



Parks and Recreation Advisory Committee Meeting

Minutes February 15<sup>th</sup>, 2024 – 7:00-8:30pm

Town of Erin Town Hall – 5684 Trafalgar Rd., Lower Level

Conference Room (moved virtually due to weather)

**Present:** Patrick D'Almada (Chair), Val Bush (Secretary), Rob Smith, Justyna Toepfner, Bridget Ryan (Town Councillor), Dee Dube (Town of Erin), Cara Therriault, David DeForest.

**Regrets:** Bayne Upton, Gissel Gonzalez, Sid Spear

**Absent:** none

**1. Call to Order**

- Meeting called to order at 7:04pm.

**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 February 15<sup>th</sup>, 2024, be approved. Moved by Rob, seconded by David. Motion carried.

**4. Declaration of Pecuniary Interest**

- None.

**5. Delegation / Presentation**

- None.

**6. Approval of Previous Minutes – January 18<sup>th</sup>, 2024**

- **MOTION:** That the minutes for the PRTAC meeting dated January 18<sup>th</sup>, 2024 be approved. Moved by David, seconded by Rob. Motion carried.

## 7. Business Arising from Previous Meeting

- **7.1 – Proposed Amendment to update Town of Erin By-Law**, presented by Cara.
- Reviewed by the Committee and revised to read:

### **MOTION**

That the Town of Erin Council approve the recommendation by the PRTAC to include Victoria Dog Park (Hillsburgh) into an official Town Parks By-Law at earliest possible convenience.

And that Council also encourage the Town of Erin to explore partnerships with community and volunteer interest groups to maintain and upkeep the Victoria Park Dog Park. Moved by Cara, seconded by Val. Motion carried.

- It was decided that this update would be presented to Council by a delegation.
- Discussion on conversations that Councillor Ryan had with Halton Region, Heather Kaufmann (Halton Community Development Supervisor), who manages their 3 leash free dog parks. In Halton, they have a volunteer group who shares in the maintenance of their leash free parks (ie. spreading wood chips, cleaning up and enforcing the rules). This has been an on going, 20 year relationship.
- Dee presented that Erin has (similar to Halton Hills) 3 Salterna Systems to recycle dog poop and explained how these systems work. Due to the fact that the dog park hasn't currently been adopted into the Town's by-laws, there are limitations to what can be put on signs outlining usage guidelines (hours of use, rules of the dog park).
- **7.2 – New Library in Erin Village**
- Councillor Mary Lloyd, Wellington County Ward 5, has accepted our invitation to present at our March meeting. Mary will present plans for the ongoing construction library building in Erin and plans for trail integration with CVC and/or Town trails.
- **8 – Sub-Committee Updates**
- **Communication (Val/Justyna)** – Discussed that user groups would like to see regular updates, more frequent updates related to recreational activities (ie. public skates and other recreational programming like summer camps). Referenced the idea of Parks and Rec having their own Facebook page from a previous meeting and questioned how the Town updates/information is shared outside of the Town webpage, which can be hard to navigate.
- It was decided that the PRTAC Communications sub-committee would arrange a meeting with the Town staff communications in order to talk about getting social media communications out more regularly and across more social media platforms by other user groups.

- **Facilities (Bayne/Val)** – update on HCC AODA compliance. Dee has been discussing with her supervisor about changes required for HCC to meet 2025 deadline. No further information at this time.
- Front changeroom at HCC follow up – Dee will follow up with Val.
- Signage at ECC for changerooms follow up – Dee will follow up with sign provider, drafts are in place.
- Electronic sign repair at ECC update – this project is in progress and Dee will follow up with committee as soon as additional information is confirmed. Dee received a quote to refurbish the sign and it came in at approximately \$23,000. Justyna asked about approaching corporate sponsors and developers for funds and Dee advised we'd need a clear plan before approaching any sponsorships for Town owned assets.
- **Trails (Rob, Gissel, Bridget)** – There is no budget for 2024. PRTAC would have to put forward a notice of motion and/or recommendation to review or complete a study to develop a budget for 2025 as decided by committee.
- Town Planning and Solmar Development – nothing further to report at this time.
- Trails clean up – Saturday, April 27, 2024 is ESAC and Earth Day clean up. Rob to follow up with the Rotary Club regarding trail clean up. Bridget mentioned the trail alongside Carberry Park and sub-committee to come up with a plan for PRTAC committee involvement for our March meeting.
- Water tower trail – Rob, Dee and Bridge met on February 12, 2024 to walk the trail while reviewing the Town property boundary maps. They now have a better understanding of the topography and will bring forward further recommendations after PRTAC meets with CVC (May 2024) to better understand resources, trail requirements and possibilities to consider with a Trails Master Plan review and recommendations for further trail development.
- **Policies and Procedures (Cara/Patrick)** – Advertising policy- Dee is working on an advertising policy for our arenas and other areas. She's currently reviewing other municipalities policies.
- Ice Allocation – Dee is reviewing current policy as needs have changed and will bring forward when ready.
- **Community Partners (Justyna/Val)** – Spring pickleball will be back in May and will be offered at HCC and ECC. Ballinafad CC was looked at but the ceiling height isn't high enough.
- **Parks and Land Development (David/Patrick)** – Bridget shared information from last Council meeting (Feb. 8/24) where the developers of subdivision at 8<sup>th</sup> Line, south of County Rd. 17 and west of 8<sup>th</sup> Line. The draft subdivision plan indicates where parks are planned and storm water ponds, as well as natural heritage. This draft plan layouts are available on the Town website with the Feb. 8/24 agenda.

## 9. New Business

- Lions Park playground decommissioned during construction. Due to the construction regulation requiring additional area for equipment, the Town closed this playground. Carberry Park (off Dundas W. opposite the fairgrounds) is being investigated as the alternate site. This will be outfitted with the existing playground equipment and when the construction is completed, a new playground will be erected at Lions Park.

#### **10. Other Business**

- CVC will make a presentation and overview of our trails at the May 2024 PRTAC meeting.

#### **11. Next Meeting**

- Thursday, March 21<sup>st</sup>, 2024 @ 7:00 pm

#### **12. Adjournment**

- **MOTION:** That the PTRAC meeting be adjourned. Moved by Val, seconded by Rob.  
Motion carried.
- Adjourned at 8:25pm.