

PARKS, RECREATION & CULTURE ADVISORY COMMITTEE MINUTES

Wednesday, January 25, 2023 | 5:00pm

P & H Centre | Boardroom

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**MEMBERS PRESENT** Brandon Koebel | Tony Diaco | Danica Metcalfe | Keith Hopkins | Marion Massaloup | David Ford | Carol Hudson

**OTHERS PRESENT** Tom Karl | Laura Christen | Lyndsay Regier | Brandon Dobson | Vicki McDonald

**REGRETS** Neil Simpson

1. **INTRODUCTIONS** – Welcomed new committee members and completed inductions of attendees.
2. **ORIENTATION | COMMITTEE MEETING ESSENTIALS** – V. McDonald provided an overview of Municipal rules for Boards and Committees.
3. **DISCLOSURE OF PECUNIARY INTEREST** – B. Koebel declared a pecuniary interest with item 11.5 on the agenda.
4. **DELEGATION** – Nil.
5. **ADOPTION PRC ADVISORY MINUTES** – Nil.
6. **ADOPTION OF December 6, 2022 Disc Golf Ad Hoc Committee MINUTES**  
**Moved by T. Diaco | Seconded by D. Metcalfe**  
THAT the minutes of the December 6, 2022 Disc Golf Ad Hoc Committee meeting be approved as printed and circulated. **CARRIED.**

7. **COMMITTEE CHAIR AND VICE CHAIR APPOINTMENTS**

L. Christen opened nominations for Chairperson.

**Moved by B. Koebel**

THAT Keith Hopkins be nominated for Chairperson.

**Moved by D. Metcalfe**

THAT Tony Diaco be nominated for Chairperson.

With no further nominations submitted. Voting occurred. Majority vote for Keith Hopkins as Chairperson. **CARRIED.**

L. Christen asked if Tony Diaco would accept the position of Vice Chairperson. Tony Diaco accepted the position of Vice Chairperson.

## 8. ITEMS FOR INFORMATION / CORRESPONDENCE

The following information items were included in the meeting package sent by email on January 20, 2023.

- 8.1 Town Policies | Confirmation of Understanding – Committee members were reminded that their Confirmation of Understanding needs to be completed and submitted as soon as possible.

## 9. STAFF REPORTS

### 9.1 Parks & Recreation Facilities

- 9.1.1. Custodial staff – In the process of hiring a new a custodial staff member. Resumes reviewed and interviews will begin shortly.
- 9.1.2. Facility Operators – Dan Fischer will be retiring after 30 years on January 29, 2023. Sean Bryant has accepted the position as full-time facility operator. Tamra Salvador has accepted the position as part-time facility operator.
- 9.1.3. Job postings – Currently looking for Seasonal Horticultural Attendant and 5 Summer student positions. Postings are both internal and external.
- 9.1.4. South End Trail & Bridges – After our bi-annual bridge inspection done in December. It was noted closed bridges 2 and 4 have sustained further deterioration and the risk to pedestrian traffic has increased. Construction fencing has been added on both ends of the bridges.

### 9.2 Aquatics & Programs

- 9.2.1. Christmas Break Camp – Polar Express Camp (January 3-6) was a success. All of the days had 20 campers who took part in variety of activities that included Christmas themed crafts, scavenger hunts, swimming and skating. Next PA Day camp is February 3.
- 9.2.2. Chair and Standing Yoga – Chair Yoga has reached capacity and accommodated two additional participants. Standing Yoga, while not at capacity has a strong group of participants.
- 9.2.3. Huff n Puff continues to see strong numbers in attendance. The group sees participants 55+ years of age drop in for a game of hockey from 3:30-4:30pm every Tuesday and Friday.
- 9.2.4. Currently regular aquatic programming during the day is limited for attendance due to staffing issues.
- 9.2.5. Preregistration will continue for the aquatic winter session. In the spring registration will no longer be required.
- 9.2.6. Fall 2023 student aquatic staff job posting will be posted in February. Interviews will occur middle of spring.

## 10. ITEMS FOR DIRECTION | DISCUSSION

- 10.1 **Review Terms of Reference | Meeting date and time | Chair person term** – Committee members discussed meeting date and time for Advisory meetings.

**Moved by D. Metcalfe | Seconded by K. Hopkins.**

THAT the Parks, Recreation & Culture Advisory meetings shall occur the 4<sup>th</sup> Wednesday of the month at 6pm. CARRIED.

Committee members further discussed Terms of Reference points 3.1, 4.2, and 9.1.

**ACTION:** Committee members to review the Terms of Reference and bring suggestions to next meeting.

10.2 **Community Trail Update** – Committee members were provided an update relating to the construction of the Community Trail in the east end new development.

10.3 **2023 Proposed Rates and Fees** – At the January 16<sup>th</sup> regular council meeting, Council directed the committee to look at rate increases for adult pool admissions and programming. Discussion ensued regarding rates and fees for the pool. Committee members were provided increase history of single admission, passes and memberships for the pool.

**Moved by T. Diaco | Seconded by K. Hopkins.**

THAT the Parks, Recreation & Culture advisory recommends to Council that the rates for single admission(s) do not increase this year. **CARRIED.**

10.4 **Splash Pad and Centre of Excellence Feasibility Update | Next steps** – A survey relating to the Splashpad and Centre of Excellence Parks developments is currently open to the public. The survey can be completed online at hanover.ca or people can pick up a hardcopy at the Civic Centre or P & H Centre. The survey will close Feb. 1, 2023. A presentation from the landscape architect conducting the feasibility study will be held on Wednesday, March 1<sup>st</sup> at 6:00pm by zoom.

10.5 **Extended Ice** – Committee members were provided with information about a request for a possible ice extension into April & May. A delegation will be provided by Quick Feet at the Feb 6<sup>th</sup> Council meeting.

10.6 **2023 Budget Update** – 2023 Capital budget items for Parks, Recreation & Culture were shared with Committee members.

10.7 **Master Plan | Review** – Deferred. **ACTION:** Hardcopies will be printed for committee members to pick up at the front desk of the P & H Centre.

## 11. OTHER BUSINESS

11.1 Committee member asked for an update on the outdoor rink. The outdoor rink will start being constructed on Tuesday, January 31. Will be open to the public when the ice surface is safe for the public's use.

11.2 Committee member reminded others to share Splash Pad and Centre of Excellence Feasibility survey. Due on February 1<sup>st</sup>.

11.3 Committee member asked for an update on Cycle route. **ACTION:** T. Diaco will inquire on the status at the next Economic Development Committee meeting and report back to the committee.

## 12. NEXT MEETING - Wednesday, February 22, 2023 | 6:00pm

## 13. ADJOURNMENT

**Moved by T. Diaco | Seconded by B. Koebel**

THAT the meeting by adjourned at 9:00pm. **CARRIED.**

I, Councillor Brandon Koebel

Position and Name of Member

declare a pecuniary interest with Item 11.5 titled

Item Number

Extended Ice

Title of Item

on the Parks, Recreation & Culture Advisory Committee

Council/Board/Committee

agenda dated January 25, 2023 for the following reason(s):

Date of Meeting

That I, under the name of my employer, have a rental currently booked at the P & H Centre facility during the period that will be discussed regarding ice extension.

Member Signature: Brandon Koebel Digitally signed by Brandon Koebel  
Date: 2023.01.24 21:29:43 -05'00'

Printed Name: Brandon Koebel

Date: January 24, 2023

*This information is being collected in accordance with the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50. Members of the public will be able to view this statement in the Clerk's Office during regular office hours. An index of this statement will be posted on the Town website. Members looking for guidance on whether a conflict exists should obtain independent legal advice.*