



MINUTES

PARKS AND RECREATION

DATE: August 10, 2021

Record of Attendance: Councillor Holly Hyslop (Chair), Councillor Darren MacKenzie (Vice-Chair), Councillor Pat Septon, Dan Martin, Taylor Bradley, Graham Mathers, Emily Gregory, and Sherri Johnston, Asst. Clerk/Treasurer.

Minutes taken by Sherri Johnston

1. Approval of Agenda

- **MOTION: That the agenda for the meeting be approved as circulated.**
Adopted by Councillor MacKenzie; Seconded by Asst. Clerk/Treasurer Sherri Johnston;
Motion carried.

2. Approval of Minutes

- **MOTION: That the minutes of the April 13, 2021 meeting be approved as circulated.**
Moved by Dan Martin; Seconded by Councillor Hyslop; Motion carried.

3. Student Reports

- Parks Report, Graham Mathers: Graham Mathers prepared a detailed report setting out the tasks they have been working on this summer. They were tasked with yard maintenance (mowing, trimming, garbage pick up); playground maintenance (wood chip replacement, garbage clean up and repairs); garden maintenance (weeding and mulching); equipment maintenance (cleaning and repairs); trail maintenance (removal of deadfall, brush and other obstacles, gravelling and water diversion); assisted recreation student with set up and tear down of weekly kids games. They also repaired wet spots by adding culverts, digging draining ditches; replaced a few culverts; participated in the chainsaw course; stump removal; repaired/replaced boardwalk; stained the picnic tables and many other jobs assigned to them.
- Recreation Report, Taylor Bradley: Taylor Bradley provided a detailed report setting out what he was working on this summer. Highlights were the addition of the Baby and Me Program, ParticipACTION Community Better Challenge, working with Nature NB by providing two free programs – Track, Scat & Skulls and an Interactive Hike. He also organized two Outdoor gym information sessions. Weekly kids' games were back and weather played a huge part in its success. Taylor was also administrative support for the Clerk and Asst. Clerk from mid May until Aug 2, when the new Administrative & Communications Coordinator was hired. He organized both socials by doing the posters, taking registration, booking the entertainment, and providing an order list for supplies. He also provided us with a short Hanwell Sports needs analysis and will be providing a detailed analysis before he leaves us at the end of August.

4. Business Arising

- Outdoor Classroom – who walked here: Councillor Hyslop will look to see if she can find the design for the stands that we plan to use to hold the paw prints so we can get this up and running.



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- Multi-purpose hard surface: This will be added to the info session on August 16th to discuss.
- Review of Recreation Master Plan: Councillor Hyslop did some revisions to the plan. We were asked to read it and write down any comments or concerns for the next meeting.
- Dan Martin asked about getting curtains for the hall. Curtains were decided not to be an option, but Councillor Septon will research blinds that can be inserted into the glass.

5. Planning

- Terry Fox Run: The Clerk was contacted by the Terry Fox Foundation about partnering with them for the run being held on Sept 19, 2021. They want to use our green space to set up a family orientated event including the run, games, SWAG, music and possibly a food truck. They would like to involve the fire department by possibly having a truck here for the kids to look at. They will do all of the planning and execution. Their ask from us is use of the space and advertising and help with getting more participants for the run.
- Spookfest: Spookfest will be held on October 23 from 6-8pm. Emily Gregory will do up a poster asap about the event asking for volunteers for a special committee to organize and execute the event.
- Remembrance Day: The ceremony will take place at the Upper Kingsclear Fire Hall, Station 1. The Asst. Clerk/Treasurer was asked to contact Chief Crouse to see if we can help by possibly providing sandwiches, sweets.
- Christmas Craft Fair: This will take place on November 20, time to be determined.
- Christmas Tree Lighting and Open House: This will take place on November 28th from 6-8pm.

6. Adjournment

- **MOTION: That the meeting be adjourned (9:20 pm)**
Moved by Councillor Darren MacKenzie; Seconded by Councillor Pat Septon

Next Meeting will take place on September 14, 2021, at 7:00 pm.

Respectfully submitted,

Sherri Johnston
Assistant Clerk/Treasurer
August 12, 2021