



## MINUTES

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### REGULAR MEETING OF PARKS, RECREATION, ARTS AND CULTURE COMMITTEE

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**THURSDAY, FEBRUARY 21, 2019**

**Kingsville Arena Auditorium D**

**6:30 PM**

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#### **A. CALL TO ORDER**

M. Durocher called the meeting to order at 6:30 P.M. with the following persons in attendance:

Mayor N. Santos  
Deputy Mayor G. Queen  
Councilor T. Neufeld  
M. Shields  
M. Tremaine-Snip  
A. Hickmott  
M. Durocher-Administrative Support

#### **B. DISCLOSURE OF PECUNIARY INTEREST**

M. Durocher reminded members that any declaration and its general nature are to be made prior to each item being discussed.

#### **C. Appointment of Chair and Deputy Chair**

The committee elected by unanimous vote Deputy Mayor G. Queen to the position of Chairman of the committee, and Mayor N. Santos to the position of vice chair of the committee.

**PRAC-01-2019** Motion made by Mayor N. Santos and seconded by Councilor T. Neufeld to appoint Deputy Mayor G. Queen to the position of Chairman the Parks, Recreation, Arts and Culture committee for the term of council.

**CARRIED**

**PRAC-02-2019** Motion made by Councilor T. Neufeld and seconded by M. Tremaine Snip appoint Mayor N. Santos to the position of Vice Chairman the Parks, Recreation, Arts and Culture committee for the term of council.

**CARRIED**

#### **D. DELEGATIONS/PETITIONS/CORRESPONDENCE**

## **E. STAFF REPORTS**

### **Program Managers Report**

**PRAC 03-2019** Moved by M. Tremaine Snip and seconded by A. Hickmott to receive the report as presented.

**CARRIED**

### **Motions made in conjunction with report by M. Durocher**

**PRAC-04-2019** Moved by M. Tremaine-Snip and seconded by Councilor T. Neufeld that the chair or member of the Highland Games committee is to sign off on the liquor permit as the responsible person for the Highland Games.

**CARRIED**

**PRAC-05-2019** Moved by A. Hickmott and seconded by M. Shields that in order to minimize any risk of exposure to the Corporation of the Town of Kingsville the Friday night pub-crawl and it's associated festivities are not to be listed as Town of Kingsville sanctioned events and all advertising relating to this component shall be marketed as such.

**CARRIED**

**PRAC-06-2019** Moved by Councilor T. Neufeld and seconded by M. Tremaine-Snip that June 2020 the June 27 is available at Lakeside Park for the Highland Games. If a June 20 date is required then Mettawas Park and the Grovedale facility will be available. Future dates will be secured at Lakeside Park for 2021 and forward.

**CARRIED**

**PRAC-07-2019** Moved by Councilor T. Neufeld and seconded by M. Tremaine-Snip that the Highland Games Facebook page needs to be made accessible with administrative rights given to administrative support staff in the same manner as other committee of council Facebook pages are i.e. Fantasy of Lights, Migration Fest, Communities in Bloom.

**CARRIED**

**PRAC-08-2019** Moved by Councilor T. Neufeld and seconded by A. Hickmott that the Kilt run websites have the Town of Kingsville Logo included on them.

**CARRIED**

**PRAC- 09-2019** Moved by T. Neufeld and seconded by M. Tremaine-Snip that the Mudmen contract is authorized to be signed by administration.

**CARRIED**

**PRAC-10-2019** Moved by Councilor T. Neufeld and seconded by M. Tremaine-Snip that administration be authorized to sign the

PPBSO contract and further that the contract fees are consistent with and not to exceed the approved budget.

**CARRIED**

**Facility Managers Report**

**PRAC 11-2019** Moved by Mayor N. Santos and seconded by Councilor T. Neufeld to receive the report as presented.

**CARRIED**

**F. MINUTES OF THE PREVIOUS MEETINGS**

Highland Games Committee Minutes of November 2018

**PRAC 12-2019** Moved by A. Hickmott and seconded by M. Tremaine-Snip to receive the minutes as presented with the reminder that all transactions are to go through municipal approval system.

**CARRIED**

**G. SERT Report**

**Report #1**

March 17<sup>th</sup> Event at the Grove

Date: March 17 2019

Time: Sales from 12 noon to 11 pm

Location: Municipal Lot 13 located on Beach Street -40x100 foot tent to be erected

Six-Foot fence will enclose the area

Set up requested for March 16 take down March 18

15 Porto Johns have been ordered

Main entrance off Beech Street

Security-2 paid duty officers, 8-event security staff-Dinunzio Event Security

**Recommendations by SERT Committee:**

Fee is listed on Fees and Charges as \$160 per day or part there of

Municipal Event status will have to be applied for by Town

Fire Chief requests Fire Safety Plan

Tent will require building permit, inspection after it is set up, and engineering

Certificate of Insurance is in place for Five million naming the town of Kingsville as also insured

Applicants is required to notify BIA of their intentions

Municipal Services to be notified if Picnic Tables, Garbage Barrels or Recycling is required

Applicant should send letter of Notification to Health Unit

Applicant: Ty Getty

12 Main Street Kingsville  
[ty@mygrovebrewhouse.com](mailto:ty@mygrovebrewhouse.com)  
519-329-0733

**Recommendation:** PRAC committee approve the request and further directs the applicant to enter into a contract for use of the site with Parks and Recreation Department.

**PRAC 13-2019** Moved by A. Hickmott and seconded by Councilor T. Neufled to approve the recommendation of the SERT committee.

**CARRIED**

## **Report #2**

Kings Duck Derby

Date: April 20 2019 following Easter Egg Hunt

Time: 1pm

The Lions club has received a letter of non-objection from ERCA

This is a family friendly event that is looking to tie into another event to assist in creating a spectator draw.

The Lions do not require any amenities on site

Request from Lions: That Parks and Recreation advertise this event in conjunction with Easter Egg Hunt.

Contact

Gayle Palmer  
[Gpalmer4@hotmail.com](mailto:Gpalmer4@hotmail.com)  
519-329-9355

Recommendation: PRAC committee approve the request as presented

**PRAC 14-2019** Moved by M. Tremaine-Snip and seconded by M. Shields to approve the recommendation of the SERT committee.

**CARRIED**

## **Report #3**

Super Ethan's Steps

Date: September 29 Lakeside Park Gazebo

Time: set up at 7:30 event 8am-1pm

Event has a 2 km walk around the park requiring no road closures.  
Proceeds go to charity dealing with children's cancers

Event will include: Face painting, prepackaged food, DJ

Requests from Applicant:

Power on in Gazebo

Applicants Requirement: fill out gazebo rental contract and supply insurance to town Fire Safety Plan-one from 2018 with new dates is acceptable

Contact:

Nicole Abdul-Massih  
[superethanssteps@gmail.com](mailto:superethanssteps@gmail.com)  
519-919-1674

**Recommendation:** PRAC committee approve the request and further directs the applicant to enter into a contract for use of the site with Parks and Recreation Department.

**PRAC 15-2019** Moved by Mayor N. Santos and seconded by A. Hickmott to approve the recommendation of the SERT committee.

**CARRIED**

**H.** New Business

Councilor T. Neufeld would like Food Trucks at Cedar Island put onto the agenda for the next meeting.

**I.** Date of Next Meeting:

**March 21, 2019**  
**At 6:00 pm at KINGSVILLE ARENA**

**J.** ADJOURN

**PRAC 16-2019** Moved by Councilor T. Neufeld and seconded by M. Shields to adjourn the meeting at 8:19 p.m.

**CARRIED**

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**CHAIR, Deputy Mayor G. Queen**

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**RECORDING SECRETARY, M. DUROCHER**