



## Parks, Trails and Recreation Advisory Committee Meeting Minutes

December 19, 2024 – 7:00-8:30pm

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

**Present:** Patrick D’Almada (Chair), Bridget Ryan (Town Councillor), Jennifer McPetrie (Town of Erin), Jessica Stovin (Town of Erin), Bayne Upton, David DeForest, Rob Smith, Val Bush, Sid Spear

**Regrets:** Justyna Toeppner, Gissel Gonzalez

**Absent:** Sid Spear

### 1. Call to Order

- Meeting called to order at 7:00pm.

### 2. Welcome and Introduction

- Welcome to those in attendance by Chair.
- Tree Trust Campaign, to make a presentation

### 3. Approval of Agenda / Additions to Agenda

- No additions to agenda.
- **MOTION:** That the agenda for the PRTAC meeting dated December 19, 2024, be approved. Moved by Rob, seconded by David. Motion carried.

### 4. Declaration of Pecuniary Interest

- None

### 5. Delegation / Presentation

Tree Trust Campaign

Nicola – Runs out of Elora, 5 years old. An organization that looks after elder trees, given proper care and funding for arborist work. One old tree does the same work as about 300 new planted trees

-8 chapters across the province

Trees Canada, given funding for 4 tree days, Erin has been chosen

-May 24 is Tree Care Day in Erin

- This day will include goal to get Erin to be a member of Tree Trust
- Will be picking a tree within the community that is on public or commercial land, needs some help
- not only to educate the community but to train arborist in how to prune and keep it alive
- demo of the pruning
- adding in tree planting, either donation or small budget to cover
- wood lot tour, educational and demo on how to care for a wooded lot
- Patrick mentioned about a tree inventory
- Lions park, bringing it back to a park after install of pump house
- Any interest in joining Nicola in helping out with the event

#### **6. Approval of Previous Minutes – November 21, 2024.**

- **MOTION:** That the minutes for the PRTAC meeting dated September 26<sup>th</sup>, 2024, be approved. Motion carried.

#### **7. Business Arising and Action Items from Previous Meeting**

- 7.1 Council Presentations – Bridget, how to inform council. Start with a presentation to council in January. Patrick will do the presentation. Suggest presenting once a quarter, a summary to council and let public in the know. Sharing goals, figuring out what the goals/vision of the committee for the future. What does the committee want for 2025/26
- 7.2 Trail update/water tower – Jen, Bridget and Rob met on trail. Signs will be installed, one at beginning and one at the end. In spring staff will look at the possibility of making it a loop.

#### **8. New Business**

- 8.1 Planning items for 2025 – Patrick
  - Meeting for a SWAT, Rebecca to put together a doodle?
  - Jen to bring staff priorities to the committee
- 8.2 Project Activity List – Bridget
  - Adding to the agenda and carry's on
- 8.3 Communication with other advisory committees – Bridget
  - Bridget sat in on ESAC meeting, Jen to bring information from staff leadership meetings
- 8.4 Facility User Fees – Jen
  - Fees were taken to council, offering new programs like yoga, kids crafts. Advertising fees have changed and updated, all fees are inclusive of services fees
  - There is also a communication plan has been made
- 8.5 Advertising allocation policy – Jen

#### **9. Sub-Committee Updates - tabled**

- **Communication (Val/Justyna)**
- **Facilities (Bayne/Val)**
- **Trails (Rob, Gissel, Bridget)**
- **Policies and Procedures (Patrick)**
- **Community Partners (Justyna/Val)**
- **Parks and Land Development (David/Patrick)**

**10. Community Services Department Updates (J. McPetrie)**

- Budget went to council and was approved.
- Hiring a Facility Supervisor
- Hiring a part time customer service representative
- Megan to move into an admin coordinator
- Summer camp director
- Summer camp leaders
- will be hiring fitness leaders
- general interest programs,

**11. Other Business**

None.

**12. Next Meeting**

Thursday, January 16, 2025 @ 7:00 pm

**13. Adjournment**

**MOTION:** That the PTRAC meeting be adjourned. Moved by Rob, seconded by David.

Motion carried.

Adjourned at 8:35pm.