



Parks, Recreation & Trails Advisory Committee (PRTAC)

Minutes of the November 21, 2024, Meeting

7:00PM

Virtual meeting via Teams

Present: Patrick D'Almada, Bayne Upton, Val Bush, Bridget Ryan, Justyna Toeppner, Sid Spear, David DeForest, Gissel Conzalez, Rob Smith

Absent:

Staff Present: Jennifer McPetrie, Jessica Stovin

1. Call to Order

Chair Patrick D'Almada called the meeting to order at the hour of 7:00 PM.

2. Welcome and Introductions

Jessica Stovin was introduced as Manager of Recreation

3. Approval of the Agenda

Moved By Bayne Upton

Seconded By Justyna Toeppner

That the agenda be approved as circulated.

Carried

4. Declaration of Pecuniary Interest

None.

5. Delegations/Presentations

None.

6. Adoption of Minutes

Moved By Bayne Upton

Seconded By Val Bush

That the Committee hereby adopts the minutes as circulated for the meeting of October 24, 2024.

Carried

7. Business Arising from the Minutes

7.1 Hillsburgh Snow Roamers

- Request for parking, moving forward with permit to park at Barbour Field for the season
- Jennifer to ensure that the parking does not happen in front of storage units

7.2 Erin Community Centre Reopening Update

- Jessica provided an update to the committee

7.3 Replacement of PRTAC member

- Posting to fill the open committee member will be posted the beginning of December

7.4 Woolen Trail

- Councilor Ryan gave an update, staff is following up and this has been addressed and will be taken off the agenda moving forward.

7.5 PRTAC Budget

- Parked until new business

7.6 Sponsorship and Facility Naming Policy

- Park as an action item

7.7 Culvert Update

- Jennifer provided an update and that staff are working on the issues

8. New Business

8.1 2025 Budget

- Jennifer presented a budget update and what will be presented to council
- discussion about grants and what is available
- discussion on the school and Centre 2000 growth

9. Sub-committee Updates

- Patrick mentioned that in the new year there would be a review to see if sub-committees will continue

9.1 Communication

- new Instagram account, members shared with the community

9.2 Trails

- Hoping to connect the new library with the trails
- An ask for fencing on the water tower trail to stop the community from trespassing on private property, Jennifer and Jessica to bring this forward to infrastructure
- Jennifer, Councilor Ryan, Rob and community member to go and look at area of the trail to see what the short-term plan is
- Long term after budget to meet with infrastructure about connecting the trails

9.3 Facilities

- Basic maintenance was done through the summer on the fields
- Jennifer, Jessica and Bayne to meet to about maintenance on outdoor facilities

9.4 Policies and Procedures

- No new policies now
- Rates and Fees to go to council in December

9.5 Community Partners and Programming

- The Town has more supports, the committee willing to support

9.6 Park and Land Development

- Hoping for buffers between new and old subdivisions

9. Community Services Department Update

- New booking and customer service staff starting November 25.
- Committee really appreciates the staff support that has been put into place

10. Other Business

- How often should this committee be presenting to council, Jennifer suggested an annual report to council and if there is an ask then a presentation could be made for then, a September report to council is suggested
- Patrick to make a presentation on what has been happening within this committee in January

11. Next Meeting Date

December 19th, 2024 7 pm at Town Hall

12. Adjournment