

## **Minutes of Parks & Recreation Advisory Committee Meeting**

**Meeting Date: Monday, October 30, 2017**

**Meeting Location: Clifford Arena**

**Present:** Councillor Ron Elliott, Councillor Dave Turton  
Bob McEachern, Bill Raynard  
**Staff Present:** Matthew Lubbers, Recreation Services Manager  
Allan Carr, Recreation Facilities Manager  
Greg Mallett, Recreation and Facilities Assistant  
**Regrets:** Dorothy Grotenhuis, Geoff Gunson, Ryan Fisk

Councillor Ron Elliott called the meeting to order at 5:00 p.m.

### **Review of Minutes:**

P.R.A.C. minutes from September 25<sup>th</sup>, 2017 were reviewed.

### **MOTION:**

Moved by: Bill Raynard and Seconded by: Councillor Turton

THAT:

The P.R.A.C. minutes of September 25<sup>th</sup>, 2017 be approved as circulated.

CARRIED

### **Council Follow-Up:**

The minutes from the September 25<sup>th</sup>, 2017 meeting were accepted by Council. Recognition Night took place on October 17<sup>th</sup> with some members of the Palmerston Imperials present.

### **Services Manager's Reports:**

#### *Norgan Theatre Board Minutes*

Services Manager Matthew Lubbers reported that the movie The Black Donnellys is sold out on November 5<sup>th</sup>. There may be an opportunity for a second showing on November 25<sup>th</sup>.

#### *Program Progress Report*

Services Manager Lubbers reported that the fall programs are currently running with Grassroots Hockey in Clifford and Grassroots Basketball at NDSS. Registration for both programs is good as well. The proposed 2018 Aquatics Schedule was reviewed. It is similar to the 2017 Schedule with some minor tweaks. A grant application was submitted to run the Swim to Survive Plus Program in June of 2018 for Grade 7 students.

#### *Cooking Class Proposal*

Two members of the community have expressed interest in running a cooking class for youth if there interest and if it's feasible. A local business expressed interest in assisting. The plan is to run a one-day pilot program on Friday November 24<sup>th</sup> (the next scheduled PA day) at the Palmerston Arena with members of the Minto Youth Action Committee and see how it goes.

### **Facilities Manager's Reports:**

#### *Facilities Maintenance*

Facilities Manager Allan Carr reported that the Clifford Arena parking lot was recently paved and that the parking lines have been painted. Winterizing of all parks facilities has been

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completed. All of the kitchen supplies have been topped up all of the kitchens to meet the new inventory lists. The Harriston Curling roof has been repaired

Hard wired CO detectors have been installed at all of the arenas. At the Harriston Arena, a new brine pump needed to be installed as well as repairs to the hot water heater. The rooftop solar project at the Clifford Arena is complete and will be running soon. The Palmerston Arena project is nearing completion. The contractors will start the project on the Harriston Arena roofs on November 13<sup>th</sup>.

The budget for next year is currently being worked on by Facilities Manager Carr. The Clifford Recreation Association (CRA) has a couple of projects for next year that they are planning. Plans include building a deck overlooking the ball diamond. The Rotary Club is looking at renovations to the kitchen area in the pavilion and possibly more playground equipment.

The CRA has made a recommendation on names for the two sports fields in Clifford. They are the Clifford Swing Skirts Ball Diamond and Clifford Rotary Soccer Field.

### *Facility and Sports Field Usage*

Ice time in all facilities is started and is going well.

### **CELP Program:**

Services Manager Lubbers reported that he and Recreation Facilities Assistant Mallett met with Paul Frayne, who is a teacher at Norwell D.S.S. The CELP program has been running at Camp Wyoka in past years, mainly from April – June each school year. They have been told that the camp will be sold. Due to this fact they are looking for a new place to run their programs, especially their Earth Keepers program for local Grade 5 students.

Paul is interested in using the area in and around the Harriston Arena and the Greenway Trail. Primarily, this includes the pavilion, the structure along the 3<sup>rd</sup> base line of the ball diamond (for storage) and the green spaces on the other side of the walking bridge. Paul is a member of the Minto Trails Committee and spoke of his situation at their last meeting. Bill Raynard spoke about his positive experience volunteering at CELP in the past and is excited at the prospect of the towns' involvement. Town staff is willing to give this a try next spring. P.R.A.C. members endorsed this and suggested an agreement be made with Norwell D.S.S.

### **MOTION:**

Moved by: Bob McEachern and Seconded by: Councillor Turton

THAT:

The Town of Minto enter into an agreement with Norwell D.S.S for the use of facilities in and around the Harriston Arena and Greenway Trail in the spring of 2018 at a negotiated fee.

CARRIED

### **MOTION:**

Moved by: Bill Raynard

THAT:

P.R.A.C. adjourn at 6:15 p.m.

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The next meeting is December 18<sup>th</sup> at 5:00 p.m. in Palmerston.

Greg Mallett  
Recreation and Facilities Assistant  
Parks & Recreation Advisory Committee

