

Recreation and Leisure Services Committee Meeting Minutes

Meeting #: 14
Date: August 30, 2022
Time: 7:32 am - 8:42 am
Location: Zoom

Members Present **Deputy Mayor Gosse**
 Councillor Tilley
 Councillor Connors (Acting Chairperson)
 Councillor Hillier
 Councillor Hardy

Staff Present **Liz Davis, Acting Director of Recreation and Leisure Services**
 Natasha Hann, Program Supervisor
 Carla Hodder, Program Supervisor

In the absence of Chairperson Moores, Councillor Connors was named as the Acting Chairperson.

1. Facilities, Parks and Open Spaces

1.a CBS Soccer Association - Correspondence

This item was deferred for discussion at the upcoming Committee of the Whole.

1.b Correspondence - All Saints Softball Field

The Committee discussed this correspondence in length. As the Town does not own this field, they requested staff respond to the resident, outlining the existing mitigative measures for potential safety concerns, such as netting, and signage for appropriate use.

1.c Recreation Complex Shutdown - Update

There has been a delay in the roofing work being completed as part of the Recreation Complex shutdown. This is due to the significant amount of rain experienced during the month of August, which caused ten working days to be lost.

The new anticipated date of re-opening will be Monday, September 19. All programs and groups that were anticipated to start before these dates will be notified, and birthday party rentals that were booked will either be re-scheduled or refunded.

This was provided for the information of the Committee.

1.d Community Park - Entrance Way

Potential options for entryway signage to the Community Park were discussed by the Committee, including the entry point on Bishops Road and the playground entrance.

As there are no funds currently available for this expense, the Committee concurred to defer this item until funds are available, with a goal to have entryway signage installed prior to the next summer season opening. They also requested staff research associated costs and concepts.

2. Programs and Special Events

2.a Santa Claus Parade and Tree Lighting Ceremony

The Committee discussed the Santa Claus Parade and Tree Lighting Ceremony dates, and concurred to proceed with both on December 3, 2022.

2.b Light Walk

The Committee discussed the locations and duration for this year's Light Walk display. The Committee concurred to continue to partner with Manuels River on this event, pending their continued contribution. The lights will be lit in the middle of December, and will remain lit until old Christmas Day, January 6, 2023.

3. Procurement

3.a Community Park Rubber Matting - Approval to Award - Ratification

In preparation for the Community Park playground rubber matting installation, staff recently met with contractor representatives onsite. Representatives advised subgrade granular work is needed due to exposure to weather elements overtime.

The Town contacted GCA to provide a cost estimate for work as directed by the contractor. A quote for an upset limit of \$56,977.56 was received. GCA also confirmed work can start immediately, and within a timeframe before matting installers are onsite.

On August 23, 2022, Council was briefed on the item, and approved the award to GCA as quoted.

The following ratification was tabled for approval:

Recommendation:

Be it so resolved that approval is given to award the supply and installation of granular material for the Community Park playground area to GCA at an upset cost of \$56,977.56. Funds are available in the Open Space Fund.

4. Important Dates

- September 7 - Walking for Wellness Fall Set start
- September 8 - Wreath Making Workshop
- September 18 - Terry Fox Run
- September 19 - Fall-Winter Swim Schedule comes into effect
- September 22 - Seniors Bus Outing #3
- September 29 - Celebrate Seniors Event
- October 1 - Seniors Day
- October 28-30 - CBS Bluefins Provincial Swim Meet
- October 31 - Seniors Halloween Social
- November 11 - Remembrance Day Ceremony

- December 7 - Wreath Making Workshop
- December 31 - New Years Eve Skate

5. Potential Problems/Concerns

Nil

6. Additional Items

6.a Community Use - Parsons Building

Councillor Hardy inquired about how organizations and the public go about renting the Parsons Rotary Building. Staff noted that the building is currently unavailable for rentals, however, to learn of other Town facilities that are available, organizations and residents can call the Town Hall for more information.

6.b Brush Cutting - Cabot Road

Councillor Hillier inquired about the responsibility of brush cutting in the area of Cabot Road, as there is a potential concern for obstructed sightlines for motorists.

Staff will look into this matter.

7. Recreation and Leisure Services Committee Report

Be it so resolved that the recommendations and decisions of the Recreation and Leisure Services Committee meeting of August 30, 2022 be accepted as presented.

- CBS Soccer Association - Correspondence
- Correspondence - All Saints Softball Field
- Recreation Complex Shutdown - Update
- Community Park - Entrance Way
- Santa Claus Parade and Tree Lighting Ceremony

- Light Walk
- Important Dates
- Community Use - Parsons Building
- Brush Cutting - Cabot Road

Councillor Connors, Acting Chair

Carla Hodder, Program Supervisor