



## **Report to Council**

To: Mayor and Council Members  
From: Gary Geraldi, Director of Parks and Recreation / Waste Management  
Date: December 9, 2024  
Subject: November 2024 Activity Report

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### **Recommendation:**

Monthly Activity Reports are intended for information purposes.

### **Background:**

Departmental Activity Reports were created to keep the Mayor and Council Members informed of recent general activity in the preceding month. These reports are not meant to be comprehensive or include day to day operational duties, they are a high-level overview of items separate from regular duties.

### **Analysis:**

The following is an activity report from the Parks and Recreation, Waste Management and Facility Maintenance Departments for the month of November 2024.

This is a General Activity Report and as mentioned, it does not include day-to-day activities, customer service responsibilities or regular operational duties.

### **Parks and Recreation**

1. On November 1<sup>st</sup> Niagara Fitness performed a Fitness Centre equipment inspection and minor repairs including a new cable repair/replacement.
2. On November 2<sup>nd</sup> the ABC Seniors held their Annual Christmas Bazaar in the NKCC banquet hall. This event is always well attended and includes some unique Christmas gifts and ideas.
3. On November 4<sup>th</sup>, Delta Elevator returned to perform their regulatory monthly detailed inspection and maintenance including lube oil and grease, on the NKCC Elevator.



## Township of North Kawartha

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4. The before school Hockey Skills Development Camp returned on November 5<sup>th</sup> and ran every Tuesday from 7am to 8am until November 26<sup>th</sup>. This is Session 1 and Shawn Tucker along with our Co-Op Student Gavin Swift, will host Session 2 starting January 7<sup>th</sup> to January 28<sup>th</sup>. This before school hockey skills camp has been a success and capped at 16 participants. The success has grown this programs popularity, but we still cap at 16 participants to ensure a quality product is delivered.
5. Also on November 5<sup>th</sup>, Rapid Lift was on-site to diagnose and repair our scissor lift. The lift was not charging, and it turned out to be some wiring associated with the inverter underneath, that became disconnected. The lift was repaired and back in service. As a note, the lift is very convenient for Christmas and Event decorations, and much safer than a ladder, but is only operated by certified NK Staff.
6. On November 6<sup>th</sup>, Cimco Technicians/Contractors were on-site to review and confirm the new piping mapping for the snow-melt pit coil installation. We needed to ensure the mapping did not interfere with current operations, overheads doors, etc. and overall met our approval.
7. On November 8<sup>th</sup>, Rod Manely returned for a site visit to the NKCC in advance of a Federal Election, to update the election facility data inventory pertaining to accessibility, signal testing, etc. For several years now, in advance of a possible Federal or Provincial election, Rod performs advanced facility site visits within his designated region to establish poll locations, on behalf of Elections Canada.
8. Also on November 8<sup>th</sup>, Honeywell returned for inspections, service and calibration on the various sensors at the NKCC.
9. On November 11<sup>th</sup>, we had Chandos Plumbing into the NKCC to repair a water leak in the plumbing that feeds the mixing valves servicing the refrigeration room and plant. This was following the backflow preventer valve replacement and testing. All good.
10. Although November 11<sup>th</sup> was a Stat. Holiday, Parks and Recreation was open with normal business hours. As such, staff visited all NK facilities early on November 11<sup>th</sup> to lower all Township flags to half-mast. As a note, we have received positive comments regarding the Veteran Banners.
11. On November 13<sup>th</sup>, the Township held a Radon Action meeting in the NKCC banquet hall, in the evening.
12. On November 15<sup>th</sup>, Apsley Community Care and Peterborough Public Health, held a drive-thru flu shot clinic in NKCC parking lot.
13. November 16<sup>th</sup> was another busy Saturday, with all 3 community centres booked with events. In addition to our regular programming and hockey games at the NKCC, we had the annual Apsley Holiday Extravaganza in the NKCC Banquet Hall during the day, a private birthday party at the Glen Alda CC and another big private birthday party at the Wilson Park CC.



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14. I had prepared and submitted a staff report to Council for the November 19<sup>th</sup> Council meeting that included information for a new proposed Boat Cleaning Station sign, supplied by the CLPOA, at the Chandos Lake Boat Ramp. In addition to the staff report, I attended the meeting to answer any questions in reference to John Lovatsis's presentation on behalf of the CLPOA.
15. CSP Water Treatment inspected the water treatment equipment and sampled the NKCC ice making and refrigeration plant water on November 18<sup>th</sup>, continuing to ensure that the correct mixture and quality of water continues to be sent to the appropriate refrigeration equipment.
16. On November 20<sup>th</sup>, Cimco Refrigeration began our much needed and much missed, new Snow-Melt Pit Coil installation! Overall, this is a big project and will take 2 weeks.
17. And on November 20<sup>th</sup>, McLeod's EcoWater was onsite to perform their annual inspection and maintenance on the drinking water systems at the Wilson Park Community Centre, NK Library, Municipal Office, and the Glen Alda Community Centre.
18. The Haliburton & District Trapper's Association held their AGM at the Wilson Park CC on November 20<sup>th</sup>. We are looking forward to the annual Trapper's Carnival at the NKCC in early 2025.
19. On November 22<sup>nd</sup>, there was a community meeting on local Healthcare in NKCC Banquet Hall from 4:00pm and 7:00pm.
20. Also starting on November 22<sup>nd</sup>, Pete Wadsworth facilitated a hunting course at the Wilson Park CC from November 22<sup>nd</sup> to November 24<sup>th</sup>.
21. In addition to our regular programming and ice schedule on Sunday November 24<sup>th</sup>, the NKCC banquet hall was rented for a private birthday party.
22. On November 26<sup>th</sup>, we had the Service Ontario Mobile Unit at the NKCC, and we also had Battye Mechanical onsite to inspect and diagnose the Olympia Roof Mounted Furnace.  
This resulted in me sourcing a replacement furnace that met the specifications and submitting an emergency replacement staff report to Council. For info, the furnace has been replaced and is in operation.
23. This season has been the year for broken arena surface tempered glass. We have 2 pieces broken to date, which were replaced immediately with Lexan. No rental revenue was lost. There is no specific reason for glass breaking, other than being hit in the right spot. Age is not a factor.  
The lexan pieces will be replaced with tempered glass, and the lexan is then stored for future emergency replacement needs.



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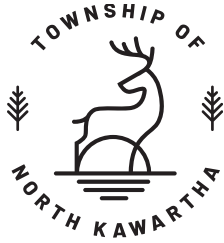
Two of the tempered glass pieces might be replaced with the installation of the arena surface safety netting, planned for the week of December 9, 2024.

24. November 29<sup>th</sup> was a busy Friday as we set-up, prepared and participated in the Township Christmas Luncheon. (which was great!). With the help from Corey at the Roads Dept., we replaced the starter once again on the Olympia, but with a more heavy-duty unit (warranty), and we had McLeod's Ecowater at the NK Library to re-bed the iron filter and at the Municipal Office to fix the water softener.
25. Toward the end of November, we had negotiated a new 5-year exclusivity agreement with PepsiCo. Following this I prepared and submitted a staff report for the Council meeting on December 3, 2024. This agreement was presented, reviewed and approved starting January 1, 2025.
26. During the month of November, I reviewed the 2025 Parks and Rec. draft operating budget with the latest 2024 financial information available and made more changes to reduce the original submitted draft operation budget by 2+ %.
27. The month of November culminated with the annual Lion's Christmas Parade through the village of Apsley on November 30<sup>th</sup>. The parade started at 2pm at the Apsley Public School and ended at the NKCC, which was followed by the annual children's party in the banquet hall. This coupled with the regular scheduled minor hockey games, made for another busy day at the NKCC.

### **Waste Department**

28. During the month of November, I reviewed the 2025 Waste Dept. draft operating budget with the latest 2024 financial information available and made more changes, that are positive.
29. As previously mentioned, the coming months will be busy with CMO and the Producer Responsibility Recycling Program. As the transition period ends Dec. 31/25, they are preparing for a permanent structure and collection practice. As such, they have been collecting Township operational surveys and waste management information.

As an example, two detailed information surveys were due on November 29<sup>th</sup> that assess a Municipalities blue-box recycling service levels, and whether their waste sites/depots are considered 'convenience' depots, or are they actually needed due to the lack of curbside collection in the area. As such, if a depot is to be considered a 'convenience' depot, blue box recycling will no longer be collected at that depot. That all being said, it is our strong position that blue box recycling is a required service at our depots/transfer stations.



30. On November 26<sup>th</sup>, I met with our environmental consultant from WSP, to review the 2024 landfill site monitoring program, monitoring well and drive-point replacement project status, outstanding 2024 projects schedule, 2024 MECP annual reporting and finally, any field challenges experienced by the technicians when sampling quarterly. It was a productive review and although some drive-points did not get replaced as planned, a new plan is in place for 2025.

**Financial Implications:**

Referred to in separate reports.

**Strategic and/or Other Plans:**

Infrastructure

1. Ensure that the existing infrastructure is sustained reflective of the Asset Management Plan.

Governance

1. Provide Quality Community Programs and Services.
2. Provide effective, clear and transparent Township Communication.

Environment

1. Promote Responsible Environmental Stewardship.

**Consultant(s) Sourced:**

Shawn Tucker, Program Coordinator / Administrative Assistant.  
Alana Solman, CAO

**Attachment:**

None.