



**CORPORATION OF THE TOWN OF DESERONTO
CULTURE AND RECREATION COMMITTEE MEETING – AGENDA**

November 5, 2020 – 7:15 P.M. – 8:30 P.M.

The Deseronto Culture and Recreation Committee will act in an advisory capacity to Council, the Chief Administrative Officer and the Director in matters pertaining to community parks, sport, recreation, and culture.

Via Teleconference – to be circulated and published 48 hours in advance of the meeting

Invited to Attend – Amber Dale Hudson Councilor, Jewel Shurtleff, Anna McLellan, Amy MacDonald, Eric Monize, Mandi Wilson, and Patrick Connor (Staff)

Agenda

1. Welcome from the Chair
2. Determination of Quorum – 6 participants (4 votes needed to affirm actions)
3. Approval of Agenda
4. Approval of Minutes **Pages 3-5**
 - a. October 15, 2020, meeting – attached
5. Business Arising from the Minutes
 - a. Programs Inventory – prioritization of activities to pursue – suggest a 2-week process for report back.
 - Link to google drive spreadsheet - https://drive.google.com/file/d/110ftNW1LgSivXVf2a5R_1DVbapX9mk/Nn/view?usp=sharing
 - **Proposal for Funded Activity -** **Pages 6-9**
 - b. Recommendation sought on pursuit of Senior Friendly Communities
 - Speaker to be confirmed for an upcoming meeting.
 - c. Recommendation sought on Geocaching Guest
 - Speaker to be confirmed for an upcoming meeting.
 - d. Deseronto Culture and Recreation Committee Volunteer Recruitment
 - Letter and advert for positions based on Council recommendation of action from October 28, 2020 meeting pending.
 - e. Winter Town and Tree Lighting Ceremony
 - Activities Outline **Page 10-11**
 - f. Cross promotion/implementation of library activity
 - Enacted
 - g. Recommendation sought on [Event Submissions](#)
 - Policy in development

6. New Business
7. Date of Next Meetings – Would the committee please suggest dates for planning purposes?
 - a. January
8. Motion to Adjourn



CORPORATION OF THE TOWN OF DESERONTO CULTURE AND RECREATION COMMITTEE MEETING – DRAFT MINUTES

October 15, 2020 – 7:15 P.M. – 8:30 P.M.

The Deseronto Culture and Recreation Committee will act in an advisory capacity to Council, the Chief Administrative Officer and the Director in matters pertaining to community parks, sport, recreation, and culture.

Via Teleconference and YouTube

Attending – Amber Dale Hudson Councillor, Anna McLellan, Amy MacDonald, Mandi Wilson, and Patrick Connor (Staff).

Regrets: Jewel Shurtleff and Eric Monize.

Agenda

1. **Welcome from the Chair** – Chair Amber Hudson welcomed all to the meeting and thanked them for their time and ongoing contribution to the betterment of The Town of Deseronto.
2. **Determination of Quorum – 6 participants (4 persons needed for affirmations)**
 - a. Quorum achieved.
3. **Approval of Agenda**
 - a. **Motion** “To Approve the Agenda of the October 15th, 2020 Deseronto Culture and Recreation Committee Meeting,” Moved by Mandi Wilson, 2nd by Amy MacDonald to accept the agenda. Carried.
4. **Approval of Minutes - September 17, 2020**
 - a. **Motion** “To accept the September 17, 2020 Deseronto Culture and Recreation Committee draft minutes” Moved by Mandi Wilson. 2nd Anna McLellan. Carried.
5. **Business Arising from the Minutes**
 - a. **Programs Inventory** – prioritization of activities to pursue – suggest a 2-week process for report back. **Motion** “To defer the conversation on final recreation and culture program offerings to the next meeting to provide time for Committee members to review and provide guidance to Council,” Moved by Mandi Wilson, 2nd Anna McLellan. Carried.
 - Link to google drive spreadsheet - https://drive.google.com/file/d/110ftNW1LgSivXVf2a5R_1DVbapX9mk_Nn/view?usp=sharing

b. Update on Senior Friendly Communities

- Staff have engaged with the Hastings Prince Edward Health Unit, Bernadette Hymus (staff) and they are willing and able to present via Zoom on enacting Senior Friendly Communities services and programs for the residents of Deseronto. **Motion:** “That we pursue the HPEPH for a speaker for the November DCRC Meeting, via Zoom as a speaker.” Moved by Mandi Wilson, 2nd Amy MacDonald. Carried.

c. Recommendation sought on Geocaching Guest

- With the support of Council, at a future meeting of the Deseronto Culture and Recreation Committee, the Napanee Geocaching representative will be invited to present to a committee meeting of the DCRC. **Motion:** “That we pursue Jason Henry, as a speaker on geocaching for the November DCRC Meeting, via Zoom.” Moved by Anna McLellan, 2nd Amy MacDonald. Carried.

d. Deseronto Culture and Recreation Committee Volunteer Recruitment

- Whereas the Town has previously circulated a public invitation for participation on the committee, staff has contacted the previous applicants and as programs are defined, they will be re-engaged based on their availability and allowed gathering and event planning. **Motion-** “that previous applicants be contacted and a focus on youth volunteers be sought, with an ask to Council that we re-advertise for volunteers.” Moved by Anna McLellan, 2nd by Mandi Wilson. Carried.

e. Recommendation of Santa Claus Parade and Tree Lighting Ceremony

- Given the approval by Council of the Date of Event: 4:30 pm – 5:30pm November 28, 2020, with social distancing and other COVID protection measures in effect. Staff are currently working on two Christmas Theme options for the Day:
 - A Christmas Town Display at Rathbun Park and
 - A Festival of Seasonal Porches with a community voting and celebration of community decoration.
- **Recommendation – Motion-** “that a celebration scaled to size, event day with these two programs as the point of focus.” Moved by Amy MacDonald, 2nd by Anna McLellan. Carried. **Motion** – “that we defer a parade for 2020 given COVID issues.” Moved by Anna McLellan, 2nd by Mandi Wilson. Carried.

f. Recommendation sought on cross promotion/implementation of library activity

- Based on the support of Council, the Culture and Communication staff will work with library staffs to cross promote library activities that support community engagement as defined through the recommendation of the committee. **Motion** – “that staff prepare a policy and protocol for the Committee to put forward regarding the cross promotion of library activities through and with the Committee.” Moved by Anna McLellan, 2nd by Mandi Wilson. Carried.

g. Recommendation sought on [Event Submissions](#)

- Staff will develop a policy in support of use of the web-based event portal.

6. Date of Next Meeting –

- a. November 5th, 2020

7. Motion to Adjourn – moved by Amy Macdonald, 2nd by Mandi Wilson. Carried.

PROPOSAL FROM THE DESERONTO CULTURE AND RECREATION COMMITTEE to TOWN OF DESERONTO COUNCIL

OBJECTIVE: to provide professional coaching and program delivery support for up to 5 programs as recommended by the Deseronto Culture and Recreation Committee to Town Council.

Where these programs are:

1. Augmented Walking Group Indoor and Outdoor Support/Alternate
2. Virtual Runs
3. Deseronto Runs
4. Yoga – online
5. Yoga in the Park
6. Group Fitness Classes

DELIVERY: the professional instructor will provide these programs on a fixed rotational schedule as defined by the Committee and supported by Town Council. Further the instructor will charge for the programs on an hourly delivery basis; and will be reimbursed at a rate of \$23.50 per hour.

PROGRAMS: each of the programs provides learning and support to different health and fitness seeking members of the Deseronto Community.

1. **Augmented Walking Group Indoor and Outdoor Support/Alternate:** Run at the DCRC, usually in the banquet hall, a mobile walk facilitated by video instruction. Provides a safe warm place for walking in the winter, a cool dry place for walking in summer.
Activity: *walking, pole walking and walking with an assistive device for those that use one.*
2. **Deseronto Virtual Runs:** 4 seasonal runs as suggested by Mandi Tisdale-Wilson arising during discussions around the June 21 MBQ Run in June 2020. Participants login to a virtual run reporting page and track their runs as part of an open-ended community fitness challenge.
Activity: *walking, or running, 5km or 10km options. Perfect for Covid or non-COVID times.*
3. **Deseronto Runs:** The Deseronto Running Experience facilitates a run for runners 18 and up. Would be used to revitalize the Deseronto 5km Fun Walk/Run Off shoot - attempted this year joint 5km Run on June 21 for Indigenous People's Day. If the arena does not have ice in this would be an indoor use that would augment the fitness centre equipment and provide a larger use facility like the tracks at the Belleville YMCA and the QSWC.

Activity: *walking, pole walking and walking with an assistive device, or running, or running at your own pace for 5km. Maybe COVID friendly if runners used masks and SD.*

4. **Yoga On-Line:** Suggested in October 2019 report to the DCRC from Mandi Tisdale-Wilson. Supported by the February 2020 community survey. An online booking a payment form or process would need to be setup to accommodate this. An online portal such as Zoom or Facebook could transmit the classes.
Activity: *The focus of this program is to maintain a strong yoga practice so you can continue to improve, while increasing the level of difficulty gradually and safely as a yoga student. Along with improved flexibility, strength and balance, yoga inspires a deeper sense of calm and ease in your body and mind. Yoga reduces fatigue, decreases anxiety, cuts stress, lifts your mood, improves sleep, reduces pain, lowers cholesterol, and generally improves quality of life.*
5. **Yoga in the Park:** Suggested in October 2019 report to the DCRC from Mandi Tisdale-Wilson. Supported by the February 2020 community. An online booking a payment form or process would need to be setup to accommodate this. Currently the program would be offered on line, (weather and COVID) and would switch to delivery at the DCRC post-COVID.
Activity: *The focus of this program is to maintain a strong yoga practice so you can continue to improve, while increasing the level of difficulty gradually and safely as a yoga student. Along with improved flexibility, strength and balance, yoga inspires a deeper sense of calm and ease in your body and mind. Yoga reduces fatigue, decreases anxiety, cuts stress, lifts your mood, improves sleep, reduces pain, lowers cholesterol, and generally improves quality of life.*
6. **Group Fitness Classes:** Suggested in October 2019 report to the DCRC from Mandi Tisdale-Wilson. Supported by the February 2020 community survey. An online booking a payment form or process would need to be setup to accommodate this. Currently the program would be offered on line, and would switch to delivery at the DCRC post-COVID.
Activity: *stretching, movement, sit and be fit, breathing and cardiovascular impacts and other aspects of walking, running in place and use of mats.*

DELIVERY DATES: the Deseronto Culture and Recreation Committee recommends the following program delivery dates:

PROGRAM DELIVERY: EXPENSE

***use of DCRC for DCRC sanctioned programs is not a factored cost in this document**

Program	Frequency	Day(s)	Sessions x Rate	Annual Cost
Augmented Walking Group Indoor and Outdoor Support/Alternate	8x a month	T, Th	1 supported session each week to 4 a month, 48 sessions x \$23.50 hr.	\$1,128.00
Virtual Runs	4X a year, one per season, winter, spring, summer, fall	3rd Sunday of February, May, July, October.	6 hours per session x 4, 24 at \$23.50 hr.	\$564.00
Deseronto Runs	1x a year	June	1, 6-hour session X\$23.50 hr.	\$141.00
Yoga On-Line	4x a month x 12 months	M am or, F am	48 1-hour sessions x \$23.50 hr.	\$1,128.00
Yoga in the Park	2x a month, April to September	Sun am	14 1-hour sessions x \$23.50 hr.	\$329.00
Group Fitness Class	4x a month, 2-day hours and 2-night hours, for 12 months	Tues evenings or W am	48 1-hour sessions x \$23.50 hr.	\$1,128.00
Total		173	173	\$4,418.00

PROGRAM DELIVERY: REVENUE

Program	Frequency	Day(s)	Sessions Registration	Annual Registration
Augmented Walking Group Indoor and Outdoor Support/Alternate	8x a month	T, Th	48 sessions x \$5.00 x 5 registrant minimum	\$1,200.00
Virtual Runs	4X a year, one per season, winter, spring, summer, fall	3rd Sunday of February, May, July, October.	10.00 for 5k 20.00 for 10k 20x\$10 20X\$20	\$600.00
Deseronto Runs	1x a year	June	N/C	\$0.00
Yoga On-Line	4x a month x 12 months	M am or, F am	48 sessions x \$5.00 x 5 registrant minimum	\$1,200.00
Yoga in the Park	2x a month, April to September	Sun am	14 sessions x \$5.00 x 5 registrant minimum	\$350.00
Group Fitness Class	4x a month, 2- day hours and 2-night hours, for 12 months	Tues evenings or W am	48 sessions x \$5.00 x 5 registrant minimum	\$1,200.00
Total		173	173	\$4,450.00
Revenue less Expenses				+82.00

If approved by Council an online registration and collection system will be set up for program participants.

'WINTER TOWN' PROGRAM AND TREE LIGHTING AT RATHBUN PARK



**Displays • Lights • Mayor and Council •
Tree Lighting Ceremony • Festive Decorations •**

Seasonal Displays & Tree Lighting Ceremony

Rathbun Park

A mask and physical distancing are required this year.

Tree Lighting

- 1) Lights - additional festive lights will be purchased for trees in park. Public Works making recommendations on power hookups and l.e.d. types of lights. Main tree is multi-colored other trees should be as well.
- 2) Banners – festive banners for lampposts are being investigated
- 3) Hanging Festive Baskets – are being studied by Public works for hanging
- 4) Tree and Lights being installed in fountain
- 5) Direction signs for entrance and exit will be prepped and placed
- 6) Gazebo – the gazebo will be lit on its perimeter like last year.
- 7) Public Works is investigating the position and set-up of the reindeer display in the park, on the Fire Hall roof or on the Town Hall balcony
- 8) Public works has set aside space for display refurbishment in the building on Water St. should it be required
- 9) Staff have photographed the condition of the past displays in the bottom of Town Hall and we may need volunteer to re-paint these for use
- 10) Festive wreaths will be attached to street poles
- 11) Festive snowflakes will be distributed on Main St.
- 12) Duration – once up how long will they stay up?

SANTA'S PORCHFEST

- 1) Invitation to residents for registered porches with festive lights and displays
- 2) 3 prizes of 1 \$50.00 gift certificate each.
- 3) All get photo'd and mentioned on social media
- 4) Residence's only for prizes, although businesses may decorate their businesses for social media exposure.
- 5) Eventbrite page made for registration on-line.
- 6) Registrants get a free bundle of red glow sticks.
- 7) Photos day after will be distributed to the Google drive in a shared photo library and the Committee needs to select their top three by Monday November 30th.
- 8) Photos all shared on social media. Top three photo op with gift certificate presentation Nov 30th.
- 9) Flyer to be designed and circulated.