



The Corporation of The Township of Bonfield

AGENDA FOR THE RECREATION AND FITNESS COMMITTEE MEETING TO BE HELD April 7th, 2025 AT 5:00 P.M.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Adoption of previous minutes**
 - a. Regular Meeting of Recreation & Fitness Committee: February 3rd, 2025
5. **Presentations and Delegations**
 - a. Bonfield & District Lion's Club – Canada Day Celebration
6. **Staff Reports**
 - a. Canada Day
 - b. OAC Grant – Art Installation
7. **Items for Committee Discussion**
 - a. Easter Egg Hunt
 - b. Community Garden
 - c. Provincial Day of Action on Litter
 - d. 2025 Recreation Budget
 - e. 2025 Events
8. **Motions to be Considered for Adoption**
 - a. None for this session
9. **Correspondence**
 - a. None for this session
10. **Adjournment**

Small Community, Big





THE CORPORATION OF THE TOWNSHIP OF BONFIELD
Minutes of the Recreation & Fitness Committee Meeting
February 3rd, 2025 at 5:00 pm

PRESENT: Dan MacInnis, Vice Chair
Sheena Whalen
Steve Featherstone, Chair
Sylvie Lamothe

ABSENT: Holly Brodhagen

STAFF: Casandra Klooster, Secretary

1. Call to order

Moved by Sheena Whalen

Seconded by Dan MacInnis

THAT the Recreation & Fitness Committee Meeting be opened at 5:07 p.m.

Steve Featherstone, Chair

2. Adoption of the Agenda

Moved by Sheena Whalen

Seconded by Dan MacInnis

THAT the draft agenda dated the 3rd day of February, 2025 be adopted as prepared.

Steve Featherstone, Chair

3. Disclosure of Pecuniary Interest and General Nature Thereof

None for this session

4. Adoption of Previous Minutes

Moved by Sylvie Lamothe

Seconded by Dan MacInnis

THAT the Minutes of the Recreation & Fitness Committee of January 6th, 2025 be adopted as circulated.

Steve Featherstone, Chair

5. Presentations and Delegations

None for this session

6. Staff Reports

a. OAC Grant

An update was given on the OAC Grant funding. A call for artists has been sent to local arts groups to invite submissions for an art installation at Kaibuskong Park, set to launch on May 16th, 2025. The submission deadline is March 10th, 2025, and the Committee will convene on the same day to decide on a recommendation for Council's approval.

b. Community Garden

An update was provided on the Community Garden. An application was submitted to the TD Friends of the Environment Fund to help cover the costs of new raised beds, soil, and other essential materials. Staff have also connected with École Lorraine to involve students in the project, with one garden bed designated for them to maintain as part of a school initiative.

Efforts will also be made to secure additional sponsors, allowing businesses to sponsor a garden bed and have their company name displayed in appreciation.

7. Items for Committee Discussion

a. Trade Show

The Committee has finalized plans for the 3rd Annual Bonfield Trade Show. Vendor booths will be available for \$25, with Bonfield-based businesses and those owned by Bonfield residents receiving their deposit back at the event. Vendors from previous years will be given priority registration before opening it to the broader business community.

The Lion's Club has been secured to offer light lunch options for purchase, and staff have reached out to local business resource groups to arrange presentations.

b. Easter Egg Hunt

The Easter Egg Hunt is set for Saturday, April 19th, from 12:00 pm to 2:00 pm. The event will be organized by age groups, with children collecting one empty egg of each color to exchange for a goodie bag from volunteers, ensuring all participants receive equal prizes. The Committee has proposed using the April 7th meeting to prepare the goodie bags and eggs in advance.

c. 2025 Events

Canada Day: The Committee reviewed the event timeline and, based on community feedback, agreed to hold a vote at the upcoming Town Hall. This will ensure the event reflects the community's preferences regarding which activities should be included.

Summer Camp: The Committee discussed staffing concerns for the Summer Camp program. The Reptile Camp has applied for a grant to support staffing, ensuring a safe and reliable experience for participants.

8. Motions to be Considered for Adoption

None for this session

9. Correspondence

None for this session.

10. Adjournment

Moved by Sylvie Lamothe

Seconded by Dan MacInnis

THAT the Recreation & Fitness Committee Meeting be adjourned at 5:29 p.m.

Steve Featherstone, Chair

CHAIR

SECRETARY



Bonfield and District Lions Club, 350 Line 3 South, Bonfield, On P0H 1E0

February 26, 2025

Township of Bonfield Recreation Committee

The Bonfield and District Lions Club is willing to support the Canada Day events this year on July 1, 2025. Previous years celebrations have gone very well and we are looking forward to this year's and future events doing the same.

We understand that the agenda is not yet set but we are flexible to meet any timelines and we would like to participate in the planning that would include but not necessarily be limited to the Duck Race, Opening of the Time Capsule and an Open House for the Caboose.

We are asking that we be included on the April agenda of the Recreation Committee, understanding that decisions are outstanding from the town hall meeting in mid March. We would speak to these topics plus any other items you feel we can assist with.

Please advise at your earliest convenience by email and we will have a representative from our Club attend.

Thank you in advance.

Doug Cable
Secretary
Bonfield and District Lions Club
bonfieldlions@gmail.com

Ontario's Litter Cleanup Guide



Thank you for participating in a litter cleanup!

If you have questions, please visit:

www.ontario.ca/actONlitter or contact actONlitter@ontario.ca.



Promote Your Cleanup!

On the day of your cleanup have fun and share instant results in your online community.

Share 'before and after' photos of your cleanup and the site you cleaned up on social media using the hashtag **#actONlitter!**

Checklist:



Leading up to the cleanup

- ☐ Choose a cleanup day. The Provincial Day of Action on Litter takes place the second Tuesday in May each year, but you can clean up any day of the year!
- ☐ Identify your cleanup team participants.
- ☐ Choose a cleanup site with your participants.
- ☐ Gather protective equipment, such as gloves or a litter grabber, for the cleanup team or ensure they will be bringing their own. It is also a great idea to have hand sanitizer available.
- ☐ If cleaning up a public space, contact your municipality to identify if any permits are required to host a cleanup there and request help obtaining a permit (if applicable). If cleaning up a private space, ensure you have permission from the property owner.
- ☐ Choose a disposal method, a few examples include:
 - Personal garbage and recycling bins. You may need to speak with your condo or apartment building management about disposing through their waste collection services.
 - If no available method exists for you, reach out to your municipality to see if they can support your disposal, such as by using a city street disposal garbage can and recycling bin.
- ☐ Prepare your cleanup team to collect data during their cleanup. See page 8 – 9 of this document for a Litter Cleanup Reporting Form and more information.
- ☐ Share important information with cleanup participants ahead of your cleanup, such as:
 - safety tips/recycling tips
 - reminder of what to bring (for example garbage and recycling collection bags, water bottle, appropriate clothing for the weather, a mask and gloves phone, etc.)
 - when and where you are meeting



On the day of the cleanup

- ☐ Prepare any of your coordinator materials (participant attendee list, pens, first aid kit, hand sanitizer, etc.).
- ☐ Meet your cleanup team at your scheduled meeting date, time and location.
- ☐ Go over:
 - safety requirements (i.e. wearing gloves and watching for traffic)
 - cleanup boundary
 - end time and meeting point
 - contact information
 - disposal requirements
- ☐ Use both a recycling bag and garbage bag to correctly separate recyclable materials from garbage.
- ☐ Have participants collect data on the litter they clean up (see page 8 - 9 for more information).
- ☐ Have fun! Take photos of your progress and your cleanup team – consider taking a before and after photo of your site to show the progress. Post photos publicly to social media using the #actONlitter hashtag.

After the cleanup

- ☐ Dispose of your collected litter properly, and ensure collected recyclables are recycled. Ensure used personal protective equipment such as gloves and masks are disposed of properly and safely in a sealed garbage bag.
- ☐ Submit all collected litter data to the ministry by completing this [Litter Cleanup Reporting form](#).

Safety tips!

Safety first! Review the safety tips below and take the necessary precautions during your community cleanup.



- Use personal protective equipment (gloves) or a litter grabber when picking up litter and properly dispose of your own personal protective equipment safely in a sealed garbage bin after your cleanup.
- Cleanups should take place during daylight hours and should not take place after sunset or before sunrise.
- Be mindful of unstable or slippery ground (for example ravines, river banks), in tunnels or near stormwater management ponds.
- Consider wearing a safety vest or brightly coloured clothing if collecting litter along a roadway.
- Do not pick up dangerous materials such as glass, barbed wire, syringes/needles, medical waste, pipes, chemicals and debris with sharp or rusted edges. Instead note down the item and the location, and after your cleanup contact your local municipality's waste management department to make them aware.
- Avoid water-filled areas such as ditches, streams or ponds. Be extra cautious in areas where there could be water or ice.
- Be careful of wild animals, insects, hives and nests, and noxious weeds such as poison ivy and giant hogweed.
- Report suspicious items to the local police department via their non-emergency telephone number or to the Ontario Provincial Police non-emergency number at 1-888-310-1122.

Recycling tips



- Use separate disposal bags for recyclables and garbage whenever possible.
- Some municipalities have a mobile waste app that you can use on the go to find out what items should be recycled versus put in the garbage or that are hazardous waste – check with your local municipality and download the app in advance if available!
- Keep hazardous waste separate from garbage and recycling. Remember safety first! You can always leave certain items as you found them, note down the item and the location, and after your cleanup contact your local waste management department to make them aware. Examples of hazardous waste include:
 - syringes (don't touch!)
 - batteries
 - aerosol containers
 - fluorescent tubes and compact fluorescent lamps (CFLs)
 - helium and propane/BBQ tanks/cylinders

Cleanup site ideas

- trails
- common play areas in your community
- a public park
- the sidewalks along a neighbourhood street
- vacant lots or parking lots (ensure you have owner's permission)



Instructions

- **Before you leave for your cleanup:** Download or print out the litter cleanup reporting form on the next page.
- **During and just after your cleanup:** Track and record the litter collected using the form. Please follow the safety tips when collecting litter and track only those materials listed on the form.
- **When your cleanup is over:** take the information you tracked home and go online to www.ontario.ca/actONlitter and select the 'Litter cleanup reporting form' link on the right-hand side of the page to submit this information to the Ministry of the Environment, Conservation and Parks.
- This information will help us to better understand litter in our environment, and may help inform future government decision making – we thank you for taking part and submitting your litter cleanup data!

Litter cleanup reporting form

1. Date of cleanup	
2. Number of people participating in cleanup	
3. Other cleanup site location information (address, park name, road name, lake name, etc.)	
4. Type of cleanup site (park, shoreline or beach, trail, street, etc.)	
5. Total number of garbage bags collected	
6. Total number of recycling bags collected	Small (for example grocery bag) Medium (for example kitchen garbage bag) Large (for example black garbage bag)
7. Most unique or funny piece of litter collected	Small (for example grocery bag) Medium (for example kitchen garbage bag) Large (for example black garbage bag)
8. Most unique or funny piece of litter collected	
9. Email address to contact organizers for future Days of Action on Litter (optional)	

Litter breakdown (optional):

The litter breakdown below is optional, to help the province better understand the amount and types of litter being found. Thank you for your participation!

MATERIAL	COUNT (estimates ok)
Plastic Items	
1. Plastic beverage containers & bottle caps	
2. Plastic straws	
3. Plastic utensils	
4. Plastic grocery bags	
5. Other plastic packaging (for example food wrappers, zipper bags)	
Other Items	
6. Cigarette Butts	
7. Other foodware items (for example foam take out containers)	
8. Glass Bottles	
9. Metal items (for example aluminum cans, metal bottle caps)	
10. Personal hygiene products (for example toothbrush, disposable wipes)	
11. Clothing items	
12. Pet Waste Bags	

ACT on LITTER



REPORT TO COMMITTEE

DATE: April 7, 2025
FROM: Casandra Klooster, Office Clerk
SUBJECT: Canada Day

RECOMMENDATION:

THAT the Recreation & Fitness Committee accept this report for information purposes.

BACKGROUND:

At the March 18th Townhall Meeting, residents were invited to participate in a vote to determine the timing of this year's fireworks display. The two options presented were:

1. Canada Day (July 1)
2. Labour Day Long Weekend

Following the community vote, the majority selected Canada Day as the preferred date for the fireworks display. As such, the fireworks will be scheduled for the evening of Tuesday, July 1, 2025.

EVENT TIMING:

To accommodate the fireworks and create a celebratory atmosphere leading up to the display, the Canada Day event will now be held in the evening, running approximately from 5:00 p.m. to dusk. This adjustment will allow for a full evening of community activities, food, music, and entertainment, culminating in the fireworks show at dusk.

Respectfully,

Casandra Klooster
Clerk

I concur with this report,

Nicky Kunkel
CAO - Clerk - Treasurer



REPORT TO COMMITTEE

DATE: April 7, 2025
FROM: Casandra Klooster, Office Clerk
SUBJECT: OAC Grant – Celebrate the Arts

RECOMMENDATION:

THAT the Recreation & Fitness Committee accept this report for information purposes.

BACKGROUND:

As part of the ongoing efforts to enhance community spaces through public art, a Call for Artists was issued earlier this year for an art installation to be featured at Kaibuskong Park in May 2025. The call was circulated widely, including through local artist networks and community groups, with the intent to engage local talent and showcase artistic work reflective of Bonfield.

UPDATE:

The call received one submission. While the proposal demonstrated creativity and strong artistic merit, it did not align with the specific criteria and focus outlined in the original call. As such, it was not recommended to Council.

OPTIONS:

With the \$2,000 in funding remaining, the Recreation & Fitness Committee must now consider alternative options. These include:

- 1) Reissuing the Call for Artists with revised criteria
- 2) Redirecting the funds to a different art initiative

Respectfully,

Casandra Klooster
Clerk

I concur with this report,

Nicky Kunkel
CAO - Clerk - Treasurer