



**STAFF REPORT TO THE  
COMMITTEE OF THE WHOLE**

**Report No: CS-2021-11**

**September 22, 2021**

From: Anne Leduc – Director of Community Services

RE: Community Services September Workplan

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**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report CS-2021-11

**Background / Analysis:**

The table enclosed at the end of this report shows the progress on the various projects undertaken by the Community Services Department.

**ADMINISTRATION**

**2022 Budget:**

- Each division's budget was reviewed with corresponding staff. Following updates, the Operating and Capital Budgets were remitted to the Director of Finance early in September.
- Staff met with the Municipal Recreation Associations to discuss the status of their 2021 Capital Budgets as well as their requirements for the 2022 Capital Budget. The requested amount will stay the same as in 2018, 2019 and 2020 at \$63,500. Staff would like to note at this time that there are on-going capital projects, such as the replacement of a fence in Glen Robertson for which the funds have been committed but that material is backordered. Staff will be working with the Director of Finance to transfer those funds to reserves to ensure the completion of these projects.

**Business & Community Awards Gala** – Staff suggests that the Business and Community Awards Gala be held in September 2022 and will bring forward a corresponding budget as part of the 2022 budget deliberations.

## **COVID-19**

- Staff has been keeping abreast of the information forwarded by the different ministries and Public Health and sharing the information with the different users in our facilities.
- The Township's Safe Reopening Plan has been updated according to the directives issued under Step 3. The plans have been posted in a visible area in each facility.
- All facilities, other than the Glengarry Sports Palace are fully open to the public.
- At the time of this report, the provincial guidelines indicated that for participants in an organized sport between the ages of 12 years and 17 years (under 18 years old) there is no requirement for screening. As per the following email received from Nik Hotte from the EOHU: "As discussed, there is an exception in the provincial legislation for youth sports when it comes to showing proof of COVID-19 vaccination in order to enter establishments that are covered in the legislation. Youth (between the ages of 12-17) may enter these establishments without showing proof of vaccination for the sole purpose of practicing their sport (e.g. they would need to show vaccination if they are attending as a spectator, or for another purpose that isn't practicing a sport). Thus, because they can enter without showing proof of vaccination it is possible in this case for an unvaccinated youth to enter the establishment for the sole purpose of practicing their sport. Of course, we strongly recommend that all eligible individuals get their two doses of an approved COVID-19 vaccine ASAP. Also, operators can develop a policy that exceeds the provincial regulations."
- Staff from the Township of North Glengarry, along with other municipalities in Stormont Dundas and Glengarry are working with the Eastern Ontario Health Unit to see if the province would consider shifting some of the screening responsibilities to organized sports associations, similar to what was done last year prior to lockdown. Unfortunately, currently, the province is adamant that the facility operator be responsible for screening any individual that enters the premises.
- Due to the enforcement challenges that these regulations have created, security guards from the Commissionaires in Cornwall will be stationed in the lobby to screen the following starting September 22 until October 19, 2021. Expenses related to security will be offset by the COVID-19 funding. Staffing of the security guards will be revised prior to October 19 to determine if there is a need to continue staff or the level / hours that are required.

**COVID-19 Vaccination Clinic** – The Eastern Ontario Health Unit held its last vaccination clinic at the Glengarry Sports Palace on August 25<sup>th</sup>, 2021.

**Disposal of equipment from the Glengarry Sports Palace** – At this time, staff is working on the removal of the rink boards and glass and the seats in the spectator area. Staff investigated the best way to dispose of surplus equipment and propose to reuse, repurpose and recycle as much of the equipment as possible. This is well aligned with the grant that we received for this project and can be listed as part of the achievements of this project. For the purpose of this exercise, we will use the glass on the rink boards as our first example of our thought process.

- There are over 60 pieces of glass on the rink boards in the GSP and to replace one piece of glass is approximately \$200 plus delivery (each piece of glass weighs over 100 lbs);
- Staff will be retaining 10 pieces of standard size glass for future use (temporary replacement in the event that a pane of glass is broken);
- Staff will be moving 10 pieces of standard size glass for future use at the Maxville & District Sports Complex;
- Staff will be offering glass to other adjacent arenas for their use with a disclaimer that this is second hand glass and that the municipality assumes no liability from the donation of this equipment;
- Any left over glass will be disposed of as construction waste.

A second example is the spectator seating.

- There are 300 spectator seats in the GSP
- Seating will be offered to the Municipal Recreation Associations to see if they are interested in using them at their outdoor rinks or baseball / soccer areas;
- Any surplus seating will be disposed of through a government surplus bidding site.

Staff proposes to do the same with any good condition piece of equipment that will be replaced in the facility.

**Engineering Plans Glengarry Sports Palace**— Staff has been working with BBA to refine the different fixtures and amenities required for the Construction Tender. Priority has been given to choose the fixture / amenity that not only meets today's AODA requirements but also makes sense for the future of the facility, and this at a reasonable price point. In several instances, staff has asked BBA to investigate other options that better meet the facility's needs and at a better price point.

During the investigation of the plumbing for the mechanical room, the bathrooms in the change rooms and the universal bathrooms / community hall bathrooms, BBA notices that there were issues with the existing sanitary and vent piping.

In general, the scope involved the replacement of existing sanitary and vent piping as follows:

- Vent piping in ceiling space of 2nd floor serving the 2nd floor washrooms and kitchen.
- Exposed sanitary piping in 2nd floor kitchen (serving triple bowl sink).
- Sanitary drainage piping in ceiling space of ground floor serving 2nd floor kitchen and washrooms above.
- Vent piping in ceiling space of ground floor serving ground floor washrooms and kitchen.
- Vent piping serving changerooms.

The sanitary and vent piping material is currently ABS (black plastic piping). This piping material does not meet the OBC requirements for flame spread and smoke development to be used in a return air plenum. Plastic piping in return air plenums is required to be XFR (grey in colour). Exposed piping not in a return air plenum is required to be either XFR or System 15 (again, both grey in colour)

This piping is part of BBA's scope of work area as they are connecting directly into this piping with the new services, and as such it would be extremely difficult to write this off as an existing condition.

BBA has advised that the replacement of the sanitary and vent piping estimate sits at approx. \$5,000 for demolition and \$40,000 for provision of new piping to meet OBC requirements (this is a high-level budget  $\pm$  25%).

### **Grant Applications:**

- Staff finalized the Transfer Payment Agreement on the Federal / Provincial ICIP Grant for the Glengarry Sports Palace prior to the announcement of the Federal Election.
- We are waiting to hear back on the Provincial Seniors Community Grant Program 2021-22 intake for the purchase of lawn bowling equipment and the creation of an intergenerational lawn bowling program at the Tim Hortons Dome. Usually, the timeline is early Fall.
- Staff submitted the grant application to the Federal Community Revitalization Grant on July 17<sup>th</sup>. Due to the election, all of the Federal grants have been put on pause. Staff will update Council once the result of the elections are available as to whether the grant will still be available as an option for this project.

**Health and Safety Meeting** – The Recreation Staff met in August to go over each facility's Health and Safety Inspection Reports and to discuss any issue that may arise in the workplace. Minutes are taken and posted to the Health and Safety board in each facility.

- New equipment logs were introduced for the ice resurfacers and the lawn mowing equipment. Each staff member that uses a piece of equipment is required to perform at minimum a visual circle inspection prior to using the equipment.
- A standardized on-boarding checklist has been created for new staff and been used with the new part-time Facility Attendant (student position) that was hired at the Maxville & District Sports Complex.
- These forms will be reviewed at the next Health and Safety meeting to be held in September.

### **Staffing**

- The Tim Hortons Dome, Maxville & District Sports Complex, the Michel Depratto Hall at the Glengarry Sports Palace, and the Island Park Sandfield Centre are now open to the

public as per the Provincial and Public Health directives. The facilities are being operated with the complement of staff required to respond to programming and rental demands.

## COMMITTEE AND WORKING GROUP ACTIVITIES

### Arts, Culture and Heritage Committee

- Participated in the August and September Arts, Culture and Heritage Committee.
- Minutes were shared with Council as part of the Consent Agenda.
- The Community Grants Program's intake has been launched and will close on Sunday, October 31, 2021 at 4 pm.
- The Community Improvement Plan's Public Consultation has been launched through an electronic form available on the Township's website as well as a paper form available on request. Comments are being collated by staff until Thursday, September 30, 2021. A report will be presented to the Arts, Culture and Heritage Committee which will in turn make recommendations for Council's approval of the Community Improvement Plan.

### Community Development Committee

- The Community Development Committee met on August 25th and updates were given on the Development and Marketing Strategy as well as the Education and Lagoon upgrades portfolios. Minutes were shared with Council as part of the Consent Agenda.

## EVENTS AND ACTIVITIES

**Canada Day Videos** – The two Canada Day videos launched on the Township's Youtube channel have nearly 1,400 views combined. The videos are available at [https://www.youtube.com/channel/UCyHgS\\_xNDqjpiY9sMdVRL3A](https://www.youtube.com/channel/UCyHgS_xNDqjpiY9sMdVRL3A)

**Flag Football** – Staff is working on restarting this activity at the Tim Hortons Dome later this Fall.

**Glengarry Minor Baseball Association** – The association held a shortened summer ball session at the fields located behind the Glengarry Sports Palace.

### Soccer:

- The Glengarry Soccer League activities which started on July 17<sup>th</sup> are now in large part concluded. The Parks staff squared the fields at the start of the activities and managed the upkeep and lining throughout this time.
- The league is presently working on its indoor soccer schedule (at this time scheduled to start November 1<sup>st</sup>).

**Summer Camp** – Summer Camp started on July 5<sup>th</sup> and ended August 27<sup>th</sup>. The camp was considered a success and ran at its full capacity of 29 participants each week. The participants used the Splash pad, play structures, beach areas, basketball court, skate park and soccer fields

regularly. They also had weekly access to the amenities in the Tim Hortons Dome. We will be discussing on ways to increase the number of participants for the 2022 Summer Camp.

**Women's Volleyball** – Registration has been launched for the Fall 2021 / Winter 2022 Women's Volleyball Program. The games would be played on Wednesdays, starting on November 3<sup>rd</sup> and the finals taking place until March 16<sup>th</sup>.

**Yoga Programming** – The Fall 2021 Yoga Session started on September 14<sup>th</sup> and to date 25 individuals have registered for this session.

**Youth Unlimited** – This half day summer program started at the Maxville & District Sports Complex on July 12<sup>th</sup> and ended on August 13<sup>th</sup>. The participants enjoyed arts and crafts, the play structures outside the facility and had access to the multi-sports pad.

## **FACILITIES**

**Public Programming Schedule** (document attached) – The Fall 2021 / Winter 2022 public programming schedule contains information on public skating, shinny hockey, senior skate, parents and tots skates at the Maxville & District Sports Complex as well as parents and tots free play time and walking track time at the Tim Hortons Dome.

### **Glengarry Sports Palace**

- Health and Safety inspections were performed for July and August 2021.
- COVID-19 vaccination clinics were held in the facility throughout the summer until the last clinic on August 25<sup>th</sup>.
- Elections Canada were in the facility for the anticipated polls from September 10<sup>th</sup> to 13<sup>th</sup> and on election day on September 20<sup>th</sup>.
- Staff maintained grass, managed the upkeep on the soccer field and the baseball diamonds.
- New plates were ordered for the ball diamonds.
- The players benches on the rink have been demolished by staff. Wood has been recycled to build crates for the rink glass that will be kept for the GSP and for Maxville.
- The vinyl boards, kickboards and caps are being removed from the rink area.
- Banners have been removed from the arena walls.
- Name & number sponsorship boards for the Junior B Glens have been removed from the GSP and relocated to Maxville.
- Old Name & number sponsorship boards for the Junior B Glens have been removed and will be remitted to the team for their further handling.

### **Island Park**

- Health and Safety inspections were done for July and August 2021.
- Soccer fields were maintained and lined throughout the summer.

- The glass in the windows and doors which had been temporarily repaired following a vandalism incident that occurred in July was replaced with permanent glass panels in August.
- Minor repairs were made to the HVAC unit in the Sandfield Centre following a water drainage issue that was detected by staff.
- Grass was cut and brush was cleared on two islands in addition to Fireman’s Island.
- The painting of the gazebos has been in large part completed.
- New tables and chairs were ordered for the Sandfield Centre.
- A new staff area was created in the storage area for staff (COVID-19).
- An emergency repair kit was ordered for the play structures to be used by staff for minor repairs.
- The EOHU monitored water at Island Park this summer and, as was the case with several other beaches this summer, the sampling results warranted the posting of High Bacteria Advisories to *E.coli* for prolonged periods of time. Signage was posted and patrons were directed to use the splash pad.

#### 2021 Mill Pond Water Analysis Results

Geometric Mean of 5 samples <i>E.coli</i> (cfu/100 mL) *		
Date	Result	Comment
27 May 2021	21	
01 June 2021	10	
08 June 2021	24	
16 June 2021	194	
29 June 2021	686	High Bacteria Advisory posted
5 July 2021	926	High Bacteria Advisory posted
7 July 2021	613	High Bacteria Advisory posted
15 July 2021	979	High Bacteria Advisory posted
19 July 2021	355	High Bacteria Advisory posted
21 July 2021	333	High Bacteria Advisory posted
26 July 2021	108	
4 Aug 2021	194	One sample higher than 400 High Bacteria Advisory Posted
9 Aug 2021	109	One sample higher than 400 High Bacteria Advisory Posted
11 Aug 2021	194	One sample higher than 400 High Bacteria Advisory Posted
16 Aug 2021	116	Advisor Lifted
24 Aug 2021	89	

\* CFU stands for 'Colony Forming Units' and refers to the number of viable bacterial cells in a sample per unit of volume

± *E. coli* guidelines for fresh water beaches between 100 and 200 cfu/100 mL varying depending on the swimming-associated risk level deemed acceptable.

Beach advisories are posted not only when the geometric mean exceeds 200 *E. coli* / 100 mL but also if a single sample exceeds 400 *E. coli* / 100 mL.

#### Maxville & District Sports Complex

- Health and Safety inspections were done for July and August 2021.
- The refrigeration plant was started on Friday, August 27<sup>th</sup> and ice making started on Monday, August 30<sup>th</sup>. The ice was ready for a pre-season start on September 11<sup>th</sup>.

- At the west exit point from the change rooms, an exit ramp which also includes stairs on one side was built to ensure the proper flow-through for facility users.
- Staff met on site regarding the existing HVAC system for the Community Hall. The unit was damaged last winter after a period of thaw/freeze/thaw released a dam of ice from the roof. The unit was repaired to the best that it could be but recently it has started taking on water. One of the electronic components was touched and required replacement. Staff is investigating the cost to replace the unit now instead of waiting for it to fail completely after a heavy rain fall or snow fall.
- Soccer fields and the ball diamond were lined and maintained throughout the summer.
- Rental groups are scheduled to start using the Community Hall.

### **Tim Hortons Dome**

- Health and Safety inspections were done for July and August 2021.
- New play toys have been purchased for the Dome to ensure that all participants can have individual items to play with (COVID-19). These were all purchased with an optic that they would be easy to disinfect.
- An issue with discolouration and a seemingly degradation of the membrane has been noted by staff. A call was scheduled in August with The Farley Group following which they have agreed to take samples of the membrane and send it for testing. Samples have not yet been taken but staff is following up on this item closely to ensure that this situation is well investigated and documented.
- 2,500 lbs of rubberized pellets have been purchased to replenish the turf area. This purchase had initially been planned by staff for 2020 but was postponed due to COVID-19 closures and low use of the turf.

### **Other facilities / assets**

- Staff has received word that it will be receiving \$1,500 from Trees Canada to purchase trees and earth for Centennial Park in Maxville. Staff tried to purchase trees for a fall planting but were unable to obtain the needed quantity or type from several local suppliers. The purchases will be made in the spring.
- Park Staff maintained the soccer fields located at several Recreation Associations over the summer, along with other Township properties such as the water tower in Maxville and the pumping station.
- Staff is working on improving the overall look at the Cenotaph in Alexandria. Flowerbeds along the sidewalks were given special attention, grass has been aerated, a top-dress mixture similar to what is placed on the soccer fields has been applied. Flower beds at the back of the Cenotaph (west end) with rotting boards were removed and the earth was laid flat in that location (the Legion was contacted prior to doing this to ensure that this would not be an issue). Some branches were removed from the property.
- In August 20<sup>th</sup>, staff was notified that the Alexandria Cenotaph had been vandalized. Staff was able to remove the majority of the graffiti that day with the remaining paint removed to the best of their abilities the following week. Staff is working on hiring a contractor to spray wash the monument from the top to the bottom.

## OTHER

### **Community Improvement Plan / Regional Incentives Program**

- Staff is continuing to promote the CIP with qualifying North Glengarry property owners and process any applications/closing requests that are received.
- The Public Consultation process was launched and comments will be brought back to the ACHC which will then submit a report to Council with their recommendations.

### **Meetings / Training (virtual or otherwise) – Staff has participated in the:**

- Supervisor Due Diligence Course (taken by Lead Hands, Working Foreperson and Director)
- Township values exercises.
- Alexandria Skate Park meetings.
- SDG Recreation Directors meetings.
- Regional Incentives Program meetings.
- EOHU meetings.
- Municipal Recreation Association meetings.
- Technical briefing on Tourism by Minister McLeod

### **Other Economic Development Activities**

- Provided the Maxville and Alexandria Chambers with information regarding various government programs to share with their membership.
- Shared information with businesses and community groups regarding grants and funding opportunities.
- Met on location with property owners regarding applications to the Community Improvement and Regional Incentive Programs.
- Met with individuals regarding the development of their properties.
- Staff is finalizing a video series with the United Counties of SDG promoting local restaurants in North Glengarry.

### **Press Releases / Videos / Ads**

- Ads for Community Improvement Plan Public Process.
- Community Grants Intake Announcement.

### **Website, Social Media and traditional media**

- Posted information to Facebook, Instagram and Twitter such as Hazardous Waste Day, Holiday Garbage and Recycling pickup changes.
- Created new web pages and updated website

## COMMENTS

This report is presented for information purposes only.

### **Alternatives:**

None

**Financial Implications:**

None

**Attachments & Relevant Legislation:**

- Public Programming Schedule
- Community Services September Workplan

**Others Consulted:**

None

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

# Fall 2021 – Winter 2022 Public Programming

NORTH  
GLENGARRY  
NORD

*Ontario's Celtic Heartland  
Le centre celtique de l'Ontario*



## Maxville & District Sports Complex

**Public Skate:** Monday – 2:30 pm – 4 pm  
Wednesday – 3 pm – 5 pm  
Friday – 2:30 pm – 3:30 pm

**Seniors:** Wednesday – 1 pm – 3 pm

**Shinny Hockey\*:** Monday – 4 pm – 5:15 pm  
Friday – 3:30 pm – 5 pm  
(\* \$5 each – Helmet, stick and gloves required)

**Parents & Tots:** Thursday – 10 am – 12 pm (noon)

## Glengarry Sports Palace

The facility is closed for the replacement of the cement arena slab.

## Tim Hortons Dome

**Parents & Tots:** Wednesday – 10 am – 12 pm (noon)

**Waking Track:** Wednesday mornings – 6:30 am to 12 pm (noon)

**Walking / Running Track  
Pickleball / Tennis Court**

**Soccer Turf**



Reservations can be made by email at [recreation@northglengarry.ca](mailto:recreation@northglengarry.ca) for all facilities or by telephone at:  
Maxville Sports Complex – 613-527-5659

Glengarry Sports Palace – 170 MacDonald Blvd, Alexandria, ON K0C 1A0 – 613-525-3600

Maxville Sports Complex – 25 Fair St., Maxville, ON K0C 1T0 – 613-527-5659

Tim Hortons Dome – 202 St-Georges St. W, Alexandria, ON K0C 1A0 – 613-525-0614

# Automne 2021 – Hiver 2022 Programmation Publique

NORTH  
GLENGARRY  
NORD

*Ontario's Celtic Heartland  
Le centre celtique de l'Ontario*



## Complexe sportif de Maxville et district

**Patinage libre:** lundi de 14h30 à 16h  
mercredi de 15h à 17h  
vendredi de 14h30 à 15h30

**Ainés:** mercredi de 13h à 15h

**Hockey Shinny\*:** lundi de 16h à 17h15  
vendredi de 15h30 à 17h  
(\* 5\$/personne, casque, bâton et gants obligatoires)

**Parents et petits :** jeudi de 10h à 12h (midi)

## Palais des sports Glengarry

Le complexe est fermé pour le remplacement de la dalle de béton.

## Dôme Tim Hortons

**Parents et petits :** mercredi de 10h à 12h (midi)  
**Piste de marche:** mercredi de 6h30 à 12h (midi)

**Piste de marche / course**

**Terrain de soccer**

**Terrain Pickleball / Tennis**



Vous pouvez réserver dans ces installations par courriel à [recreation@northglengarry.ca](mailto:recreation@northglengarry.ca) ou par téléphone:  
Complexe sportif Maxville – 613-527-5659

**Palais des sports Glengarry** – 170 boul. MacDonald, Alexandria, ON K0C 1A0 – 613-525-3600

**Complexe sportif Maxville** – 25 rue Fair, Maxville, ON K0C 1T0 – 613-527-5659

**Dome Tim Hortons** – 202 rue St-Georges ouest, Alexandria, ON K0C 1A0 – 613-525-0614