

**Parks & Recreation Advisory Committee  
Meeting Minutes – November 24, 2025**

<b>Attendance:</b>	Karla Lamb	Lindsay Hall	Gail MacKinnon
	Don Sherwood	Jinell Johnson	Jessica Churchill
	Kevin Breau	Deputy Mayor Salgado	Troy Summerville

**Regrets:**

1. **Call to order: Deputy Mayor Salgado** called the meeting to order at 5:57 pm.
2. **Approval of the Agenda:** Moved by Lindsay Hall seconded by Jinell Johnson to approve the agenda as circulated. **Motion Carried.**
3. **Approval of the Previous Minutes:** Moved by Gail MacKinnon seconded by Troy Summerville to approve the minutes of the October 27<sup>th</sup>, 2025 meeting. **Motion Carried.**
4. **Business Arising from the previous Minutes:**  
Youth Council – Jeremy gave update from council that it is being referred to staff.

Age Friendly Committee – Jessica gave update from AFC meetings last week and was well received. AFAC-NB advised that AFC should not be a committee of council but that instead should be a separate committee. Gloria Baird from the Seniors Resource Centre is going to meet with AFAC-NB to discuss the possibility of taking over the designation from us.

Committee vacancies/PAC Representative – Jeremy asked if anyone had considered the call to volunteer on PAC and no one came forward.

5. **New Business:**
  - Committee Terms (Jinell, Gail, Troy, Karla expiring Dec 31 2025 term 1 of 2)  
The committee discussed whose term was expiring when and how long the terms were. The four members expiring this year all agreed to that they would like to remain on the committee. **Motion by Lindsay Hall and seconded by Don Sherwood to recommend to council to support the re-appointment of Jinell Johnson, Gail MacKinnon, Troy Summerville, and Karla Lamb to their second term of two on the Parks & Recreation Advisory Committee. MOTION CARRIED.**
  - Committee Applications  
A volunteer application from Rebecca Bonnell was received for the PRAC including a resume. The committee discussed the application and agreed. **Motion by Jinell Johnson and seconded by Don Sherwood to recommend to council to support the appointment of Rebecca Bonnell to their first term of two on the Parks & Recreation Advisory Committee. MOTION CARRIED.**
  - End of Year Report  
Jeremy went over the end of year report and Jessica added additional information on data pulled from Amilia SmartRec, specifically around visitation for each facility since we began with that software. **Motion by Karla Lamb and seconded by Gail MacKinnon to recommend to council to approve the 2025 End of Year Report for the Parks & Recreation Advisory Committee. MOTION CARRIED.**

- Volunteer Appreciation Event Reminder  
Jeremy gave a reminder on the details of the volunteer appreciation event, including the note to RSVP by Friday if planning to attend.

**6. Reports:**

**A. Department Update:**

**Office/Pool/Programs**

Jessica Churchill – Gave update on program calendar changes due to HMHA requesting use of the FH for dryland training, the status of the Summit Centre Canteen – waiting for new Health Inspector to respond to our submission, Winter Wonderland is Dec 4-6, confirmed events for the Summit Centre include Canadian Ball Hockey Jr Nationals in July and now SSNB AAA Male Hockey Provincials March 20-22, and finally noted the Rec Admin Assistant is retiring so that job is currently posted externally and new part time evening/weekend positions being posted next week.

**Arena/Parks/Trails/HRMF**

Kevin Breau – Gave update that Remembrance Day banners are coming down and Christmas lights are going up. Building deficiency list is being worked through and this was the first week the plant didn't have an issue, preparing for snow removal, stick holders are coming, score clocks are being worked on, music logistics and wifi. A banner request has come through that is not eligible based on the Display Policy. Security guards at the Summer Centre are now working Fri-Mon and the guard rail on the driveway is now up, there has been an issue of dogs in the building on a few occasions.

**B. HHS Update:**

Karla Lamb – Hockey and basketball are into their seasons; Drama is well underway with tech and dress rehearsals the next two weeks and then the show!

**Other: Updates from Committee Members**

**Round Table:**

Deputy Mayor Salgado – None

Don – None

Karla – Go to theatre company facebook page to win tickets – ticket info is also on HHS Huskies, Hampton, NB, IG, Eventbrite.

Troy – None

Lindsay – None

Jinell – None

Gail – None

**7. Next Meeting: Monday, January 26, 2026 at 6 pm at the Summit Centre (committees don't meet in December).**

**8. Adjournment:** Motion by Troy Summerville and seconded by Karla Lamb to adjourn at 6:46pm. **MOTION CARRIED**

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Committee Chair Jeremy Salgado

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Staff Representative Jessica Churchill