



## **MINUTES**

### **MEMBERS PRESENT**

Kevin Johnson, Chair  
Margaret Hauwert  
Daina Makinson  
June Williams

### **TOWNSHIP STAFF**

Karen Landry, CAO/Clerk  
Don Creed, Director of Public Works and Parks  
Jessie Beauclair, Customer Service Representative

### **OTHERS PRESENT**

Mayor Dennis Lever  
Councillor Ken Roth

#### **1. CALL TO ORDER**

Kevin Johnson called the meeting to order at 7:00 p.m.

#### **2. DISCLOSURE OF PECUNIARY INTEREST**

None.

#### **3. APPROVAL OF MINUTES**

a) November 22, 2016 – Regular Meeting

Moved by: Daina Makinson    Seconded by: June Williams    **REC-2016-036**

That the Minutes of the Recreation Committee meeting dated November 22, 2016 be adopted.

**CARRIED**

#### **4. DELEGATIONS/PRESENTATIONS**

None.

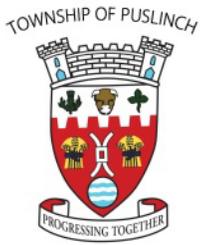
#### **5. REGULAR BUSINESS**

##### **1. Recreation Committee Mission Statement/Terms of Reference for 2017**

The committee discussed the mission statements that each presented. All members voted for the mission statement they would like to adopt.

Moved by: Margaret Hauwert    Seconded by: June Williams **REC-2016-037**

That the committee adopts the following as their mission statement: "With due diligence the committee members will work with all recreation staff members, township staff, council members and community members to maximize the township recreation resources"



## **CARRIED**

The Committee made the following changes to the terms of reference under the Deliverables section:

- “Providing input to Council on the operating and capital budget” will now read “The committee will receive and review the operating and capital budget”.
- “Perform high-level reviews of revenue and expense reports with particular attention to watching for changes (month to month and year over year) and initiating investigations, if needed, on the cause of the changes” will be added.

### **2. Community Newsletter Guidelines (Draft)**

The committee discussed the guidelines presented. Some items that were further discussed were:

- A succession plan – who will take over the newsletter when the current member is unable to continue with the production of the newsletter
- Implementing semi-annual application process for community groups and or members that would like to post in the newsletter
- How information will be submitted and Township approval of newsletter

### **3. YMCA Communications Update**

The committee had been updated on attendance for recent camps held at the Puslinch Community Centre. Linda Killough will be attending the February 21, 2017 Recreation meeting to discuss current programs and the possibility of new programs and/or activities.

### **4. Updates from Don Creed, Director of Public Works, regarding work to parks or existing facilities**

Don Creed provided an update on the ice pad progress and the new Olympia machine the Township is receiving.

### **5. Signage for Washrooms in Puslinch Community Centre**

There was a concern from a community member that the signage for the washroom at the Puslinch Community Centre was not adequate.

Upon completing a site visit, the member noted the signage is adequate.

### **6. Guidelines for the accessibility of the washrooms at the ORC**

June Williams noted the concern related to times of access to the washrooms at the ORC and PCC. Don Creed explained that the washrooms are open and accessible while the ORC building is open. Karen Landry noted that the outside washroom at the PCC is open on the weekends.

### **7. November Facility Rentals**

The committee reviewed the facility rental revenues. They expressed that they were not sure if the numbers were positive, or if there had been any decreases. Moving forward the committee will be provided with a year over year comparison for reference purposes.

## **6. CLOSED MEETING**

None.



Puslinch Recreation Committee  
Tuesday, December 20, 2016  
7:00 p.m.  
Council Chambers, Aberfoyle

**7. ADJOURNMENT**

The meeting adjourned at 8:02 p.m.

**8. NEXT MEETING**

Tuesday, January 17, 2017 at 7:00 p.m. in the Council Chambers.