



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
NOVEMBER 18, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY  
COMMITTEE  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &  
IN-PERSON AT THE MUNICIPAL OFFICE –  
7404 WELLINGTON RD 34, PUSLINCH

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## A G E N D A

DATE: November 18, 2025

MEETING: 7:00 P.M.

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Roll Call
3. Moment of Reflection
4. Confirmation of the Agenda ≠
5. Disclosure of Conflict of Interest
6. Delegations
7. Consent Agenda ≠

7.1. October 21, 2025 Recreation and Community Wellness Advisory Committee Minutes

7.2. 9.4.6 Report COR-2025-046 – Recreation and Community Wellness Committee  
Goals/Objectives Update - Seniors Drop-in Programming



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
NOVEMBER 18, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY  
COMMITTEE  
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IN-PERSON AT THE MUNICIPAL OFFICE –  
7404 WELLINGTON RD 34, PUSLINCH

*Recommendation:*

*That the Consent Agenda items listed for the October 21, 2025 Recreation and Community Wellness Advisory Committee meeting be received for information.*

8. Reports ≠

8.1. Report – REC-2025-011 – 2022 to 2026 Goals and Objectives Update

*Recommendation:*

*That report REC-2025-007 entitled 2022-2026 Goals and Objectives Update be received; and,*

*That a verbal update from the Senior's Drop-in Programming sub-committee be received.*

8.2. Report – REC-2025-012 - Analysis of How Renters Heard About Township Facilities

*Recommendation:*

*That report REC-2025-012 entitled Analysis of How Renters Heard About Township Facilities be received for information.*

8.3. Verbal Update – Director of Public Works, Parks and Facilities

*Recommendation:*

*That the verbal update be received for information.*

9. Correspondence

10. Announcements

11. Notice of Motion

12. New Business

13. Adjournment ≠



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
OCTOBER 21, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY  
COMMITTEE MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC  
PARTICIPATION -  
7404 WELLINGTON RD 34, PUSLINCH ON

## MINUTES

DATE: October 21, 2025

MEETING: 7:00 P.M.

The October 21, 2025 Recreation and Community Wellness Advisory Committee was held on the above date and called to order at 7:00 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34, and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Jessica Goyda

Stephanie McCrone

Joanna Jefferson

Tracey McQueen

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Manager of Corporate Service/Deputy Clerk

Courtenay Hoytfox, Chief Administrative Officer

Absent:

Beth Charles

Margaret Hauwert

Mary Christidis

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
OCTOBER 21, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY  
COMMITTEE MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC  
PARTICIPATION -  
7404 WELLINGTON RD 34, PUSLINCH ON

Resolution No. 2025-031:

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

That the Recreation and Community Wellness Advisory Committee approves the October 21, 2025 Agenda as circulated; and,

That the Committee approves the additions to the agenda as follows:

Consent Item 7.4 Questions received from Committee Members seeking additional information and the corresponding responses provided by staff regarding the October 21, 2025 Recreation and Community Wellness Advisory Committee agenda.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 September 16, 2025 Recreation and Community Wellness Advisory Committee Minutes

7.2 FIN-2025-024 2026 Proposed User Fees and Charges

7.3 Facility Revenues and previous year comparators for July 1, 2025 to September 30, 2025

- a) Aberfoyle Baseball Diamond
- b) Aberfoyle Soccer Pitch
- c) Badenoch Soccer Pitch
- d) Morriston Meadows Baseball Diamond
- e) Morriston Meadows Picnic Pavilion
- f) Old Morriston Park Baseball Diamond
- g) Optimist Recreation Centre Gym
- h) Optimist Recreation Centre Rink
- i) Puslinch Community Centre Alf Hales Room
- j) Puslinch Community Centre Archie MacRobbie Hall
- k) Puslinch Community Centre Kitchen
- l) Puslinch Community Centre Tennis Courts

7.4 Committee Questions and Staff Responses



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
OCTOBER 21, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY  
COMMITTEE MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC  
PARTICIPATION -

7404 WELLINGTON RD 34, PUSLINCH ON

Resolution No. 2025-032:

Moved by Tracey McQueen and  
Seconded by Joanna Jefferson

That Consent Agenda item listed for the October 21, 2025 Recreation and Community  
Wellness Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Workshop – Recreation and Community Wellness Advisory Committee 2026-2030  
Strategic Plan

Resolution No. 2025-033:

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

That the workshop – Recreation and Community Wellness Advisory Committee 2026-2030  
Strategic Plan be received for information.

CARRIED

8.2 Report – REC-2025-010 – 2022 to 2026 Goals and Objectives Update

Resolution No. 2025-034:

Moved by Joanna Jefferson and  
Seconded by Stephanie McCrone

That report REC-2025-010 entitled 2022 to 2026 Goals and Objectives Update be deferred  
to a future meeting.

CARRIED

8.3 Verbal Update – Director of Public Works, Parks, and Facilities

Resolution No. 2025-035:

Moved by Joanna Jefferson and  
Seconded by Tracey McQueen

That the verbal update be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
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COMMITTEE MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC  
PARTICIPATION -  
7404 WELLINGTON RD 34, PUSLINCH ON

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2025-036:

Moved by Tracey McQueen and  
Seconded by Joanna Jefferson

That the Recreation and Community Wellness Advisory Committee hereby adjourns at  
8:41 p.m.

CARRIED



Laura Emery  
Committee Secretary  
VIA EMAIL:  
[lemery@puslinch.ca](mailto:lemery@puslinch.ca)

Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0  
[www.puslinch.ca](http://www.puslinch.ca)

October 17, 2025

RE: 9.4.6 Report COR-2025-046 – Recreation and Community Wellness Committee  
Goals/Objectives Update - Seniors Drop-in Programming

Resolution No. 2025-320:

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

That Report COR-2025-046 entitled Recreation and Community Wellness Advisory  
Committee Goals and Objectives Update – Seniors Drop-in Pilot Programming be received;  
and

That Council approve the addition of the Seniors Drop-in Programming Goal and Objective  
to the 2025 and 2026 Recreation and Community Wellness Advisory Committee Workplan;  
and,

That Council approve the Seniors Drop-in Pilot Program times in the Alf Hales Room on  
Thursdays from 1:00 p.m. to 2:30 p.m.; and,

That Council direct staff consider opportunities to provide recreational programming,  
including recreational programming for seniors through the review of the Recreation and  
Parks Master  
Plan; and,

That Council direct staff to report back with the participation rates for the Seniors Drop-in  
Program through the review of the Recreation and Parks Master Plan.

CARRIED



As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston  
Director of Corporate Services/Municipal Clerk





## **REPORT REC-2025-011**

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TO: Recreation and Community Wellness Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: November 18, 2025

SUBJECT: 2022-2026 Goals and Objectives Update

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### **RECOMMENDATIONS**

That report REC-2025-011 entitled 2022-2026 Goals and Objectives Update be received; and,

That a verbal update by the Senior's Drop-in Programming sub-committee be received.

#### **Purpose**

The purpose of this report is to provide the Recreation and Community Wellness Advisory Committee with an update on its goals and objectives for the 2022-2026 Term.

#### **Background**

Council at its December 18, 2024 meeting approved an updated Terms of Reference for the Recreation and Community Wellness Advisory Committee. The committee will have a maximum of two active goals or objectives at any given time. Goals and objectives referred to the Committee by Council will be prioritized. There are two ways goals and objectives can be added to the Committee's workplan:

- A committee member or sub-committee writing a detailed goal/objective proposal which is endorsed by the Committee and subsequently approved by Council
- Council referring a goal and objective to the Committee

#### **Comments**

The Committee's workplan is attached as Schedule A to this report. This workplan is a living document and includes active, inactive, draft proposals and completed projects.

## Active Goal/Objectives

### 1. Community Liaison Sub-Committee

This sub-committee was formally re-established at the September 16<sup>th</sup> Recreation and Community Wellness Committee meeting with sub-committee members being Mary Christidis, Joanna Jefferson, and Stephanie McCrone. This sub-committee is to act in a general capacity to liaise with community groups on Township initiatives.

### 2. Senior's Drop-in Programming

At the October 8, 2025 Council meeting, Council approved the Senior's Drop-in Pilot Program. The sub-committee members are Margaret Hauwert, Tracey McQueen, and Beth Charles.

Staff have blocked off the Alf Hales Room weekly on Thursdays from 1:00 p.m. to 2:30 p.m. starting Thursday November 6, 2025 and until Thursday October 18, 2026. Programming examples include cards, board games, crochet, backgammon, or anything that is wellness based that does not require an instructor or incur additional costs. A recreation programming initiative such as Zumba or line dancing will be incorporated in the Recreation and Parks Master Plan Review. This programming requires further resources including registration software, insurance requirements, an RFP for interested contractors etc. Responsibilities of the Seniors Drop-in Programming sub-committee for the duration of this pilot project will include:

- Managing the program schedule
- Working with Township staff on advertising initiatives
- Attend the drop-in activity to track the number of participants and collect feedback from attendees
- Notifying staff when a high level of attendance is experienced

Staff are looking for feedback from the sub-committee on how the first two weeks went, and a schedule of what the programming looks like through December, January, and February.

### Financial Implications

None

### Applicable Legislation and Requirements

None

### Attachments

Schedule A – Recreation and Community Wellness Advisory Committee Ongoing Workplan

Goal/Objective	Sub-Committee	Active/In-Active	Source	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26
Seniors Drop in Programming	Margaret Hauwert, Tracey McQueen, Beth Charles	Active	Committee Recommendation	X	X	X	X	X	X	X	X
Community Liaison Sub-Committee	Stephanie McCrone, Joanna Jefferson, Mary Christifis	Active		X	X	X	X	X	X	X	X
Review of User Fees and Charges By-law Reduced Rates	Jessica Goyda, Stephanie McCrone	Completed	Council Direction								
Review of User Fees and Charges Non-Residential Rates	Tracey McQueen, Joanna Jefferson, Beth Charles	Completed	Committee Recommendation								
Facility Promotion and Programming Recruitment	Facilities Promotion Sub-committee	Draft Proposal	Committee Recommendation								
Seniors Active Living Centre program Expansion Grant Survey	Engagement Sub-committee	Completed	Committee Recommendation								
Youth Drop-in Gym Programming	Staff led (Based off previous term Committee direction)	Completed	Committee Recommendation								



## REPORT REC-2025-012

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TO: Recreation and Community Wellness Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: November 18, 2025

SUBJECT: Analysis of How Renters Heard About Township Facilities

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### RECOMMENDATION

That Report REC-2025-012 entitled Analysis of How Renters Heard About Township Facilities be received for information.

#### Purpose

The purpose of this report is to provide the Recreation and Community Wellness Advisory Committee with insight of how renters heard about Township facilities based on responses collected through the Rental Request Form. This information helps staff assess the effectiveness of current promotional methods and identify areas for potential improvement.

#### Background

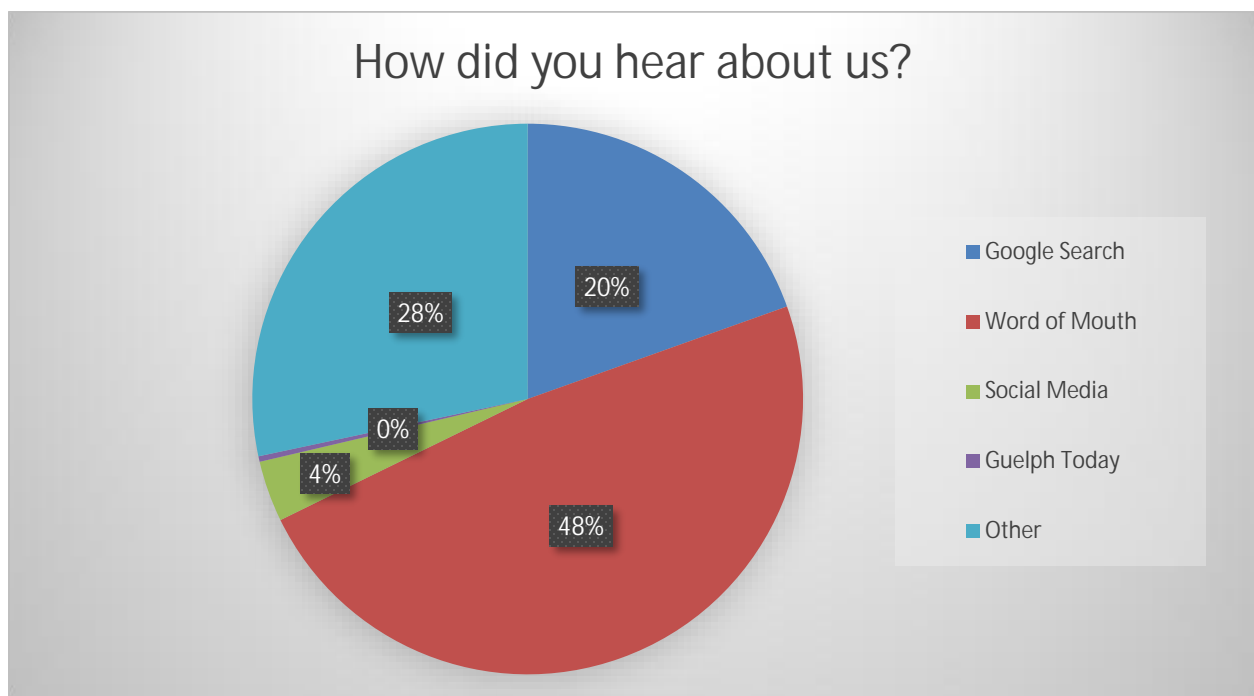
Through the Committee questions and staff responses at the October 21, 2025 Recreation and Community Wellness Advisory Committee meeting, staff identified that an analysis could be completed to see how renters are hearing about Township facilities, and report to the Committee on those findings.

As part of the facility rental process, individuals are asked on the Facility Rental Request Form how they heard about Township facilities. This information helps staff understand which communication channels are most effective in reaching potential renters. This question only appears when a renter indicates they are a first-time renter.

Between January 1 and October 29, 2025, a total of 498 Rental Request Forms were submitted, and 308 renters indicated they were renting a Township facility for the first time.

Of the 306 submissions received:

- 60 people selected Google Search
- 148 people selected Word of Mouth
- 11 people selected Social Media
- 1 person selected Guelph Today
- 86 people selected Other



General conclusions based on these findings include:

- Google search continues to be a significant source of awareness, highlighting the importance of maintaining an up-to-date and search-friendly website with easily accessible facility rental information.
- Word of Mouth remains the primary way renters hear about Township facilities. This reflects strong local awareness and community engagement, which is common for smaller municipalities where personal networks play a large role in communication.
- Social media and local news sources appear to have a minimal role in generating rental inquiries, suggesting limited impact from online or regional promotional efforts.

Financial Implications

None

Applicable Legislation and Requirements

None

Attachments

None