



# Municipality of West Elgin

## Agenda

### Recreation Committee

January 15, 2025, 7:00 p.m.  
Electronic Participation Meeting via Zoom

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](mailto: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**

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Recommendation:

That the West Elgin Recreation Committee adopts the minutes of November 27, 2024 as printed and circulated.

5. **Business Arising from Minutes**

6. **Staff Reports**

6.1 **Recreation Fees**

5

For Information Only – Update to recreation committee.

7. **Items of Discussion**

## 8. Adjournment

Recommendation:

That West Elgin Recreation Committee hereby adjourn at \_\_\_\_ p.m. to meet again on March 19, 2025, or at the call of the chair.



# Municipality of West Elgin

## Minutes

### Recreation Committee

November 27, 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  
Lori Beckett

**Regrets:** Karen Booth  
Courtney Kreamer

**Staff Present:** Terri Towstiuc  
Jenn Vanesse

**1. Call to Order**

Chair Taraesa Tellier called the meeting to order at 7:01 p.m.

**2. Adoption of Agenda**

**Moved:** Cindy da Costa

**Seconded:** Megan Bartlett

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

**Carried**

**4. Minutes**

**Moved:** Megan Bartlett

**Seconded:** Cindy da Costa

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

**Carried**

**5. Business Arising from Minutes**

No business arising from the minutes.

**6. New Business**

**6.1 2025 Fees and Charges Review**

Pool fees were discussed as wanting to be looked at to go to council. Looking for ideas such as fundraising or 50/50 to offset costs for programming. Another idea was an early bird fee for passes where they get a reduction in rate by ordering before a certain date.

Want to look into a letter to reach out to community businesses and community, and increases promotion/acknowledgement like electronic sign, Facebook and website. Advised to reach out to Karen Vecchio's office to see if there are any grants that we can apply to for the summer students, and Lori knows of some too, and will pass those along to staff.

Looking for a pool discussion meeting for public contribution. Also a half day/full day rental fee for the rec center. Terri has been asked to bring back a report on operating costs, staff costs, insurance, etc... to the next meeting.

**6.2 Budget Items**

Number 1 item is the rec coordinator and programming dollars. We would like to review the 2024 budget and what we had spent as well for the next meeting. Other items included a town hall/ community engagement meeting, survey's, washroom accommodations in town, and a solid money box at the rec center.

**6.3 Canada Day Update**

Grant was submitted for funding. Agility dogs are not available. Looking into later in the day around supper and into the evening, so need to look at inflatable companies that can do later in the day. Food trucks need booked earlier too. Reach out to Sherry Lynne Kershner (rabbits, author,

mindfulness), Dianne (author) to see if they can offer anything. A mini farmers market, and trunk show, New Roots Farm petting zoo to be inquired about.

#### **6.4 New Members**

Welcome Lori and Karen to the committee. Still looking for a youth member to join the committee.

#### **6.5 Recreation Coordinator Update**

The proposal was presented to council at the last council meeting and was approved and will be included in 2025 budget. There is no timeline on when they would start.

#### **6.6 Dates for 2025 meetings**

Calendar looks good for a guideline, and an outlook invite will be sent out for reminders. Council member will be appointed tomorrow at council meeting.

#### **6.7 Holiday Competition**

Looking to go ahead with the competition this year. Categories are Griswold, inflatables, traditional, and community favorite. Once we have the addresses in, an address map will be created with a QR code for the community to be able to vote., and a list for the holiday light tour of West Elgin. Promote on the electronic sign, Facebook and website. Cut off of December 15th with map up on the 16th.

### **7. Adjournment**

**Moved:** Cindy da Costa

**Seconded:** Lori Beckett

That West Elgin Recreation Committee hereby adjourn at 8:05 p.m. to meet again on January 15th 2025 at 7pm.

**Carried**

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Taraesa Tellier, Chair

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Jenn VanEsse, Recording Secretary





**Staff Report**

**Report To: Recreation Committee**

**From: Terri Towstiuc, Clerk**

**Date: 2025-01-15**

**Subject: Recreation Fees – Presented to Council December 19, 2024**

**Recommendation:**

For Information Only – Update to recreation committee.

**Purpose:**

The purpose of this report is to provide the Recreation Committee with an update regarding the recreation fees, specifically the recreation center.

**Background:**

At the Recreation Committee meeting in November, the committee requested the Clerk provide an update regarding the potential for half day rental, or lowered fees. The attached report was presented to Council on December 19, which Council accepted as information only. The sources used for comparison were Dutton Dunwich and Southwest Middlesex. While time did not permit the Clerk to obtain full details regarding operating cost, insurance, etc., the clerk committed to Council and now the recreation committee to complete and provide a more extensive cost/revenue comparison, utilizing comparable municipalities throughout Ontario, in 2025.

The 2025 fees were passed at the January 9th meeting and are on our Municipal Website.

[By-law-2025-04---Schedule-A---2025-Fees-and-Charges-Schedules---Final.pdf](#)

**Policies/Legislation:**

2025 Fees and Charges

**Alignment with Strategic Priorities:**

<b>Infrastructure Improvement</b>	<b>Recreation</b>	<b>Economic Development</b>	<b>Community Engagement</b>
<input type="checkbox"/> To improve West Elgin’s infrastructure to support long-term growth.	<input checked="" type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input checked="" type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,  
Terri Towstiuc, Clerk



## Staff Report

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**Report To:** Council Meeting

**From:** Terri Towstiuc, Clerk

**Date:** 2024-12-19

**Subject:** 2025 Fees - Recreation and Pool - 2024-48-Clerks.docx

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### **Recommendation:**

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: 2025 Fees for Recreation and Pool; And

That Council \_\_\_\_\_.

### **Purpose:**

The purpose of this report is to obtain direction from Council, regarding certain recreation and pool fees, as discussed during the initial presentation of the 2025 Fees and Charges.

### **Background:**

At the November 28<sup>th</sup> meeting, Council received the draft 2025 Fees and Charges. It was noted that the recreation committee had suggestions about the pool fees (specifically aquafit) and the use of the recreation center.

Aquafit was requesting a monthly or seasonal pass, and to use a comparative approach, Southwest Middlesex and Dutton Dunwich 2025 Fees and Charges we obtained. Southwest Middlesex offers a monthly pass of \$80.00 or early bird (April 1-30) of \$72.00 (10%) discount. Dutton Dunwich no longer offers a seasonal or monthly pass for Aquafit, and the per person visit to Aquafit is \$4.50.

It was noted that the recreation committee would like to see lower fees for the Recreation Centre, for various events (baby shower, bridal shower, etc.). It appears each municipality used (SWM & DD) use different approaches to their pricing, including Monday to Thursday and Friday to Sunday rates, along with discounted rates for residents on the municipality (versus non-residents).

Dutton Dunwich Community Centre has a similar capacity limit, fully accessible and fully stocked kitchen, will the comparative at Southwest Middlesex (Ekfrid Community Centre) is about half the size/capacity than West Elgin Recreation Centre

West Elgin's facility rates are straightforward, however, staff are seeking Council's input regarding the rates, to proceed with the adoption and passing of a by-law.

Attached to this report is the proposed 2025 West Elgin Fees, along with the comparatives used for this report.



**Financial Implications:**

2025 Fees and Charges By-law to be finalized

**Policies/Legislation:**

2025 Fees and Charges By-law

**Alignment with Strategic Priorities:**

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input type="checkbox"/> To improve West Elgin’s infrastructure to support long-term growth.	<input checked="" type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Terri Towstiuc, Clerk

## Southwest Middlesex

### SWIMMING POOL

Early Bird Pricing is valid from: **April 1-30, 2025.**

Item	Description of Charge	Early Bird Price	Regular Price
6.39	Regular Lessons - Parent & Tot (30 minutes)	\$ 45.00	\$ 50.00
6.40	Regular Lessons - Preschool & Swimmer 1-6 (Preschool- Swimmer 4, 30 minutes; Level 5-6, 45 minutes)	\$ 65.00	\$ 72.00
6.41	Regular Lessons-Rookie, Ranger, Star Patrol (45 minutes)	\$ 76.00	\$ 84.00
6.42	Bronze Star	\$ 76.00	\$ 84.00
6.43	Bronze Medallion	\$ 153.00	\$ 170.00
6.44	Bronze Cross	\$ 153.00	\$ 170.00
6.45	Private Lessons (1/2 hour)	\$ 105.00	\$ 116.00
6.46	Semi-private lessons (1/2 hour, per child)	\$ 95.00	\$ 106.00
6.47	Drop-in Lessons (1/2 hour)	N/A	\$ 16.00
6.48	Special Needs Swimming Lessons (1 hour)	\$ 50.00	\$ 80.00
6.49	Recreational Swim Team	\$ 53.00	\$ 62.00
6.50	Swim Team Family Rate (up to 3 members)	\$ 100.00	\$ 120.00
6.51	Passes		
	a) One-person pass (per season)	\$ 72.00	\$ 80.00
	b) Family season pass (per season)	\$ 156.00	\$ 170.00
	c) Aquafit Pass (per month)	\$ 72.00	\$ 80.00
6.52	Daily Rates		
	a) Aquafit/Lane Swim (45 minutes)	N/A	\$ 5.00
	b) Children (12 and under)	N/A	\$ 2.00
	c) Youth and Adults (13+)	N/A	\$ 3.00
	d) Seniors (65+)	N/A	\$ 2.00
	e) Family Rate (2 adults+ up to 4 children)	N/A	\$ 8.00
6.53	Swimming pool rental (per hour which includes 2 lifeguards. Any additional lifeguards will be charged at an additional \$25/hour. Additional lifeguard is required if		\$ 85.00

**SCHEDULE 'F' – FACILITIES, PARKS AND RECREATION**  
**FACILITIES RENTALS**

'Special Event' = An event that is open to all members of the public.

STAT Holidays are subject to the rental rate at 150%.

Item	Description of Charge	Fee Amount	Measure
	Main Hall & Kitchen with Special Occasion Permit (SOP) Ekfrid Community Centre, Wardsville Masonic Hall, Glencoe Arena Auditorium	Friday & Saturday - \$450.00/day Sunday to Thursday - \$345.00/day	
	Ekfrid Community Centre (no SOP)	Friday & Saturday - \$220.00/day Sunday to Thursday - \$150.00/day for Non-Resident Sunday to Thursday - \$100.00/day For Residents Hourly - \$30.00 (min. 2 hours)	
	Wardsville Masonic Hall (no SOP)	Friday & Saturday - \$165.00/day Sunday to Thursday - \$120.00/day for Non-Resident Sunday to Thursday - \$80.00/day For Residents Hourly - \$22.00 (min. 2 hours)	
	Southwest Middlesex Recreation Centre Auditorium (no SOP)	Friday & Saturday - \$165.00/day Sunday to Thursday - \$120.00/day for Non-Resident Sunday to Thursday - \$80.00/day For Residents Hourly - \$22.00 (min. 2 hours)	
	Mitch Scheerer Room		
	(a) Daily	\$60.00	
	(b) Hourly	\$22.00	
	Glencoe Train Station		
	(a) Daily	\$75.00	
	(b) Hourly	\$22.00	
	Appin Pavilion (Hydro, Water, Washroom)	\$50.00	day
	Simpson Street Park Pavilion (Hydro & Washroom)	\$50.00	day
	Wardsville/Little Kin Park Pavilion (Hydro & Washroom)	\$50.00	day
	Project 2000 Pavilion	50.00	day
	Key Return (includes all facilities listed above)	\$250.00	invoiced if not returned in 48 hrs.
	Facility Set-Up and Take Down (chairs, tables, special requests)	\$10.00	day
	Additional Picnic Tables	\$10.00	day

## Dutton Dunwich

<b>b. Community Centre</b>	
Table rental (off-site, each) .....	\$10.00 +hst
Chair rental (off-site, each) .....	\$5.00 +hst
Damage deposit for off-site tables/chairs .....	\$200.00
<b>i. Main Hall</b>	
Monday - Thursday (8am - 5pm) .....	\$456.18 +hst
Monday - Thursday (8am - 1am) .....	\$636.54 +hst
Friday - Sunday (8am - 5pm) .....	\$562.27 +hst
Friday - Sunday (8am - 1am) .....	\$795.67 +hst
Hourly .....	\$41.20/hr + hst
<b>ii. Meeting room</b>	
Hourly .....	\$20.60/hr +hst
<b>iii. Kitchen</b>	
Rental with accessories with use of another room .....	\$75.00 +hst
Rental only (hourly) .....	\$30.90 +hst
Rental only (day rate) .....	\$130.00 +hst
<b>c. South Dunwich Hall</b>	
Monday - Thursday (8am - 5pm) .....	\$32.10/hr +hst
Monday - Thursday (8am - 1am) .....	\$42.80/hr +hst
Friday - Sunday (8am - 5pm) .....	\$42.80/hr +hst
Friday - Sunday (8am - 1am) .....	\$53.50/hr +hst
Daily Rate .....	\$139.10 +hst
<b>d. Picnic Shelter</b>	
Rental .....	\$75.00 +hst
<b>e. Pool</b>	
Season family pass (July & August) .....	\$219.52 +hst (\$248.06)
Season individual pass (July & August) .....	\$112.20 +hst (\$126.79)
Per person recreational swims .....	\$3.50
Per family recreational swims .....	\$8.85 +hst (\$10.00)
Adult swims including Saturday lane swims .....	\$3.98 +hst (\$4.50)
Per person AquaFit .....	\$3.98 +hst (\$4.50)
Hourly pool rental (includes 2 lifeguards) .....	\$115.76 +hst (\$130.81)
Additional lifeguards per hour .....	\$29.70 +hst (\$33.56)
Swim lessons (2-week session) .....	\$75.00
Per person private swim lesson (30 min, 2-week session) .....	\$133.10
Per person private swim lesson (45 min, 2-week session) .....	\$162.05
Bronze medallion .....	\$160.00 +hst
Bronze star .....	\$110.25 +hst
Bronze cross .....	\$150.00 +hst
Swim team .....	\$71.75
Swim team - family of 3 or more children .....	\$162.06
Sponsored Public Swim (3 hours) .....	\$255.00 +hst