

**TOWNSHIP OF BILLINGS**  
**Parks, Recreation & Wellness Committee**  
**AGENDA**

March 22, 2021 – 7:00 pm

Electronic meeting

1 Opening of meeting

2 Approval of Agenda

3 Disclosure of Pecuniary Interest

4 Adoption of Minutes February 22, 2021 meeting

5 Delegation

6 Council updates

7 Financial report

8 Old Business

- (a) Budget 2021
- (b) Walking route signage/location
- (c) April newsletter/Facebook/website info
- (d) Easter egg hunt
- (e) Earth day community clean up
- (f) Sun shelter for dog park
- (g) Game board pieces
- (h) Kite flying location

9 New Business

- (a) Outdoor Rink Fundraising Plan
- (b) Strategic Plan priorities
- (c) Round table discussion: Wellness component
- (d) Summer youth program 2022

10 Correspondence

11 Information

12 Notices of Motion

13 Closed Session

14 Next meeting April 26, 2021

15 Adjournment

**TOWNSHIP OF BILLINGS**  
**Parks, Recreation and Wellness Committee**  
**MINUTES**

February 22, 2021

Electronic Meeting

**Present:** Sharon Alkenbrack, Deb Flaxman, Sharon Jackson, Diane Larocque, Andrew Preyde, Shannon Smith, Kathy McDonald (staff) and Tiana Mills (staff)  
Members of the Public

**1. Opening**

Motion by Deb Flaxman, seconded by Diane Larocque

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

Carried

**2. Approval of the Agenda**

Motion by Sharon Alkenbrack, seconded by Diane Larocque

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 Shannon Smith, seconded by Diana Larocque

That the minutes of the November 23, 2020 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) Santa meet and greet update**

Approximately 20 kids attended. All letters that were received were answered. Plans for the meet and greet for 2021 are underway.

**b) Outdoor Rink**

Andrew Preyde presented a plan to repair the rink at a cost of approximately \$28,100 plus a wish list of \$10,700 for a total of \$38,800. Andrew stated that he has been seeking pledges and feels that he can get over \$10,000 in donations to the rink.

Motion by Andrew Predye, seconded by Diane Larocque  
That a recommendation be made to Council to include \$40,000 in the draft 2021 budget for rink repairs.

Carried

Motion by Shannon Smith, seconded by Deb Flaxman  
That a recommendation be made to Council to give permission to the Parks, Recreation and Wellness committee to fundraise for the rink repairs.

Carried

**c) Indoor Walking Program**

Postponed until next winter.

**d) Walking Route signage costs/inventory**

Action item to find locations for the walking route signs.

**e) March event**

Postponed until next year, due to COVID19.

**f) and g) Family Forum date and venue and Senior Forum date and venue**

Committee agreed that a survey should be done at community events such as the Easter event and Wednesday markets, combined with question for both families and seniors.

**9. New Business**

**a) Budget:**

Sharon Jackson presented a budget of \$12,200 worth of expenditures. Committee discussion reduced that to \$4200 by eliminating some of the events due to Covid 19 uncertainties for the remainder of 2021.

Motion by Sharon Alkenbrack, seconded by Deb Flaxman

That a recommendation be given to Council to approve \$300 for the Easter Egg Hunt.

Carried

**b) Strategic Plan Priorities**

Discussion postponed until the next meeting.

**c) Dog Park Survey**

Sharon Jackson found a survey on line that could be used to determine the usage of the dog park.

**d) Newsletter**

Sharon Jackson informed the group that the township has a newsletter. The Parks, Recreation and Wellness events could be included, as well as fundraising events put on facebook and the website.

**e) April Event**

Not discussed

**f) Volunteer recognition week April 18-24**

Sharon Jackson will have a declaration added to the Council agenda to recognize Volunteer recognition week.

**g) Earth Day (April 22) global clean up**

Sharon Jackson discussed the “ditch dive” that was held in previous years. Discussion on putting out garbage cans for smelt season and have them chained to trees, especially where people stop.

**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 Meeting March 22, 2021 at 7 p.m.**

**15. Adjournment**

Motion by Diane Larocque, seconded by Shannon Smith  
That this meeting be adjourned at 8:48 p.m.

Carried

PARKS, RECREATION, WELLNESS COMMITTEE  
2021 BUDGET

REVENUE:

Canteen Sales Jabawong Storytelling Festival	<u>\$200</u>
Total Revenue	<b>\$200</b>

EXPENSES

Easter Egg Hunt	\$ 300
Cycling/Running (etc) Path Signage	\$1500
Jabawong Storytelling Festival	\$1000
Dog Park Sun Cover	\$ 500
Halloween event	\$ 500
Santa Meet and Greet	\$ 400
Game Board Pieces	<u>\$1000</u>
<b>Total Expenditures</b>	<b>\$5200</b>

Jan 1 2021 Bank Balance	\$5874.99
Plus Revenue	\$ 200.00
Less Expenditures	-\$5200.00

**Estimate Bank Balance Dec 31/21      \$874.99**

**Canada Healthy Communities Grant Application**

**Budget Calculations: Hard and Soft Cover Scenario Comparisons - March 09, 2021**

**Softcover Scenario**

**Structure Components Calculations (Incl. Labour; Incls HST)**

60 X 100 tensile fabric cov'd structure	\$ 88,500.00	
End Walls	\$ 19,000.00	
Doors	\$ 5,000.00	
Subtotal	\$ 112,500.00	
HST	\$ 14,625.00	
Total	\$ 127,125.00	

**Other Components (Incl. Labour; Incls HST)**

Site Preparation (including retaining wall)	\$ 16,500.00	flying guess
Foundation and stub walls	\$ 17,500.00	flying guess
Rink Boards (installed)	\$ 45,000.00	
Electrical	\$ 7,500.00	flying guess
Total Other Components	\$ 86,500.00	

**Total Components Cost (2 totals above)**

Engineering/Technical (at 3.5%)	\$ 7,476.88	
<b>Grand Total</b>	<b>\$ 221,101.88</b>	

**Hard Cover (Roof) Scenario (Andrew's Scenario)**

**Structure Components Calculations (Incl. Labour; Incls HST)**

Structure Material (excluding roof components)	\$ 69,409.00	
Roof Trusses	\$ 115,198.00	
Roof Steel	\$ 21,963.00	
Ceiling Enclosure	\$ 10,126.00	
Overhang Soffit	\$ 1,388.00	
Subtotal	\$ 218,084.00	
Labour	\$ 38,000.00	
<b>Total Structure Cost</b>	<b>\$ 256,084.00</b>	

**Other Components (Incl. Labour; Incls HST)**

Site Preparation (including retaining wall)	\$ 15,000.00	
Foundation (Screw Piles)	\$ 11,000.00	
Rink Boards (installed)	\$ 45,000.00	
Electrical	\$ 7,500.00	
Total Other Components	\$ 78,500.00	

**Total Components Cost (2 totals above)**

Engineering/Technical (at 2.5%)	\$ 8,364.60	
<b>Grand Total</b>	<b>\$ 342,948.60</b>	