



The Corporation of the Township Of Puslinch  
Recreation Committee Meeting  
Virtual Meeting by Electronic Participation  
Tuesday, May 18, 2021  
7:00pm

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/81422462844?pwd=UUFqRnJkck9EMTBrczZkZkN1BGRIRtQT09>

Passcode: 426138

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Canada: +1 438 809 7799 or +1 587 328 1099 or +1 613 209 3054 or +1 647 374 4685 or +1 647  
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Webinar ID: 814 2246 2844

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International numbers available: <https://us02web.zoom.us/j/kAO2nrmcB>

## **Agenda**

**# Denotes resolution prepared**

1. Call the Meeting to Order
2. Roll Call
3. Opening Remarks
  - 3.1. Electronic participation protocol
4. Confirmation of the Agenda #
5. Disclosure of Pecuniary Interest
6. Approval of Minutes #
  - 6.1. February 16, 2020
7. Business Arising out of the Minutes



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Recreation Committee Meeting  
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Tuesday, May 18, 2021  
7:00pm

8. Consent Agenda ≠

8.1. Recreation Committee 2020 Q4 Revenue and Expense Information

9. Correspondence

10. Delegations ≠

10.1. Delegation by Margaret Howert regarding the Aberfoyle Agricultural Society's concerns regarding the grounds for the Aberfoyle Fall Fair

11. Committee and Staff Reports ≠

11.1. Baseball Diamond Complaints regarding Pet Use – Daina Makinson

11.2. Puslinch Electronic Sign – Daina Makinson

11.3. Engage Puslinch Project Proposals – Justine Brotherston

11.4. Training Opportunities – Justine Brotherston

11.5. Update Delivery method of Puslinch Community Newsletter – Justine Brotherston

11.6. Recreation Committee Budget – Justine Brotherston

11.7. Recreation Committee Goals and Objectives for 2021-2022 – Justine Brotherston

11.8. Grant Application Status – Justine Brotherston

11.9. Parks Master Plan Update – Mike Fowler

11.10. Tennis Club Update – Mike Fowler

11.11. Field/Parks/Playgrounds COVID-19 Update – Mike Fowler

12. New Business

13. Announcements

14. Adjournment ≠

15. Next meeting: September 21, 2021



## **Minutes**

### **1. Call to Order**

Vince Klimkosz (Chair) called the meeting to order at 7:02 p.m.

### **2. Roll Call**

#### **Attendance:**

Vince Klimkosz

Bruce Joy

Councillor Jessica Goyda

June Williams

Daina Makinson

#### **Staff in Attendance:**

Mike Fowler, Director of Public Works, Parks and Facilities

Claire Collinson, Customer Service Coordinator

Courtenay Hoytfox, Municipal Clerk

Justine Brotherston, Legislative Assistant

### **3. Opening Remarks**

Chair Vince Klimkosz reviewed the electronic participation protocols.

### **4. Confirmation of the Agenda**

#### **Resolution No. 001:**

Moved by Daina Makinson

Seconded by June Williams

**That the Recreation Committee approves the February 16, 2021 Agenda as circulated.**

**CARRIED**



## **5. Disclosure of Pecuniary Interest**

There were no disclosure of Pecuniary Interest.

## **6. Approval of Minutes**

### **Resolution No. 002:**

Moved by Bruce Joy  
Seconded by June Williams

**That the Recreation Committee meeting minutes from the November 17, 2020 be approved.**

**CARRIED**

## **7. Business Arising out of the Minutes**

There was no business arising out of the minutes.

## **8. Consent Agenda**

### **8.1 Balance in Cash In Lieu of Parkland Restricted Reserve 2020**

Township staff to confirm type of purchases from Schedule F of the FIN-2021-005 - Balances in Discretionary and Restricted Reserves report.

### **Resolution No. 003:**

Moved by Bruce Joy  
Seconded by Daina Makinson

**That Consent Agenda items 8.1 be received for information.**

**CARRIED**

**8.2 Township of Puslinch Resolution 2020-345 regarding Recreation Committee Resolution No. 2020-005 regarding proposal for Baseball Diamond Netting**



**Resolution No. 004:**

Moved by Bruce Joy  
Seconded by June Williams

**That Consent Agenda items 8.2 be received for information.**

**CARRIED**

**9. Correspondence**

There was no correspondence.

**10. Committee and Staff Reports**

**10.1 Delivery method of PCN**

Township staff to review alternatives for delivery of the Puslinch Community Newsletter such as Mailchimp or Bang the Table to be brought back to a future meeting.

**Resolution No. 005:**

Moved by Daina Makinson  
Seconded by Bruce Joy

**That the Recreation Committee receives the report Delivery Method of PCN for information.**

**CARRIED**

**10.2 Puslinch Trails dog leash policy**

Township staff to ensure the County's GIS Map is linked on the Township trails webpage.

**Resolution No. 006:**

Moved by Daina Makinson  
Seconded by Bruce Joy

**That the Recreation Committee receives the report Puslinch Trails dog leash policy for information.**

**CARRIED**

**10.3 Guelph YMCA summer camps**

**Resolution No. 007:**

Moved by Bruce Joy  
Seconded by Daina Makinson



**That the Recreation Committee receives the report Guelph YMCA summer camps for information.**

**CARRIED**

10.4 Recreation Committee's Goals and Objectives for 2021-2022

**Resolution No.008:**

Moved by Bruce Joy  
 Seconded by June Williams

**That Recreation Committee's Goals and Objectives for 2021-2022 be received; and**

**That the Recreation Committee approves the Recreation Committee Goals and Objectives for the remainder of the Committee term, being 2021-2022 as detailed in the chart as amended to be endorsed by Council at a future Council meeting.**

**CARRIED**

Goal/Objective	Sub-Committee	Budget	Person(s) Responsible	2021-2022 Status/Timeline Update
Quarterly Reporting to Council on Recreation initiatives and progress	N	N	Secretary of the Committee to draft report based Committee approved reporting template (see attached Schedule A - Report Template)	March 2021 and on-going
Review Recreation Committee Terms of Reference & Appoint Chair and Vice-Chair (every 2 years for a minimum of 2 years)	N	N	See Terms of Reference attached as Schedule B; Chair and Vice-Chair to be appointed at January meeting	To be completed February 2021
Public Engagement - Puslinch event spaces "Wellington Weddings"; promotion of facility rentals	Y  <b>Sub-Committee:</b> Daina Makinson	Y	Establish Sub-Committee at Jan 2021 meeting; potential engagement/advertisement options: Township website, Bang the Table, Puslinch Pioneer, Puslinch Community News	Sub-Committee to work with Secretary regarding potential engagement/adv

	June Williams		<b>Letter; If private businesses/event spaces are advertised a Policy relating to this type advertising should be considered</b>	ertisement opportunities; to report back at September 2021 meeting
Committee Training	N	Y	<b>Secretary to look into training opportunities for the Committee</b>	Secretary to report back at May 2021 meeting
Preparation of Recreation Advisory Committee orientation package to new members of Council and Committee	Y <b>Sub-Committee:</b> Councillor Jessica Goyda Vince Kilmkosh	N	<b>Sub-Committee to be established; work with Secretary to develop orientation materials</b>	Report back at October 2021 meeting
Drinking Fountain/ Water re-fill station	Y <b>Sub-Committee:</b> Vince Kilmkosh June Williams	Y	<b>Sub-Committee to be established to identify potential grant/fundraising/donation funding</b>	Sub-Committee to report back in September 2021 in order to include in the budget process if necessary
Open Gym on PD days	N	Y	<b>Committee to advise on the financial impacts and the proposed schedule. To be included in a report back to Council when the facility is open to the public.</b>	Report back to Council when Township facilities are able to open after the pandemic
Ball Diamond Netting	N	N		See attached resolution from Council
CIL reserve fund	N	N		Secretary to report at Feb. 2021 meeting
Bang the Table	Y <b>Sub-Committee:</b>	N	<b>Sub-Committee to be established to identify potential projects; Staff to create a</b>	Staff to provide proposal template to the



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	Councillor Jessica Goyda Daina Makinson		<b>proposal template for new projects including planning, budget, implementation, and reporting requirements.</b>	Committee at the May 2021 meeting; Sub-committee to report back on potential projects at September 2021 meeting
Tennis Club Use Agreement	N	Y	TBD	Staff to provide an update when the agreement is reviewed prior to the 2021 Tennis season
Parks Master Plan Update	N	N		Staff to provide a quarterly update to the Committee at each meeting

#### 10.5 Review Terms of Reference

**Resolution No. 009:**

Moved by Daina Makinson  
 Seconded by June Williams

**That the Recreation Committee receives the report Review Terms of Reference for information.**

**CARRIED**

#### 10.6 Parks Master Plan

Township staff to confirm use of unspent grant funding and if that funding will be allocated to Phase 2 of the Parks Master Plan.

**Resolution No. 010:**

Moved by June Williams  
 Seconded by Bruce Joy

**That the Recreation Committee receives the report Parks Master Plan for information; and**





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**That a letter be drafted to be sent to the Aberfoyle Agricultural Society regarding parking solutions for the Aberfoyle Fall Fair.**

**CARRIED**

## **11. New Business**

Councillor Jessica Goyda announced that the Township is looking for nominations for Volunteer of the Year until March 12, 2021 at 4:30 p.m.

## **12. Adjournment**

**Resolution No. 011:**

Moved by Bruce Joy  
Seconded by June Williams

**That the Recreation Committee hereby adjourns at 8:11p.m.**

**CARRIED**

Next meeting: May 18, 2021

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
<b>Recreation Committee</b>					
<b>Expenditures</b>					
<b>Salaries, Wages and Benefits</b>					
Per Diems	\$2,221	\$2,221	\$384	\$2,605	15%
<b>Expenditures Total</b>	<b>\$2,221</b>	<b>\$2,221</b>	<b>\$384</b>	<b>\$2,605</b>	<b>15%</b>

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
<b>ORC</b>					
<b>Expenditures</b>					
<b>Building Maintenance</b>					
Bldg-Cleaning, Maint,Supplies Exterior	\$2,382	\$3,590	\$4,410	\$8,000	55%
Bldg-Cleaning, Maint,Supplies Interior	\$3,023	\$5,148	\$852	\$6,000	14%
<b>Contract Services/Professional Fees</b>					
Contract Services	\$66	\$630	\$850	\$1,480	57%
Water Protection	\$993	\$1,114	-\$414	\$700	-59%
<b>Materials and Supplies</b>					
Advertising	\$0	\$0	\$500	\$500	100%
Clothing Safety Allowance	\$0	\$158	\$617	\$775	80%
Signage	\$0	\$0	\$100	\$100	100%
<b>Office Equipment and Supplies</b>					
Office Supplies	\$36	\$69	\$231	\$300	77%
<b>Professional Development</b>					
Employee Travel - Meals	\$0	\$0	\$100	\$100	100%
Membership and Subscription Fees	\$0	\$0	\$220	\$220	100%
Professional Development	\$0	\$0	\$1,000	\$1,000	100%
<b>Salaries, Wages and Benefits</b>					
FT Benefits - ORC	\$2,705	\$11,013	\$123	\$11,136	1%
FT Wages - ORC	\$17,434	\$62,189	-\$933	\$61,256	-2%
Manulife Benefits	\$1,731	\$4,336	\$2,709	\$7,045	38%
OT Wages - ORC	\$751	\$751	\$1,249	\$2,000	62%
PT Benefits - ORC	\$34	\$381	\$2,500	\$2,881	87%
PT Wages - ORC	\$1,023	\$7,924	\$22,689	\$30,613	74%
WSIB	\$540	\$2,226	\$590	\$2,816	21%
<b>Utilities</b>					
Communication(phone, fax, intern)	\$1,132	\$3,405	-\$285	\$3,120	-9%
Heat	\$1,106	\$4,867	\$633	\$5,500	12%
Hydro	\$2,532	\$22,339	\$7,661	\$30,000	26%
Insurance	\$0	\$7,918	\$1,156	\$9,074	13%

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
Waste Removal	\$619	\$1,789	-\$229	\$1,560	-15%
<b>Vehicles and Equipment</b>					
Equipment Maintenance & Supplies	\$1,342	\$4,134	\$2,736	\$6,870	40%
Mileage	\$0	\$0	\$100	\$100	100%
<b>Expenditures Total</b>	<b>\$37,450</b>	<b>\$143,979</b>	<b>\$49,168</b>	<b>\$193,147</b>	<b>25%</b>
<b>Revenues</b>					
<b>Recoveries</b>					
Other Recoveries	\$0	-\$412	-\$88	-\$500	18%
<b>User Fees, Licenses and Fines</b>					
Arena Summer Rentals	-\$1,445	-\$1,583	-\$12,167	-\$13,750	88%
Gymnasium Rental	-\$109	-\$6,390	-\$13,610	-\$20,000	68%
Ice Rental - Non-Prime	\$0	-\$506	\$506	\$0	N/A
Ice Rental - Prime	\$242	-\$23,295	\$4,935	-\$18,360	-27%
Rink Board and Ball Diamond Advertising	\$0	-\$357	\$0	-\$357	0%
<b>Revenues Total</b>	<b>-\$1,311</b>	<b>-\$32,542</b>	<b>-\$20,425</b>	<b>-\$52,967</b>	<b>39%</b>

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
<b>Parks</b>					
<b>Expenditures</b>					
<b>Contract Services/Professional Fees</b>					
Contract Services	\$1,404	\$3,979	\$1,181	\$5,160	23%
Water Protection	\$0	\$0	\$1,000	\$1,000	100%
<b>Materials and Supplies</b>					
Advertising	\$0	\$0	\$500	\$500	100%
Maintenance Grounds	\$2,899	\$6,100	\$3,900	\$10,000	39%
<b>Salaries, Wages and Benefits</b>					
FT Benefits - Parks	\$0	\$0	\$0	\$0	N/A
FT Wages - Parks	\$0	\$0	\$0	\$0	N/A
Manulife Benefits	\$0	\$0	\$0	\$0	N/A
OT Wages - Parks	\$0	\$0	\$0	\$0	N/A
PT Benefits - Parks	\$0	\$0	\$915	\$915	100%
PT Wages - Parks	\$0	\$0	\$9,719	\$9,719	100%
WSIB	\$0	\$0	\$292	\$292	100%
<b>Utilities</b>					
Fuel	\$2,290	\$2,290	-\$90	\$2,200	-4%
Hydro	\$1,034	\$2,128	\$1,272	\$3,400	37%
Insurance	\$0	\$7,540	-\$205	\$7,335	-3%
<b>Vehicles and Equipment</b>					
Equipment Maintenance and Supplies	\$98	\$1,159	\$321	\$1,480	22%
Mileage	\$0	\$0	\$0	\$0	N/A
Vehicle Maintenance	\$0	\$527	-\$27	\$500	-5%
<b>Expenditures Total</b>	<b>\$7,726</b>	<b>\$23,723</b>	<b>\$18,778</b>	<b>\$42,501</b>	<b>44%</b>
<b>Revenues</b>					
<b>User Fees, Licenses and Fines</b>					
Aberfoyle/Morrison Ball Park/ Morrison Meadows	-\$2,335	-\$4,277	-\$1,223	-\$5,500	22%
Horse Paddock Rental	\$0	\$0	-\$204	-\$204	100%
Picnic Shelter	\$0	\$0	-\$306	-\$306	100%
Soccer Field Rentals	-\$1,603	-\$1,603	-\$1,397	-\$3,000	47%

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**

**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
Sports Facility User Fees	\$0	\$0	-\$800	-\$800	100%
<b>Revenues Total</b>	<b>-\$3,938</b>	<b>-\$5,879</b>	<b>-\$3,931</b>	<b>-\$9,810</b>	<b>40%</b>

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
<b>PCC</b>					
<b>Expenditures</b>					
<b>Building Maintenance</b>					
Bldg-Cleaning, Maint,Supplies Interior	\$273	\$3,959	\$9,911	\$13,870	71%
Outdoor Maintenance of Building	\$441	\$6,557	-\$5,357	\$1,200	-446%
<b>Contract Services/Professional Fees</b>					
Contract Services	\$1,441	\$2,918	\$742	\$3,660	20%
Water Protection	\$1,788	\$3,007	\$2,093	\$5,100	41%
<b>Materials and Supplies</b>					
Advertising	\$0	\$0	\$2,000	\$2,000	100%
<b>Office Equipment and Supplies</b>					
Kitchen Supplies and Equipment	\$0	\$0	\$1,500	\$1,500	100%
Office Supplies	\$0	\$104	\$46	\$150	31%
<b>Professional Development</b>					
Employee Travel - Accomodations	\$0	\$0	\$450	\$450	100%
Employee Travel - Meals	\$0	\$0	\$150	\$150	100%
Membership and Subscription Fees	\$0	\$0	\$500	\$500	100%
Professional Development	\$0	\$0	\$0	\$0	N/A
<b>Salaries, Wages and Benefits</b>					
FT Benefits - Recreation	\$2,186	\$9,570	\$729	\$10,299	7%
FT Wages - Recreation	\$16,120	\$57,524	-\$886	\$56,638	-2%
Manulife Benefits - Recreation	\$1,947	\$7,573	\$218	\$7,791	3%
OT Wages - Recreation	\$0	\$19	\$1,981	\$2,000	99%
PT Benefits - Recreation	\$0	\$501	\$3,571	\$4,072	88%
PT Wages - Recreation	\$0	\$10,976	\$30,289	\$41,266	73%
WSIB	\$461	\$2,145	\$853	\$2,997	28%
<b>Utilities</b>					
Communication(phone, fax, intern)	\$1,117	\$3,179	-\$179	\$3,000	-6%
Fuel	\$0	\$0	\$500	\$500	100%
Heat	\$1,086	\$3,914	\$386	\$4,300	9%
Hydro	\$1,488	\$6,800	\$9,700	\$16,500	59%

**Report FIN-2021-014 - Fourth Quarter Financial Report - 2020**  
**Schedule A - Departmental Detail**

	Current Quarter Actuals	YTD Actuals	\$ Budget Remaining	2020 Budget	% Remaining
Insurance	\$0	\$7,746	\$662	\$8,408	8%
Waste Removal	\$2,395	\$7,075	-\$835	\$6,240	-13%
<b>Vehicles and Equipment</b>					
Mileage	\$0	\$0	\$100	\$100	100%
<b>Expenditures Total</b>	<b>\$30,743</b>	<b>\$133,565</b>	<b>\$59,127</b>	<b>\$192,691</b>	<b>31%</b>
<b>Revenues</b>					
<b>Grants</b>					
Recreation Conditional Grants	-\$4,468	-\$4,468	-\$699	-\$5,167	14%
<b>Recoveries</b>					
Other Recoveries	\$0	-\$283	-\$717	-\$1,000	72%
<b>User Fees, Licenses and Fines</b>					
Advertising Sign	\$0	-\$34	-\$68	-\$102	67%
Alf Hales Room	-\$16	-\$1,308	-\$10,642	-\$11,950	89%
Archie MacRobbie Hall - Non-Prime	\$0	-\$2,052	-\$17,068	-\$19,120	89%
Archie MacRobbie Hall - Prime	\$0	-\$3,892	-\$23,354	-\$27,246	86%
Bartenders	\$0	-\$1,430	-\$6,924	-\$8,354	83%
Commercial Rentals	\$0	\$0	-\$636	-\$636	100%
Kitchen Facilities	\$0	-\$1,078	-\$2,722	-\$3,800	72%
Licensed Events Using Patio	\$0	\$0	-\$234	-\$234	100%
Projector Rental Fee	\$0	\$0	-\$102	-\$102	100%
<b>Revenues Total</b>	<b>-\$4,484</b>	<b>-\$14,544</b>	<b>-\$63,166</b>	<b>-\$77,710</b>	<b>81%</b>





## **REPORT REC-2021-001**

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TO: Recreation Committee

FROM: Justine Brotherston, Legislative Assistant

MEETING DATE: May 18, 2021

SUBJECT: Training Opportunities

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### **RECOMMENDATIONS**

**That the Staff Report REC-2021-001 regarding Training Opportunities be received for information.**

#### **Purpose**

The purpose of this report is to provide the Recreation Committee with training opportunities.

#### **Background**

One of the initiatives on the Recreation and Committees Goals and Objectives list was to identify training opportunities for the Recreation Committee. Currently the Recreation Committee does not have a budget for training and this should be a consideration for the 2022 Budget. The information provided in the Comments section of this report will help the Committee determine what budget amount should be requested for 2022.

#### **Comments**

Below four opportunities for educations and training are outlined.

**Canadian Parks and Recreation Association (CPRA) - <https://www.cpra.ca/webinars>**

The CPRA is a national organization dedicated to realizing the full potential of parks and recreation as a major contributor to community health and vibrancy. CPRA hosts free webinars through the year to provide resources, tools and best practices for parks and recreation practitioners in Canada.

**CPRA's "The Bench" - <https://thebenchcpa.ca/index.html>**

The Bench is a free, online community that is open to all parks and recreation professionals and practitioners to promote knowledge sharing.

**Parks and Recreation Ontario (PRO) – Annual PRO Educational Forum -**

<https://www.prontario.org/training/proforum>

PRO is a non-profit association that advances health, social and environmental benefits of quality recreation and parks through evidence-based practices, resources and collaborative partnerships. They hold an annual conference for professionals, students, volunteers and elected officials. Details are to be announced, this may be a consideration for 2022.

**Parks and Recreation Ontario (PRO) - Funding Opportunities -**

<https://www.prontario.org/membership/resources/funding>

PRO has created a Funding Opportunities page outlines funding opportunities available in Ontario.

**Financial Implications**

Funding for training opportunities should be requested for the 2022 Budget at the September 2021 Committee meeting.

**Attachments**

N/A



## **REPORT REC-2021-002**

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TO: Recreation Committee

FROM: Justine Brotherston, Legislative Assistant

MEETING DATE: May 18, 2021

SUBJECT: Recreation Committee Budget

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### **RECOMMENDATIONS**

**That the Staff Report Rec-2021-002 regarding Recreation Committee Budget be received for information; and**

**That sub-committees in collaboration with Staff provide a preliminary Budget Report to Council for information at a future meeting.**

### **Purpose**

The purpose of this report is to identify Recreation Committee Goals and Objectives that have financial implications for consideration in planning for the 2022 Budget.

### **Background**

The Township of Puslinch begins its budget process in August of each year. As part of this process Advisory Committee's must submit their budget requests for the year to support the Committee's Goals and Objectives. The Recreation Committee would typically develop its budget at the August meeting of the Committee but will discuss the final 2022 budget submission at the September 21, 2021 meeting.

### **Comments**

Below are Goals/Objectives pulled from the Recreation Committee Goals and Objectives 2021-2022 that have financial implications.

Goal/Objective	Sub-Committee	Budget	Person(s) Responsible	2021-2022 Status/Timeline Update
Public Engagement - Puslinch event spaces "Wellington Weddings"; promotion of facility rentals	Y  <b>Sub-Committee:</b> Daina Makinson June Williams	Y	<b>Establish Sub-Committee at Jan 2021 meeting; potential engagement/advertisement options: Township website, Bang the Table, Puslinch Pioneer, Puslinch Community News Letter; If private businesses/event spaces are advertised a Policy relating to this type advertising should be considered</b>	Sub-Committee to work with Secretary regarding potential engagement/advertisement opportunities; to report back at September 2021 meeting
Committee Training	N	Y	<b>Secretary to look into training opportunities for the Committee</b>	Secretary to report back at May 2021 meeting
Drinking Fountain/ Water re-fill station	Y  <b>Sub-Committee:</b> Vince Kilmkosz June Williams	Y	<b>Sub-Committee to be established to identify potential grant/fundraising/donation funding</b>	Sub-Committee to report back in September 2021 in order to include in the budget process if necessary

### **Financial Implications**

Funding options are currently being explored for projects with budget implications and the committee will create a formal budget proposal at the September 2021 committee meeting.

### **Attachments**

N/A



## **REPORT REC-2021-003**

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TO: Recreation Committee

FROM: Justine Brotherston, Legislative Assistant

MEETING DATE: May 18, 2021

SUBJECT: Recreation Committee Goals and Objectives for 2021-2022

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### **RECOMMENDATIONS**

**That the Staff Report REC-2021-003 regarding the Recreation and Committee Goals and Objectives be received for information.**

#### **Purpose**

The purpose of this report is to review and provide updates on the Recreation Committee's Goals and Objectives.

#### **Background**

For the remainder of the term, the Recreation Committee has created a list of Goals and Objectives they would like to achieve in 2021-2022. Each goal/objective has a timeline and sub-committees have been established for some of the projects. Additionally, new projects may be identified over the remainder of the term and staff will bring forward these updates for Council's information and endorsement.

#### **Comments**

#### **Financial Implications**

Funding options are currently being explored for projects with budget implications and the committee will create a formal budget proposal at the September 2021 committee meeting.

#### **Attachments**

**Schedule A:** Recreation Committee Goals and Objectives 2021-2022

Goal/Objective	Sub-Committee	Budget	Person(s) Responsible	2021-2022 Status/Timeline Update
Quarterly Reporting to Council on Recreation initiatives and progress	N	N	<b>Secretary of the Committee to draft report based Committee approved reporting template (see attached Schedule A - Report Template)</b>	March 2021 and on-going
Review Recreation Committee Terms of Reference & Appoint Chair and Vice-Chair (every 2 years for a minimum of 2 years)	N	N	<b>See Terms of Reference attached as Schedule B; Chair and Vice-Chair to be appointed at January meeting</b>	To be completed February 2021
Public Engagement - Puslinch event spaces "Wellington Weddings"; promotion of facility rentals	Y  <b>Sub-Committee:</b> Daina Makinson June Williams	Y	<b>Establish Sub-Committee at Jan 2021 meeting; potential engagement/advertisement options: Township website, Bang the Table, Puslinch Pioneer, Puslinch Community News Letter; If private businesses/event spaces are advertised a Policy relating to this type advertising should be considered</b>	Sub-Committee to work with Secretary regarding potential engagement/advertisement opportunities; to report back at September 2021 meeting
Committee Training	N	Y	<b>Secretary to look into training opportunities for the Committee</b>	Secretary to report back at May 2021 meeting
Preparation of Recreation Advisory Committee orientation package to new members of Council and Committee	Y <b>Sub-Committee:</b> Councillor Jessica Goyda Vince Kilmkosh	N	<b>Sub-Committee to be established; work with Secretary to develop orientation materials</b>	Report back at October 2021 meeting
Drinking Fountain/ Water re-fill station	Y <b>Sub-Committee:</b> Vince Kilmkosh	Y	<b>Sub-Committee to be established to identify potential grant/fundraising/donation funding</b>	Sub-Committee to report back in September 2021 in order to include in the

	June Williams			budget process if necessary
Open Gym on PD days	N	Y	<b>Committee to advise on the financial impacts and the proposed schedule. To be included in a report back to Council when the facility is open to the public.</b>	Report back to Council when Township facilities are able to open after the pandemic
Ball Diamond Netting	N	N		See attached resolution from Council
CIL reserve fund	N	N		Secretary to report at Feb. 2021 meeting
Bang the Table	Y <b>Sub-Committee:</b> Councillor Jessica Goyda Daina Makinson	N	<b>Sub-Committee to be established to identify potential projects; Staff to create a proposal template for new projects including planning, budget, implementation, and reporting requirements.</b>	Staff to provide proposal template to the Committee at the May 2021 meeting; Sub-committee to report back on potential projects at September 2021 meeting
Tennis Club Use Agreement	N	Y	TBD	Staff to provide an update when the agreement is reviewed prior to the 2021 Tennis season
Parks Master Plan Update	N	N		Staff to provide a quarterly update to the Committee at each meeting