

	THE CORPORATION OF THE TOWN OF COBOURG
	PARKS & RECREATION ADVISORY COMMITTEE MINUTES
	October 6, 2020 1:00 PM Zoom Video Conferencing

A regular meeting of the Cobourg Parks and Recreation Advisory Committee was held at 1:00pm with the following in attendance:

Committee Members:

Beth Bellaire, Chair
 Councillor Emily Chorley
 Dora Body
 James McGrath
 Miriam Mutton
 Richard Pope
 Patricia Whitney

Staff:

Deputy Director Teresa Behan
 Administrative Assistant Jodi Ware-Simpson
 Brent Larmer, Municipal Clerk

Regrets:

Director Dean Hustwick

1. CALL TO ORDER

The meeting was called to order at 1:12pm.

2. APPROVAL / ADDITIONS TO THE AGENDA

KPMG Report - The Service Delivery review will be presented at Council on October 26, 2020

2.1 Approval of the Agenda

Moved by Member Body: THAT the Parks and Recreation Advisory Committee approve the agenda dated October 6, 2020 as presented.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There was no declarations of interest declared by members.

4. ADOPTION OF MINUTES

4.1 Approval of the Regular Meeting Minutes Dated September 8, 2020

Moved by Member McGrath: THAT the Parks and Recreation Advisory Committee approve the meeting minutes from September 8, 2020 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

5.1 Parkland Dedication Fees - Director of Building and Planning, Glenn McGlashon
The Director reviewed the process of parkland dedication fees.
The Committee inquired about the current amount in the parks reserves.

ACTION: The Deputy Director will get the information from the Treasurer.

After a question and answer period Director McGlashon was excused from the meeting.

6. COMMUNICATIONS / CORRESPONDENCE

6.1 Constructive Ideas for Cobourg Waterfront Operation – 2021 and Beyond
Cobourg Brainstormers - Lydia Smith, Lori Laufert, Ted Williams and Brenda Quinn

Moved by Member McGrath: THAT the Parks and Recreation Advisory Committee accepts the Communication regarding Constructive Ideas for Cobourg Waterfront operations from the Cobourg Brainstormers for informational purposes.

Carried

7. REPORTS

7.1 Ongoing Usage of the Beach - Discussion (Beth Bellaire)

The Manager of Marketing & Events, Kara Euale, discussed the research that is being conducted through the Regional Recovery Relief Funding. Part of this research will be an overall analysis of how other municipalities manage their beaches.

Discussed the timing of when we would like the survey to be launch. On the advice of Councillor Chorley the Committee agreed to wait for the staff report in December and launch the survey in January, 2021 with the final results going to Council in March. The survey should have 8 to 10 questions.

ACTION: All committee members will submit a list of questions and email to all including staff.

7.2 Professor Pricklethorn - Urban Trees Video (Miriam Mutton)

The updated Urban Forest Management Plan is going to Council on October 26, 2020.

ACTION: The Deputy Director will find out what the 2020 tree planting budget was for 2020 and advise the Committee.

The Committee agreed to look at the budget information at the next meeting and make a recommendation to Council.

8. UNFINISHED BUSINESS

ITEM	DUE DATE
Ongoing Usage of Beach	December - Report To Council
Trash to Treasures	Spring 2021
Adult Fitness Park	Extended to March 2022
Legal Opinion Prior to Further Attempts to Regulate On-Water Activities - Discussion	Deferred until a new legal opinion is complete

9. COUNCIL MOTIONS

Moved by Member McGrath: WHEREAS the Cobourg Community Centre (CCC) is operating in a deficit each year;

AND WHEREAS the Parks and Recreation Advisory Committee is tasked with advising council on policy related to the CCC and the best use of the CCC for the residents of Cobourg;

AND WHEREAS, in order to advise on the policies to apply to the CCC specifically in relation to major events, the Parks and Recreation Advisory Committee requires information concerning the CCC's funding and budget;

BE IT RESOLVED THAT:

Staff provide to the Parks and Recreation Advisory Committee the following information in regard to the latest 5 major events:

- Time the venue was unavailable for normal usage together with forgone revenue for ice rental and other activities during that time
- Revenue
- Advertising and sponsorship revenue
- Advertising expenses including preparation, printing, distribution
- Event revenues guarantees if any
- Full-time staff costs including wages, salaries, and benefits
- Part-time staff costs including recruiting, wages, salaries and benefits
- Management cost allocation
- Material costs
- Costs for any required special equipment

- Cost gap guarantees
- Utilities
- Rentals
- Insurance
- Janitorial services
- Recycling/waste removal
- Security/police
- Ticketing and gate costs including bank and credit card fees
- Concession net cost (revenue less materials + staff + insurance + utilities + janitorial + waste removal)

All of which will be respectfully submitted to the advisory committee for its consideration.

Carried

10. NEW BUSINESS

11. NEXT MEETING

November 3, 2020

12. ADJOURNMENT

The meeting was adjourned at 3:02pm.