

**RECREATION WORKING GROUP**

Monday, November 07, 2011 - 6:00 PM  
Municipal Office – Fall River Room – 217 Harper Road

**Members Present:** Acting Chair, Jan Rawling  
Lisa Lemieux-Beaudoin (arrived at 6:30 p.m.)  
Ian MacDonald  
Linda MacDonald  
Sue McPhee  
Connie Willows  
Deputy Reeve, Susan Freeman (arrived at 6:50 p.m.)

**Staff Present:** Amanda Mabo, Clerk  
Joanne Gallagher, Recording Secretary

**Regrets:** Gwen England

**1. CALL TO ORDER**

The meeting was called to order at 6:12 p.m.  
A quorum was present.

**2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

There was no disclosure of pecuniary interest at this time.

**3. APPROVAL OF AGENDA**

The agenda was accepted as presented.

**4. APPROVAL OF MINUTES**

i) **Minutes – October 3<sup>rd</sup>, 2011.**

The minutes of the Recreation Working Group Meeting held on October 3<sup>rd</sup>, 2011 were approved as presented.

**5. PRESENTATIONS & DELEGATIONS**

None.

## 6. BUSINESS

### i) Hockey Season Update

- Bantam Division

J. Rawling informed members that the division will go ahead though there is still a need for more players.

L. MacDonald informed the Work Group that a hockey volunteer wanted his name removed as a possible coach as the police requested fingerprints and he felt this to be an invasion of his privacy. The Clerk stated that as per the Township Policy a criminal reference check and vulnerable sector check are required.

J. Rawling said she would follow up with P. Hoffstatter but believed that most of the hockey volunteers had submitted their criminal reference and vulnerable sector checks and were waiting for confirmation of approval. The Clerk indicated that she would email the Detachment Commander to see if he could provide the approvals directly to the Township to save people having to return to the Detachment for pickup.

- Registration Comparison Year over Year

Members reviewed the information provided and noted that over the last four seasons enrollment has been dropping. Members felt this was due in large part to population demographics. S. McPhee said that in speaking with the principle at PDCI enrollment for sports was down and schools are recruiting students to get enrollment numbers up. Members agreed as population growth increases this may change.

L. MacDonald said this may also be as a result of kids wanting to play competitively. She also stated that the decision this year to allow 16 year olds to play has helped enrollment in the Bantam division.

### ii) Review 2012 Recreation Newsletter

Members reviewed the updated newsletter format noting the following:

- J. Rawling said members could review her draft and email comments to her
- the Criminal Reference Check Policy could be included with the individual program newsletters. The Clerk suggested adding information on the policy to the registration forms.
- J. Rawling to review the Terms of Reference for the Working Group's mandate
- Email addresses for L. Beaudoin and L. MacDonald still need to be corrected
- the Community Hours reference should be included in the newsletter.
- the procedure was for inclement weather notification will be removed

- the Coordinator's name for each sport will be added as the contact person
- the website needs to be reviewed to ensure the Coordinator's names are added for each sport
- "Every effort is made to make sure etc." wording will be removed
- Members discussed whether to include wording requesting Sponsors for recreation needed in the newsletter. A general discussion took place as to the process for both requesting sponsorship as well as how to recognize businesses that did provide support.
- the suggestion was made to send letters requesting sponsorship to local companies and not include it with the newsletter
- it was suggested that a recreation "Wish List" could be added to the website for donations
- it was noted that sponsors could be recognized in various ways, website, Facebook page, a media release, bi-weekly ad, etc.
- it was suggested that some funds be set aside for bus trips as they were costly especially to families with several children enrolled. Trips were always highly successful and appreciated.
- L. Beaudoin said she had the name of a possible sponsor for soccer equipment.
- the Clerk and J. Rawling currently working with a possible sponsor and details will be provided to the Working Group once finalized.
- provide specifics in letters (type of equipment needed, cost, period of time sponsorship would cover, etc.).
- list of companies in Township that could be approached to be compiled for next meeting
- Tay Valley Community Choir details to be included in the newsletter

iii) **Budget (as at October 31<sup>st</sup>, 2011)**

No change to the budget since the last meeting.

iv) **Archery & Karate – Insurance Update**

Archery

I. MacDonald informed Members that Ted Ladelpha since the last meeting has met with the school principle and has reviewed the gymnasium facilities. The facilities are adequate to meet the program requirements.

Sailing

I. MacDonald stated that since the last meeting he had also followed up with T. Kittner regarding the feasibility of offering sailing lessons. Currently Mr. Kittner offers a program on Dalhousie Lake in Lanark Highlands. Mr. Kittner is very interested in meeting with the Township to discuss the matter further. S. Freeman stated it would be better to host a program on one of the Township's many lakes and the matter could be looked at a later date.

### Karate

S. McPhee met with the Glen Tay School Principal regarding offering karate lessons at the school. She said he appeared keen and had said the school could provide some mats for their use. The gym is available 2 nights per week (Wednesday & Friday) from 6:00 to 9:00 pm. The odd Friday the gym may not be available due to Professional Development days. She reiterated that if insurance coverage could not be obtained through the Township's insurer that it could be obtained through the Co-Operators in Brockville at a cost of approx. \$1,300. She informed Members that the only requirement from the school's perspective would be the need for the Township to provide proof of insurance in writing.

It was suggested to run three classes at an hour per class with the last hour devoted to a mixed martial arts program which typically interests teenagers. An instructor was available for the mixed program and her husband would run the other groups. Groups would be based on the registrant's skill level. She also noted that more mats would be needed and the Principal was willing to provide her with information on where they purchased theirs. He also would allow the mats to be stored on the school's premises. Janitorial services would have to be paid if outside of 6:00 to 9:00 pm and outside the school year.

S. Freeman suggested offering a six month program running January to June. S. McPhee said her husband suggested the earliest the program could be offered would be January 2012. Could take up to 20 per class. Registration in Perth is available monthly at a cost of \$50 to \$60. The cost to offer it in the Township 2 nights per week would be less. S. McPhee asked if registration costs could be discounted for families with several children enrolled. She also suggested waiting to purchase items until the program had run for awhile and they could determine its success. She said there may be a possibility of obtaining some used equipment.

S. McPhee is to touch base with the Clerk regarding insurance coverage. It was also suggested that Members could advance after three months to a higher level. Approval from the Working Group was given to move ahead in principle with this program and S. Freeman will bring the proposal forward to Council once more details are obtained.

- have a demo and registration night

v) **ATV Poker Run Overview**  
Deputy Reeve Susan Freeman

Deferred to next meeting as it was not likely to run this year due to the timeframe. It would be offered as a spring program. This would mean fundraising could be done early next year.

vi) **Activities**

Members reviewed the list of possible activities.

Winter Carnival

- Members stated hosting this event has proved difficult to run in the past due to extremes in weather conditions
- it was suggested that a day could be set aside for various winter sports
- could change the name to “Winter Fun Day”

Snowmobile Derby

- this could be organized as a poker run
- a dinner could be put on
- the event could aid in promoting local hotels/motels
- the Snowmobile Club could be approached to see about partnering on an event
- would need to be run sometime in January when there is snow

Curling

- hold on Saturday, January 7<sup>th</sup>, 2012, from 1 p.m. – 4 p.m.
- borrow equipment
- offer a hot meal, sausage on a bun; cost per meal is approx. \$3 to \$4
- Clerk to look into liquor license
- registration would be based on a first come first serve basis; \$40 per team
- included with the registration of a four person team would be at least 3 games and the meal
- run games as a round robin
- 30 minutes per end, have 2 ends
- the Working Group could ask auxiliary OPP presence at event
- prizes and trophy could be awarded
- suggested name for event “Tay Valley’s Madhatters Ice Rink Curling Tournament”
- will need to paint rings, will require rules
- have a bonfire, hot chocolate

Further discussion will occur at the next meeting.

vii) **Possible Funding Opportunities – TD Fund – *deferred to the next meeting.***  
Lisa Lemieux-Beaudoin

viii) **Volunteer Appreciation Update – Letters**  
Amanda Mabo, Clerk

Thank You letters have been prepared for the hockey, soccer and baseball volunteers and will be sent out shortly.

- ix) **Volunteer Coaches Recruitment Poster**  
Amanda Mabo, Clerk

The Working Group suggested not only posting at schools but the poster handing out. It will also be posted on the Township's website and Facebook page.

- x) **Recreation Survey** – *deferred to the next meeting.*
- xi) **Process for Tracking, Handing Out and Retrieving Jerseys** – *deferred to the next meeting.*
- xii) **Accessibility Planning for Recreation Programs (update)** – *deferred to the next meeting.*  
Deputy Reeve Susan Freeman
- xiii) **Parental Code of Conduct (update)** – *deferred to the next meeting.*

**7. NEW BUSINESS**

None.

**8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**


Next Meeting: Monday, December 5<sup>th</sup> at 6:00 pm.

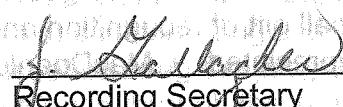
**Proposed Agenda Items**

To be determined.

**9. ADJOURNMENT**

The Working Group adjourned at 8:13 p.m.

  
Chairperson

  
Recording Secretary