



"Life the way it should be" ESTABLISHED
1888

Township of Nipissing Recreation Committee Meeting

***** AGENDA *****

Monday, November 4, 2024

****START TIME 6:30 p.m.****

1. Disclosure of pecuniary interest.
2. Approve the Minutes of the Recreation Committee Meeting held October 7, 2024.
3. Discussion Items:
 - Bottle Drive Update
 - Teen Dance October 25th Wrap-Up
 - Roast Beef Dinner – November 23rd Planning
 - Donation to the 2024 Children's Christmas Run
 - Strategic Plan – Review
 - Budget 2025 & Capital Projects 5 Year Plan
4. Commanda Community Update.
5. Adjourn.

Committee meetings will be held in person at 2381 Highway 654, Township of Nipissing Community Centre and virtually utilizing the Zoom platform; and will be livestreamed to the Township of Nipissing YouTube channel.

<https://www.youtube.com/channel/UC2XSMZqRNHbwVppefKcEXw>

MINUTES

Township of Nipissing Recreation Committee October 7, 2024

A meeting of the Township of Nipissing Recreation Committee was held on Monday, October 7, 2024 starting at 6:30 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, and livestreamed to the Township of Nipissing YouTube Channel.

Present: Chair Kathy Shaw, Councillor Shelly Foote, Councillor James Scott, Andrew Barry, Calista Bateman, Lisa Chalapenko-Carmody, and Julie Mahoney

Staff: Will Bateman, Fire Chief, CEMC, Municipal By-law Officer, Kim Turnbull, Interim Deputy Clerk, Interim Secretary and Kris Croskery-Hodgins, Municipal Administrator, Clerk-Treasurer.

Regrets: Margaret Hughes, Leanne MacKenzie, and Terri-Lynn Paynter

Disclosure of pecuniary interest: None.

MOTION NUMBER 2024-30

Moved by: James Scott

Seconded by: Andrew Barry

THAT the Minutes of the September 16, 2024 Recreation Committee Meeting are approved as circulated. **Carried.**

Discussion:

- a) Bottle Drive: collection was postponed until after the Thanksgiving weekend, to capture residents that are up closing their cottages.

- b) Movie in the Park – Wrap-up
 - Approximately 70 people in attendance
 - Movie was well received.
 - Popcorn was a hit, thank you to Tom Morrow from Powassan Home Hardware for attending the event and donating the proceeds of the popcorn donations to the Recreation Committee. The donation totaled \$120.00.

- c) Teen Dance – October 25th Planning
 - Set up for the dance, an hour prior to the dance.
 - The fire department will loan us some Halloween decorations to decorate the hall.
 - 3 committee members to supervise the dance and judge the costume contest.
 - DJ has been confirmed for the event.
 - Canteen will be stocked with complimentary water; with chips and candy for purchase.

- d) Roast Beef Dinner – November 23rd, Planning
- Ticket sales will determine the amount of food we will need to purchase for the event.
 - Tickets are available at the Township Office Monday to Friday 8:30 a.m. -4:30 p.m. and at both stores in the Township.
 - Ticket prices - \$25 for an adult, \$15 for a child.
 - Voodoos are tentative to assist with serving, as they now have a game.
 - Students are encouraged to volunteer to obtain the community volunteer hours for high school.
 - Food prep will be done in advance.
 - Desserts – reached out to a couple of local community members who provide mixed trays for options.
 - 2 door prizes will be available at the event, 1 for an adult and 1 for a child.
 - Volunteer shirts will be available for those that require them for the event.
- e) Strategic Planning – 5-10 years
- Discussion on a strategic plan for the:
 - o Playground and Heritage Park
 - o Outdoor rink
 - o Community Centre
 - o Fitness Centre
 - o Beaches & Docks
 - A document will be developed to capture capital projects and forecasts for the next 5-10 years.
- f) Event Planning for the 2025 Budget:

January – Winter cards and/or games hosted as a drop in event at the Community Centre.

- o January to March every second Thursday beginning **January 9th until March 20th** from 2:00 p.m. – 4:00 p.m.
- o 20 decks of cards available.
- o Provide tea, coffee and water
- o A Recreation Committee member to attend during the drop-in.

February - Family Skate

- o Event to take place **Saturday February 16th**
- o DJ for music
- o Smore station, hot chocolate
- o Fire pits and fireworks

March – Spaghetti Dinner and Trivia Night

- o Spaghetti Dinner to take place Saturday **March 1st**
- o Silent auction during the event.

- Committee members to provide 2 items for the silent auction.
- Trivia Night to take place **March 29th**

April – Easter Scavenger Hunt

- Event to take place Saturday **April 19th**
- All new craft supplies will need to be purchased for this year's event.

May – Baking Event and Youth Soccer Season

- Baking Event to take place **May 10th**
- Further discussion and planning to take place.
- **Youth Soccer Season May 15th – June 26th** 7 weeks of soccer
- Registration to commence on March 1st at the Spaghetti dinner to allow for sufficient registration time.
- Registration forms will be available online and at the Township office.

June - Teen Dance and Canada Day Celebration

- Dance to take place **on June 13th**
- Split up the age groups for the dance:
 - Ages 10-12 from 6 :00 p.m. 7:30 p.m. and ages 13-16 from 8:00 p.m. – 10:00 p.m.
- Canada Day Celebration – **Saturday June 28th**

July - Music Market

- Event to take place **Thursday July 24th** in the evening, time to be determined.
- A live band.
- A craft market for community members to browse while listening to the music.

August – Drop in Sports Night

- Event to take place **Thursday August 21st**, time to be determined.
- Offer a variety of sports – badminton, volleyball, soccer etc. for families to try.
- Reach out to a Zumba or yoga instructor to provide a class.

September – Movie in the Park & Fall Community Celebration

- Movie in the Park – **September 6th**
- Fall Community Celebration – **September 13th** combined with the trunk sale

October – Teen Dance

- Halloween themed dance – **October 24th**
- Ages 10-12 from 6 :00 p.m. 7:30 p.m. and ages 13-16 from 8:00 p.m. – 10:00 p.m.

November – Cooking Class

- Date and details to be determined.

December – Christmas Baking/Crafts and Christmas Run

- Christmas Baking/Crafts – **December 6th**
- Christmas Run – **December 13th**

Commanda Community Update:

- Halloween Dance – October 26th
- Christmas craft and bazaar – November 26th
- Yoga on Thursday evenings at 6:30 p.m.
- Stay on Your Feet Class, Fridays at 10:00 a.m.

MOTION NUMBER 2024-31

Moved by: James Scott

Seconded by: Lisa Chalapenko-Carmody

That the Meeting is hereby adjourned at 8:31 p.m. Next Meeting to be held November 4, 2024 **Carried**

Chairperson:

Secretary:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by the Board at the next scheduled Board Meeting.

Township of Nipissing Strategic Planning Document for Recreation Facilities, Programs & Events

Mission: To expand and support the physical, social and environmental opportunities that exist within the Township of Nipissing through community programming and growth.

From Council's Strategic Plan 2023-2026

Vision: To provide engaging, meaningful and accessible recreation programs and events promoting individual and community well-being. To maintain and enhance the Township's outdoor and indoor spaces to promote a healthy lifestyle.

Goals or Purpose:

- To provide a variety of programs and events year-round.
- To ensure programs are cost effective while maintaining service quality and affordability.
- To invest in the Township's current Recreation infrastructure.
- To investigate grant opportunities.
- To ensure programs are accessible and inclusive to residents and visitors.

Programs and Special Events:

- Plan and deliver a variety of programs and events annually including but not limited to:
 - Youth Soccer
 - Canada Day Celebration
 - Movie in the Park
 - Teen Dances
 - Spaghetti Dinner/Roast Beef Dinner themed dinners
 - Trivia Night
 - Family Easter Egg Scavenger Hunt
 - Fall Community Celebration
- Investigate new opportunities for the community – cookie classes, pickle ball, etc.

Beaches and Docks:

- Complete repairs and install custom ladders at Chapman's Landing
- Re-surface the dock at Chapman's Landing
- Finish upgrades and replace the Boat Launch for McQuaby Lake
- Ongoing maintenance to the beach areas on Wolfe Lake and Link's Beach.
- Invest in reserves for future needs and infrastructure replacement.

Township of Nipissing Community Centre & Fitness Centre:

- Community Centre:
 - Repaint the interior of the community centre meeting room.
 - Replace or repaint the ceiling tiles.
 - Update the range hoods.
 - Investigate new Recreation opportunities for the Community Centre.
 - Promote the Community Centre as a rental space.

- **Fitness Centre:**
 - Invest in 1 or 2 new pieces of equipment each year.
 - New fob system to better track membership and usage at the Fitness Centre.
 - Investigate the options of having cameras installed.
 - Ongoing maintenance for the Fitness Centre and equipment.

Outdoor Rink:

- Install the new Heritage Park sign.
- Investigate Funding Opportunities for the creation of a multi-use surface/facility in place of the current outdoor rink:
 - Engineered drawings for a concrete multi-use pad surface.
 - Include footings to allow for improvements such as a roof or additional lightening.
 - Have the project "shovel ready" to increase grant success opportunities.
- Continue to improve the current outdoor rink with board replacement and upgrades.
- Rink Shack – increase the building accessibility.

Heritage Park & Playground:

- Investigate additional playground structures – climbing apparatus.
- Install a pathway from Beatty Street to the playground structure to increase accessibility.
- Replace the signage at the playground
- Investigate and install a shaded structure – gazebo, pergola.
- Purchase and install accessible picnic tables and/benches.
- Determine the feasibility of purchasing mats for the playground to increase access.

Recreation 2024 Revenue & Expenses

Family Day Skate	Expense	\$ 656.07
Spaghetti Dinner	Expense	\$ 653.21
	Revenue	\$ 1,117.00
Easter Scavenger Hunt	Expense	\$ 197.18
Teen Dance	Expense	\$ 603.06
	Revenue	\$ 56.00
Chair Yoga	Expense	\$ 500.00
Youth Soccer	Expense	\$ 3,543.47
	Revenue	\$ 3,953.00
Outdoor Movie	Expense	\$ 3,275.76
popcorn fundraiser donation	Revenue	\$ 120.00
Fall Community Day	Expense	\$ 1,231.35
	Revenue	\$ 122.00
Canada Day- Popcorn Fundraiser, donation	Revenue	\$ 235.25
Roast Beef Dinner*	Revenue	\$ 75.00
*further ticket sales to report		
Recreation Supplies *	Expense	\$ 97.29
*cash box, garbage bags		
Teen Dance*	Expense	\$ 325.00
	Revenue	\$ 32.50
Still to Allocate in 2024:		
Chair Yoga	Expense	\$ 500.00
Roast Beef Dinner Supplies	Expense	unknown

Bottle Drive Revenue 2024

Total 2024 -	\$5,083.05
Total 2023 -	\$6,332.45
Total 2022 -	\$ 3,212.45
Total -	\$14,627.95

Canada Day Grant	\$1,920.00
Balloon Art & Facepainting	\$652.89
Fireworks	\$533.12
DJ	\$500.00
Magic Show	\$565.00
Cupcakes	\$242.80
Supplies	\$36.02
Total Expenses	\$2,529.83
Inflatable Bouncy Castle Cancelled	
Canada Day 2024 Budget	\$5,000.00

Total 2024 Expenses:	\$ 11,582.39
Total 2024 Budget:	\$ 12,500.00
Total 2024 Revenue:	\$ 5,710.75
Total 2024 Budget:	\$ 12,500.00

Proposed Budget for 2025

Event	Budget
Winter Cards	
Family Skate	
Spaghetti Dinner*	
Trivia Night*	
Easter Scavenger Hunt	
Baking Event*	
Youth Soccer*	
Teen Dance - 2	
Canada Celebration	
Music Market	
Drop-In Sports Night	
Movie in the Park	
Fall Community Celebration	
Cooking Class*	
Christmas Baking/Crafts*	
Chair Yoga	

***Cost Neutral Events- participation cost to cover expenses.**

Total 2025 Estimated Budget	\$
Recreation Programming	
Canada Day**	\$ 5,000.00
** Taxation Supported Event	

Bottle Drive Fund Supports for: 2025

Family Day Skate		DJ, Fireworks, S'mores
Winter Cards		Refreshments - 6 weeks
Trivia		Prizes, refreshments, DJ
Easter Scavenger Hunt		Crafts, cookies, eggs
Teen Dance x2		DJ - 4 hrs, Canteen supplies
Music Market		Live Band
Drop in Sports		Sport supplies, Sport Instructors
Movie in the Park		Movie, Fireworks
Fall Community Celebration		Reptile Camp, Balloon Art, Facepainting
Chair Yoga		2 - 10 week sessions
Total :	\$	
From Bottle Drive Reserve \$ _____ for 2025 Programs		

Capital Projects - 5 Year Plan

Recreation Heritage Park

Includes playground replacement & rink improvements.	2025 Climber - designate funds Engineered drawing - pad, footings for roof supports
	2026
* \$200.00 designated for a park bench from a donation.	2027
	2028
	2029

Fitness Centre

Trillium Grant purchased bulk equipment - goal is to stagger replacement to create a workable budget.	2025 2 pieces of equipment
	2026 2 pieces of equipment
	2027 Universal gym and bike
	2028 2 pieces of equipment
	2029 2 pieces of equipment

Docks and Boat Launch

	2025 Install custom ladder at Chapmans's Landing and complete repairs
	2026 Complete upgrades for a permanent Boat Launch for McQuaby Lake
	2027
	2028
	2029