



## **RSC 12 Recreation Committee**

Meeting of August 19, 2015, 6.30 p.m. – Hartland Town Hall

### **Attendance:**

Brian Hayden (Chair)	Jim Kennedy
Craig Melanson	Chris Stacey
Elaine English	Kari Harper-Merrithew
Kent Kuhn	Jill Hunter
Jo-Anne Lockhart (Executive Director)	

**Regrets:** None

**Absent:** Terry Ritchie                      Paul Bradley

**Presentation:** Stephen Stone, Dillon Consulting

**Call to Order:** Meeting called to order at 6.30 p.m. by the Chair.

**Conflict of Interest Declaration:** None

### **Agenda:**

It was moved by Elaine English and seconded by Craig Melanson that the August 19, 2015 agenda be adopted.

**Motion carried.**

### **Approval of Minutes:**

It was moved by Elaine English and seconded by Chris Stacey to accept the May 6, 2015 meeting minutes as received.

**Motion carried.**

It was moved by Kari Harper-Merrithew and seconded by Jim Kennedy to accept the June 2, 2015 meeting minutes as received.

**Motion carried.**



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### **Business Arising:**

#### ○ **Master Plan**

Brian Hayden introduced and welcomed Stephen Stone, the Project Co-ordinator and Lead Planner from Dillon Consulting, the successful bidder to prepare the Western Valley Regional Service Commission (WVRSC) Master Plan. Stephen Stone presented the first of three presentations agreed to as part of the project plan. Stephen Stone works in Dillon Consulting's Fredericton office and currently lives in Woodstock.

Stephen Stone presented the attached PowerPoint presentation (forwarded to committee members August 21, 2015). Some of the keys points mentioned were:

- There are more partnerships between sporting events and corporations (e.g., Joe McGuire race and Tim Horton's)
- There is provincial funding available to hire recreation directors
- Recreation infrastructure is aging
- Change in focus from single-use to multi-use recreation facilities (Ayr Centre)
- There is a phased approach to building new infrastructure (Ayr Centre)
- Looking to corporations to fund operating cost through a partnership (Ayr Centre)
- Youth moving away from organized sports to self-directed light activities (video games)
- Adults engage in fun leagues (baseball), restrained by time commitments
- Seniors engage in self-directed light activities; drop-off in physical activity after 70 years of age
- Volunteerism is key for rural communities to run recreational programmes and maintain outdoor facilities
- Communities should look at developing policies to recruit and retain volunteers
- Increased awareness of healthy lifestyle
- Tax credits available for participation



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Stephen Stone addressed the Recreation Master Plan survey. To date 60 responses have been received, mostly from the Florenceville-Bristol area (access to the survey available on their Recreation website since July 25). Overall the responses have been positive with the activities/programmes being ranked as adequate or somewhat adequate. Results indicate residents would like swimming, skiing and dance available in the winter and swimming, kayaking, youth camps available in the summer. The barriers to participation mentioned include poor programme times, lack of awareness of programme / activity availability, lack of available time to participate. 61% of respondents ranked existing facilities as great or good. Age group responses were low from the 15-39 age group and good (63%) from the 40-59 age group. There are 150+ recreation facilities across the region, 70% of which meet a high-level condition assessment. Committee members addressed the following issues with the survey:

- Kent Kuhn noted Centreville and Perth were not in the Community / LSD drop box (oversight)
- Confusion over LSDs / communities – Jill Hunter stated a number of residents do not know which LSD they live in and how are residents who live in unrepresented LSDs supposed to respond
- Jim Kennedy commented Peter Kavanagh should have been consulted about the way to represent the LSDs
- Concern not all recreation departments have posted survey
- It is not clear what the survey is about – need an introduction at the top of the survey
- Survey promotion – need to approach schools, senior clubs, youth groups and increase promotion through newspapers, radio ads, Facebook, websites

There was considerable discussion about promotion of the survey and some of the suggestions/comments were:

- Jill Hunter – suggested placing an ad on the Facebook page
- Brian Hayden – will contact Jim Dumville to do a story on the survey which can be placed in The Bugle and Victoria Star
- Elaine English - contact school board to place survey on their website, as well as providing hard copy of survey in schools



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- Chris Stacey – ensure survey hard copies have a correct address where the survey can be returned to (Florenceville-Bristol address on existing survey is incorrect)
- Kari Harper-Merrithew – include a search engine on the survey so participants can make comments
- Jo-Anne Lockhart – place community event ad in Coffee News paper
- Kent Kuhn – approach senior organizations; there is the Western Valley Senior Games upcoming in September
- Jill Hunter – would stakeholders meetings take place before or after survey is completed
- Brian Hayden – announcement at the Rotary Club bingo games
- Elaine English – an Advertiser flyer insert – Jo-Anne Lockhart informed the committee the cost to cover the Region is \$3,500

Stephen Stone was questioned on how much money Dillon about budgeted for advertising – it was \$1,000.

Chris Stacy asked when the last week for survey submission was; Stephen Stone replied it is open-ended. Dillon is expecting between 200-300 responses to the survey as a good representation.

The asset map was demonstrated; it is still a work in progress. Brian Hayden asked if the map could be embedded in the Western Valley website; the reply was it could be. Stephen Stone stated the asset inventory would be confirmed through the stakeholders' meetings. Brian Hayden asked if there would be an assessment on all Regional recreation facilities which is needed as backup when a funding application is made; the response from Stephen Stone was yes.

Stephen Stone stated the next step was the Stakeholder Focus Groups and requested assistance from the committee members. There was discussion about the catchment areas for the meetings and it was decided there would be three meetings:

- Town of Woodstock south to Forest City
- Hartland north to Bath
- Perth north to Riley Brook

Dates for the meetings need to be confirmed and invitees to the meetings selected. It was decided committee members would decide a date, location and provide a list



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of stakeholders (recreation directors, LSD chairs, school principals, recreation organization representatives) to Stephen Stone who will contact the invitees. Committee members hosting the stakeholder meetings in their area agreed to provide Stephen Stone with a date, location and list of stakeholders by Friday, August 28, 2015. It was suggested by Brian Hayden committee members try to attend all of the stakeholder meetings.

Stephen Stone asked if the October 14, 2015 Recreation committee being could be postponed until later in October to ensure the survey results are tabulated and the needs assessment completed.

Members expressed their concern about the timeline for the final report given the existing status of the survey and the need to still conduct stakeholder meetings. Stephen Stone assured the committee the final report target date is still November 16. Brian Hayden asked if the Master Plan draft report had to go to the Board; Jim Kennedy replied only the final report would go to the Board.

Stephen Stone left the meeting at 7.20 p.m.

### **o Remuneration for Ad Hoc Recreation Committee Members**

Brian Hayden notified the committee a waiver form for ad hoc members who attend committee meetings in an advisory role has been prepared for signatures. Two members, to whom the form applies, Kelly Foster and Tanya Hawkes, were not present at the meeting.

## **New Business:**

### **o Future Provincial Funding Availability**

Kent Kuhn, the WVRSC provincial representative from the Active Communities Branch of the Department of Tourism, Heritage and Culture (formerly Department of Healthy & Inclusive Living) provided an overview of the newest provincial funding available – Regional Service Commission Recreation Leadership Assistance. This initiative is to support full-time paid leadership tasked with the responsibility of implementing region and sub-regional plans. The province will provide 75% funding towards a full-time minimum starting salary of \$45,000 per annum with a contribution range of \$33,750 to \$41,250 per annum for the duration of the action plan. It was agreed by the committee members WVRSC is not at a stage to make an application for these funds.



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Jo-Anne Lockhart asked if WVRSC could access further funds from the Regional Service Commission Planning Assistance Initiative if a Phase 2 Master Plan project was to be undertaken. Kent Kuhn replied it would depend on the criteria of which there were four buckets (Asset Mapping, Recreation Needs Assessment, Recreation Master Planning and Facility Feasibility Study).

o **Review of Master Plan Presentation**

Some of the committee members expressed their opinions about the status of the Master Plan project to date; it was expected the project would be further along at this point and there is some concern about Dillon Consulting meeting the final report target date of November 16, 2015. Brian Hayden asked Jo-Anne Lockhart to send the signed contract to the committee members (sent August 20, 2015). Jo-Anne Lockhart was requested to send Brian Hayden the trail of e-mail correspondence with Stephen Stone commencing June 2 to August 19. Brian Hayden will prepare a letter to Gay Drescher, Project Manager for Dillon Consulting on this project expressing the Recreation Committee's concerns.

**Next Meeting: Wednesday, October 14, 2015, Hartland Town Hall**

**It was moved by Craig Melanson to adjourn the meeting at 8.03 p.m.**

  
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**Brian Hayden, Chair**