



Municipality of West Elgin

Agenda

Recreation Committee

November 27, 2024, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

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 clerk@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. **Minutes**

Recommendation:

That the West Elgin Recreation Committee adopts the minutes of October 23rd 2024 as printed and circulated.

5. **Business Arising from Minutes**

6. **New Business**

6.1 **2025 Fees and Charges Review**

6.2 **Budget Items**

1

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6.3 Canada Day Update

6.4 New Members

6.5 Recreation Coordinator Update

6.6 Dates for 2025 meetings

7

6.7 Holiday Competition

7. Adjournment

Recommendation:

That West Elgin Recreation Committee hereby adjourn at ____ p.m. to meet again on January 15th 2025 at 7pm.



Municipality of West Elgin

Minutes

Recreation Committee

October 23, 2024, 7:00 p.m.
West Elgin Community Complex - Hybrid Meeting
160 Main St
West Lorne
Electronic Hybrid Meeting

Present: Councillor T. Tellier
Cindy da Costa
Megan Bartlett
Courtney Kreamer

Staff Present: Terri Towstiuc
Jenn Vanesse

1. Call to Order

Chair Taraesa Tellier called the meeting to order at 7:02 p.m.

2. Adoption of Agenda

Moved: Megan Bartlett

Seconded: Cindy da Costa

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

Carried

4. Minutes

Moved: Courtney Kreamer

Seconded: Cindy da Costa

That the West Elgin Recreation Committee adopts the minutes of September 18, 2024 as printed and circulated.

Carried

5. Business Arising from Minutes

No business arising from the minutes

6. Staff Reports

6.1 Current Programming at Arena and Rec Center

The rec center currently has shuffleboard on Monday and Thursday mornings, pickleball on Tuesday and Thursday evenings, and cornhole on Friday evenings. The arena has public skating on Saturday's and between Christmas/new years, and march break from 1-2:30pm. All skates have been sponsored this season, and have a waiting list too. There is a list of businesses and service clubs that we reach out to, but the arena has a reduced rate, which makes it easier to find sponsors.

6.2 Pool attendance and survey results

There was great feedback from the survey. Things that staff will look into for budget is putting a cover over the existing benches, as well as the potential to add more benches. An idea was something similar to what Dutton has (bleachers under cover). Some programming ideas were a teen swim on Friday's, lane swim during aquafit, and an exercise swim. For lessons, look to move to the evening instead of the afternoon, and have times already scheduled so parents know roughly when the kids would have their lessons before signing up. In February the job postings usually go out for the lifeguards, and they said they were looking to return next year, and may have some new applicants from Dutton as well.

7. New Business

7.1 Future programming ideas

Some new ideas are a running and hiking group as well as some kid driven activities. The committee would like to have a rec person in place to implement and organize these ideas before bringing more ideas to the table.

7.2 Canada day grant

Looking at the survey results, there are some accommodations we might want to implement for 2025. Some ideas are to have the festivities later in the day, more food trucks, seeing if the Knights of Columbus can have their fish fry at the arena, petting zoo, agility dogs, comedian/magician, trunk/book sale, and vendors. Want advertising to happen sooner and look for volunteers earlier. Dance, face painting and fireworks were well liked. The option for the use of the arena will depend on the dehumidification system, and Terri will bring this timeline back to the next meeting, as some thoughts were a ball hockey/skills competition, or the option to have things under cover if the weather is not favorable. Grant is submitted the end of November and find out in March/April if we are approved.

7.3 Recreation Coordinator

It was in agreeance that the rec coordinator would develop a recreation plan, organize activities, look at different age groups for programming and wants, and find creative ways to utilize all the centers. The letter would like to be changed so that the main focus items are at the top of the list, with the administrative tasks after the main purpose. The letter will then be presented to council at the next meeting.

7.4 Ontario Trillium Grant

There is 3 different grants available - grow, capital, and seed grant. The grow grant is for increasing a program, or adding a new program that has been proven to be successful elsewhere. The capital grant would be for major capital budget items. The committee should have some ideas together for when these become available every year, so the quotes get updated and it is ready to be submitted. Some ideas were to pave the path in miller park and focus on the accessibility aspect of this. Another idea was to have port-a-potties in the community for those that are visiting the area, and businesses will not let them use the washrooms.

7.5 Terms of Reference

Everyone was ok with the new version proposed, and can be changed if we get a rec coordinator to include their duties within the committee.

7.6 Additional Items

The committee would like to discuss the 2025 fees and charges at the next meeting to start assisting with budget talks. Pickleball was looking for a seasonal pass, and might be something to look into for other programs too. There is the ad out for recruitment for the committee, and Taraesa is

going to reach out to the high school to see if anyone might be interested for the student vacancy.

8. Adjournment

Moved: Courtney Kreamer

Seconded: Cindy da Costa

That West Elgin Recreation Committee hereby adjourn at 8:06 p.m. to meet again on November 20th, 2024 at 7pm

Carried

Taraesa Tellier, Chair

Jenn VanEsse, Recording
Secretary



Recreation	2022 Fees	2023 Fees	2024 Fees	2025 Fees	Increase \$	Increase %
Arena						
Ice Rental						
Prime Time Adult Rate	\$ 159.30	\$ 168.00	\$ 185.00	\$ 188.70	\$ 3.70	2%
Prime Time Youth Rate	\$ 135.40	\$ 142.00	\$ 156.00	\$ 159.12	\$ 3.12	2%
Off Prime Rate (adult & youth)	\$ 75.22	\$ 79.00	\$ 87.00	\$ 88.74	\$ 1.74	2%
Arena Warm Room Rental (per hour)	\$ 20.00	\$ 21.00	\$ 25.00	\$ 25.50	\$ 0.50	2%
Skate Sharpening	\$ 5.00	\$ 6.00	\$ 10.00	\$ 10.20	\$ 0.20	2%
Public Skating						
per person	\$ 3.00	\$ 3.00	\$ 5.00	\$ 5.10	\$ 0.10	2%
per family	\$ 7.00	\$ 8.00	\$ 10.00	\$ 10.20	\$ 0.20	2%
Sponsored Public Skating		\$ 118.50	\$ 130.50	\$ 133.11	\$ 2.61	2%
Summer Main Floor						
Per day (8 hours)	\$ 425.00	\$ 450.00	\$ 495.00	\$ 504.90	\$ 9.90	2%
Per hour	\$ 45.00	\$ 47.00	\$ 52.00	\$ 53.04	\$ 1.04	2%
Set up (per hour per staff member)	\$ 45.00	\$ 50.00	\$ 55.00	\$ 56.10	\$ 1.10	2%
Additional Clean up (per hour per staff member)	\$ 45.00	\$ 50.00	\$ 55.00	\$ 56.10	\$ 1.10	2%
Booth Rental						
Per month (open 3 days per week)	As per RFP	As per RFP	As per RFP	As per RFP		
Advertising Space Rental (Per Season)						
Wall Signs (3 x 6')	\$ 100.00	\$ 105.00	\$ 150.00	\$ 153.00	\$ 3.00	2%
Ice Logos (plus expenses)	\$ 500.00	\$ 525.00	\$ 600.00	\$ 612.00	\$ 12.00	2%
Zamboni (per full side)	\$ 500.00	\$ 525.00	\$ 600.00	\$ 612.00	\$ 12.00	2%
Board Wrapping	\$ 250.00	\$ 260.00	\$ 350.00	\$ 357.00	\$ 7.00	2%
*** Above does not include the cost of the sign/wrap ***						
Recreation - General						
Miller Park Pavillion (per hour)	\$ 5.00	\$ 7.00	\$ 10.00	\$ 10.20	\$ 0.20	2%
Miller Park Pavillion (per day)	\$ 25.00	\$ 27.00	\$ 40.00	\$ 40.80	\$ 0.80	2%
Staff Screening due to COVID Requirements (per hour)	\$ 25.00	\$ 27.00	\$ 30.00	\$ 30.60	\$ 0.60	2%
Scout Hall (per hour)	\$ 25.00	\$ 27.00	\$ 35.00	\$ 35.70	\$ 0.70	2%
Municipally Run Program (per person/per session)	\$ 2.00	\$ 3.00	\$ 5.00	\$ 5.10	\$ 0.10	2%
West Elgin Recreation Centre						
Main Floor Rental (per hour)	\$ 30.00	\$ 32.00	\$ 50.00	\$ 51.00	\$ 1.00	2%
Large Meeting Room (per hour)	\$ 20.00	\$ 22.00	\$ 40.00	\$ 40.80	\$ 0.80	2%
Kitchen per hour	\$ 40.00	\$ 42.00	\$ 50.00	\$ 51.00	\$ 1.00	2%
Small Meeting Room (per hour)	\$ 15.00	\$ 15.00	\$ 25.00	\$ 25.50	\$ 0.50	2%
Full Building Full Day Rental (8+ hours)	\$ 425.00	\$ 450.00	\$ 550.00	\$ 561.00	\$ 11.00	2%
Full building (per hour)	\$ 75.00	\$ 80.00	\$ 100.00	\$ 102.00	\$ 2.00	2%
Staff Set Up fee (per hour per staff member)	\$ 45.00	\$ 50.00	\$ 60.00	\$ 61.20	\$ 1.20	2%
Baseball Diamond						
Baseball Diamond - with lights (per season per team)	\$ 400.00	\$ 420.00	\$ 450.00	\$ 459.00	\$ 9.00	2%
Baseball Diamond - without lights (per season per team)	\$ 200.00	\$ 210.00	\$ 250.00	\$ 255.00	\$ 5.00	2%
Baseball Tournaments (per day)	\$ 100.00	\$ 105.00	\$ 150.00	\$ 153.00	\$ 3.00	2%
Soccer Fields						
Minor Soccer (per player)	\$ 12.00	\$ 13.00	\$ 15.00	\$ 15.30	\$ 0.30	2%
Adult Soccer (per team)	\$ 200.00	\$ 210.00	\$ 250.00	\$ 255.00	\$ 5.00	2%
Soccer Tournaments (per day/ per field)(adults)	\$ 100.00	\$ 105.00	\$ 150.00	\$ 153.00	\$ 3.00	2%
Sand Ring (per day)	\$ 300.00	\$ 315.00	\$ 350.00	\$ 357.00	\$ 7.00	2%
Sand Ring with overnight camping	\$ 500.00	\$ 525.00	\$ 600.00	\$ 612.00	\$ 12.00	2%
Swimming Pool						
Family Season Pass ¹	\$ 180.00	\$ 189.00	\$ 200.00	\$ 200.00	\$ -	0%
Family Monthly Pass ¹	\$ 110.00	\$ 115.00	\$ 150.00	\$ 150.00	\$ -	0%
Single Season Pass ¹	\$ 95.00	\$ 100.00	\$ 125.00	\$ 125.00	\$ -	0%
Single Monthly Pass ¹	\$ 60.00	\$ 63.00	\$ 80.00	\$ 80.00	\$ -	0%
Open Swim Admission (per person)	\$ 3.00	\$ 3.00	\$ 5.00	\$ 5.00	\$ -	0%
Open Swim Admission (per family)	\$ 7.00	\$ 8.00	\$ 10.00	\$ 10.00	\$ -	0%
Swimming Lessons (per 2 week Session)	\$ 65.00	\$ 75.00	\$ 90.00	\$ 90.00	\$ -	0%
Private Swimming Lessons (per 2 week Session)	\$ 100.00	\$ 110.00	\$ 150.00	\$ 150.00	\$ -	0%
Pool Rental (per hour - include 2 Life Guards)	\$ 65.00	\$ 70.00	\$ 100.00	\$ 100.00	\$ -	0%
Additional Life Guards (per hour)(if required)	\$ 25.00	\$ 30.00	\$ 50.00	\$ 50.00	\$ -	0%
Aqua Fit (per class)	\$ 5.00	\$ 6.00	\$ 10.00	\$ 10.00	\$ -	0%
Aqua Fit (for 10 visits)	\$ 45.00	\$ 50.00	\$ 90.00	\$ 90.00	\$ -	0%
Adult and Senior Swim (per vist)	\$ 3.00	\$ 3.00	\$ 5.00	\$ 5.00	\$ -	0%

Recreation	2022 Fees	2023 Fees	2024 Fees	2025 Fees	Increase \$	Increase %
Swim Team / Synchronized Swimming (season)	\$ 65.00	\$ 70.00	\$ 90.00	\$ 90.00	\$ -	0%
Notes:						
Note 1 - can be used exclusively for Open Swim						

2025 Calendar

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2025 Holidays

- January 1 – New Years Day
- February 17 – Family Day
- April 18 – Good Friday
- April 21 – Easter Monday
- May 19 – Victoria Day
- July 1 – Canada Day
- August 4 – Civic Holiday
- September 1 – Labour Day
- October 13 – Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas Day
- December 26 – Boxing Day

COUNCIL (2nd & 4th Thursday)

ARENA (Monthly, 2nd Wednesday)

TRANSIT (Quarterly)

RECREATION (8 Meetings per year)

TRI-COUNTY WATER (Quarterly, 3rd Tuesday)

HOLIDAYS

