



**PARKS AND RECREATION ONTARIO  
ANNUAL GENERAL MEETING**

**Tuesday, March 26, 2019, 7:00 pm**

**Blue Mountain Conference Centre, Town of the Blue Mountains, ON**

**1. Opening Remarks and Call to Order**

Jan Wilson, Chair of Parks and Recreation Ontario, welcomed members and guests to the 2019 Annual General Meeting and recognizing that the traditional territory of the Iroquois, Ojibway/Chippewa and Anishinabek people.

**2. Introductions**

Jan Wilson welcomed special guests from across Canada and recognized the Past Presidents of PRO who were in attendance. She also introduced the current board of directors:

**Executive Committee**

Jan Wilson, Chair  
Bill Allen, Past Chair  
Romas Keliacius, Treasurer

**Directors**

Kyle Barber  
Juanita Bueschleb  
Shari Lichterman

Darryl McWilliam

Lori Mambella

Jeff Payne

Donna Perrault

Bryan Smale

**3. Rules of Order**

Brian Wynn, Partner at Gardiner Roberts LLP and PRO's legal counsel, acted as Parliamentarian and used Perry's Rules of Order for this meeting.

**4. Adoption of Minutes**

**Motion:** To approve the minutes of the Annual General Meeting April 10, 2018.

Moved: Jennifer McPetrie, Town of Oakville

Seconded: Perry Smith, Lifesaving Society

Carried

**Motion:** To approve the minutes of the Special Members' Meeting of October 10, 2018 to Appoint the Auditor.

Moved: Shari Lichterman, City of Mississauga

Seconded: Marilou Murray, Town of Whitchurch-Stouffville

Carried

**Member Recognition**

Chair Jan Wilson acknowledged the PRO member volunteers who contribute their valuable time and expertise to furthering the mission and vision of the association. CEO Cathy Denyer presented the following member recognition awards:



## Parks and Recreation Ontario 2019 AGM Minutes

### Certificate of Thanks

#### 2 Years of Service

Kyle Barber  
Sarah Dredge  
Amanda Hicks  
Sue Lemmon  
Alex Malmsten  
Colleen Oag  
Steven Palmer  
Kristina Zietsma

### Certificate of Recognition

#### 5 Years of Service

5 Years of Service  
Michelle Cundari  
Lorne Hilts  
Erin Sharpe  
Bryan Smale

Additionally, PRO recognized HIGH FIVE® trainers who have been active for 10 and 20 years.

#### 10 Year Trainer Award

Beata Arseneault	Roz Llewellyn
Morven Barnes	Anna Morrell
Nora De Lellis	Nadine Partridge
Maggie Henderson	Mary Jane Tousignant
Janet Hilts	Thera Wagner
Donna Jones	

#### 20 Year Trainer Recognition

Shelley Andrade	Shawn Hermans
Carol Gall	Virginia Schenk

## 5. Report from the Chair and CEO

Jan Wilson and Cathy Denyer co-presented their report on PRO's activities in 2018. The report included the following highlights:

### Member engagement

- CEO met members across the province in their communities.
- Established a new targeted communication for senior leaders focused on legislation and trends.
- Member engagement survey and report yielded rich feedback on PRO's programs and services.
- Enhanced webinars free for PRO members.

### Advocacy

- Before the election, PRO was working closely with government on the final implementation of the Pool Regulations and other legislation and initiatives like Rowan's Law, Cycling and Trails Strategy.
- PRO also created two election platforms, one for the provincial government and one for the municipal elections.
- Post-election PRO reached out to new Ministers and staff to establish relationships.
  - Met with Minister of Tourism, Culture and Sport as well as the Deputy Minister



### **Education and Training**

- PRO's flagship events, the Educational Forum, Aquatics Conference and MBA continued to support learning in the sector with huge range of topics from the legalization of cannabis to rural tourism to open data.
- The Parks and Recreation Management Certificate Program continued to be highly sought after, with more than 120 graduates to date.
- PRO is coming to the end of a three-year project that has seen the development of 18 youth councils in rural communities and has engaged over 350 leaders and youth in workshops.

### **Quality Standards**

- In 2018, PRO began a process to significantly transform HIGH FIVE from its delivery method to course content.
- The PRO team spent much of 2018 gathering feedback and planning what can only be described as a complete reset of the framework.
- PRO has also just completed the third year of the project to launch HIGH FIVE Healthy Aging
  - To date, over 800 people have been trained in the Principles of Healthy Aging

They closed this section of the AGM by congratulating staff for their successes and thanking them for their dedication.

### **CPRA President's Report**

Michael Cleland, a PRO Past President and current President of the Canadian Parks and Recreation Association (CPRA) provided a report on 2018 activities.

- CPRA is now a well-respected voice for the sector, both with politicians on Parliament Hill and with allied organizations.
- One of the recent highlights in government relations was that CPRA successfully lobbied to have recreation included in recent infrastructure funding.
- CPRA was instrumental in securing two years of funding for Green Jobs. This program will provide meaningful job experiences for 1000 youth working outdoors in parks and natural areas across the province through municipalities and non-profits.
- PRO administers Green Jobs in Ontario and Manitoba and in 2018, Ontario communities received funding for over 200 jobs in 2018.
- For the past three years, CPRA has been championing the Framework for Recreation in Canada, supporting national data collection and the creation of a municipal audit tool.
- CPRA is also a key partner with allied organizations like PartipACTION, Active Living alliance, The Aboriginal Sport Circle and Canadian Parks Council.



## 6. Treasurer Report

Treasurer Romas Keliacius presented the 2018 Audited Financial Statements, accompanied by this report.

- PRO engaged a new Professional Accounting Firm - Fruitman Kates LLP, to conduct our 2018 audit.
- PRO ended 2018 in a strong financial position with a year- end surplus of \$130,017.
- This surplus will allow for a contribution to our General Reserves Fund of \$10,000 and \$120,000 to the Restricted Research and Development Reserve Fund.
- These reserves will fund the significant enhancements to HIGH FIVE in 2019.
- PRO also invested in a new database and website that has been expanded to incorporate a more seamless online registration and a new online hub for knowledge exchange.
- The Treasurer then called for the three following motions:

**Motion:** To accept the audited financial statement for 2018.

Moved: Corey Groulx, City of Mississauga

Seconded: Anna Rookyard, Town of Oakville

Carried

**Motion:** To appoint the firm of Fruitman Kates LLP, Chartered Professional Accountants for the 2019 fiscal year.

Moved: Paula McCloskey, City of North Bay

Seconded: Kathy Moldenhauer, City of Niagara Falls

Carried

**Motion:** That the board of directors is hereby authorized to set the remuneration for the auditors for the 2019 fiscal year.

Moved: Marilou Murray, Town of Witchurch-Stouffville

Seconded: Brent Copland, Town of Oakville

Carried

## 7. By-Laws

The Chair informed the membership that there were no changes to the by-laws.

## 8. Motion to Approve all Acts & Business During the Past Year

Based on the annual report and reports presented at the AGM, the Chair called for the following motion:

**Motion:** That the reports as outlined in the Annual Report be received and that all business of the association enacted, taken or carried out by the Board of Directors in 2018 be approved.

Moved: Greg Rusk, City of Windsor

Seconded: Tammy Townsend, Town of Milton

Carried



## 9. Elections

Jan Wilson invited Juanita Bueschleb, Chair of the PRO Governance Committee and Nominations Task Group, to the podium. She presented the following Slate of Nominees for approval by the membership of Parks and Recreation Ontario on March 26, 2019.

Four nominees are put forward for a three-year term as director:

Aaron Karmazyn, Town of East Gwillimbury  
Romas Keliacius, City of Hamilton  
Darryl McWilliam, Town of Oakville  
Bryan Smale, University of Waterloo

**MOTION:** To approve the slate of nominees for the Parks and Recreation Ontario Board of Directors as presented today.

Moved: Rick Cox, Town of Tillsonburg

Seconded: Perry Smith, Lifesaving Society

Carried

## 10. Resolutions

There were no resolutions brought forward from the PRO Membership.

## 11. Other Business

Chair Jan Wilson thanked outgoing board member Catherine Matheson for her service. Catherine joined the board when she was with the City of Greater Sudbury and brought extensive experience in recreation, community services and health.

## 12. Adjournment

There being no other business and as per Perry's Rules of Order, Jan Wilson declared the Annual General Meeting adjourned.