



Parks and Recreation Advisory Committee Meeting Minutes

June 15th, 2023 – 6:30-8:00pm

Town of Erin Town Hall – 5684 Trafalgar Rd., Basement Conference Room

Present: Patrick D’Almada (Chair), Val Bush (Secretary), Rob Smith, David DeForest, Cara Knibbs-Therriault, Justyna Toepfner, Dee-Enna Dube (Town Rep), Bridget Ryan (Town Councillor-virtually), Sid Spear (virtually).

Regrets: Gissel Gonzalez, David McKenzie, Bayne Upton.

Absent: Nick Colucci (Town Rep).

1. Call to Order

- Meeting called to order at 6:39pm.

2. Welcome and Introduction

- Welcome to those in attendance.

3. Approval of Agenda / Additions to Agenda

- No additions.
- MOTION: That the agenda for the PRAC meeting dated June 15, 2023, be approved.
- Moved by Cara, seconded by Rob. Motion carried.

4. Declaration of Pecuniary Interest

- None at this time.

5. Delegation / Presentation

- None at this time.

6. Approval of Previous Minutes – May 18th, 2023

- MOTION:** That the minutes for the PRAC meeting dated May 18, 2023, be approved.
- Moved by Rob, seconded by Cara. Motion carried.

7. Topics of Discussion / Business arising from previous minutes.

- 5.1- Discussion on the benefits of the survey and how long it will take to get results. Suggestion that the group remain focused on the priority list document that we condensed into 4 major groups and sub groups. As a group, we want to ensure we are working through the priorities.
- MOTION: That PRAC not pursue developing a community survey as discussed at the previous meeting.
- Moved by Val, seconded by Cara. Motion carried.
- Reviewed the priority list and members in attendance took on priorities to lead. Priorities / Tasks are as follows:
 - * Communication – Justyna, with help from Dee.
 - * Facilities – Bayne / Val
 - * Trails – Rob, with help from Bridget
 - * Procedures – Cara with help from Patrick
 - * Community Partners (changed from User Groups) – Justyna / Val
- we will also add programming to this priority.
- * Park and Land Development (changed from Development) –David D. with help from Patrick.
 - Discussions points: trails will stay open and there will be no closures due to sewage treatment plant and infrastructure construction,
 - Usage of the current TOE platforms will be used to communicate to residents
 - , Cut off dates for comments, concerns and suggestions to be sent in to the TOE for upcoming development site plan considerations (parks/rec/trails).

8. New Business

- 7.1 Committee Name and Structure (sub-committees)
- 7.2 Terms of Reference - PRAC Committee
 - – Patrick and Cara will work on these two items.
- 7.3 Committee meeting times
 - Suggested we move the meeting time to 7pm to make it easier for people to get to. **MOTION:** That the PRAC meeting times be changed to 7:00 – 8:30 pm every third Thursday of the month.
 - Moved by Val, seconded by David D. Motion carried.

9. Other Business

- Update on repairs at HCC: all repairs and complete and it's set to open on time in the fall.
- Update on sound system at HCC: will be installed the last week of June.

- River Walk inaugural walk is June 20th at 10:30am and invitation to committee members to attend. Some disappointment from the Committee that the invitation came without enough notice and will be held in the daytime when most PRAC members are at work.
- David asked Patrick to follow up with the Town's PRAC Councillor representative to express concerns as noted above, and that the PRAC be consulted when organizing future events for parks, recreation and trails openings and re-openings

10. Next Meeting

- Thursday, July 20^h, 2023 @ 7:00 pm

11. Adjournment

- **MOTION:** That the PRAC meeting be adjourned.
- Moved by David D., seconded by Justyna. Motion carried.
Adjourned at 7:47pm.