

RECREATION ADVISORY COMMITTEE (R.A.C)
Regular Monthly Meeting Approved Minutes
July 7, 2009, 7:00 p.m.
New Minas Civic Centre – Upper Level

Attendance: Dale Pineo, RAC Chair; Dave Chaulk, Village Chair; Maynard Stevens, Commission; Jennifer Pineo, Resident Member, Leslie Sequeira, Resident Member , Terry Silver, Clerk Treasurer and Vince Forrestall, Director of Recreation

1.0 **Call to Order**

The meeting was Called To Order by Chair Dale P. at 7:00 p.m.

2.0 **Approval of Agenda – July 7**

Moved by Maynard S. and Seconded by Dave C. the Approval of the July 7 Agenda

Motion Carried

3.0 **Approval of Minutes – June 2**

Moved by Maynard S. and Seconded by Dave C. the Approval of June 2 Minutes

Motion Carried

4.0 **Anna Sherwood (Valley Rep: Active Communities Coordinator)**

Director introduced Anna Sherwood with NS Health Promotion & Protection Valley Region Office. Anna made two power point presentations to the committee:

The first presentation included Annapolis Valley After-school Programs and its growth over the past two years with contributing partners. It included the model, how the money is used, types of activities, guidelines, leaders, number of schools and number of students participating (2006-09), sport ability, evaluation results, comments from parents, benefits from municipal partnership and testimonials from principals.

Anna thanked the Village, Director and Volunteers from the Village for participating and contributing to the program as a partner.

Discussion took place on the partners and their roles, along with their contributing share: \$500 Healthy Promoting Schools, \$500 Province and \$500 the Village.

Dave C commented it is nice to see the collaborative effort, very constructive and anything to get kids active today is money well spent.

Les Sequeira commented it is nice to see. Maynard Stevens commented children active after-school is great to see.

The second presentation was a summary of the Valley Youth Fun Run held May 23rd at Lockhart & Ryan Memorial Park.

Anna discussed the committee, statistics, participating schools, volunteers, why it was held, family event, teacher support, Doctors Run NS Program, the event, ribbons, comments, donations, budget and suggestions for 2010.

Maynard S commented that the volunteer duties did change leading up to the event, it was fun volunteering and again it is great to see children participating.

Dale P suggested including youth and adults in future events as the course would already be set-up and could be held earlier in the morning. Ages could be 5 to 15 and could add the adults. Dale was surprised at the turn-out – great.

Jennifer P commented that it is a good start.

Director commented that VRCDA has committed to supporting and committing to the event for the next three years.

The committee thanked Anna for taking time out of her busy schedule to visit the RAC this month.

5.0 **BUSINESS ARISING FROM THE MINUTES:**

5.1 **Annual Volunteer Recognition Reception** – discussion took place on improving attendance at the 2010 recognition with new ideas. Director pointed out that a lot of people responded that they could not make it due to other commitments. It was decided to continue with the annual event with a main focus of featuring the Volunteer of the Year.

6.0 **DIRECTOR'S MONTHLY REPORT (June 2009)**

Director presented his monthly report for June:

- **Spring /Summer Registrations** - Payment updates and pertinent participant information entered into department database & forwarded to Head Instructors/ Directors.
- **Spring/Summer Active Programs & Special Events** – Planned, developed, organized, promoted, implemented and evaluating (upon completion) Spring programs and events: Born to Swing (72) completed June 4th. with gift packs for each participant, Flag Football (28) ended June 24th with barbeque, Basketball Skills (70) ended May 6th., Little Dribblers (21) ended May 9th., Volleyball Skills (25), STARS Volleyball Fun League June 30 to August 4th., Oil Painting Sessions (16-varies), Seniors Fitness (14-18,varies) ended May 21st., Parent/Tot Playgroup (Year round), Junior Volunteer Leadership Program (10 participants).
- **1st Annual Valley Youth Run** - Planned by VRCDA Directors, Doctors NS, Province, AVRSB, etc. Evaluation held on June 1 in Kentville. VRCDA has approved a 3 year commitment and planning for the 2nd Annual next Spring with Director securing Jungle Jim's as a sponsor next Spring.
- **Village Voice** – Commission/Staff moving in different direction - renamed to **New Minas News To You** – working on July/August edition with the goal of distribution in the community before Celebration Days August 6-9th. Director met with Terry, Lynn S & Shelly on the new direction – info, pages, distribution, etc.
- **Update of Website** – Director continues update, upkeep, info, picture, forms & flyers additions, deletions etc. to the website www.newminas.com as warranted. Director met with Terry, Lynn & Shelly on future updates to www.newminas.com
- **Special Events Road Sign @ Lockhart Ryan Park** – Director keeps sign up to date with department information.
- **3 Canada Summer Jobs Approved** – Director applied and approved for 3 positions: 2 Children & Youth Special Events Coordinators & 1 Seniors Special Events Coordinator. Priorities: Special Events–Recreation. The Summer Playground Program "Play Days" made its return this summer led by local resident Ashley Jordan. 17 participated on day 1 of the program on July 6th.
- **Canada Day Grant Application** – Director applied for annual funding from Canadian Heritage. Village received \$2,780.00 funding compared to \$1,500 in previous years.

- **New Horizons Grant / Seniors Strategic Session** - Director applied for \$25,000 funding for seniors through the New Horizons Grant (Federal) - led by seniors for seniors. Grants name & logo: "**Beacon of Light-Youth & Seniors partnering Hand in Hand**".
- **Horton 50th Anniversary Reunion, 2009** - To be held August 13-16, 2009. Department is assisting them in the promotion of the event and the area.
- **5 Summer Day Camps** - led by Clarissa States, Pre-school Director; Monique Ouellette Village Visual Arts Camp Director; Jeanette Corporan, Junior Day Camp Director and Kelsey Myles as Senior Day Camp Director. Director confirmed Camp Director's access to soccer building & Rec Office, LRP to plan and organize their respective camps. Confirmed camp facilities through meetings and community use requests: NM Baptist Church (facility orientation with Directors June 8th), EMS (facility orientation June 23), Civic Centre, PWES, etc. NMES not available this summer due to school renovations (School closed June 12) but Director confirmed Day Camp Directors borrowing NMES equipment for the summer through Lynne Fuller, Phys. Ed. Teacher. New Minas Baptist Church gave each Director a welcome package/basket to each camp accessing their facility. Vince & Lynn S. met with Directors on June 8 re: Po's, cheque warrants, petty cash, weekly time pay sheets, etc.
- **RAV: Run Annapolis Valley (Running Club)** - Director/Department supporting as a partner with resources, promo/psa's, meeting locations: NMES/Civic Centre, NMVFD, etc. Pictures for media, etc. 95 registered led by Susan Carbyn & Mia Lockhart. Info session held May 11.
- **New Minas Princess Float** - Princess Nicole Pyke and family keeping the float busy this year so far! Great commitment by Nicole. Float "A Slice of Paradise" Village Bakery Princess Float in ABF Grand Street Parade May 30th Hantsport Canada Day Parade, July 11th Kingston Steer Barbeque and will be entered into Middleton Parade on 1966 Convertible. We have received nice comments on the float to date and commend Gerald Pyke and family to committing to driving the float to the various venues in the area.
- **VRCDA Meeting @ Digby Pines** - held June 11 & 12th. Director invited Vicki Dodge to present to the group on the RadioActive initiative. Reviewed website, ways to submit, etc.
- **Chair-Occupational Health & Safety Committee** - Director chairs Village O H & S Committee. Agenda, minutes, etc. Meeting held June 4th.
- **2nd Annual Tall Ships Trip** - Planning and organizing for July 17th. 30 registered for this event so far! Applied for non-profit funding for boarding passes through event organizers.
- **Annual Tattoo Trip** - Planned and organized July 8th. SOLD OUT.
- **Seniors Expo Educational Trip** - held on June 13th. @ Exhibition Park, Halifax with 31 participating. Seniors enjoyed exhibits, entertainment, supper @ Cousin's Restaurant, etc. Received nice comments from participants - testimonials.
- **Sun Safety Policy** - Director working with Sun Safety NS, O H & S Committee and Terry to have policy for sun safety in summer '09 for all staff.
- **Annual Kings County Seniors Games** - held May 25 to June 4 in the County. Director attended meetings assisting -planned, organized, promoted, etc. Implemented Bowling @ Fairlanes on June 1 with 33 participating. Wrap-up Variety Show held on June 4th with 75 participating. Department setup and tore down sound system at Fire Hall for the event.
- **Senior Summer Staff Training Meetings** - Valley Directors planned annual senior summer staff training held June 15 @ Greenwood benefiting our Coordinators, Intern & Directors. Leaders attended first aid recertification and information training June 24 & 25th.
- **Department Budget-Draft** - 2009-10 wish list created and submitted. Attended staff budget meetings Apr. 21 & 28, May 25 & 28, with the Commission on June 3rd. etc.
- **CHAP (County: Community Hall Assistance Program)** - Director, Peter & Gordon Kelsey submitted Grant to County for improvements to the Civic Centre: Windows, kitchen floor, back entry, etc.
- **Office Administration** - assisting in water/sewer payments at main desk, civic numbering call inquiries, answering telephone, looking after office when staff out, etc.
- **King Arthur Court Park Development** - Director, Peter & Gordon Kelsey prepared Grant to County for King Arthur Court Park Development. Director preparing grant to the County.
- **Economic Stream Committee (RNS Conference 2009)** - Director on Economic Steam Committee planning keynotes & sessions for the upcoming RNS conference.
- **Summer Staff Interviews** - Interviews held for summer positions with the Department/Director. Summer staff has begun: Recreation Intern (started June 1) & Day Camp Leaders (started June 22). Directors began June 8 & Playground Coordinator began June 15. Director, Terry & Lynn met with Camp Directors on June 25th to review schedules, critical paths, budgets, etc.
- **Active Transportation Movement** - Director working with AT Champion John Owen on AT for the Village and keeping him up to date on committees, surveys, info, railway bed discussions, upcoming workshops, conferences, etc.
- **VRCDA Bursary Committee** - Director sits on the VRCDA Bursary for a 2nd year. Applications reviewed and 3 successful applicants recommended and approved to the Association.

- **24th Annual Celebration Days (Aug. 6-9)** – Director secured Jungle Jim’s as a platinum sponsor. Recreation Intern Haley Mood working hard planning, developing, organizing and promoting event. Haley met with Soccer Tournament Committee Member and the Advertiser staff on the upcoming event: paper insert. Vince & Haley met with Vicki, K-Rock on June 9: promotional sponsor. Sponsorship Model created and distributed to local businesses.
- **June is Recreation Month**: Department promoted June is Recreation Month. Annual Physical Activity Day @ NMES was postponed due school closing earlier than anticipated on June 12th.
- **Canada Day Celebrations** – Canada Day Celebrations saw huge crowds attending most of the activities planned with most supplies running out. Pancake Breakfast in the morning had 250 being served. \$215.00 was donated and given to the Fire Auxiliary for their volunteer efforts. Afternoon activities had 750 participating enjoying official opening, face painting, dunk tank, soap slide, barbeque, cake & ice cream, official opening, soap slide, entertainment, clown, bounce inflatable, Great Canada Day Triviaetc. Wal-mart donated 500 hot dogs rolls & rolls, Tim Hortons donated 750 timbits, etc. Both Wal-mart and Tim’s allowed us to distribute flyers at their businesses as well. Hats off to staff, volunteers, sponsors, fire auxiliary, Peter’s staff, etc. for contributing to the success of the event.
- **Seniors Picnic (June 24th.)** – scheduled on June 24 was cancelled due to the weather and lower than anticipated participants registered. Last year, the picnics were free with provincial funds being available which this year with a \$6.00 fee playing into seniors registering.
- **Barbeque Utensils** – donations to the Department from Superstore. Staff couldn’t believe it. Stainless Steel utensils for our barbeque needs with an estimated cost of \$150.00
- **Facilities Project** – Director has been busy meeting with community members on what the Village needs. Director will present findings at September 2009 regular monthly meeting.
- **NMES Fun Fair** – held June 5th. Department donated our annual (3rd year now) 6 day camp certificates to the event, especially to the less fortunate in the area.
- **Economic Analysis of 24th New Minas Invitational Soccer Tournament** – Director met with AVESTA Coordinator Liam, Soccer Tournament Committee member Holly Thompson & Brian, Acadia University on June 9th. to plan an economic analysis of the annual big soccer tournament. Will provide valuable information for hosting soccer tournaments or other sporting events in the future, especially when it comes to sponsorship and support.
- **Evangeline Recreation Society Canteen @ LRP** – assisted Trina Long at the Evangeline Recreation Society to get the Canteen up and running at LRP this summer, fall. Special event dates from Greg Messom to Trina and had Greg & Trina meet to review facility needs, etc. Valley Kick-off featured a lot of rain and the canteen did not operate as there would have not been a lot of money to be raised, participants stay away from the canteen during rain days.
- **Fall Programs & Events** – Director in the process of starting to plan, develop, organize and promote (August 1) Fall Programs. Registration data base will also be created.
- **Volunteer: Emily Miner, Holland College Tourism Student** – Emily Miner is volunteering with the Department this summer with 300 volunteer hours needed for her course.
- **NS Senior Games 2011** – Director, County, Canning, Province, etc. involved in preliminary discussions in the Valley Region hosting the 2011 Provincial Games. Yarmouth is hosting this year (2009) and the games will be held in 2011 again, every 2 years. More information to follow, especially support for the event.
- **Any Child Can Participate Funding Program (New Minas)** – businesses continue to support and donate to the initiative. Frito Lay donated \$500 for underprivileged participants.

Director also presented programs & events feedback done through evaluation forms and testimonials. Comments were also received through verbal by calls, during registration, during the program or by e-mail, etc.

Respectfully Submitted, Vince Forrestall, Director of Recreation

Terry S. thanked (Hats off) Haley Mood for her role in organizing Canada Day Celebrations and commented on the amazing summer staff working for the Department as participant numbers have escalated.

Dale P commented that great feedback was received on the successful Canada Day Celebrations.

Moved by Dave C. and Seconded by Maynard S. the Approval of Director’s June Monthly Report as presented.

Motion Carried

7.0 Correspondence

7.1 Pam Dimock, New Minas Baptist Church – October Event in the Village - Mr. Forrestall, we wanted to pursue, to see if the Village of New Minas had a village-wide activity planned for that day with which we can help. We thought maybe the event weekend was the previous weekend, but wanted to check.

The purpose of our service project is to mesh with a series in which our church will be involved exploring different ways we can show love to our neighbors. The week of the 17th is acts of service. Many of our congregations live in the village thus many of our neighbors and friends are residents of New Minas. We would like to show the village that we care for them and would like to work with you/the village commission to find ways to do it. You may remember that we spent a day cleaning up Lockhart-Ryan Park a few years ago. We're looking at something like that, or something completely different if the village sees a need.

We don't have a budget for it, but we do have person power and expect to have about 200 people who could be involved. I look forward to your response and thank you. Pam Dimock.

Discussion took place on partnership opportunities for the Village and the New Minas Baptist Church. Discussions included racking the leaves at the park or fall harvest celebrations. Dale P & Director to set-up a meeting with Pam for further discussions and opportunities.

8.0 New Business

There was no new business at this time.

9.0 Adjournment

With no further business, it was Moved by Leslie S. to Adjourn the Meeting at 8:00 p.m.

Motion Carried

Dale Pineo
Chair
Recreation Advisory Committee

Vince Forrestall
Director of Recreation
Village of New Minas