



Parks and Recreation Advisory Committee Meeting Minutes

January 18th, 2024 – 7:00-8:30pm

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

Present: Rob Smith (Chair), Val Bush (Secretary), Justyna Toepfner, Bayne Upton, Bridget Ryan (Town Councillor), Dee Dube (Town of Erin), Cara Therriault, Gissel Gonzalez, David DeForest.

Regrets: Patrick D’Almada, Sid Spear

Absent: none

1. Call to Order

- Meeting called to order at 7:07pm.

2. Welcome and Introduction

- Welcome to those in attendance by Chair.

3. Approval of Agenda / Additions to Agenda

- No additions to agenda.
- **MOTION:** That the agenda for the PRTAC meeting dated January 18th, 2024, be approved. Moved by Bayne, seconded by Val. Motion carried.

4. Declaration of Pecuniary Interest

- None.

5. Delegation / Presentation

- None.

6. Approval of Previous Minutes – December 21st, 2023

- **MOTION:** That the minutes for the PRTAC meeting dated December 21st, 2023 be approved. Moved by Gissel, seconded by Cara. Motion carried.

7. Resignation of committee member David McKenzie

- Not discussed as it was received and approved at the December PRTAC meeting.

8. Business Arising from Previous Meeting

- **8.1** Hillsburgh Community Centre (HCC) – showers haven't been discussed yet internally and essentially cost will drive this decision. Community room upstairs is getting a refresh and kitchen will get updated appliances. Quotes are being sought now.
- Dee mentioned that there had been a study done several years ago about an elevator being installed but she hasn't been able to locate this. AODA will take a lot of funds and planning and the planning on this will take some time as well as the timeline. As information becomes available, Dee will bring it forward. This building was grandfathered therefore doesn't need to meet AODA compliance but the Town will be pursuing it for community accessibility.
- **8.2** Erin Dog Park – Bridget hasn't connected with anyone from Georgetown yet but they have a website that indicates they have a membership program. 'Leashfreehaltonhills.com' is a group of volunteers in partnership with the Town of Halton Hills. TOE hasn't adopted the dog park as a by-law yet. Patrick and Cara will work on a recommendation to bring to Council.
- Dee has a resident who wants to start a volunteer group that will raise awareness and educate people about conduct and expectations of the dog park and maintain the space. Dee will follow up with the resident to see if she could attend the next meeting.
- **8.3** Erin Arena – outdoor sign seems to have a connectivity issue which is why it is not working. They have done some trouble shooting and are waiting on an electrician and the sign company to attend in tandem in order to work together on the issue. The software is dated and looking into whether it can be updated. Working on getting different quotes on the sign (i.e. update software, new sign needed, other repairs, etc.)
- Bridget suggested that TOE could also seek sponsorship on the sign but there are many questions to consider related to the sponsors and decision making for how to choose a sponsor if various proposals are received.
- TOE owns the sign. Dee suggests approaching it as a fundraising effort. Committee members suggest we look to Council first to see if they support financing it.
- Who gets to advertise on the sign? A policy is already in place for this: right now, requests must go through the Town for approval.
- Will defer this to next meeting on how we move forward on the repair/replacement.
- Advertising: Dee is drafting advertising policy, making it more accessible, and clearly defining the criteria. Once complete, the draft policy will be brought to the PRTAC for feedback and comments.

- **8.4** New Library Erin – trails on property not confirmed. Estimated to be designed and constructed in 2025. Could we link trail at the new library to the Woolen Trail? Due to the water, there would need to be a bridge and this would be a big expenditure for such a small loop of trail. Mary Lloyd, Wellington County Councillor is Chair of the library board and said she is interested in attending our March meeting to share information.
- **8.5** Trails – defer to the next meeting: Town finance, trail system off Dundas St. CVC has indicated they'll help out any way they can.
- E-bikes – looking into an e-bike policy. Requested an update on the CVCs standard / policy first.

9. Sub-Committee Updates

Communication (Justyna/Val):

- Nothing to report at this time.

Facilities (Bayne/Val):

- Signage for change room locations at both arenas to assist guests on where to go. Dee has indicated she will do this. Hours of operation are listed on the administration office.
- HCC – convert front room off the front doors into a girl's change room as one is needed. There is currently no private changeroom space for girls at this location. Dee has agreed to follow up and implement.

Trails (Rob):

- Springtime clean up on trails for the committee. Rotary Club to assist. Suggested we do this around Earth Day. Collaboration with ESAC and their clean up day is scheduled for April 27th, 2024.
- Water Tower Trail – needs an updated study. Rob will propose to Council the PRTAC's vision and plans for this section of trail.

Procedures (Cara, Patrick):

- Nothing to report.

Community Partners and Programming (Justyna/Val):

- Nothing to report.

Parks and Land Development (David D/Patrick):

- Nothing to report.

10. New Business

- Bridget brought up the Canada Parks grants as it was suggested by the Mayor. It deals with greenspaces within the community and the Town has several locations that could meet the criteria. PRTAC would create a general concept, get quotes and submit it the package for funding consideration. The grant application process doesn't seem to be open currently. Will keep on eye on it and Dee to report back to committee on the locations that could be viable.

11. Other Business

- Committee membership is at 10 which is our maximum membership.

12. Next Meeting

- Thursday, February 15th,2024 @ 7:00 pm

13. Adjournment

- **MOTION:** That the PTRAC meeting be adjourned. Moved by Val, seconded by Justyna. Motion carried.
- Adjourned at 8:18pm.