



## RECREATION, PARKS & CULTURE COMMITTEE MEETING

January 17, 2023, at 4:00 p.m., Council Chambers

PRESENT: Pauline Rochefort, Committee Chair  
Wendy Joyce St. Denis  
Jessie Perron  
Michelle St. Onge

STAFF Greg Kirton, Director of Community Services  
PRESENT: Jenna Cowden, Recreation Coordinator

ABSENT: Donna St. Martin

### 1. Call to order

Committee Chair, Pauline Rochefort called the meeting to order at 4:00pm and welcomed everyone in attendance.

### 2. Adoption of Agenda

Adoption of the Agenda as follows:

**2023-01**

**Moved by** Michelle St. Onge

**Seconded by** Wendy St. Denis

THAT the draft agenda presented to the Recreation, Parks and Culture Committee and dated the 17<sup>th</sup> day of January be adopted as circulated.

**Carried Chair, Pauline Rochefort**

### 3. Accepting the Minutes of the Previous Meeting(s):

None for this session.

### 3. Business Arising from the Minutes

None for this session.

### 4. Declarations of Conflict of Interest

None for this session.

**5. Chair's Comments:**

Committee Chair, Pauline Rochefort formally welcomed everyone to the first committee meeting of 2023, and thanked all members for volunteering to form this committee.

Committee Members introduced themselves and briefly shared their interests and background related to Recreation, Parks & Culture.

**6. Delegations to Committee:**

None for this session

**7. Committee Reports:**

None for this session.

**8. Correspondence and Information Items:**

a) Committee Terms of Reference

Director of Community Services, Greg Kirton spoke about the Committee Terms of Reference, and the purpose of the Recreation, Parks & Culture Committee. The committee focuses on initiative aimed at making East Ferris a strong community to live and play in.

In the *East Ferris Economic Development Strategy and Facilities Master Plan, 2013*, it expresses the guiding principles for the committee's mandate. The Committee acts as an advisory body to the Council of the Municipality of East Ferris on matters pertaining to recreation, parks and culture services and programs.

Director of Community Services, Greg Kirton also announced that there will be an RFP sent out for a new *Parks Master Plan, 2023 – 2026*, that will come to this Committee for recommendation.

b) Advisory – Mandate Letter

Committee Chair, Pauline Rochefort shared with the committee that a Strategic Plan approval is expected to happen in February. The Recreation, Parks, and Culture Committee will receive a mandate letter that will outline the objectives that the committee will work to accomplish, as well as the challenges they may address in their role as committee members.

c) Departmental Plan – Direction

Director of Community Services, Greg Kirton shared with the committee The *Economic Development Strategy and Facilities Master Plan* that was established in 2013. The recommendations identified in this plan were potential strategies that can be implemented over five years to foster growth and enhancement in the areas of parks, recreation, and business.

As mentioned, an RFP will be sent out for a new *Parks Master Plan, 2023 – 2026*. Committee Chair, Pauline Rochefort circulated a document outlining the status of 2013 action items to carry forward to 2023 and asked the committee to review and bring forward ideas for discussion at the next meeting.

d) Beautification Project

Committee Chair, Pauline Rochefort circulated to the committee a *Draft Terms of Reference* for the *East Ferris Beautification Project* that will be assigned to a sub-committee of the Recreation, Parks, and Culture Committee. The mandate of this sub-committee is to identify and plan for beautification opportunities in East Ferris, including public spaces and parks.

The committee will be at a community volunteer level, responsible for the planning and planting of flowers, shrubs, and trees on public property in accordance with the Park Plan, as well as promoting and supporting gardening in the community.

It was addressed that public art be kept at a committee level and not part of the beautification sub-committee.

The following Resolution was brought forward.

**2023-02**

**Moved by** Wendy St. Denis

**Seconded by** Jessie Perron

THAT the Recreation, Parks, and Culture Committee endorse the sub-committee of the Recreation, Parks, and Culture Committee, and recommends to Council that the Draft Terms of Reference for the East Ferris Beautification Project be hereby adopted as circulated.

**Carried Chair, Pauline Rochefort**

e) Carnival 2023

The East Ferris Winter Carnival will be held on February 16<sup>th</sup> to February 19<sup>th</sup>, 2023. In previous years the Recreation, Parks and Culture Committee have volunteered to cook and serve eggs, bacon, and toast on Sunday morning of the winter carnival.

With the scheduled Community Centre kitchen renovations, the kitchen will not be available for the Carnival. However, there are alternate plans being discussed including the possibility of using the curling club kitchen.

Committee Chair, Pauline Rochefort asked that if any committee members are available on Sunday February 19<sup>th</sup> to assist in Sunday breakfast, to bring their name forward.

f) ParticipACTION 2023

The ParticipACTION Community Challenge is back, and the Municipality of East Ferris will be participating for the third year in a row.

The ParticipACTION Community Challenge is a national physical activity and sport initiative that encourages everyone in Canada to get active throughout June in search of Canada's Most Active Community. Last year East Ferris placed 3<sup>rd</sup> in Ontario and 5<sup>th</sup> in Canada.

The Municipality will be applying for funding from the Government of Canada's Community Sport for All Initiative, where there will be up to 800 grants of \$5,000 allocated to eligible organizations who meet the requirements. This year, our hope is to offer pickleball clinics to the community, along with "open facility" days at no charge. A more in-depth discussion will take place at the committee meeting in April.

g) Canada Day 2023

An application was submitted to the *Celebrate Canada* grant which provides funding for activities organized on National Indigenous Peoples Day, Saint-Jean-Baptiste Day, Canadian Multiculturalism Day, and Canada Day

The Municipality of East Ferris have partnered with Les Compagnons to host community-based activities celebrating and promoting, Saint-Jean-Baptiste Day on June 24 and Canada Day on July 1.

h) Sports and Volunteer Recognition Programs 2023

Committee Chair, Pauline Rochefort is delighted to welcome back the Sports Awards and Recognition Programs that has been put on hold for the past year due to the COVID pandemic. Call for nominations will be open in January and will be accepted until August 30<sup>th</sup>. Nomination forms will be received and reviewed for selection by the Recreation, Parks, and Culture Committee.

In September 2022 Council approved the Volunteer Recognition Policy that was recommended by the committee. This program is an annual volunteer recognition program that will formally recognize individuals who make unselfish contributions within the Municipality of East Ferris. Call for nominations will be made. Nomination forms will be received and reviewed for selection by the Recreation, Parks, and Culture Committee.

**10. Action Items:**

None for this session.

**11. Other Business:**

a) Administrative Items

The committee discussed possible dates and times for the Recreation, Parks and Culture Committee meetings going forward.

It was agreed that the meetings be held quarterly, with the opportunity to have additional meetings as needed. Staying consistent with the third Tuesday of the month seems to be successful.

Meetings will be held at 3:30pm, in the months of January, April, July and October, on the 3<sup>rd</sup> Tuesday in the Council Chambers.

**12. In Camera (if required)**

None for this session.

**13. Adjournment.**

**2023-03**

**Moved by** Jessie Perron

**Seconded by** Michelle St. Onge

THAT we do now adjourn at 5:30 p.m. and meet again April 18<sup>th</sup>, 2023.

**Carried Chair, Pauline Rochefort**