

TOWNSHIP OF BILLINGS
Parks, Recreation & Wellness Committee
AGENDA

April 25th, 2022

Electronically

1 Opening of Meeting

2 Approval of Agenda

3 Disclosure of Pecuniary Interest

4 Adoption of Minutes

a) March 28th, 2022

5 Delegation

6 Council Update

7 Financial Report

8 Old Business

- a) Walking Route Signage
- b) Easter Egg Hunt Event – Debrief
- c) Community Sign Usage Agreement
- d) National Volunteer Week (April 24-30)
- e) Committee Vacancy
- f) Newsletter Content

9 New Business

a) Fitness Centre Open House

10 Correspondence

11 Information

12 Notices of Motion

13 Closed Session

14 Next Meeting: **May 24th, 2022**

15 Adjournment

TOWNSHIP OF BILLINGS
Parks, Recreation & Wellness Committee
Minutes

March 28, 2022

ZOOM

Present: Sharon Jackson (Chair), Tiana Mills (staff), Catherine Joyce, Andrew Preyde and Shannon Smith

Regrets: Sharon Alkenbrack

Delegation: None.

1. Opening

Motion by Andrew, seconded by Catherine

THAT the meeting be called to order at 7:12 p.m. with Chair Jackson presiding.

Carried

2. Approval of Agenda

Motion by Andrew, seconded by Catherine

THAT the agenda be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

None

4. Adoption of Minutes

Motion by Sharon J, seconded by Andrew

THAT the minutes of the February 28, 2022 meeting be accepted as presented.

Carried

5. Delegation

None.

6. Council Update

Sharon Jackson provided the committee with a Council update.

7. Financial Report

Discussed under Old Business – Outdoor Rink Updates

\$5,535.40 in the Recreation Bank Account.

The only change from last month was reimbursement of Sharon Jackson for \$70.20 (Family Day Event) and \$210.77 (Santa Meet and Greet).

8. Old Business

a) Outdoor Rink Updates

a. Fundraising

To date \$22,898.42 has been collected in donations/advertising

Discussed fundraising/advertising to happen throughout the spring/summer (market fundraising, information in the monthly newsletter).

b. Advertising

19 advertisements have been purchased.
All designs have been submitted to Island Promotions.
Island Promotions has started to install advertisements on the boards.
There are still more advertisements to be installed (weather pending).
Renewals will be sent out 12 months after they have been installed.

c. Next Steps

Wish List: Netting, bench layout, move change room shed, shelving in snow blower shed, combination lock for shed, central location for volunteer paperwork (inspection paperwork), emergency contact sign to be installed (with Andrew's cell number listed). Ideas to get the public to rename the ice resurfacer.

Doug Clark has provided an additional bench in the change room as a donation.

An RFP for the Outdoor Rink Structure has been issued.

b) Manitoulin Streams Letters of Support

Seija requested letters of support for the tree planting, trail improvements and garbage cleanup. Seija will coordinate an Island Wide Clean-up and will communicate with Tiana/Committee to discuss details as the event comes closer.

c) Walking Route Signage

The Committee discussed having one large map to be installed at the Park Centre. This map would show multiple walking/running routes. There would be no need to install smaller signs along the routes.

Tiana is going to work on drafting a sign for the committee to review at the April Committee meeting. Tiana will develop a draft; Sharon J will email routes to Tiana.

9. New Business

a) Easter Egg Hunt Event

Motion by Andrew, seconded by Catherine

THAT the Parks, Recreation and Wellness Committee seek Council approval for \$300 to host an Easter Egg Hunt Event to be held on Friday April 15th, 2022 at 11am outside at the Park Centre.

Carried

Tiana will work on a poster to advertise on social media and around town (asking children to dress appropriately and to bring their own basket). Chocolate Eggs will be purchased; the Committee will insert these in the plastic eggs to hide. The hunt will be designated to age groups and a special prize will be available to the finder of the golden ticket for each age category.

b) Community Sign Usage Review

Current rate is \$40 per week for non shareholders (shareholders are Township of Billings, PRW, EDC, the museum and the church).

Sharon to send Tiana a copy of the draft usage document to be included on the next Committee Meeting.

Tiana to look into the sign by the safe parking space.

c) Committee Member Advertising

Tiana had advertised the vacancy on Facebook and the Website.

d) National Volunteer Week (April 24-30)

Mayoral proclamation announced during previous years.

Sharon J will send a link to the National Volunteer Week website for a proclamation to be read at an April Regular Council Meeting.

Past/Present/Future Volunteers, Fire Department, Committee Members, Late Bloomers, Rink Volunteers to be recognized on social media, a different group each day.

e) April Newsletter Content

Easter Egg Event Save the Date, stay tuned for details on a Community Clean-Up in partnership with Manitoulin Streams, National Volunteer Week, the Gym is Open, Rink Donations/Advertising is available through the Municipal Office.

10. Correspondence

None.

11. Information

None.

12. Notices of Motion

Included above.

13. Closed Session

None.

14. Next Meeting – **April 25th, 2022**

15. Adjournment

Motion by Shannon, seconded by Catherine

That the Parks, Recreation and Wellness Committee meeting be adjourned at 8:42 p.m.

Carried

CURRENT

Billings Community Sign Usage Agreement

Name of user/organization _____

Start date _____ End date _____

Category (circle one) Township or organization Individual Fund raising

Price (\$6.00/day or \$40.00/week \$ _____ Paid (cash/cheque) Rec'd by _____

I hereby agree to the following terms of usage for the Billings Community Sign located at the intersection of Younge Street and Main Street in Kagawong (Billings Township).

Usage Terms:

- Cost of usage \$6.00 per day or \$40.00 per week to be paid at START of the usage period
- Cash or cheque (made out to Billings Recreation Committee)
- Weekly bookings run Sunday to Saturday

Bookings must be made at least 7 (seven) days in advance of usage date

Wording on sign is the user's responsibility and must be appropriate and non-offensive

If wording is altered or changed due to weather, vandalism or other reasons, contact Jill Ferguson to restore the sign to the correct phrasing

Signage is for personal and fund raising purposes, not for businesses or commercial use

I agree to the terms outlined above

Signature

Date

DRAFT

Billings Community Sign Usage Agreement 2022

Name of user/organization _____

Start date: _____

End date: _____

Category (circle one) Township or organization: _____ Individual _____ Fundraising _____

There is no cost for usage of the sign by the following stakeholders:
Township of Billings (includes all Committees of Council)
Billings Public Library
Old Mill Heritage Centre
St John's Anglican Church

Cost is \$40.00 to post event for 7 days (Sunday-Saturday)

I hereby agree to the following terms of use of the Billings Community Sign located at the intersection of Younge and Main streets in Kagawong (Billings Township).

Usage terms:

Cost of usage is \$40.00 per week to be paid at START of usage period by cash or cheque (made payable to Township of Billings)

Bookings must be made at least 7 (seven) days in advance of usage date
Wording on sign to be provided to point of contact and that person will post on the sign
If wording is altered or changed due to weather, vandalism or other reason, please contact _____ to restore the sign to the correct phrasing.

Signage is not for businesses or commercial use.

I agree to terms as outlined above

Signature

Date

Revised April 1, 2022