



Municipality of West Elgin

Agenda

Recreation Committee

March 27, 2024, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Documents are available in alternate formats upon request. Please contact the Clerk's Department if you require an alternate format or accessible communication support at 519-785-0560 or by email at clerk@westelgin.net.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

3. Disclosure of Pecuniary Interest

4. Minutes

1

Recommendation:

That the West Elgin Recreation Committee adopts the minutes of January 17th, 2024 as printed and circulated.

5. Business Arising from Minutes

6. Staff Reports

7. New Business

7.1 Canada Day Planning

7.2 Youth Programming Committee

7.3 Farms Open West Elgin

7.4 Recreation Coordinator

8. Adjournment

Recommendation:

That West Elgin Recreation Committee hereby adjourn at ____ p.m. to meet again on May 15, 2024 at 7pm.



Municipality of West Elgin

Minutes

Recreation Committee

January 17, 2024, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:

Councillor T. Tellier
Nicole Campbell
Cindy da Costa
Megan Bartlett
Michelle Navackas
Courtney Kreamer

Staff Present: **Jenn Vanesse**

1. Call to Order

Chair Taraesa Tellier called the meeting to order at 7:00 p.m.

2. Election of Chair and Vice Chair

Recording Secretary called for nominations for the position of Chair. Michelle Navackas nominated Taraesa Tellier, who agreed to stand for the position.

Recording Secretary proceeded to call two more times for nominations, and none were brought forward.

Recording Secretary called for nominations for the position of Vice Chair. Taraesa Tellier nominated Megan Bartlett, who agreed to stand for the position. recording Secretary proceeded to call two more times for nominations, and none were brought forward.

3. Code of Conduct and Terms of Reference

Under composition of committee, the committee would like to allow non-voters to join the committee. Also they would like to include a parks and recreation staff member as required to be present at the meetings. The committee is trying to show the importance on community and economic development. For a staff member, there are sometimes when they would want a senior manager on the meeting to help with some decisions or clarification. Intent is for up to 10 non-voting members. Still looking for a student voice to join the committee as well. Would like to see the committee diversified and be well rounded.

On reporting relations ship (#4 in Dutton Dunwich terms of reference), the wording was great, but would like it to state there is no rec assistant, and to have a rec supervisor join the meetings to guide us on operational resources. The intent is that the perception to public will increase seeing a rec representative on the committee. The committee would like them there on an event-by-event basis.

It was concluded that the committee would like to re-assess these documents until staff availability is determined.

4. Adoption of Agenda

Moved: Megan Bartlett

Seconded: Michelle Navackas

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

Carried

6. Minutes

Moved: Nicole Campbell

Seconded: Courtney Kreamer

That the West Elgin Recreation Committee adopts the minutes of December 6, 2023 as printed and circulated.

Carried

7. Business Arising from Minutes

No business arising from minutes.

8. Staff Reports

All of the lines are down at the rec center. The Rec Center is booked every night of the week. There have been complaints on the price increase which is going to council next week. The members felt frustrated at the comments, but were understanding that with everything else going up in costs, that it made sense as well. There was previous thought into a flat rate rec fee paid every 6 or 12 months to utilize all programs, but the limitations came down to tracking, and it wasn't feasible. An idea came forward that there could be a fundraiser for those needing assistance with entrance fees, but had to provide some information on why they needed the assistance.

A suggestion was brought forth to have some kind of explanation in the municipal online postings (ie. rec center needs a major repair which is more than what was budgeted for, insurance has increases, utilities have increased, etc...). Possibly reaching out the service clubs to show what we are offering in the community, the cost, and the reason of why the costs have increases to help offset costs for those who cannot afford it.

Looking into a way to collect data or matrix on programs (ie. we offered rec programs to x amount of kids this month, or we booked the rec center out x nights a week for the month). It could be an end of year report.

Also bringing forward to groups that it may be cheaper to have the groups rent the facility then to do the municipal program. Looking to Salus to see if they can provide any information on insurance, such as how individuals go about insurance, and how that looks for their program. This will provide the groups with all the tools for a rental or programming option.

The Rodney skateboard park was vandalized with a hate crime and they have tried their best to fade it until the weather cooperates to get the paint off.

9. New Business

9.1 Budget Items

The committee would like to have a designated Rec person for the municipality. Previously there wasn't enough in the budget and then election year happened and it wasn't pursued anymore. It likely would be backed by taxes. The intent is to keep people in the area to spend money within the community. There is no one advocating or advertising the rec center. There is potential for small shows to come in for income generation. The responsibility of the person is to try to break even, instead of a deficit every year. They could also be directly writing grants and could move larger projects along which could potentially bring in more revenue. The role would need to have clear expectations and effective targets. The

key elements will be presented to council. Adam's (park & rec supervisor) job description would be looked at to ensure no overlap and that the positions would work well together. Michelle will reach out to Dutton-Dunwich and city of London to see what their positions entail. The committee wants to activate the rec center from 9am-9pm seven days a week, and activating the use of the arena in off season.

Roller-skating in the arena was an idea brought forth with theme nights. There is a ball/roller hockey league from this area that have gone to Mount Brydges to play, when that could be revenue back into the community. Other ideas were casual adult recreation leagues, movie nights, and utilizing the rec center kitchen more.

Potential road block could be other places offer their space for free.

9.2 Committee Goals

Canada Day and Christmas are 2 things for sure being done. Would like to create a calendar to have events, but nothing overlapping (ie. soccer inside when soccer outside is happening). On march break to have some programming offered to youth. Wanting to plan ahead and work towards a vision or goal. Wanting to have a better understanding of the value of recreation. The committee agreed to wait on the goal until a decision has been made on a dedicated rec person.

9.3 New Committee Members

A report will go to council for next week. It is possible that if a designated rec person is hired, then less people would be needed on the committee in terms of non voters. Other municipalities/groups have 10-12 who can help facilitate or organize events that are in their wheel house. Want more people to pull for activities and events.

9.4 Youth Drop-In

First youth drop in was tonight. There were 9 kids in total and they had a blast. there were no 14-17 year olds, but there wasn't much advertising at the high school and basketball & volleyball are on. If there isn't any interest in that group, they may look at doing a 6-8 year old group.

9.5 FEBDEV grant

Michelle is working on a 10 day event from a grant proposal to FEBDEV called Open Farms West Elgin and it would take place over 2 weekends. The first weekend would be farmers markets and encourage restaurants

and retailers to participate in what does small community farming look like. Also working with farmers on having farm tours. The closing weekend would be a hoe-down barn dinner on main street. Working with visual artists and musicians, and hopefully opening the doors for a yearly event.

10. Adjournment

Moved: Michelle Navackas

Seconded: Megan Bartlett

That West Elgin Recreation Committee hereby adjourn at 8:15p.m. to meet again on March 27 2024 or at the call of the chair.

Carried

Taraesa Tellier, Chair

Jenn VanEsse, Recording
Secretary