



**MINUTES**  
**Public Recreation & Culture Committee**  
**Wednesday, June 7, 2023**  
**Council Chambers 7:00 p.m.**

**PRESENT:** Matt Arseneau, Deputy Mayor Hoddinott (Chair), Marc Landry, Karin Haelsigg, Darrell Carson.

**REGRETS:** Andy Kalnins & Mayor Mark MacKenzie

Former Chair, Adam Ruekwald & John Robertson sent notice of resignation on June 5, 2023.

**STAFF PRESENT:** Andrea Lamontagne, Recreation Director, Recording Secretary

**MEDIA PRESENT:** Nil.

**1. Call to Order and Roll Call**

We acknowledge that we are on the unceded territory of the Algonquin Anishinaabe Peoples.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**  
Nil.

**3. Adoption of the Agenda**

3.1 Dated June 7, 2023

The agenda was amended to included 2 new items added by Deputy Mayor Hoddinott as follows:

10.4 Master Plan

10.5 Survey

And the removal of item 4.1 as requested by Darrell Carson.

**RESOLUTION - 1-2021**

Moved by Matt Arseneau, seconded by Marc Landry

***THAT the Agenda dated June 7, 2023 be adopted as amended.***

**CARRIED.**

**4. Delegations and Presentations**

4.1 Darrell Carson

This item was removed from the Agenda.

**5. Adoption of Committee Minutes**

5.1 Meeting Minutes - May 3, 2023

**RESOLUTION - 2-2021**

Moved by Darrell Carson, seconded by Marc Landry

*THAT the minutes of the May 3, 2023 Public Recreation and Culture Meeting be adopted as submitted and circulated.*

**CARRIED.**

**6. Requests Submitted by Members of the Public**

Nil.

**7. Reports**

Nil.

**8. Information Items**

8.1 Swimming Lessons at Burnstown Beach

Swimming lessons will be held at Burnstown Beach Monday through Thursday during the daytime. Lessons will not be held in the evening or weekends as crowding at the beach is an issue during this time. Crowding poses safety concerns for instructors, trying to keep a group of young children focused. Lessons will follow the Life Saving Society Program.

8.2 Renfrew County 55+ Summer Games

The township hosted four events this year over the course of three days in May and June; Prediction Walking, Nordic Walking, Euchre and Cycling (rescheduled to June 15 from June 6 due to air quality issues caused by wildfires).

8.3 Township of McNab/Braeside Canada Day 2023

Canada Day festivities will be held on July 1st at the John A. Gillies Recreation Centre. The parade will kick off at 10:30 am, followed by a celebration from 11 am – 2 pm. The Recreation Department has organized a bouncy castle, outdoor games, face painting, indoor crafts, live music, a toddler area, a bike area, and a free BBQ. The canteen and bar will be open offering beverages and snacks for sale as additional offerings to the free BBQ. The Township benefits from a \$1,800 grant and a \$1,200 donation from OPG (to be shared with HerbFest).

8.4 HerbFest - Update

HerbFest will be held on the grounds of Waba Cottage Museum and Gardens on Sunday July 30th from 9 am – 4 pm, rain or shine. This year we have more vendors, food offerings and exhibits to offer.

### 8.5 Clay Bank Nature Park for Outdoor Learning - Update

Deputy Mayor Hoddinott noted that areas of the park that have not yet been maintained cannot be cut until after the bobolink nesting period, August 1.

Upcoming events; The Dragonfly Walk, June 17 and It's the Bees Knees, June 24, are held on areas that have already been maintained, thus will not be affected.

### 8.6 Committee Structure (Deputy Mayor Hoddinott)

This document was edited & updated on the Agenda.

#### **RESOLUTION - 3-2021**

Moved by Karin Haelssig, seconded by Matt Arseneau

*The Committee recommends formalizing two groups as sub committees under the Public Recreation and Culture Committee;*

1) *Active Transportation & Trails Committee*

*The Committee recommends that Council appoint Andy Kalnins as Chair, and Matt Arseneau as Vice Chair of the Active Transportation & Trails Committee.*

2) *Museum Committee*

*The Museum Committee will incorporate all events held at Waba Cottage Museum & Gardens, including HerbFest under this umbrella. This Committee will come into effect after HerbFest 2023 wraps up.*

**CARRIED.**

## **9. Unfinished Business**

### 9.1 McNab Centre Park (MCP) Building

Deputy Mayor Hoddinott provided an update as shared by the Building Committee. This Committee met to review options with the goal of reducing costs for the new building.

#### **RESOLUTION - 4-2021**

Moved by Karin Haelssig, seconded by Darrell Carson

*The Committee recommends the following: decrease the size of the canteen, the tournament room and the Minor Ball equipment storage room and build using a wood structure with metal siding, and asphalt roof in lieu of a cinder block frame.*

**CARRIED.**

## **10. New Business**

### 10.1 Current Process for Reimbursement (Applies to Summer Camp at this time)

The Committee accepted this as information.

### 10.2 Appointment of a Vice-Chair to the Public Recreation & Culture Committee

The Committee recommends that Council appoint Lori Hoddinott as Chair and Darrell Carson as Vice Chair to the Public Recreation & Culture Committee.

10.3 Recommendation for Non-Resident Reimbursement - Arnprior Programs

**RESOLUTION - 5-2021**

Moved by Darrell Carson, seconded by Matt Arseneau

***THAT** the Committee recommends that Council approve that the non-resident fee for programs that were previously covered under the Joint Use Agreement at the Nick Smith Centre will be reimbursed for residents of the Township of McNab/Braeside.*

**CARRIED.**

**RESOLUTION - 6-2021**

Moved by Marc Landry, seconded by Matt Arseneau

***THAT** the Committee recommends that Council approve that the Finance Department create a petty cash system for reimbursements that are \$10 or less to supplement the current cheque and email fund transfer (EFT) options for the non-resident fee.*

**CARRIED.**

**RESOLUTION - 7-2021**

Moved by Marc Landry, seconded by Karin Haelssig

***THAT** the Committee recommends that Council approve that the reimbursement policy allow residents to email their receipts in addition to the current in-person process. This will require that a new email address be created to proper tracking of emails and ensure that submissions are not missed.*

**CARRIED.**

**RESOLUTION - 8-2021**

Moved by Matt Arseneau, seconded by Darrell Carson

***THAT** the Committee recommends that Council approve that the deadline for residents to submit 2023 receipts for reimbursement of the non-resident fee be set as January 31, 2024.*

**CARRIED.**

10.4 Master Plan

Deputy Mayor Hoddinott and Karin Haelsigg would like the Committee to work on a Master Plan to cover Public Recreation and Culture in the Township this fall with a goal to have it prepared for Spring 2024. Ms. Lamontagne noted that the 2021 budget included \$20,000 from Reserves for a Master Plan.

**RESOLUTION - 9-2021**

Moved by Darrell Carson, seconded by Karin Haelssig

***THAT** the Committee accept this as information.*

**CARRIED.**

### 10.5 Survey

Deputy Mayor Hoddinott shared that the Strategic Planning Committee is working on a Survey. The PR&C Committee was asked to think about what questions should be added in regard to recreation, and if these should be included in the initial survey, or if they should be a separate survey. The Committee feels that a separate survey would be best as Recreation is a broad and unique topic. Deputy Mayor Hoddinott will send the link to the 2016 survey to the Committee to review and has asked that members bring forth questions at the September meeting.

#### **RESOLUTION - 10-2021**

Moved by Darrell Carson, seconded by Karin Haelssig

***THAT** the Committee accept this as information.*

**CARRIED.**

#### **11. Draft By-Laws**

Nil.

#### **12. Public Questions/Comments**

Nil.

#### **13. Notice of Upcoming Meeting Dates**

July & August - No Meetings

September 13 - 7:00 p.m. (this has been changed from September 6)

October 4 - 7:00 p.m.

November 1- 7:00 p.m.

December 6 - 7:00 p.m.

#### **14. Adjournment**

The Public Recreation & Culture Committee Meeting adjourned at 9:16 p.m.

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MEETING CHAIR