



## COMMITTEE MINUTES

### **PARK RECREATION ARTS AND CULTURE COMMITTEE**

**APRIL 15, 2021 @ 5:30 P.M.**

**Via - Zoom**

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

Deputy Mayor Queen called the Meeting to order at 5:30 P.M. with the following persons in attendance:

#### **MEMBERS OF PARKS, RECREATION ARTS & CULTURE COMMITTEE:**

Mayor N. Santos  
Deputy Mayor G. Queen  
Councillor T. Neufeld  
A. Hickmott  
M. Shields  
M. Tremaine-Snip

#### **MEMBERS OF ADMINISTRATION:**

K. Loney Manager of Recreation  
Programs and Special Events  
D. Wolicki, Manager of Properties  
and Facilities

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

Deputy Mayor Queen reminded the Committee that any declaration is to be made prior to each items being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

#### **C. PRESENTATIONS/DELEGATIONS**

1. None

#### **D. STAFF REPORTS**

##### **1. K. Loney, Manager of Recreation Programs and Special Events**

- Implementing a Kingsville Recreation Programming Assessment is designed to assess the current recreation programming, to identify opportunities for enhancement and to provide information for staff, PRAC and Council to guide decision making regarding recreation programming
- Review the summary sheet in the PRAC agenda package and add this item to the next agenda



## COMMITTEE MINUTES

- Recreation department has hosted a spring break contest to encourage safe play during COVID and the response has been very positive with community members sending emails of thanks
- A Kingsville resident is creating an informal cycling

**28-2021** Moved by T. Neufeld, seconded by Mayor N. Santos to receive the report as presented

**CARRIED**

### 2. **D. Wolicki, Manager of Facilities and Property**

- Reviewed report as per Appendix A
- Request to do some communication to the community on what is allowed during COVID for playing tennis and pickle ball
- Completed a presentation to Council for the splash pad at Lakeside
- Lakeside Park lower bowl restoration will begin in May with about six weeks needed for it to be not used
- Will be talking with Cottam Rotary Club on sign needed for the tennis courts

**29-2021** Moved by A. Hickmott, seconded by Mayor N. Santos to receive the report as presented

**CARRIED**

### **E. MINUTES OF THE PREVIOUS MEETING**

#### 1. Parks Recreation Arts and Culture Meeting Minutes March 18, 2021

**30-2021** Moved by M. Tremaine-Snip, seconded by A. Hickmott to receive the minutes of Parks Recreation Arts and Culture Committee Meeting dated March 18, 2021 with the correction names

**CARRIED**

### **F. COMMITTEE REPORTS**

#### 1. Community in Bloom Committee Meeting Minutes March 2, 2021

**31-2021** Moved by T. Neufeld, seconded by M. Shields to receive the minutes of the Community in Bloom Committee Meeting Minutes March 2, 2021



## COMMITTEE MINUTES

**CARRIED**

2. Migration Festival Committee Meeting Minutes February 23, 2021

**32-2021** Moved by Mayor N. Santos, seconded by M. Shields to receive the minutes of Migration Festival Committee Meeting February 23, 2021

**CARRIED**

3. SERT Update from April 6, 2021

Hogs for Hospice, Blessing of the Bikes

- When: Sunday - May 16, 2021
- Where: Start at First Lutheran Church Kingsville
- Road Closure: Spruce St. and Beech St. one-way traffic
- SERT Recommendations
- No concerns if they have volunteers to help monitor
- Request for them to do public notification
- Town will provide the barricade
- Ensure the Health Unit approves the plan

**33-2021** Moved by Mayor N. Santos, seconded by T. Neufeld to receive the Hogs for Hospice Blessing of the Bikes report

**CARRIED**

Sonny's Walk for a Cure

- When: July 11, 2021
- Where: Greenway trail from Kingsville toward Ruthven
- Tent: Event organizer to provide a small 8 x 8 pop-up tent
- SERT Recommendations
- No concerns
- Ensure the Health Unit approves the plan

**34-2021** Moved by M. Shields, seconded by A. Hickmott to receive the Sonny's Walk for a cure report



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**CARRIED**

### Life Walk/Run/Bike for Hospice (Erie Shores Health Foundation)

- When: Sunday, June 6, 2021
- Activities: Half Marathon and Cyclists 25 Kilometer loop
- Where: Reviewed Life Walk / Run / Bike for Hospice Traffic Management Plan
- June 6, 2021 – Updated 6, 2021
- SERT Recommendations
- Ensure there are Marshalls at the key points to direct participants
- Ruthven Park can be used for the refreshment break, and the event planners can place a portable bathroom in the park for the event
- Liaison with OPP to confirm any requirement
- Ensure the Health Unit approves the plan

**35-2021** Moved by T. Neufeld, seconded by A. Hickmott to receive the Life Walk/Run/Bike for Hospice report

**CARRIED**

4. Highland Games Committee Meeting Minutes October 27, 2020

**36-2021** Moved by A. Hickmott, seconded by T. Neufeld to receive the minutes of Migration Festival Committee Meeting October 27, 2020

**CARRIED**

### **G. NEW AND UNFINISHED BUSINESS**

#### **1. Fantasy of Lights Train**

- Cost to repair the train is \$9,600 and not a good return on investment
- The train is a community asset and not just an item for Fantasy of Lights
- Would like to create a plan for fundraising a new train
- Potentially have \$30,000 dedicated to a new train

**37-2021** Moved by T. Neufeld, seconded by A. Hickmott that Mayor N. Santos presents to Council that the train used by Fantasy of Lights be considered a Town asset to be used at all events and provide an update on fundraising to buy a new one

**CARRIED**

## 2. **Park Signage**

- Reviewed the current park sign shown in the agenda package

## 3. **Horse Shoe Pits**

- Spoke with a resident in Cottam who has a group of over 40 people interested in playing horseshoes. D. Wolicki will explore to determine the feasibility

## 4. **Splash Pad**

- Reviewed two options for the Lakeside Park splash pad
  - i. Option one has 36 features including several that are over six feet
  - ii. Option two has 26 features which are larger including a ship
- Will be having the community choose the options

## 5. **A. New playground equipment, Cottam Rotary Park**

- Reviewed the designs presented and chosen by the community
- Includes a climbing wall, climbing features and slide
- Concerns presented that design does not support accessibility
  - 80% of physical activity is happening by 40% of the children
  - Recommended that a natural playground is done that would meet the needs of all children
  - Concerned that the people have not been given the information for an informed decision
- Question arose if PRAC had moved a motion that any new playgrounds would have a natural space
- Design was approved by the accessibility committee
- The RFP requested a natural component. Dan to send out the full design of project that highlights accessibility

## **B. New playground equipment in Ruthven**

- Colours support apple theme
- An extra swing was added in
- Recommended a natural playground to meet the needs of more people

## 6. **Playground – reviewed above**



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### 7. Cedar Beach

- Reviewed the break wall as a safety issue
- To fix it requires the Essex Region Conservation Authority to implement the project
- Cost to put in a metal retaining wall will be up to \$200,000

**38- 2021** Motion by A. Hickmott, and seconded by M. Shields to move that guest Doug Plumb be able to provide comment

**CARRIED**

Comments provided on seeding at the lower bowl; suggested that a plan for spring seeding and importance of watering, along with an over seeding schedule and to grade the areas. D. Plumb offered to help

Dan reviewed that it is the landscaping contractor who has is hired to do this. Also looking at over seeding in the fall

### H. NEXT MEETING DATE

1. May 20, 2021 at 5:30 P.M.

### I. ADJOURNMENT

**39-2021** Moved by T. Neufeld, seconded by M. Shields to adjourn this Meeting at 6:20 P.M.

**CARRIED**

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**CHAIR, Deputy Mayor Queen**

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**RECORDING SECRETARY,  
K. Loney**



## COMMITTEE MINUTES

### **MIGRATION FESTIVAL COMMITTEE**

**FEBRUARY 23, 2021 @ 6:08 P.M.**

**Via - Zoom**

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

Interim Chair L. Lucier called the meeting to order at 6:08 P.M. with the following persons in attendance:

#### **MEMBERS OF MIGRATION FESTIVAL COMMITTEE:**

L. Lucier  
R. Braybrook-Gard  
S. Allen-Santos  
D. Swiderski  
M. Fogal  
S. Wye

Absent:  
S. Girardin  
M. Law  
A. Araujo

#### **MEMBERS OF ADMINISTRATION:**

K. Loney, Manager of Recreation  
Programs and Special Events

#### **B. DISCLOSURE OF PECUNIARY INTEREST – NONE**

Co-chair R. Braybrook-Gard reminded the Committee that any declaration is to be made before each item being discussed and to identify the nature of the conflict if any, as the agenda items come forward.

#### **C. PRESENTATIONS/DELEGATIONS - NONE**

#### **D. MINUTES OF THE PREVIOUS MEETING**

1. Migration Festival Committee Meeting Minutes—[October 6, 2020]

**01-2021** Moved by L. Lucier, seconded by D. Swiderski to receive the minutes of the Migration Festival Committee Meeting dated October 6, 2020

**CARRIED**



## COMMITTEE MINUTES

### **E. NEW AND UNFINISHED BUSINESS**

#### **A. Review of the Festival: What does this festival mean to you, and what would you like to see it bring to the community?**

Each member submitted their thoughts on what the festival means to them. Co-chair R. Braybrook-Gard summarized it as members liking the roots of the festival's history and sharing the Migration Festival with others. The members said they like what has been done in the past, but everyone is open to change moving forward and seeing the Migration Festival can do new and exciting things. The goal is to keep the festival inclusive of all people in the community. One of the significant concerns is the need to do a better job of explaining the 'why' message of the festival. If you are new to Kingsville or marketing to people outside of Kingsville, the word "migration" does not explain what is occurring.

#### **B. What should we stop, continue, or start?**

**STOP:** Wine-and-cheese reception as the opening ceremonies and to only focus on events within their control.

**CONTINUE:** What was universally agreed to be continued, COVID-19 restrictions in mind, was the parade, the vendor's market, encouraging people to walk the community, partnerships with local organizations and businesses, having an event that appeals to all ages, a primarily-free event to attend, and is being held over multiple days. It was also noted that the inaugural Great Migration: En Plein Air event was a success in 2020.

**START:** Multiple ideas were provided including:

- A heritage-focused event, including the story of Jack Miner and aspects of the Migration Festival delves into the history of the town itself. This can appeal to the people "migrating in" to visit or live here to learn more about Kingsville.
- Heritage walks, or longer "volkslauf" events.
- Christmas Open House-like event but dedicated towards heritage homes in the community instead.
- Farmer's market stall within a harvest theme festival
- Increase partnerships with local groups, such as the Kingsville Business Improvement Association, to expand further across the town.
- Entertainment such as buskers
- Establish the concrete purpose of the Migration Festival
- Continue with the Beer Tent if possible.



## COMMITTEE MINUTES

- A suggestion for a theme was Celebrate Kingsville; people moving here, new babies, the town, the heritage
- 'Migrate Home' theme, almost like a homecoming, can celebrate people newly in town and those coming back to Kingsville, which celebrates Families, History, and the Future.

### **C. Community Survey Discussion**

We agreed that a community survey is beneficial.

ACTION; K. Loney to put in survey monkey and everyone to test and review.

### **D. Roles of Committee Members**

An agreement to have formal roles for the committee members is beneficial. It was noted that a Council would be completing a review of all committees in the coming months.

**02-2021** Moved by L. Lucier, seconded by M. Fogal to induct R. Braybrook-Gard as Co-Chair, L. Lucier as Interim Co-Chair, D. Swiderski as Treasurer, M. Fogal as Partnerships Coordinator, and S. Wye as Communications Coordinator.

**CARRIED**

### **E. Partnerships**

Multiple partnerships were mentioned, including Kingsville Municipal Heritage Advisory Committee, Kingsville-Gosfield Heritage Society, Kingsville BIA, Jack Miner Migratory Bird Sanctuary, Arts, Society of Kingsville, and other committees of the Town of Kingsville. Deferred full discussion to another time.

### **F. Budget**

Deferred but a copy of budget provided to all committee members.

### **G. Girardin Memorial**

Sue Girardin, Migration Festival co-chair, was absent from the meeting due to her husband's death, Grant Girardin. The Committee shared their deepest sympathies to the Girardin family and hopes to honour his work some way during the 2021 Migration Festival.



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The Committee agreed to purchase a Kingsville BIA Brick to honour his memory. There will be no use of the committee funds for this project, instead all personally funded.

### **H. NEXT MEETING DATE**

1. The next meeting of the Migration Festival Committee shall take place on March 23, 2021, via - zoom @ 6:00 P.M.

### **I. ADJOURNMENT**

**03-2021** Moved by L. Lucier seconded by D. Swiderski to adjourn this meeting at 7:35 P.M.

**CARRIED**

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**CO-CHAIRS, R. Braybrook-Gard and L. Lucier**

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**RECORDING SECRETARY, K. Loney**



## COMMITTEE MINUTES

### COMMUNITIES IN BLOOM COMMITTEE

MARCH 2, 2021 @ 5:30 P.M.

Via - Zoom

#### A. CALL TO ORDER

Councillor T. Neufeld called the Meeting to order at 5:30 P.M. with the following persons

in attendance:

#### **MEMBERS OF COMMUNITIES IN BLOOM COMMITTEE:**

Councillor T. Neufeld  
M. Fogal  
M. Tremaine-Snip  
J. Willoughby  
C. Bedal

#### **MEMBERS OF ADMINISTRATION:**

K.Loney, Administrative Support

Regrets: A. Batke, L. Janisse

#### B. DISCLOSURE OF PECUNIARY INTEREST

Councillor T. Neufeld reminded the Committee that any declaration is to be made prior to each items being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

#### C. STAFF REPORTS

1. Membership has been paid.
2. CIB Conference (Free)
  - a. Virtual sessions no longer than two hours
  - b. Proposed dated are September 22, 23, 29, 30 and October 6,7,8, 2021
  - c. 10 people can attend for
3. Shout outs to be scheduled for every Tuesday at 9 A.M.  
Optimal time for posting is Wednesday between 11 – 2 P.M. worst time is Sunday Other times is 9 A.M. – 2 P.M.

**08-2019** Moved by M. Fogal, seconded by C. Bedal to receive the report as presented

**CARRIED**



## COMMITTEE MINUTES

### **D. MINUTES OF THE PREVIOUS MEETING**

1. Communities in Bloom Committee Meeting Minutes —February 2,2021

**09-2019** Moved by M. Fogal, seconded by C. Bedal to receive the minutes of the Community in Bloom Committee Meeting dated February 2, 2021

**CARRIED**

### **E. NEW AND UNFINISHED BUSINESS**

1. Contest application
    - a. Applied for six signs. Contest is not closed yet.
    - b. Did not apply for the other grant as it relates to community garden and not on our work plan
  2. Work plan Review
    - a. Community social media – need messages to be made consistent
      - i. Marcy to create social media common messages
    - b. Shout out program
    - c. Activity
      - i. M. Tremaine Snip and C. Bedal to meet with K. Loney on the Spring Break ideas
  3. Membership
    - a. Terms of Reference states that membership is “Ten minimum”
    - b. Several people have expressed an interest
    - c. ACTION – K. Loney to arrange process with clerk’s office
  4. Next meeting
- F.** T. Neufeld to invite a bee keeper to the next meeting

### **F. NEXT MEETING DATE**

1. The next meeting of the Communities in Bloom Committee shall take place on April 6, 2021 at via-zoom @ 5:30 P.M.

### **G. ADJOURNMENT**



## COMMITTEE MINUTES

**010-2019** Moved by C. Bedal, seconded by M. Fogal to adjourn this Meeting at 6:08 p.m.

**CARRIED**

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**CHAIR, T. Neufeld**

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**RECORDING SECRETARY,  
K. Loney**