



To: Council
From: Kevin Amelotte
Date of Meeting: January 13, 2021
Reporting Month: December 2020
Subject: Monthly Activity Summary - Director of Parks and Recreation

Work Completed:

- Completion of Accessible Washrooms at the Lost Villages Museum.
- Asset Management training with AMO.
- Final presentation for Parks and Recreation Master Plan.
- Submission of ICIP COVID 19 Resilience Infrastructure Grant Application.
- Environmental Site Assessment research for Raisin River Heritage Centre.
- Presentation of the 2021 Youth Volunteer of the Year award.
- Procurement policy training sessions.
- Purchase of replacement signage for Simon Fraser Memorial Park.
- Repairs and supplies purchased for outdoor rinks.
- Final connection for Hydro to the new electrical panel and ball diamond shed
- Closure of recreation facilities and rental schedules due to Provincial orders.

Work in Progress:

- Development and implementation of recreation facilities policies and standard operating procedures (on-going)
- Update the lease agreement for the Lost Villages Historical Society (CAO)
- Research options for the Raisin River Heritage Centre
- Park naming policy review (Corporate Services)
- Research for potential grant applications for 2021 projects
- Policies for operations of facilities during COVID-19 pandemic
- Financial analysis of lost revenue and impact on expenses due to COVID-19
- Research and preparation for 2021 budget deliberations
- Pay equity training and review of unionized positions
- Completion of final report for accessibility grant for Lost Villages project
- Job description and pay equity review for all unionized positions
- Bargaining of Collective Agreement for unionized employees
- Re-opening of the South Stormont Community Hall for rentals
- Grant application for Hydro One Community Fund
- On-going meetings with UCDSB regarding use of Lancer Community Centre
- Strategic plan process