



MINUTES

**Public Recreation & Culture Committee
Wednesday, May 3, 2023
Council Chambers 7:01 p.m.**

PRESENT: All members of the Public Recreation & Culture Committee were in attendance this evening, with the exception of John Robertson and Vice-Chair Adam Rueckald, who sent their regrets.

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

There were no disclosures of pecuniary interest declared at this time.

3. Adoption of the Agenda

3.1 Dated May 3, 2023

Deputy Mayor Hoddinott requested that the document titled 'Public Recreation and Culture Committee Terms of Reference' be added to this agenda.

RECOMMENDATION - 1-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Matt Arseneau

THAT the Agenda dated May 3, 2023 be accepted as amended.

CARRIED.

4. Delegations and Presentations

Nil.

5. Adoption of Committee Minutes

5.1 Meeting Minutes dated April 5, 2023

Meeting Minutes dated April 5, 2023 attached to the draft committee minutes was an incorrect document. Minutes have been amended to reflect the correct document "April 12 223 Public Recreation & Culture Committee Draft Minutes".

Darrel Carson requested that the minutes be amended to reflect that John Robertson and Andy Kalnins told Association Presidents that this committee was not involved in the request to terminate the Joint Use Agreement with Arnprior. The minutes have been amended to reflect 'John Robertson and Andy Kalnins clarified that the Public Recreation & Culture Committee Members were not involved in the decision to terminate the Joint Use Agreement with Arnprior'.

Mark MacKenzie requested that the minutes reflect his reply that the Recreation Agreement between the Township and the Town of Renfrew includes all activities to the question posed by Karin Haelssig regarding the agreement between the Township and the Town of Renfrew. The minutes have been amended to reflect 'Karin Haelssig asked if McNab/Braeside has a minor hockey agreement with Renfrew. Chair MacKenzie replied that there is not an agreement with Renfrew for minor hockey as Hockey Canada determines boundaries for players but that the agreement does cover all indoor and outdoor activities. This agreement is at a rate of \$10,000".

RECOMMENDATION - 2-2023

Moved by Marc Landry, seconded by Karin Haelssig

THAT the Committee accept the minutes of the Public Recreation & Culture Committee Meeting dated April 5, 2023 as amended.

CARRIED.

- 6. Requests Submitted by Members of the Public**
Nil.
- 7. Reports**
Nil.
- 8. Information Items**
 - 8.1 Introduction to New Member - Karin Haelssig
- 9. Unfinished Business**
Nil.
- 10. New Business**
 - 10.1 Summer Camps

The Township will offer 2 one-week, half day summer camps along with a 6 week full day sports camp by Meagan Mask of Bring It On. Karin Haelssig noted that as Township residents do not pay a non-resident fee to access programs in Renfrew, it would be beneficial to highlight this. Chair MacKenzie requested that Renfrew Recreation Programs, including summer camps, be added to the News and Notices tab on the townships website for exposure. Chair Mackenzie stated that township residents are asked to hold onto receipts for summer camp registration in Arnprior. Staff and council

continue to work on a plan and will share the process for reimbursement of the difference between resident and non-resident fees once details have been confirmed.

RECOMMENDATION - 3-2023

THAT the Committee agreed and recommends that Renfrew Recreation offerings be promoted to Township residents.

10.2 Swimming Lessons at Burnstown Beach

Director Andrea Lamontagne confirmed that the Recreation Department is moving ahead with the plan to offer swimming lessons at Burnstown Beach for July and August. Karin Haelssig requested that the Recreation Newsletter be distributed to schools to promote offerings. Darrell Carson asked if lessons would be canceled on account of poor weather - this was confirmed by Director Lamontagne. Chair MacKenzie and Karin Haelssig would like Township residents/rate payers entitled to swimming lesson registration priority. They feel that the most effective way to do this is to share lesson information in advance to Recreation Newsletter recipients.

RECOMMENDATION - 4-2023

Moved by Darrell Carson, seconded by Deputy Mayor Lori Hoddinott

THAT the Committee recommends that the regular Recreation Newsletter be added to the website under the PLAY tab.

CARRIED.

10.3 Burnstown Beach Paddle Shack - Site Location Change

Director Lamontagne discussed the benefit of moving the Burnstown Beach Paddle Shack (rental hub for watercraft) from the existing pad at the parking lot, to the pad adjacent to the canteen. This move, including increased visibility, ease of rental by the canteen operator and the Paddle Shack would now be in the security camera sight lines. The cost to cover the move is within department funds and will be a savings for the department over the course of the year.

RECOMMENDATION - 5-2023

Moved by Darrell Carson, seconded by Deputy Mayor Lori Hoddinott

THAT the Committee supports this decision.

CARRIED.

10.4 Deputy Mayor Lori Hoddinott prepared a Terms of Reference for the Public Recreation and Culture Committee.

[Public Recreation and Culture Committee Terms of Reference May 3, 2023](#)

RECOMMENDATION - 6-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Matt Arseneau

THAT the Committee supports the attached document and recommends that Council accept these terms of reference.

CARRIED.

11. Draft By-Laws

Nil.

12. Public Questions/Comments

12.1 Andy Kalnins inquired as to who would assume programming for biking events in the Township after Janyne Fraser departs her role as Programmer. Director Lamontagne confirmed that she will assume this until the Programmer role has been filled.

12.2 Mike Groulx inquired if the Paddle Shack could operate 7 days a week instead of the 5 days currently planned. Director Lamontagne replied that IF the volume of rentals required warrants the staffing needs to accommodate this it would be possible.

12.3 Mr. Groulx inquired as to who he should contact to discuss instructing a workshop/lesson through the Township. Andrea Lamontagne replied that she is the contact for this.

12.4 Deputy Mayor Lori Hoddinott requested that the Recreation Department investigate offering Chair Yoga following an inquiry by a resident. Director Lamontagne confirmed that the department will look into this.

13. Notice of Upcoming Meeting Dates

As noted on the Agenda

14. Adjournment

The Public Recreation & Culture Committee Meeting adjourned at 8:37 p.m.

MEETING CHAIR

Public Recreation and Culture Committee Terms of Reference

1.0 Mission Statement

The Public Recreation and Culture Committee is an advisory committee of Council with a mandate to advise and support Council on matters that relate to public recreation and culture including but not limited to parks, trails, beaches, programs, events, museum, and markets. The Public Recreation and Culture Committee will also provide support on any other related issues as requested by Council and/or the Recreation Director.

2.0 General

- a.** Provide support and recommendations to Council, applicable Staff and other associated Advisory Committees relative to recreation and culture.
- b.** To make recommendations as directed by Council with respect to recreation and culture practices, policies and procedures.
- c.** The Committee shall provide recommendations to Council on matters that have been referred by Council, staff and/or the general public to the Committee.
- d.** The Committee shall respond to proposed policies, projects, planning and other matters as referred by Council, and/or Department Heads/CAO.
- e.** To make recommendations to Council concerning Master Plans relating to Recreation and Culture.
- f.** Provide a voice and forum for recreation and culture matters.
- h.** Members shall follow Municipal policies and procedures and comply with applicable legislation, and shall act in accordance with the Municipal Conflict of Interest Act.
- i.** The Committee may appoint, as it deems necessary, working groups to act in an advisory capacity to the Committee.

3.0 Appointment of Committee

- a.** The Committee shall consist of the following:
 - i. 1-2 Council members
 - ii. 5 to 7 members of the public representing various sectors of the community. Ideally membership may include representation from all areas of the Township and expertise in the following areas: - Recreation and Culture
- b.** The Chair, Vice-Chair and committee members shall be appointed by Council.
- c.** The term of office for committee members shall be for the term of the current council.
- d.** The Public Recreation and Culture Committee shall meet monthly, on the first Wednesday of each month at 7:00pm in Council Chambers.
- e.** The Public Recreation and Culture Committee shall make recommendations to Council, with each of the committee minutes forwarded to Council for acceptance.
- f.** If a Committee member is absent for three consecutive meetings without a justifiable cause, he/she shall be deemed to have forfeited his/her membership unless the absence is approved by the Committee.
- g.** The Public Recreation and Culture Committee shall be supported by an appropriate level of staff, as designated by the CAO/Clerk.

4.0 Committee Support

The Director of Recreation is designated as the staff resource. Additional staff resources may be utilized as required.