



Municipality of West Elgin

Agenda

Recreation Committee

April 20, 2022, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Documents are available in alternate formats upon request. Please contact the Clerk's Department if you require an alternate format or accessible communication support at 519-785-0560 or by email at jnethercott@westelgin.net.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

3. Disclosure of Pecuniary Interest

4. Delegations

4.1. Youth Task Team Member

5. Minutes

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Recommendation:

That the West Elgin Recreation Committee adopts the minutes of March 9, 2022 as printed and circulated.

6. Business Arising from Minutes

7. Staff Reports

7.1. Canada Day

7.2. Operational Update March-April

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Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Operational Update for March and April, for information purposes.

7.3. Mental Health Resource Program

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Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Mental Health Resources Program; and

That West Elgin Recreation Committee hereby approves a \$25.00 donation from the Recreation Programming budget be made to each organization providing a mental health session during this week.

7.4. Canada Day Planning 2022

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Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: 2022 Canada Day Planning; and

That West Elgin Recreation Committee hereby approves the events to be held on Canada Day 2022.

8. Adjournment

Recommendation:

That West Elgin Recreation Committee hereby adjourn at ____ p.m. to meet again on May 18, 2022.



Municipality of West Elgin

Minutes

Recreation Committee

March 9, 2022, 7:00 p.m.

Electronic Participation Meeting via Zoom

Present: K. Neil, Chair
Councillor A. Cammaert
Councillor T. Tellier
Nicole Campbell
Cindy da Costa

Regrets: Megan Bartlett

Staff Present: Emily Jocius

1. Call to Order

Chair Ken Neil called the meeting to order at 7:02 p.m.

2. Adoption of Agenda

Moved: Cindy da Costa

Seconded: Councillor Cammaert

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Nicole Campbell

Seconded: Cindy da Costa

That the West Elgin Recreation Committee adopts the minutes of February 16, 2022 as printed and circulated.

Carried

5. Business Arising from Minutes

The West Elgin Council made a resolution to add a voting member and non-voting member from the Youth Task Team to the West Elgin Recreation Committee. Staff is waiting on the Youth Task Team to provide the delegates names.

6. Staff Reports

6.1 March Recreation Update

Emily Jocius, Operations and Community Services Coordinator provide the West Elgin Recreation Committee with an update on what programming is happening in March.

Moved: Councillor Cammaert

Seconded: Nicole Campbell

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

Carried

6.2 Outdoor Activity Challenge

E.Jocius provided an update on the outdoor activity challenge. Committee members liked the ideas and would like staff to add in a drop box submission of how the community became active during the challenge. The committee members would also like to see a scavenger hunt added to the challenge.

Moved: Nicole Campbell

Seconded: Councillor Tellier

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

Carried

6.3 Mental Health Resource Week update

E.Jocius provided the Committee with an update on the Mental Health Resource week. Staff will be sitting down next week with Canadian Mental Health Association, West Elgin Community Health Centre, and Addictions services to further discuss the program.

Moved: Nicole Campbell

Seconded: Councillor Cammaert

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes

Carried

6.4 Sports Literacy program update

E. Jocius provided the Committee with an update on the New Sports Literacy program. The Committee provided positive feedback.

Moved: K. Neil

Seconded: Nicole Campbell

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

Carried

6.5 Recreation Committee Work Plan Review

The Committee members added a few additional programs to be run including beach volleyball, ball hockey, Adult and Youth Basketball programming. Ken Neil, Chair inquired about the committees thoughts on the playground near the arena on Graham Street.

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator.

That West Elgin Recreation Committee review the 2022-2023 work plan.

Carried

7. Adjournment

Moved: Councillor Cammaert

Seconded: Cindy da Costa

That West Elgin Recreation Committee hereby adjourn at 7:39 p.m. to meet again on April 20, 2022 at 7:00 p.m.

Carried

Ken Neil, Chair

Emily Jocius, Recording Secretary



Staff Report

Report To: Recreation Committee

From: Emily Jocius, Operations & Community Services Coordinator

Date: 2022-04-20

Subject: Operational Update March-April

Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Operational Update for March and April, for information purposes.

Purpose:

The purpose of this report is to provide the West Elgin Recreation Committee with an update on programs that are currently running in West Elgin.

Background:

Staff have been working diligently on preparations for major events in the community, working on new program opportunities and continuation of current programs.

March break sponsored skates were well attended and a big thank you goes out to the Kiwanis Clubs of Rodney and West Lorne, the Optimist Club of West Lorne, and the Youth Task Team for sponsoring the skates and providing a free event for the community.

The first round of sports literacy was held on April 5 in West Lorne. Registration was completed and youth ages 6-11 were in attendance. No youth registered for 2-5-year-olds. The Rodney group ran on April 7, 2022. Registration was completed for both age groups but only youth 2-5 years were in attendance. The program challenged the youth to engage and create structure on sports skills. Staff will be adjusting the 6-11-year-old activity to more sport specific activities. The fundamental will be worked on in a nongame format. Staff will work with the library to facilitate the May programs and make any necessary changes to the program. The next dates in May are West Lorne May 10 from 4:30-6:00p.m. and Rodney May 12 4:30-6:00 p.m.

Current programming

Pickleball Tuesdays and Thursdays from 6:00-7:30 p.m.

Cards Tuesday and Thursdays from 7:30-10p.m.

Sports Literacy in Rodney and West Lorne from 4:30-6:00 p.m. (Registration is required)

Upcoming events

Mental Health Resource Week May 2-8

Canada Day July 1, 2022

Youth fitness classes (summer/ fall of 2022)

Outdoor activity challenge late April early May.

Report Approval Details

Document Title:	Operational Update March- April - 2022-31-Operations Community Services.docx
Attachments:	
Final Approval Date:	Apr 13, 2022

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Recreation Committee

From: Emily Jocius, Operations & Community Services Coordinator

Date: 2022-04-20

Subject: Mental Health Resource Program

Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Mental Health Resources Program; and

That West Elgin Recreation Committee hereby approves a \$25.00 donation from the Recreation Programming budget be made to each organization providing a mental health session during this week.

Purpose:

The purpose of this report is to provide the West Elgin Recreation Committee with an update on the Mental Health Resources Week.

Background:

The West Elgin Recreation Committee directed staff to organize a Mental Health resource week that will run from May 2-8, 2022. Staff have been in contact with organizations and professionals in the local area to obtain information or guest speakers for the event. The Canadian Mental Health Association, West Elgin Community Centre (Mental Health Team), Elgin Employment Services, Sherri- Lynne Kirschner, and Nourishing Hearts Wellness farm have been contacted to see about involvement in the event. As the event continues to grow additional guest speakers will be added into the schedule of events.

Below is a chart on the current organizations or professionals that are willing to deliver a seminar for the community. All programs will be designed for all ages and family friendly.

The Nature Walks will be organized and designed by staff. The walks will be in the evening from 6:00-7:00 pm.

Organization	Topic	Length	Venue	Description
West Elgin Community Health Centre	Happiness 101	90 Minute	Rodney Recreation Centre Friday May 6, 2022, from 2:30-4:00 p.m.	Benefits of Positive Psychology and how to redefine our ideas around happiness.

Sherry-Lynne Kirshner	Mindfulness	1hour	Virtual	Presentation on Mindfulness
Nature Walk	Nature and wellness	1 hour	Monday May 2, 2022, Rodney Park & Wednesday May 4, 2022, in Miller Park	Walking in nature with a 10-minute talk on nature's effect on one's mental health.

Mental Health is important in any community. To continually offer Mental Health Resources to the community a donation to each outside organization could benefit the community.

Financial Implications

A total of \$50.00 will be taken from the Recreation Programing Budget to provide for the \$25.00 donations to the West Elgin Community Health Centre and Sherry-Lynne Kirshner's Foundation, Marmot Recovery Foundation.

Report Approval Details

Document Title:	Mental Health Resource Program Update - 2022-34-Operations Community Services.docx
Attachments:	
Final Approval Date:	Apr 13, 2022

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Recreation Committee

From: Emily Jocius, Operations & Community Services Coordinator

Date: 2022-04-20

Subject: Canada Day Planning 2022

Recommendation:

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: 2022 Canada Day Planning; and

That West Elgin Recreation Committee hereby approves the events to be held on Canada Day 2022.

Purpose:

The purpose of this report is to provide the Recreation Committee an opportunity to finalize the events for 2022 Canada Day and assign roles during the event.

Background:

In November 2021 staff applied for the Commemorate Canada Grant. The grant application was approved for \$5,500.00.

Staff have been working to facilitate a Canada Day Celebration. As ideas come together staff reached out to local bands to provide entertainment and one was available to play on July 1, 2022. The band is willing to work with the committee on timing and hours required to play. Exit 137 has performed in the past and will do so again for \$900. This is within the budget and staff are recommending that a contract be entered into for this live entertainment.

Staff have been working on developing a program guide for the day. Please see below. The times of the programs are subject to change.

12:00-6:00 p.m. Free Swimming (Rodney Pool)

2:00-3:00 p.m. Opening Ceremonies

2:00-4:00 p.m. Canada Day Craft

12-5 p.m. Flag/ Fun Fact walk around the track (pre-set-up)

2-5 p.m. Sports Tournament or Kids Games

4-9 p.m. Food Trucks

5:30-9:30 p.m. Band

9:30 p.m. Fireworks

The ideas can branch off the guide above. The day starting in the afternoon will help facilitate the events to have less gaps in between times and more people attending at once time.

Ideas for the Canada Day Craft – Staff are recommending that rock painting be the chosen craft, as it has proven popular in the past and we have a lot of the supplies, therefore costs will be minimal. **This event will need 2 volunteers for the 2 hours it is being run.**

Alternative options

- Tie Dye Items red and white – need to purchase clothing dye, tubs and gloves, estimated costs to run this event \$300 (kids to bring their own shirts or other white items to be tie dyed)
- Large Canvas painting – need to purchase plywood, paint, paint brushes, gloves, estimated costs to run this event \$293.63

Miller Park Fun walk – Staff will prepare the signs ahead of time and set up the information along the pathways in Miller Park for people to walk at their leisure. The following will be the topics of the signs:

- Fun Facts about Canada
- Canadian History

The cost to be incurred will be determined as soon as the quote is received. Staff are waiting on a quote. Staff have currently allocated \$500.00 in the draft Canada Day Budget.

Kids Games/Sports Tournament – Staff are looking for a group or coordinator to run a sports tournament on Canada Day, as there will not be enough staff to do this and coordinate the rest of the events. Staff are suggesting to keep people interested during this period of time, if there is no group or coordinator willing to put on a sports tournament, the committee run picnic games. To run the picnic games, a small budget would be required to purchase some supplies and prizes (approximately \$150-200). **This event will need 4 volunteers for the 3 hours it is being run and volunteers can be done in 1.5 hour shifts.**

- Picnic Games
 - o Three legged races
 - o Balloon toss
 - o Sack races

Potential Food Trucks – below is a list of known area food trucks to contact about having food at the park during Canada Day, as at this time there has been no word on if a fish fry is being planned in the arena on Canada Day. Food Trucks can park along Chestnut Street (pending Council approval to close the road). Approximately 6 at the Chestnut Street Entrance.

- The West Lorne Optimist Club
- Twisted Sisters
- My Big Fat Good Truck
- Lions Club
- Smokin Q
- Ice cream truck
- Additional food trucks can be contacted. Local Vendors would be first on the list to be contacted.

Fireworks

The West Elgin Fire Department have overseen setting of the fireworks in previous years. Staff have been in contract with the fire department for this event.

Financial Implications:

Attached draft budget for the event.

Report Approval Details

Document Title:	Canada Day Planning 2022 - 2022-35-Operations Community Services.docx
Attachments:	- Planned expenses - budget.pdf
Final Approval Date:	Apr 14, 2022

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott

Revenue

Federal Grant \$ 5,500.00

In Kind Donations
event venues ?

Budgeted \$ 5,000.00

Total revenue \$ 10,500.00

Total Expense \$ 10,500.00

Total \$ -

Expenses

Administration

Staff Wage \$ 750.00

Postage \$ 50.00

Photocopies \$ 50.00

Honoraria

Cake or Cupcakes \$ 250.00

Overhead

Janitorial \$ 250.00

Insurance \$ 1,000.00

Entertainment

Band \$ 1,000.00

Craft \$ 300.00

Picnic Games \$ 200.00

Posters for Walk \$ 500.00

Fireworks \$ 4,000.00

Event Venue (in Kind)

Arena \$ 500.00

Pool \$ 500.00

Promotional Mateiral

Ad in New paper \$ 500.00

Posters \$ 50.00

Hospitality

Contingency \$ 100.00

Contingency \$ 500.00

Total \$ 10,500.00