



Municipality of Mississippi Mills

PARKS AND RECREATION ADVISORY COMMITTEE AGENDA

Tuesday, June 29, 2021

3:45 p.m.

E-participation

	Pages
A. CALL TO ORDER	
B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF	
C. APPROVAL OF AGENDA Recommended Motion: THAT the agenda be approved as presented.	
D. APPROVAL OF MINUTES Recommended Motion: THAT the minutes dated May 25, 2021 be approved as presented.	3 - 6
E. DELEGATIONS AND PRESENTATIONS None	
F. CONSENT REPORTS Recommended Motion: THAT the minutes of the Dog Park Working Group dated June 1, 2021 be received for information.	7 - 8
G. BUSINESS ARISING OUT OF MINUTES	
G.1. Don Maynard Park Briefing note and revised Phase 1 design submitted by Steve Maynard for Committee review.	9 - 11
H. ROUND TABLE	
I. INFORMATION AND CORRESPONDENCE	
J. OTHER / NEW BUSINESS	
K. MEETING ANNOUNCEMENTS Next Meeting: Tuesday, August 31, 2021 at 3:45 pm.	

L. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at x:xx pm.



The Corporation of the Municipality of Mississippi Mills
Parks and Recreation Advisory Committee Meeting
MINUTES

May 25, 2021
3:45 p.m.
E-participation

Committee Present: Councillor Dalgity
Councillor Guerard
Christine Andersen
Lyn Button
Sherryl Smith
Scott Newton
Terry Ainsworth
Vicki Lowe
Victoria James-Lafleur

Staff Present: Calvin Murphy, Recreation Manager
Dawn McDonald, Administrative Assistant

A. CALL TO ORDER

Chair Newton called the meeting to order at 4:05 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

C. APPROVAL OF AGENDA

Moved by Vicki Lowe

Seconded by Councillor Dalgity

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Sherryl Smith

Seconded by Councillor Guerard

THAT the minutes of the Parks and Recreation Advisory Committee meeting on March 30, 2021 be approved.

CARRIED

E. DELEGATIONS AND PRESENTATIONS

E.1 Don Maynard Park

Steve Maynard provided a deputation on Don Maynard Park, outlining the proposed changes for 2021 including removal of sumacs and vegetation along the back of the park and planting of blue spruce trees as per the drawing provided. Work to be completed by volunteers and funds raised through donations. Possible plans for future work include additional planting, cedar rail fence, firm surface path and accessible playground.

ACTION: Deputant to submit detailed plan to Recreation Manager for discussion at the next Parks and Recreation Advisory Committee meeting on June 29, 2021.

Moved by Councillor Dalgity

Seconded by Terry Ainsworth

THAT the Parks and Recreation Advisory Committee receive the deputation by Steve Maynard re: Don Maynard Park for information.

CARRIED

F. REPORTS

F.1 Dog Park Working Group Minutes

Moved by Councillor Guerard

Seconded by Councillor Dalgity

THAT the minutes from the Dog Park Working Group dated April 8, 2021 and April 22, 2021 be received for information.

CARRIED

F.2 Dog Park Working Group - Survey

Councillor Dalgity provided a brief demonstration using a response driven survey program.

ACTION: That the Dog Park Working Group proceed with the development of a roll out plan for survey distribution.

Moved by Vicki Lowe

Seconded by Councillor Guerard

THAT the Parks & Recreation Advisory Committee accept the survey as presented.

CARRIED

G. BUSINESS ARISING OUT OF MINUTES

The Recreation Manager provided the following updates on items previously discussed:

- A meeting to view the upper hall kitchen at the Almonte Community Centre will be scheduled once municipal facilities re-open.
- The Almonte Soccer Club is still hoping to run some type of a soccer season, likely in July in accordance with the Provincial roll out however due to the late season start, it is doubtful that there will be a 2021 municipal recreation soccer program.
- Staff are getting ready to line and prepare the pitches. Baseball will hopefully start up in July.
- Tennis, disc golf, and play structures are now open.
- Splash pads opened Sunday, May 23 along with washrooms which are being cleaned every 2 hours, on advisement of the public health unit. Staff are commended on their hard work in pulling this together. Councillor Dalgity thanked Calvin and his staff for responding so quickly.
- The provincial stay at home order is still in effect until June 2nd. Step 1 of the Provincial Plan is scheduled to take effect June 14th. Staff will react as quickly as possible once guidelines are finalized and disseminated.

- The award of contract for construction of Mill Run Park has been approved by Council. The layout has been finalized and grading will begin in the next couple of weeks. Anticipated completion is mid to late October.

H. ROUND TABLE

- Community Service Master Plan
- Gypsy Moss
- Vaccinations continuing at Almonte Arena.
- Beach and boat launch open at the Almonte fair grounds.
- Noxious weeds reported at the boat launch in Appleton. Residents advised to notify Public Works.

I. INFORMATION AND CORRESPONDENCE

John Miotla provided a delegation at the May 18th Council meeting re: moving the Junior C Inferno hockey team to Almonte.

J. OTHER / NEW BUSINESS

K. MEETING ANNOUNCEMENTS

The next meeting of the Parks and Recreation Advisory Committee will be June 29, 2021 at 3:45 p.m. The committee will not be meeting in July.

L. ADJOURNMENT

Moved by Vicki Lowe

Seconded by Lyn Button

THAT the meeting be adjourned at 4:58 p.m.

CARRIED

Dawn McDonald, Recording
Secretary

**Parks and Recreation Dog Park Working Group
Zoom Meeting Minutes**

June 1, 2021

11:00 a.m.

E-participation

Absent: Terry Ainsworth, Sandra Franks

The purpose of this meeting is to determine the circulation of the dog park survey information and the timeline in which to have the information public.

It was agreed to limit the number of paper copies to the following locations:
(10 copies each)

- 5 Span Feed & Seed
- Clayton General Store
- Almonte Library
- Pakenham Library.

Laurel Cook and John Dalgity will get approval from the 2 businesses to ensure the business is in agreement with being both a pickup and drop off site.

Calvin Murphy will confirm if the libraries will be open and when.

John Dalgity is to reach out to the Clerk to ensure survey monkey access and URL can be produced for this survey by July 2nd. Once the link is established then all advertising such as posters, digital signs, website can be produced.

The idea is to direct as many people as possible to the survey. John Dalgity confirmed he will produce a poster for the following locations:

- Almonte & Pakenham post offices
- Almonte & Pakenham libraries
- Clayton & Pakenham General Store
- Appleton & Blakeney community boards
- Scoops
- Mississippi Mills Animal Hospital & all other veterinary offices

Laurel Cook will contact both Union Hall and Pakenham Civitan regarding the schedule for the mobile signs. (Ramsay & Pakenham) Once confirmed, an ad will be sent.

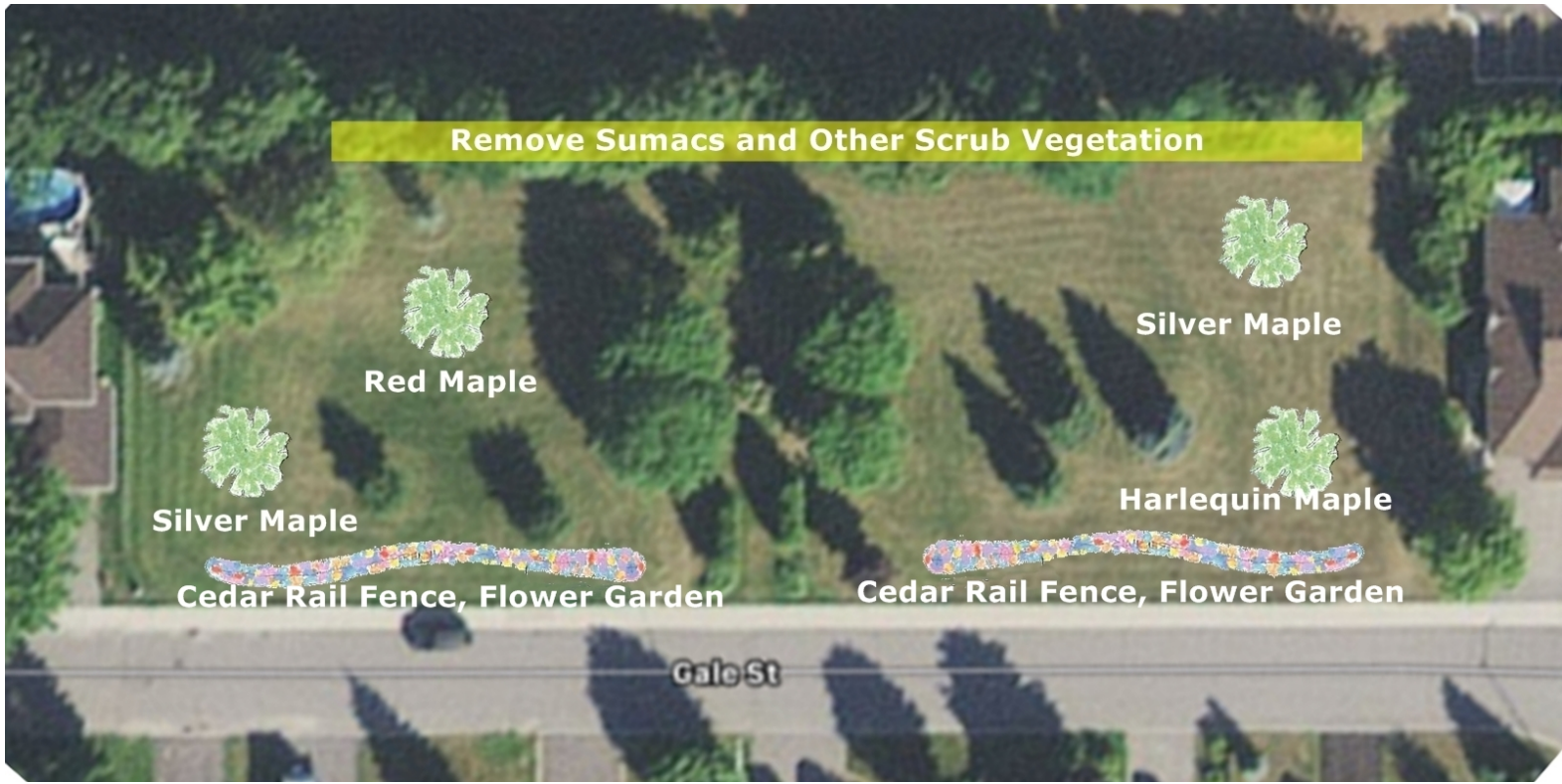
Laurel Cook and Sandra ? will submit an article to the working group prior to sending it out to the Inside Ottawa and Mill Stone News.

The confirmed timeline would be to have all advertising and the survey up and running by July 2nd with a deadline of July 30 for the results. Vicki Lowe has agreed to do the data entry from the paper copies into Survey Monkey to have all results correlated.

Once completed, the results will go back to the Parks & Recreation committee for review in the August 31st meeting. From there the results will be brought forth as a Report to Council in September. Budget considerations will be implemented into the 2022 budget.

Bonnie Ostrom

Recording Secretary



Email Correspondence re: Don Maynard Park

May 25, 2021 5:22 PM **From:** Calvin Murphy

Hi Steve,

Thanks for your presentation today. As discussed at our meeting today please provide me with a breakdown on your phased in approach for the project. Although not officially approved. I think it might be a good idea to email the Holy Name of Mary school to see if they have any concerns or issues. Please copy me on the email chain. We will discuss this further at the June 29th Parks and Recreation meeting.

Thanks

June 18, 2021 **From:** Steve Maynard

Good Morning Calvin:

Attached is my final design for Phase 1. I have done some research and found that it may be possible to get a grant for all of the design and construction for the rear part of Don Maynard Park by Holy Name of Mary.

My Phase 1 design is now much simpler. I am proposing that 4 maple trees be planted and that cedar rail fences with flower gardens be constructed at the front of Don Maynard Park near Gale Street. This could be completed before winter.

I will be asking for donations to pay for the proposed design. I was able to get \$ 600 in donations in 4 hours to buy perennials for the entrance gardens.

Steve

June 22, 2021 **From:** Steve Maynard

Hey Calvin:

Phase 1 will take until 2022 to finish. I would like to wait to see how it looks before planning anything else for the front of Don Maynard Park. I won't be sending anything else to you for the Committee Meeting except for the Phase 1 picture you have.

Thanks for getting a garbage can in the park so quickly.

Would you consider adding another picnic table and two benches near Gale Street in your 2022 Capital Budget?

Thanks. Steve

June 22, 2021 **From:** Calvin Murphy

Hi Steve,

So to confirm you are only looking to have Phase 1 approved? Which includes planting the 4 trees, the Cedar fence install and planting gardens and removing some vegetation. Question: will your volunteers for adopting Don Maynard park take care of watering the gardens once they are in place?

Can we receive a Phase 2 plan that I can show the committee that breaks down when and what you would like to do when you arrive at this stage?

Thanks

June 22, 201 From: Steve Maynard

Hey Calvin:

Yes, I am only seeking approval for Phase 1. I really have no ideas for Phase 2 yet. I want to wait and see what the trees, and the cedar rail fences and their gardens look like. I can't see Phase 2 being started before the next council is elected.

From what you told me, Tiffany said the girls who water downtown also water the gardens in Don Maynard Park.

Steve
