



Rideau Lakes

**TOWNSHIP OF RIDEAU LAKES
Parks and Recreation Committee
AGENDA**

**Monday, April 20, 2026, 7:00 p.m.
Municipal Office, Chantry**

	Pages
1. CALL TO ORDER	
2. ROLL CALL	
3. ADDITIONS/AMENDMENTS TO THE AGENDA	
4. ADOPTION OF THE AGENDA	
5. DISCLOSURE OF PECUNIARY INTEREST	
6. DELEGATIONS: None	
7. BUSINESS ARISING	
7.1 Staff Report: Youth Recreation and Parks Survey	2 - 6
7.2 Staff Report: PRC Action Listing	7 - 11
8. MINUTES	
8.1 Parks and Recreation Minutes: March 9, 2026	12 - 15
9. CORRESPONDENCE FOR ACTION/INFORMATION: None	
10. NEW BUSINESS	
10.1 Town Crier Update	
10.2 Municipal Alcohol Policy	
11. QUESTIONS FROM THE PUBLIC	
12. ROUND TABLE	
13. ADJOURNMENT	

Report to Parks and Recreation Committee
Meeting Date: April 20, 2026
Report Title: Youth Recreation and Parks Survey

Department: Administration
Author's Name: Leila Stafford
Position: Recreation and Volunteer Coordinator
Report # PRC-2026-02



RECOMMENDATION:

Be it resolved that the Parks and Recreation Committee (PRC) receive the Township Trails report for information, as presented in PRC report PRC-2026-02.

STRATEGIC PLAN COMMENTS:

Sector #7: Community Protection - Strategic Initiative #2 – Be proactive in implementing the Community Safety and Well Being Plan.

Sector #8: Governance – Strategic Initiative #4 – Township Council will ensure openness and transparency in its operations.

UPDATE ON OPERATIONS:

The Township is committed to ensuring that its parks, recreation spaces, and programming reflect the needs and interests of the community, particularly local youth. Engaging youth directly through a targeted survey will provide valuable insight into how existing amenities are being used, as well as identify gaps in services and opportunities for future investment.

Youth are a key demographic in building vibrant, active, and connected communities. However, their perspectives are often underrepresented in traditional engagement processes. This survey creates an accessible and inclusive way for youth to share their ideas on park features, recreational spaces, and programming that would encourage greater participation and community use.

The survey will be promoted through the Township social media channels, in the e-news, and through the elementary and high schools.

The information gathered will help guide decision-making by the Committee, helping to prioritize improvements to parks and guide the development of relevant programs. It will also assist in strengthening future funding applications by demonstrating community need and engagement.

ATTACHMENTS:

- DRAFT Youth Recreation and Parks Survey

FINANCIAL IMPLICATIONS:

None.

e-signed

April 16, 2026

Leila Stafford
Recreation and Volunteer Coordinator

Date

e-signed

April 16, 2026

Shellee Fournier, CAO

Date

DRAFT Youth Recreation & Park Survey

Help shape programs and parks in your community!

We want to hear from youth about what activities, spaces, and programs you'd like to see more of. Your feedback will help guide future recreation planning.

About You

1. Age Group

- Under 10
- 10–12
- 13–15
- 16–18

2. What community do you live in or near?

(Short answer)

3. How often do you currently use local parks or recreation programs?

- Very often (weekly or more)
- Sometimes (monthly)
- Rarely
- Never

Parks & Outdoor Spaces

4. What do you currently like about local parks?

(Short answer)

5. What would you like to see MORE of in parks? (Select all that apply)

- Playgrounds
- Sports fields (soccer, baseball, etc.)
- Basketball courts
- Skate parks / pump tracks
- Walking / biking trails
- Beach / swimming areas

- Outdoor fitness equipment
- Picnic / hangout spaces
- Lighting for evening use
- Other: _____

6. What would make parks more fun or welcoming for you?
(Paragraph)

Programs & Activities

7. What types of programs would you be interested in? (Select all that apply)

- Sports leagues (organized games)
- Drop-in sports (casual play)
- Fitness classes
- Arts & crafts
- Music / drama
- Outdoor adventure (hiking, paddling, etc.)
- Leadership or volunteer programs
- Technology / gaming programs
- Events (movie nights, festivals, etc.)
- Other: _____

8. When are you most likely to attend programs?

- After school
- Evenings
- Weekends
- Summer holidays
- PA Days

9. What stops you from participating now? (Select all that apply)

- Cost
- Transportation
- Timing doesn't work
- Not interested in current options
- Don't know what's available
- Friends aren't going
- Other: _____

Your Ideas

10. If you could create your ideal park or program, what would it include?

(Paragraph)

11. Anything else you'd like us to know?

(Paragraph)

Optional (if you want follow-up)

12. Would you like to be involved in planning or volunteering?

- Yes
- No

13. Email/Phone Number (optional):

(Short answer)

PRC PROJECT/ GOAL	DETAILS	STATUS	TIMELINE
Projects/Activities			
Chaffeys Lock Park Naming	A survey has been released soliciting names for the newly created park in Chaffeys Lock.	Survey is open until May 30. To date 5 responses have been received.	30-May
Trail signage and development	Staff have ordered a sign for the boat launch in Delta at Millstream Park.	To be installed this spring	May 2026
Elgin Park Project	The following resolution was passed on April 13 Cow (to be approved by Council): #162-2026 WHEREAS at the Parks and Recreation Committee Meeting held March 9, 2026, recommendation #05-2026 was passed requesting that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded; NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded; AND FURTHER that the Parks and Recreation Committee bring forward ideas and associated costing for the creation of a park.	The PRC will work on ideas.	Ongoing

Parks and Recreation Master Plan	The Master Plan was adopted in 2024.	The Committee continues to review and prioritize projects.	Ongoing
Youth Council	The Committee wishes to see a youth council created.	Youth engagement survey included in April package for review. Policy/ToR will need to be developed along with putting out a call for members.	Ongoing
Heritage Park Pathways	<p>The following resolution was passed on April 13 Cow (to be approved by Council): #160-2026</p> <p>WHEREAS at the Parks and Recreation Committee Meeting held March 9, 2026, recommendation 04-2026 was passed requesting that staff review the pathways in Heritage Park and report back with a plan to make them accessible and complete in 2027;</p> <p>NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that staff be directed to bring forward a report.</p>	Report will be forthcoming.	Ongoing

Ongoing Activities			
Project	Description	Status	Timeline
Recreation Programs - Senior	The Township hosts programs and activities for seniors	Current programs: Bus Trips, Technology workshops in partnership with Connected Canadians	Ongoing
Recreation Programs - Youth	The Township along with partners host programs for youth	Current programs: After School Club (weekly on Wednesdays), Monthly movie nights (with Library), PA Day Programs (with Library), monthly Forest School Program (With Foley Mountain), Wild Cats (just finished gr 5/6 clinic).	Ongoing
Recreation Programs - General	The Township hosts programs and activities for adults/general population	Current Programs: Fitness with Rasa (3x weekly), Fitness with Jackie (2x weekly), Wild Cats Basketball drop-in (1x weekly), Pickleball (3x weekly Lombardy PS and RDHS), Volleyball Drop-in (1x weekly).	Ongoing
Swim Program	The Swim Program will be hosted in Elgin at Sand Lake Park, Westport at the Lions Beach and Delta at Lower Beverley Lake Park.	Registration is open, instructors/lifeguards have been recalled. The Program will run daily M-F in the mornings at Sand Lake, M-F afternoons in July at the Lions Beach and afternoons M-F in August at Lower Beverley Lake Park.	Summer 2026
Summer Programs	The Frontenac Arch Biosphere will be partnering with Rideau Lakes again for the 2026 season to run their Nature Camp at Sand Lake Park.	Registration for the camp is open. Staffing changes are ongoing in the FAB organization. Staff have been discussing the possibility of <u>sharing a lifeguard as they are having difficulty</u>	Summer 2026
CEC Programs/ Events	The CEC's host a number of program and events	Ongoing: Line Dancing (Morton and South Elmsley), Yoga (South Elmsley and Morton), Fitness (South Elmsley), Share and Care Support Group (Morton), Games Afternoon (Morton), Weekly Coffee Clubs (all Halls and Delta United Church).	Ongoing

Park Development	The Portland and Area CEC has a contest open for youth to share their ideas/designs for the Gallagher Park. The Elgin and Area CEC is currently fundraising for 2 permanent basketball nets for Heritage Park. Staff will be making a site visit to the REHMC in the next couple of weeks to determine an appropriate location for the playground and shade structure. The RFP for the pickleball court closes the end of the month.	The Portland CEC Contest closes May 19.	Ongoing
Funding Updates	The Township has submitted an application to the Trillium Foundation for the Gallagher Park. This is to include a new play structure, rehabilitation of the retaining wall and a new roof on the carriage house. An application will be submitted to the EASE grant for accessible pathways throughout the Township parks.	The Township was successful in an application to the New Horizons for Seniors Fund and will continue to host workshops with Connected Canadian for seniors technology support.	Ongoing

Other Items Requested			



Rideau Lakes

**TOWNSHIP OF RIDEAU LAKES
Parks and Recreation Committee
Minutes**

**Monday, March 9, 2026, 7:00 p.m.
Municipal Office, Chantry**

Members Present: Councillor Linda Carr, Councillor Sue Dunfield, Councillor, Councillor Marcia Maxwell, Jordan DeLong, Madelaine MacLeod, Melanie Spence

Members Absent: Councillor Deborah Anne Hutchings, Jeanne Hill, Maggie McGlade

Staff Present: Steve Holmes, Manager of Facilities and Parks, Leila Stafford, Recreation and Volunteer Coordinator

CALL TO ORDER

Chair Dunfield called the meeting to order at 7:00 p.m.

ROLL CALL

ADDITIONS/AMENDMENTS TO THE AGENDA

The Chair called for any additions or amendments to the agenda and the following was heard:

Linda Carr - Add Item 10.2- Location of Next Meeting

ADOPTION OF THE AGENDA

RECOMMENDATION # 01-2026

Moved by Councillor Carr
Seconded by Councillor Maxwell

Be it resolved that Committee adopts the Agenda as presented.

Carried

DISCLOSURE OF PECUNIARY INTEREST

Chair Dunfield asked if anyone had a pecuniary interest and none were declared.

DELEGATIONS**Josh Hicks - Rideau Lakes ATV Club**

Josh Hicks was in attendance to provide a presentation to Committee regarding Rideau Lakes ATV Club.

RECOMMENDATION # 02-2026

Moved by Jordan DeLong
Seconded by Melanie Spence

Be it resolved that Committee accepts the presentation from Josh Hicks, Rideau Lakes ATV Club.

Carried

BUSINESS ARISING**Trails in the Township**

Leila Stafford, Recreation and Volunteer Coordinator provided a verbal and written Report to Committee regarding Trails in the Township, under Report PRC-2026-01.

RECOMMENDATION # 03-2026

Moved by Melanie Spence
Seconded by Councillor Maxwell

Be it resolved that the Parks and Recreation Committee (PRC) receive the Township Trails report for information, as presented in PRC report PRC-2026-01.

Carried

Eastern Ontario Rail Trail

The Parks and Recreation Committee received the EORTL Partner Presentation for information.

Parks and Recreation Master Plan Recommendation Prioritization

The Parks and Recreation Committee reviewed and discussed the Parks and Recreation Master Plan.

RECOMMENDATION # 04-2026

3

Moved by Jordan DeLong
Seconded by Councillor Carr

Be it resolved that the Parks and Recreation Committee recommends to Council that Staff review the pathways in Heritage Park and report back with a plan to make them accessible and complete in 2027.

Carried

RECOMMENDATION # 05-2026

Moved by Madelaine MacLeod
Seconded by Jordan DeLong

Be it resolved that the Parks and Recreation Committee recommends to Council that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded;

AND FURTHER that the creation of a park in Elgin at Harry Seeley Drive be considered for the next Trillium Grant.

Carried

MINUTES

Parks and Recreation Committee Minutes: November 4, 2026

The minutes of the Parks and Recreation Committee Minutes of November 4, 2025 were received and reviewed by Committee.

Moved by Madelaine MacLeod
Seconded by Councillor Carr

Be it resolved that this Committee approve the Parks and Recreation Committee Meeting minutes of November 4, 2025 as presented.

Carried

CORRESPONDENCE FOR ACTION/INFORMATION: None

NEW BUSINESS

Budget Update

Discussion was held regarding Parks and Recreation items included in the Township's 2026.

Next Meeting Location

The Parks and Recreation Committee discussed possible meeting location. The next meeting will be held at the Municipal Office in Chantry.

QUESTIONS FROM THE PUBLIC

No members of the Public were in attendance at this meeting.

ROUND TABLE

Chair Dunfield opened the floor for members to have a round table discussion.

Melanie Spence discussed accessibility as a focus with seating and signage. Melanie also discussed the need for more youth programs, a youth centre and intergenerational programming.

Chair Dunfield mentioned the idea of creating a Youth Advisory Committee. Discussion was held on canvassing the youth for their ideas. Staff will bring back draft youth needs assessment to the upcoming meeting. Chair Dunfield also mentioned bringing forward a framework for recreation to Council training.

Jordan Delong updated the Committee on the fundraising activities that the Elgin and Area CEC are doing with respect to upgrades to the Elgin rink and installation of permanent basketball nets.

Linda Carr spoke about the number of events and activities available for seniors.

ADJOURNMENT

Chair Dunfield declared the meeting adjourned at 9:10 p.m. The next meeting will take place on April 20 at 6pm at the Municipal Office.

Sue Dunfield, Chair

Leila Stafford, Secretary