the Parks, Recreation and Wellness Committee to start selling rink board advertising at a cost of \$500 for the first year and \$200 a year for every year after that.

Carried

4. Receipts

Treasurer to determine if he will need to purchase a receipt book or if he can simply add a note on a SAGE receipt.

5. Donations will not be turned away by staff

6. Communication will need to be improved between Committee, Staff and Council

7. Rink will need to be improved by the start of the 2021 season

8. Interview, Sharon Alkenbrack

Sharon was asked if our community would be able to recover from 2 hard years and she responded that Kagawong has had tremendous support in regards to the renovation of the Outdoor Rink.

10. Correspondence

None

11. Information

None

12. Notice of Motion

Contained within minutes and to be added to Council agenda.

13. Closed Session

None

14. Next Regular Committee Meeting April 26, 2021.

15. Adjournment

Motion by Diane Larocque, seconded by Sharon Alkenbrack.

That this meeting be adjourned at 8:06 p.m.

Carried

Township of Billings
General Ledger Report Feb 01, 2021 to Apr 22, 2021
Sorted by: Transaction Number

Date	Comment	Source #	JE#	Debits	Credits	Balance		
4413	Donations - Not Assigned to Departments						-	Cr
4413 - 4070	Donations - Recreation						-	Cr
Mar 24, 2021	2546796 Ontario Limited	14429	J1184	-	100.00	100.00	Cr	
Mar 24, 2021	Briscoe Plumbing Services Limited	14430	J1185	-	500.00	600.00	Cr	
Mar 24, 2021	Hunter, Barry	14431	J1188	-	200.00	800.00	Cr	
Apr 21, 2021	Bill & Diane Baker	14683	J1735	-	100.00	900.00	Cr	
Apr 21, 2021	Robert & Nancy Vaillancourt	14684	J1736	-	50.00	950.00	Cr	
Apr 21, 2021	Lacroix, Barry	14685	J1737	-	100.00	1,050.00	Cr	
Apr 21, 2021	Molly Maid	14686	J1738	-	200.00	1,250.00	Cr	
				-	1,250.00			
				-	1,250.00			

I have the following cheques not yet entered:

- 1) 2525937 Ontario Limited - \$500.00 (Awaiting address info.)
- 2) Doug Clark - \$300 Advertising (Not entered yet)
- 3 Post DATE DONATION

VERACITY	500.00	MAY 31, 2021
"	500.00	JUNE 30, 2021