



Parks and Recreation Advisory Committee Meeting Minutes

September 28th, 2023 – 7:00-8:30pm

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

Present: Patrick D’Almada (Chair), Val Bush (Secretary), Rob Smith, Justyna Toepfner, Sid Spear, Bayne Upton, David DeForest, Gissel Gonzalez, David McKenzie, Bridget Ryan (Town Councillor), Dee Dube (Town of Erin).

Regrets: None.

Absent: Cara Therriault

1. Call to Order

- Meeting called to order at 7:01pm.

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 July 20th, 2023, be approved. Moved by Justyna, seconded by David D. Motion carried.

4. Declaration of Pecuniary Interest

- None at this time.

5. Delegation / Presentation

- Cara presented at the most recent Town Council meeting and it went very well. Town Clerk currently looking into the duration length of members who sit on these committees, as others have expressed the same thoughts/concerns.

6. Approval of Previous Minutes – June 15th, 2023

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

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

- 7.1- **Communication (Justyna/Val):** recommend updates be put up on the TOE website in order to keep the community advised and move forward with regular communication.
- **Programming:** New ideas were sent to the Parks and Rec Officer include pickle ball, yoga, Nordic pole, floor curling, roller skating, archery. All are low budget ideas that could be implemented for next year/upcoming seasons.
- **Facilities (Bayne/Val):** New booking software is up and currently the TOE is on the system and staff are going through training. It is set to go live middle of August if all goes well.
- Artificial turf for Barbour Field is not being considered at this time. The current focus is on getting the current fields at Barbour on an annual turf maintenance program. There is significant maintenance required and would like to ensure the existing natural turf maintenance is being completed prior to considering artificial turf.
- Concerns by user groups and committee members that the TOE and its staff are not doing enough to keep facilities up to par and that money is not being spent to ensure facilities are maintained properly. There are also concerns about transparency and staff training.
- **MOTION:** That TOE staff provide user groups with turf management, ice maintenance, cleaning, preventative maintenance, health and safety schedules/plans for all facilities. Moved by Bayne, seconded by Rob. Motion carried.
- **Trails (Rob):** working on updating mapping and making sure that all signage is in place on the trails and in good shape. Also taking inventory of signs so that staff who walk the trails know where/what should be marked.
- Cataract trail between Erin and Hillsburgh is scheduled to be shut down for current construction projects – sewage pipe connection between Hillsburgh and Erin. This should be communicated with the public and will be coordinated by the TOE.
- Councillor Ryan has requested a copy of the study for the trees that were taken out for the purpose of this construction.
- There are concerns that the trails aren't being used as much as they could be. This should be an opportunity to engage our residents and visitors with further signage. Councillor Ryan says the Credit Valley Conservation (CVC) is on board to work with us on this.

8. New Business

- Subsidies- currently the TOE partners with the EWCS (East Wellington Community Services) for TOE programs only. There are grants available to other user groups who may want to take advantage of any subsidies for their programming.
- Bike bells on the trails - Councillor Ryan noted that many bikers do not use bells.
- Long term discussions of recreational facilities – make sure we are including other sports (i.e.. basketball). Committee would like to look at the TOE survey for budget and see if we have any suggestions for additions. There has been some ice allocation policy (IAP) adjustments that are of concern. The current IAP has not been approved by Council, nor have the amendments, therefore we should be following the previous IAP that was approved by Council.

MOTION: Committee is requesting an opportunity to review and provide input into the ice allocation policy amendments prior to being presented to Council for approval.

Moved by Justyna, seconded by Bayne. Motion carried.

8.1 Committee Name and Structure (sub-committees)

- Council has approved re-naming the Committee the Parks, Recreation and Trails Committee.

8.2 Terms of Reference - PRAC Committee

- Currently seeking clarification from the Clerk about the template.

9. Other Business

- Speed bumps at Barbour field suggested due to a recent issue involving speed ad children crossing the road to access the field. The committee recommended that safety issues should be reported directly to TOE staff immediately. The committee will support and make recommendations to Council if further approvals are required.

10. Next Meeting

- Thursday, Thursday October 19th, 2023 @ 7:00 pm

11. Adjournment

- **MOTION:** That the PRAC meeting be adjourned. Moved by Bayne., seconded by Gissel. Motion carried.
- Adjourned at 8:35pm.