

**Parks & Recreation Advisory Committee
Meeting Minutes – August 25, 2025**

Attendance:	Karla Lamb	Lindsay Hall	Gail MacKinnon
	Don Sherwood	Jinell Johnson	Jessica Churchill
	Kevin Breau	Deputy Mayor Salgado	

Regrets: Troy Summerville

1. **Call to order: Deputy Mayor Salgado** called the meeting to order at 6:01 pm.
2. **Approval of the Agenda:** Moved by Jinell Johnson seconded by Lindsay Hall to approve the agenda as circulated. **Motion Carried.**
3. **Approval of the Previous Minutes:** Moved by Karla Lamb seconded by Lindsay Hall to approve the minutes of the June 23rd, 2025 meeting. **Motion Carried.**
4. **Business Arising from the previous Minutes:**
 - Bradford Subdivision; Jeremy gave brief recap
5. **New Business:**
 - Hampton Minor Basketball Funding Request – Darren Wilkins spoke about the letter and requested a reduced rate. Committee noted if a reduction occurs for one group it might trigger needing a reduction for other groups/facilities. Discussed considering a pilot year rate due to uncertainty of floor/air conditions. **Motioned by Lindsay Hall and seconded by Don Sherwood to recommend to council to create a reduced rate for the first season of field house winter operations (2025-2026) based on uncertainty of floor condition and air temperature. MOTION CARRIED.**
 - Request Youth Rate for Adult Fundraising Tournaments Correspondence 25-100 – Brand new facility with higher level of service and unknown cost to operate. Move to new facility good timing to make the change to back in line with policy so we should be charging the rate required in the policy (ie. the adult rate). **Motion by Lindsay Hall and seconded by Jinell Johnson to recommend to council to stop the grandfathered tradition of extending the youth rate to adult fundraising events. MOTION CARRIED.**
 - Nonprofit organization advertising rates -Summit Centre – Discussed if you adjust the rate for one group you would have to adjust it for everyone. Discussed possibility of waiving the set-up fee for not for profits. **Motion by Gail MacKinnon and seconded by Don Sherwood to recommend to council to waive the set-up fee for advertising when requested by non-profit organizations. MOTION CARRIED.**
 - HMHA Holiday break tournament – Jeremy discussed HMHA request to open the Summit Centre over the holiday break for a 3-day tournament and that Council approved the request with the understanding that staff are in agreement.

- Rates 2026 – Review of rates document for 2026-2027 **Motioned by Karla Lamb and seconded by Lindsay Hall to recommend to council the proposed rates as discussed for 2026. MOTION CARRIED.**
- Committee Resignation – PRAC vacancies (2) and PRAC representative for PAC vacant. Jessica suggested asking Hampton Community Club to provide a representative. Don suggested a Seniors Resource Centre representative. Noted that a social media post to advertise would also create applicants.

6. Reports:

A. Department Update:

Office/Pool/Programs

Jessica Churchill – Rec NB highlight on Gender Equity Policy in our SAP, Fall hiring for FH and SC underway, Fall program calendar for FH and SC drafted and reviewed, Pool post season this week with last day Aug 29.

Arena/Parks/Trails/HRMF

Kevin Breau – Trails open tomorrow after provincial shut down, Pool shutdown next week followed by painting, Field House renos upcoming – water fountain/filling station and accessible doors, Trail work minimal in the summer due to weather, Ball fields have had a rough season with the dry weather, summer students done Friday, Summit Centre - landscaping ongoing, seats being installed shortly, commissioning underway and opening date coming soon.

B. HHS Update:

Karla Lamb – School football, soccer, and baseball tryouts are underway, cross country starting soon.

Other: Updates from Committee Members

Round Table:

Deputy Mayor Salgado - None

Don – None

Karla – Logie Drive has no crosswalk from William Bell onto Hall Road. Jeremy advised that the road is being redone in the next few years and we are aware of the issues and working on them.

Troy – N/A

Lindsay – None

Jinell – None

Gail – None

7. Next Meeting: Monday, September 29, 2025 at 6:00 pm

8. Adjournment: Motion by Gail MacKinnon and seconded by Karla Lamb to adjourn at 7:56pm. **MOTION CARRIED**

Committee Chair Jeremy Salgado

Staff Representative Jessica Churchill