



RECREATION AND CULTURE STANDING COMMITTEE
AGENDA

Monday, November 6, 2023, 5:30 pm
COUNCIL CHAMBERS

Pages

1. CALL TO ORDER
2. ROLL CALL
3. DECLARATION OF CONFLICT OF INTEREST
4. MINUTES OF THE PREVIOUS MEETINGS
 - 4.1 October 2, 2023 - Regular 3
5. PUBLIC INPUT SESSION
6. PUBLIC PRESENTATION
 - 6.1 Update on Current Status of the Arena Structure
Presenters:

Dr. Dan Tingley, Ph.D, Senior Engineer and Wood Technologist, Wood Research and Development (WRD)

Dr. Omar Abdelkarim, Ph.D, Senior Engineer, Wood Research and Development (WRD)
7. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS
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Re: 2024 Winterfest Science North Outreach Program
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9. UNFINISHED BUSINESS

10. CORRESPONDENCE
11. ADDENDUM
12. CLOSED SESSION
13. SCHEDULING OF NEXT MEETING
14. ADJOURNMENT



**RECREATION AND CULTURE STANDING COMMITTEE
MEETING MINUTES**

Monday, October 2, 2023
5:30 pm
COUNCIL CHAMBERS

Present: R. Bull, Chair
A. Wannan, Member
C. Flintoff, Member

Resources: L. Morrissette, Councillor
N. Bray, Director of Clerks and Planning Services
L. Doyle, Events Coordinator
K. Kluge, Director of Recreation and Culture
A. D'Amato, Museum Curator

1. CALL TO ORDER

The meeting was called to order by the Chair at 5:30 PM.

2. ROLL CALL

3. DECLARATION OF CONFLICT OF INTEREST

4. MINUTES OF THE PREVIOUS MEETINGS

4.1 September 5, 2023 - Regular

C. Flintoff, Member, Councillor joined the meeting at 5:30 pm.

Res#: 38/23

Moved By: C. Flintoff

Seconded By: A. Wannan

That the following minutes be adopted:

September 5, 2023 - Regular

Carried**5. PUBLIC INPUT SESSION**

Mr. Thomas spoke to items 7.3 and 7.5.

6. PUBLIC PRESENTATION**7. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS****7.1 Report from the Director of Recreation and culture**

Re: Annual Berghammer Community Christmas Dinner

Res#: 39/23

Moved By: C. Flintoff

Seconded By: A. Wannan

That the letter from the Counselling Centre of East Algoma be received;

And That the use of the Collins Hall on December 25th, 2023 for the Berghammer Community Christmas Dinner be approved;

And that access to Collins Hall kitchen be provided for food preparation on December 22nd.

Carried**7.2 Memo from the Director of Recreation and Culture**

Re: 70th Anniversary Working Group

Res#: 40/23

Moved By: A. Wannan

Seconded By: C. Flintoff

That the memo be received

Carried**7.3 Report from the Events coordinator**

Re: 2024 Ice Fishing Derby

Res#: 41/23

Moved By: C. Flintoff

Seconded By: A. Wannan

That the report from the Events Coordinator be received;

And that the Recreation and Culture Committee recommend to Council their support to proceed with undertaking the 2024 Ice Fishing Derby on Elliot Lake on February 24, 2024.

Carried

7.4 Report from the Events Coordinator

Re: Winterfest 2024

Res#: 42/23

Moved By: A. Wannan

Seconded By: C. Flintoff

That the report from the Events Coordinator be received;

And that the Recreation and Culture Standing Committee recommend to Council their support to host Winterfest over the weekend of February 9th – 11th, 2024.

Carried

7.5 Report from the Events Coordinator

Re: Direction for the 2024 Street Dance/Heritage Days Weekend

Moved By: A. Wannan

Seconded By: C. Flintoff

That the report from the Events Coordinator be received;

And that the Recreation and Culture Standing Committee recommend to Council option D for the 2024 Street Dance artist budget;

And that the Recreation and Culture Standing Committee recommend to Council option 2 for the organization and planning of the 2024 Street Dance event.

Res#: 43/23

Moved By: C. Flintoff

Seconded By: A. Wannan

That the Recreation and Culture Standing Committee recommend to Council Option A for the 2024 Street Dance artist budget

Carried

Res#: 44/23

Moved By: A. Wannan

Seconded By: C. Flintoff

That the report from the Events Coordinator be received;

And that the Recreation and Culture Standing Committee recommend to Council option A for the 2024 Street Dance artist budget;

And that the Recreation and Culture Standing Committee recommend to Council option 2 and 3 for the organization and planning of the 2024 Street Dance event.

Carried

8. PRESENTATION OF COMMITTEE REPORTS**8.1 Repot from the Museum Curator**

Re: Trivia Night Fundraisers

Res#: 45/23

Moved By: A. Wannan

Seconded By: C. Flintoff

That the report of the Museum Curator be received;

And that Council recognize the museum's Trivia Nights for the dates of November 3rd and December 8th, 2023, as "Municipally Significant Events."

Carried

9. UNFINISHED BUSINESS**10. CORRESPONDENCE****11. ADDENDUM****12. CLOSED SESSION****13. SCHEDULING OF NEXT MEETING**

The next scheduled Recreation and Culture Committee meeting is Monday November 6th, 2023 at 5:30 PM.

14. ADJOURNMENT

Res#: 46/23

Moved By: C. Flintoff

Seconded By: A. Wannan

That the meeting be adjourned at the hour of 6:40 PM

Carried



MEMO

To: Recreation and Culture Standing Committee
From: Kari Kluge, Director of Recreation and Culture
Date: November 2nd, 2023
Subject: Department Update

Simpson’s Trailer Park closed for the season on Monday, Oct. 9th. The park had a total of 798 day rentals for the season at its 22 sites. Please see the chart below that displays occupancy rates for the summer.

Total Stays (in days)	May	June	July	August	September	October
Full Service Trailer (14 sites)	61	103	148	122	100	13
Partial Service Trailer (4 sites)	7	50	48	51	29	5
Tent (4 sites)	3	18	17	14	12	0
Average Occupancy Rate	10%	26%	31%	27%	21%	9%

The Fall Youth Basketball League is being offered at the Collins Hall over 10 weeks. The league is broken down into 3 different age groups hosted on Mondays, Wednesdays and Thursdays. There are 96 participants registered in the league. Drop-in volleyball and basketball are also being hosted on Mondays and Thursdays for youth in grades 9-12.

Free programming continues to be offered at the Collins Hall through the New Horizons Senior Program grant. The walking program will be offered free during the month of December. Pickle ball will also be free during the month of December. Pickle ball is being hosted at the Collins Hall four times a week. The next speaker series talk is taking place on Monday, November 20th at the Collins Hall from 2 – 4 pm. The speakers at the November session are from the Elliot Lake Palliative Care Program to discuss their services and the Elliot Lake Fire Department to discuss fire safety.

The first Spooktacular decorating contest was judged and awarded to the winning participants on Oct. 30th. 24 participants submitted their decorated houses into the contest. All participants were added to a map that was provided to community members to drive around and view the different decorations. There were three categories for prizes: Most Spine Chilling Award, Most Creative Award, and People’s Choice. The People’s Choice was a fan voted award that received 384 votes. Winners of the three categories were provided with prizes and signs on their lawns for people to see while they were out trick or treating. City staff received a lot of positive feedback on the event and will offer a similar contest for the holiday season.

The gingerbread contest is set to take place on December 16th at the Collins Hall from 1 – 3 pm. Participants of all ages are encouraged to submit their gingerbread constructed creations into the contest

for a chance to win prizes in the different age groups/categories. Everyone is welcome to attend the event to view the display of creativity in the community and enjoy some hot chocolate, treats, activities, and a surprise visit from a special guest.

The City is also hosting a 'Name that Plow' contest. We have asked the community to help us name our four plow trucks. Submissions are open until November 17th. A panel of judges made up of Public Work employees and supervisors will select 15 names to move on to the second round of voting. The second round of voting will be open to the community to vote for their favourite name between November 22nd-29th. Within the first 24 hours of submissions, we have received over 117 responses.

The Santa Claus Parade is set for Friday, December 1st. The theme for this years' parade is "Christmas Songs." The route is set to begin at the Scotiabank parking lot and will run along Ontario, ending at City Hall. There will be a sensory friendly zone at the beginning of the parade route from the Scotiabank start line to the Funeral Chapel.

The Elliot Lake Museum continues its operations in assessing and creating records for the extensive heritage collection the City continues to amass. The museum is preparing these records to be available to the public through an online database and certain artefacts can be seen in person on display at the Elliot Lake Public Library. As part of its educational programming, the museum is hosting two Trivia Nights this fall on November 3rd and December 8th.

Respectfully submitted,

Handwritten signature of Kari Kluge in black ink, consisting of stylized initials 'Kl' followed by a surname.

Kari Kluge, Director of Recreation and Culture



STAFF REPORT

REPORT FROM THE DIRECTOR OF RECREATION AND CULTURE

Re: 2024 Winterfest Science North Outreach Program

RECOMMENDATION

That the City enter into a contract with Science North for Winterfest 2024;

And that funds be taken from the 2024 Winterfest Budget;

And that council pass the appropriate by-law.

BACKGROUND

Winterfest is an event that the City has traditionally hosted annually, notwithstanding a brief two-year hiatus during the pandemic. Winterfest provides opportunity for the community to attend outdoor events at a variety of locations. Past events have been hosted at Spruce Beach and Mt. Dufour ski hill. Over the years, the length of Winterfest festivities has varied between a weekend-long festival or a single day festival.

ANALYSIS

The Recreation and Culture Department has arranged for Science North’s Outreach Program to visit Elliot Lake on February 11th, 2024 as part of the 2024 Winterfest. The Outreach Program provides table-based STEM stations, which allow families to interact with hands-on activities that encompass a variety of learning styles. The exhibit for this year’s event will be “Natural Curiosity”. The exhibit will run for 7 hours, 9:00 am to 4:00 pm. The day will also feature 2 live science shows, which is a high-impact audience –style presentation that incorporates many engaging science demonstrations.

FINANCIAL IMPACT

The financial cost to hosting Science North Outreach Program at our 2024 Winterfest is a total cost of \$1, 789.35 plus accommodations for 2 staff for 1 night. This cost will come from the 2024 Winterfest Budget.

LINKS TO STRATEGIC PLAN

This event aligns with the City's Strategic Plan through:

- Health and Community Wellness
 - Provide activities and promote healthy lifestyles through recreation for all age groups.

SUMMARY

In order to secure the Science North Outreach Program for Winterfest on February 11th, 2024, The City of Elliot Lake must enter into a contract with Science North.



100 chemin Ramsey Lake Road, Sudbury, Ontario, Canada P3E 5S9 (705) 522-3701 Fax (705) 522-4306

October 23, 2023

City of Elliot Lake
 Attn: Leigh-Anne Doyle
 45 Hillside Drive North
 Elliot Lake, Ontario P5A1X5
 TEL (705) 848-2287 ext 2319

Dear Leigh-Anne Doyle,

Thank you for your interest in having Science North participate in the Event noted below. This letter will confirm the details of our discussion and form an agreement between City of Elliot Lake (the "Client") and Science North.

Terms & Conditions

Schedule/Program: Science North has agreed to provide the schedule of programs and/or presentations as set out on page 2. In the event of any significant changes or additions to the schedule, Client shall advise Science North of the changes in advance for approval. Some minor adjustments may be made to this schedule. A detailed agenda incorporating any other scheduled promotional events shall be provided to Science North in advance.

Fee & Expense Reimbursement: The fee for this engagement is fixed at the sum set forth under Presentation Fee and will be payable to Science North upon receipt of invoice and according to the Payment Schedule. HST shall be added to the fee, Science North HST # 107962979RT. 2% per month shall be added to the Fee for late payments.

For travel and other expenses Client has agreed to reimburse in connection with Science North's presentation as set out under Reimbursable Expenses, Science North shall furnish documentation upon request. Travel and other expenses shall be in accordance with Science North's standard rates, as amended from time to time. Client shall reimburse expenses upon receipt of invoice.

Audio Visual/Technical Requirements: Client has agreed to supply the audio visual and/or technical equipment for this engagement as set out under Audio Visual/Technical on page 2. Any changes to these requirements will be communicated to Client at least one week in advance of the engagement.

Other Arrangements: Client will be responsible for "other" arrangements as set forth above, if indicated.

Publicity: Client will arrange all promotional activities surrounding Science North's visit and/or presentation(s). Science North will participate in media interviews arranged by Client which will occur prior to or during Science North's stay. A complete schedule of promotional events will be provided to Science North at least two week in advance. Client agrees that all publicity, in any media, related to this engagement will credit Science North. Copies of the above will be given to Science North for its files, before the Event, whenever possible. Client may record portions of the Science North's presentation(s) for promotional purposes in connection with the Event only.

Cancellation: Neither party shall be liable for failure to carry out the terms of this agreement in the event that such failure is caused by or due to the physical disability of the Science North staff member(s) assigned to this engagement, or acts or regulations of public authorities, labour difficulties, civil tumult, strike, epidemic, interruption or delay of the transportation service, or any other cause beyond our mutual control. In the event our visit is cancelled for any of the reasons stated in this paragraph, the monies, (if any) advanced to Science North shall be returned, without interest, less costs incurred to that date, unless we are able to re-schedule the visit on a mutually acceptable date.

If the Event date is changed Client will make reasonable efforts to reschedule visit. Should the visit be cancelled by Client for reasons outside those stated herein, the following cancellation payment shall apply:

- All expenses incurred to date if visit is cancelled more than one month prior to the Event date;
- 100% of Presentation Fee plus all expenses incurred to date if visit is cancelled less than one month prior to the Event date.

Please sign below indicating your acceptance of this agreement and return a signed copy to Science North. We look forward to participating in your Event.

Event Date/Location

Outreach - Natural Curiosity, February 11, 2024 8:00 AM, City of Elliot Lake

Setup Date & Time

February 11, 2024 8:00 AM

Schedule/Program

February 2nd, 2024

Event - Natural Curiosity
Time- 09:00am to 4:00pm
2 Science show(25 min) science show @11:00am and @2:00pm

The staff will arrive an hour prior to the event for set-up.

Presentation Fee

\$1,163.50 x 1 days = \$1,163.50 + \$160.00 (mileage: 320km x \$0.50)+HST
Total Fee: \$1,495.55

Payment Schedule

Fee= \$1163.50 + HST + mileage (@ \$0.50/km return) = \$1495.55
Science Show: \$260 + HST for 2 25min shows = \$293.80
Total \$1495.55 + \$293.80 = \$1789.35 due upon completion of the contract.

Additional Expenses (if any)

Accommodations for 2 staff is booked at The Hampton Inn for the Saturday night – February 10th, 2024 by the client.

AV / Technical Requirements

Access to Electricity required

Other Arrangements

Please provide six tables for set-up.

Science North Contact

Roshni Tiwari, TEL (705) 522-3701, roshni.tiwari@sciencenorth.ca
SN Acct #: 1540401

Organization Name: _____

Representative Name/ _____ Date: _____

Science North Agreement of Terms:

Representative Name/  _____ Date: Oct 23, 2023