

## **Recreation and Leisure Services Committee Meeting Minutes**

Date: April 26, 2024  
Time: 12:04 pm - 1:30 pm  
Location: Zoom

**Members Present**      **Councillor Barrett, Chairperson**  
                                 **Deputy Mayor Gosse**  
                                 **Councillor Moores**  
                                 **Councillor Connors**

**Staff Present**            **Nick Miller, Director of Recreation and Leisure Services**  
                                 **Carla Kennedy, Program Supervisor**  
                                 **Natasha Hann, Program Supervisor**

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### **1. Facilities, Park, Playgrounds**

#### **1.a Chanterelle Playground Equipment Purchase**

The Director of Recreation and Leisure Services reviewed the quote for playground upgrades at the Chanterelle Drive Playground.

The Committee concurred to proceed with this work, and the following recommendation was tabled for approval.

#### **Recommendation:**

Be it so resolved that approval be given to purchase Playground Equipment for Chanterelle Drive Playground through Canoe Procurement at a cost of \$71,500.08 hst included.

#### **1.b Recreation Complex Upgrades**

The Director of Recreation and Leisure Services provided an update to the Committee on upgrades at the Recreation Complex. A concept plan will be presented to the Committee at an upcoming Committee meeting,

outlining all work to take place, with help from the Director of Engineering and Public Works. The Director noted again that it is anticipated for the work to be completed during the shutdown period of the pool, to have minimal impact on pool users.

**1.c Arena Ice Removal Update**

The Director of Recreation and Leisure Services provided an update for the Committee on the ice surfaces at the Robert French Memorial Stadium and The Conception Bay South Arena. Ice will be removed from the Conception Bay South Arena approximately May 16, with ice at the Robert French Memorial Stadium being removed mid June.

**1.d Community Park Vandalism**

Director of Recreation and Leisure Services will provide an update to Committee regarding Vandalism at the Community Park.

The Director of Recreation and Leisure Services updated the Committee on recent incidents of vandalism at the Community Park. The most recent involved vandals attempting to start a fire in the washroom facilities. In an attempt to curb this activity, the washrooms facilities at the park will be closed earlier in the evenings. Staff will also work with the Town's Communications Manager to educate the public on the decision for this change.

**1.e CBS Master Softball League**

The Director of Recreation and Leisure Services discussed a request from CBS Masters Softball regarding the Villanova Field and the Town's field maintenance fees.

The Committee discussed the request and confirmed to maintain the current fee structure for this group for use at this field.

**1.f Highschool Baseball Tournament**

The Director of Recreation and Leisure Services discussed a request from CBS Minor Baseball for field use for a high school baseball tournament.

The Committee discussed the request and confirmed to maintain the current fee structure for this group for use of Town baseball fields.

**1.g Paradise Baseball Request**

The Director of Recreation and Leisure Services discussed a request from CBS Minor Baseball, on behalf of Paradise Minor Baseball for field use for the Gerry Murphy Memorial Tournament.

The Committee discussed the request and confirmed to maintain the current fee structure for this group for use of Town baseball fields.

**2. Events & Programs**

**2.a Non Resident Registration Fee Squash**

The Director discussed a request from the CBS Squash Club to waive the court rental fees for non-resident players of the Inclusivity Squash Program.

The Committee had a lengthy discussion on this request, and concurred to create consistency with the fee structure of this program, and maintain the current fees at this time.

**2.b Battle of the Atlantic Ceremony**

Program Supervisor Kennedy informed the Committee that the Battle of the Atlantic Commemorative Ceremony would be happening at the Monument of Honour on May 5, 2024. This year, members from HMCS Cabot would be attending the ceremony at the Town's monument, as the National War Memorial in St. John's is currently under construction. There will also be a fly-over during the ceremony.

**3. Other Departmental Items**

**3.a Request for Proposals Food Truck Update**

Program Supervisor Kennedy informed the Committee that the Expression of Interest for Food Trucks at Town sites has closed, and there were multiple submissions received in response. The Department will now be

sending out Terms of Agreement for each vendor, and will work the Town's Planning Department to ensure the permitting process is completed in a timely manner.

#### **4. Important Dates**

- April 28- CBS Skating Club Annual Year End Show
- May 9 - Seniors Spring Fling
- May 9 - Youth Ball Hockey Registration
- May 15 - Walking for Wellness - Spring Set begins
- May 16 - Summer Day Camp Registration
- May 23 - Community Awards Gala
- June 8 - 3 Hour Challenge
- June 10-26 - Youth Ball Hockey Program
- June 19- Walking for Wellness Spring Boil Up
- July 1 - Memorial Day / Canada Day Celebrations
- July 2 - August 23 - Summer Day Camp
- July 6-12 - Kelligrews Soiree
- August 7 - Family Fun Day
- August 24 - Pirate Day
- September 28 - T'Railway Trek Half Marathon
- October 31 - Seniors Halloween Social
- November 11 - Remembrance Day Ceremony
- December 12 - Seniors Christmas Social
- December 31 - New Years Eve Skate

#### **5. Additional Items**

##### **5.a T'Railway Trek Half Marathon**

Chairperson Barrett requested an update on the T'Railway Trek Half Marathon. The Director confirmed that staff are currently finalizing logistics

surrounding event safety, route and execution, and should have the necessary changes confirmed in the coming weeks.

**5.b Doggie Dip**

Chairperson Barrett asked if the Town has ever considered holding a Doggie Dip at the pool, and if the event could be considered for the future.

The Director confirmed he would speak to the Aquatics Manager about the logistics for this event.

**5.c Resident Request - Seniors Activities in Conception Bay South**

The Director of Recreation and Leisure Services discussed a request from a resident regarding seniors activities in the Town. The resident inquired about having space donated for seniors use.

The Committee discussed this request and concurred that due to liabilities, requests of this nature would need to be received on behalf of an organized group.

Program Supervisors Kennedy and Hann left the meeting at 1:23 p.m.

**3. Other Departmental Items**

**3.b Personnel- Staffing Matter Confidential**

The Director of Recreation and Leisure Services updated the Committee on an internal personnel matter, that was confidential in nature.

**6. Potential Problems/Concerns**

N/a

## 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 April 26<sup>th</sup>, 2024 be accepted as presented.

- Chanterelle Playground Equipment Purchase
- Recreation Complex Upgrades
- Arena Ice Removal Update
- Community Park Vandalism
- CBS Masters Softball League
- High School Baseball Tournament
- Paradise Baseball Request
- Non-Resident Registration Fee Squash
- Battle of the Atlantic Ceremony
- Request for Proposals Food Truck Update
- Personnel - Staffing Matter - Confidential
- T'Railway Trek Half Marathon
- Doggie Dip
- Resident Request - Seniors Activities in Conception Bay South

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Councillor Barrett, Chair

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Nick Miller, Director of Recreation  
and Leisure Services