



Helping Islanders Get Active & Stay Healthy!

2025-2026

ANNUAL REPORT



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Annual General Meeting Agenda
Tuesday, August 25, 2026, 11:30am
Hillsborough Park Community Centre, Charlottetown

1. Call to Order & Roll Call
2. Approval of Minutes- Annual General Meeting, August 26, 2025 (page 3)
3. Business Arising from the Minutes
4. Reports:
 - a. President's Report (page 5)
 - b. Executive Director's Report (page 6)
 - c. Treasurer's Report (insert)
5. Consideration of Amendments (page 13)
6. Election of Officers & Directors (page 13)
7. Appointment of Auditors
8. Adjournment



**Recreation PEI
Annual General Meeting- Minutes
August 26, 2025
The Oval at Red Shores, Summerside**

1. President, Cathleen MacKinnon called the meeting to order at 11:31am.

Attendance: Wyatt Inman, John McIntosh, Drew Watson, Holly Greenwood, Cory Thomas, Philip Brown, Ryan Steele, Amy Robertson, Cali Pineau, Dave Tompkins, Kelly Butler, Kendra MacNeill, Dontay Buchanan, Francois Caron, Nicole DesRoche, Cathleen MacKinnon, Kim Meunier, Lynn Anne Hogan, Brianna Underhill, Kate MacQuarrie, Jessica Corbett, Katy Stordy, Jeff Perry, Jonathon Gardner, Jenn Gallant, Billy Keough, Valerie Vuillemot, Rita Campbell, Ergita Dema, Satya Sen

2. Cathleen MacKinnon presented the 2023-24 AGM Minutes, as in AGM Report.
Motion to approve, as presented: M/S: Holly Greenwood/Ryan Steele APPROVED

3. Business arising from the Minutes: NIL

- 4.a. The President's Report prepared by Cathleen MacKinnon is included in the AGM Report.

- b. Valerie Vuillemot presented the Executive Director's Report, as in AGM Report.

- c. Valerie Vuillemot presented the 2024-2025 Financial Statements, as in AGM Report.

Motion to accept all reports, as presented: M/S: Cali Pineau/Jeff Perry APPROVED

5. By-law Amendments

Motion to approve by-law amendments, as presented: M/S: Kim Meunier/Holly Greenwood
APPROVED

6. Cathleen MacKinnon presented the Nomination Report, as in AGM Report.

Q: Amy Robertson called once, twice, three-times for nomination from the floor – None.

Q: Amy Robertson asked if all nominees accept, as presented – Unanimous.

Motion to approve, as presented M/S: Amy Robertson/Holly Greenwood
APPROVED

7. Ryan made a motion to assign MRSB as the auditors for the coming fiscal year.

Motion to approve, as presented: M/S: Amy Robertson/Holly Greenwood APPROVED

8. Motion to Adjourn: M: Cory Thomas APPROVED

PRESIDENT'S REPORT

As we reflect on the past year, Recreation PEI continues to make meaningful progress through collaboration, innovation, and a strong commitment to inclusion and community well-being.

Our #UnitedWePlay campaign remains a key initiative promoting equity and inclusion in sport and recreation. This year, six new organizations joined the campaign, bringing total support to 10 provincial sport organizations and two educational institutions. Campaign signage is now displayed in 23 indoor and outdoor facilities across six municipalities

We also remain committed to the principles outlined in our Anti-Racism Charter. Building inclusive environments requires ongoing effort, and our staff and Board continue to engage in learning opportunities and share resources that support this work. Through these efforts, we strive to ensure all Islanders feel safe, welcome, and valued in recreation settings.

We also celebrated several successful initiatives this year. Atlantic Physical Literacy Day attracted 130 participants to its webinar, and 14 new bike racks were installed through the Active Transportation Project. Our partnership with Cycling PEI, SAFE Summerside, and Bike Friendly Communities continues to advance active transportation across the province. Under the leadership of Active Transportation Coordinator Amir Zuccolo, these efforts are encouraging Islanders to embrace active commuting and healthier lifestyles.

Our go!PEI Project Manager, Rita Campbell, continues to champion physical activity across Prince Edward Island, expanding the go!PEI brand and supporting a healthier, more active culture. Project Manager Ergita Dema has provided outstanding support across Recreation PEI initiatives, including preparations for the Atlantic Recreation Facilities Conference in Nova Scotia, the East Coast Arena Training Course, and playground inspections which ensure safe play spaces for kids.

We were pleased to welcome The Honourable Ernie Hudson as Minister of Fisheries, Rural Development and Tourism. His engagement and support have been greatly appreciated. I would also like to thank former Minister Zack Bell, Deputy Minister Brad Colwill, and John Morrison for their support throughout the year. Special thanks to our Government Liaison, François Caron, whose guidance and advocacy have been invaluable. We are encouraged by the progress being made toward increasing access to school gymnasiums for sport and recreation.



A sincere thank you to our Executive Director, Valerie Vuillemot, for her dedication and leadership. I also extend my gratitude to our Board of Directors for their commitment, expertise, and contributions to Recreation PEI's success.

Finally, thank you to our members and stakeholders. Your continued efforts to keep Islanders active, engaged, and connected highlight the vital role recreation and physical activity play in preventive health and in building stronger, healthier communities across Prince Edward Island.

Cathleen MacKinnon, President

EXECUTIVE DIRECTOR'S REPORT

Recreation is a key public service which contributes to the health and wellbeing of Islanders and communities. Thank you to all the recreation and parks staff and volunteers who worked to offer interesting and diverse programming in your communities. Thank you to all arena and recreation facility staff and volunteers who have worked tirelessly over the past year to keep Islanders active in your communities. Demand for recreation services continues to rise while the number of those volunteering is declining making the work of recreation staff and volunteers even more valuable. We can't play without you!

Recreation PEI remains an active member the Canadian Parks and Recreation Association (CPRA), who are vocal advocates for our sector at the federal level. With CPRA, we participated in a Day on the Hill in the fall during which we met with politicians of all parties to champion recreation and request increased funding for key needs including aging infrastructure. The *Framework for Recreation in Canada* remains our guiding policy even as assist the renewal process for an updated policy.

We continue to maintain a strong partnership with other provincial and territorial recreation organizations. This is particularly true with our Atlantic counterparts our Atlantic Recreation and Facilities Conference co-hosts, as well as sharing resources and knowledge with them. We also foster relationships with a variety of groups within PEI and throughout Canada and continually seek out new connections to further our work in implementing the goals of

Our work could not occur without the valuable support and collaboration of the PEI Department of Fisheries, Tourism, Sport, and Culture - Sport, Recreation, and Physical Activity Division and their staff. Our staff were pleased to meet with Department Minister, the Honourable Ernie Hudson shortly after he took over the portfolio from previous Minister, the Honourable Zack Bell. We were fortunate to oversee several projects this year with provincial funding support, including healthy eating grants, the clinical exercise program, the Active Transportation Coalition, the Anti-Racism Charter and the #UnitedWePlay campaign, and ongoing work on the trail mapping program and improving physical literacy.



Thank-you to all the staff who work hard to connect with our members including Ergita Dema, who serves as Project Coordinator; Rita Campbell, who manages go!PEI and physical literacy initiatives; and Amir Zuccolo, who oversees the Active Transportation Coalition initiatives. All their efforts served to advance the recreation and physical activity sector this year.

Thank you also to the Board of Directors for all their work in guiding the organization and your vision for the future as we work together to make recreation safe and welcoming to everyone.

Valerie Vuillemot, Executive Director

PROJECTS REPORT

Priority 1: Active Living - To Foster Active, Healthy Living Through Recreation

go!PEI Initiative

go!PEI had a productive year by consistently offering online incentives (office workouts, steps challenges, outdoor activity) to keep Islanders motivated along with the help of our 7 partners and their great programming. Learn to run programs remain a big hit in a lot of the communities along with ball hockey, yoga, swims and hikes. With such a variety of programs it was another successful year with hundreds of happy Islanders.

This year with the help of Donna Campbell and Outdoor Council of Canada we offered two Field Leader Hiking courses in October. One was held in Bonshaw with 9 participants completing the training and 7 completing in Portage.



We are currently working on offering a new training for seniors with the help of Zoomers <https://www.zoomersinfo.ca/en/home>. This program will be offered in October to our partners and will focus on fall prevention and mobility.

go!PEI is currently delivered by the following 7 delivery partners: the Eastern, Central, and Western Sport and Recreation Councils; the cities of Charlottetown and Summerside, the towns of Cornwall and Three Rivers.

go!PEI has continued this year with quarterly meetings with recreation programmers across PEI (mainly virtual) to stay connected and stay up to date on each other's initiatives.

go!Play After School Program

go!Play is an after-school program delivered at rural elementary schools in partnership with the regional sport & recreation councils. It is designed to give children more opportunities to be physically active during the time slot directly after school. The program is delivered free of charge for children in k-6 or k-8 schools. During the year, our go!Play programs continued to be a success but finding leaders remains an issue. Regional partners in the western, central, and eastern districts delivered approximately 4 go!Play programs for the 2025-2026 year with over 75 participants. The average number of participants per school was 12.

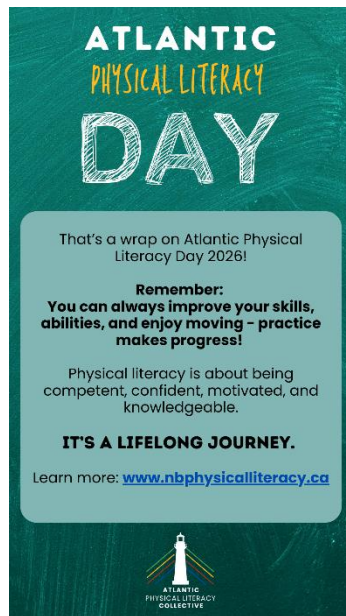


Physical Literacy

Recreation PEI leads a variety of physical literacy initiatives in the province. In June, a Fundamental Movement Skills course was held for summer day camp staff in Charlottetown. This course is part of the National Coaching Certification Program through the Coaches' Association of Canada and teaches basic movements and how leaders can effectively build these skills in children.

Recreation PEI offered four Sport for Life e-learning courses, as part of our work to promote physical literacy. A total of 30 access codes were offered for each e-learning course. The courses

offered were: Introduction to Physical Literacy, Movement Preparation 1, Introduction to Long-Term Development in Sport & Physical Activity, and Welcome to Canada: Engaging New to Canada Participants in Sport and Physical Activity. So far, 14 of these access codes have been used.



Sport for Life's Physical Activity and Physical Literacy in the Early Years training was hosted again at the Early Childhood Development Association spring conference. It was offered in French this year.

Recreation PEI continues to collaborate with the Atlantic physical literacy collective to increase knowledge of the concept. Atlantic Physical Literacy Day was celebrated on January 29th, the last Thursday in January. The collective hosted a joint webinar with leading physical literacy expert, Dr. Natalie Houser. The theme this year was From Knowing to Doing: Putting Physical Literacy into Practice. Over 130 people registered for the webinar from a variety

of sectors such as recreation, education, and health. In 2027, Atlantic Physical Literacy Day will be held on January 28th.

Active Transportation

During this fiscal year, Recreation PEI received funding through the PEI Active Transportation Fund to support active transportation initiatives across the province. Through this funding, we purchased 14 bicycle racks, and in collaboration with the PEI Active Transportation Working Group, distributed them to schools and public facilities across Prince Edward Island where bicycle racks were requested. This initiative helps improve access to safe and convenient bicycle parking and encourages active transportation.

Recreation PEI also aligned our active transportation goals with other organizations to form an Active Transportation Coalition: Cycling PEI, Bike Friendly Communities, and SAFE Summerside. The Coalition received funding from the PEI Active Transportation Fund to support AT education initiatives. Amir Zucollo was hired as a part-time AT Education Coordinator to deliver collective programs.



A number of initiatives were advanced over the course of the year, including the development of a push bike program which was then delivered to daycares and elementary schools reaching 260+ children under 6. An alternative push bike program was also created in partnership with Stratford Occupational Therapy. A Learn to Commute presentation has been developed and delivered to interested groups. The coordinator also assisted with training for Bike Bus volunteers at schools in the Charlottetown area.

Now as part of the Coalition, Recreation PEI delivered the WalkSafe program (a program from the Ottawa Safety Council) in 3 elementary schools across the Island during spring and fall. Cycling PEI's Hop On program was also offered under the Coalition banner as well as SAFE Summerside's Learn to Ride training.

New equipment was purchased to deliver the programs including new pedal bikes of varying sizes and helmets, new push bikes, elbow/knee pads and equipment for a portable traffic garden. Some of this equipment will be managed by go!West to deliver the programs in their area. Also, a shed is being planned in partnership with go!Central and the local high school to store equipment in Kensington.

Priority 2: Connecting People & Nature - To Connect People to Nature Through Recreation

Trail Mapping Project

Recreation continues to update the provincial trail map, a project on behalf of the Department of Fisheries, Tourism, Sport, & Culture- Sport, Recreation , and Physical Activity Division to create accurate GPS maps of all publicly accessible trails on PEI.

In the summer of 2024, Recreation PEI offered support to the provincial division in its efforts to fully map all recreation infrastructure on PEI. This data will be added to the ActiveExchange, a national database supported by the CPRA. This accurate data includes important information such as condition of the facility which can help with decision making around aging infrastructure requests. The information is available through the government of PEI's website. The next step will be to merge the trail map with the infrastructure map to have easily accessible information.

Thanks to Dan MacDonald, our provincial partner who cleans the data, maintains the map on the government servers, and allows it to be open to the general public. Work on the trail map is ongoing as new trails and AT pathways are built throughout the province.

Outdoor Recreation Opportunities

As part of the trail mapping project, Recreation PEI oversaw a number of programming initiatives to encourage more people to get active outside. In the spring, we delivered a Field Leader-Hiking course (a program of the Outdoor Council of Canada) at



Bonshaw Provincial Park. Six people attended the training, including several funded as members of Island Trails and 2 BIPOC individuals whose registration fees were subsidized by Recreation PEI. In the fall, the FL-H course was hosted twice with 5 people attending the course in Bonshaw in September (including Recreation PEI's Executive Director) and 9 people attending in Portage in October. The latter was offered in partnership with the Native Council of PEI and fully funded through this funding. A follow-up winter session was then held in March with 6 participants.

This year, we also continued to offer a micro-grant program to organizations for projects aimed at opportunities for more Islanders to explore outdoor spaces with particular emphasis on initiation into outdoor spaces for those who have generally not used these spaces or who have felt unwelcome in them. Three organizations were approved for projects ranging from bicycle recycling and repair, nature camps for kids, hiking group transportation, and a bike festival.

Priority 3: Supportive Environments - To Ensure the Provision of Supportive Physical & Social Environments that Encourage Participation in Recreation & Build Strong, Caring Communities

Canadian Certified Playground Inspections

As part of our member services, we continue to offer one complimentary playground inspection annually to all of our members. During this fiscal year, nine playground inspections were completed across the province including Brackley, Cardigan, Cavendish, Murray Harbour, Miltonvale Park, Murray River, Souris, and Iona Park.



Aging Recreation Infrastructure Symposium

In October, staff member Ergita Dema, and general manager at Bell Aliant Centre, Allan Wood attended the Ontario Recreation Facilities Association (ORFA) Aging Recreation Infrastructure Symposium in Markham, Ontario. The symposium focused on the challenges and opportunities associated with aging recreation infrastructure, including facility lifecycle planning, asset management, accessibility, sustainability, funding opportunities, and facility repairs and replacements. The sessions and case studies provided valuable information and insight that can help inform future facility planning and project development within the organization.

Healthy Rinks

Recreation PEI continued to offer a seed funding program to assist recreation facilities with initial equipment costs necessary to add healthier items to their canteen menus and vending machines. This funding is supported by a menu book created by the working group's dietician advisor, the report on current offerings on PEI, and a toolkit for facilities to enact changes. Three facilities took advantage of the funding this year to purchase glass front refrigerators to display healthy options, and water refill stations.

Priority 4: Recreation Capacity - To Ensure the Continued Growth & Sustainability of the Recreation Field

Arena Operators Training

Recreation PEI hosted the East Coast Arena Training (ECAT) –Level 2 Course on August 28th and 29th, 2025, at the Eliyahu Wellness Centre in North Rustico. A total of 18 ice technicians, arena operators, and managers throughout the region attended the two-day course. The level 2 course covered three topics of arena operation: refrigeration and ice making and maintenance led by

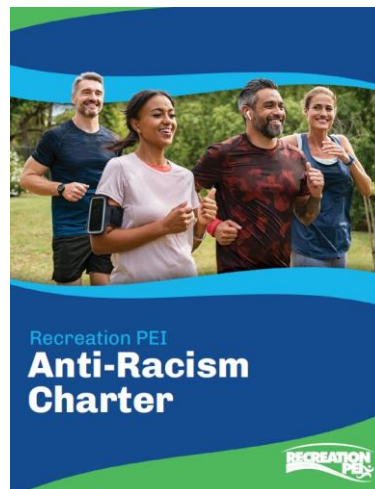


Drew Watson from the CIMCO, ice-resurfacing led by Everette Tucker from Saunders Equipment Ltd. ECAT is delivered in partnership with Recreation New Brunswick, and the Level 1 course was hosted August 11th & 12th, in Moncton, New Brunswick. Recreation PEI is finalizing the details of a partnership agreement with the Global Venue Institute (GVI) on a pilot program to provide access to Level 1: Introduction to Ice Making course online for next year, Recreation PEI members will receive 25% off the registration fee. In the meantime, we are preparing to host the ECAT Level 2 in person, and a one-day on-ice training during the next fiscal year for the participants who take level 1 online.

Anti-Racism Charter & Action Plan

Recreation PEI continues to champion the Anti-Racism Charter to our members as we grow the number of signatories. The Charter provides opportunity to engage in dialogue, education, and actions which together will create a more inclusive and welcoming sector. Interested organizations can become signatories which signals their commitment to creating an action plan. This initiative launched in June 2024. Three new signatories were welcomed this year: the Town of Cornwall, the Eastern Region Sport & Recreation Council, and the Central Region Sport & Recreation Council. Several more were pending at year end.

Using the Charter as a guide, Recreation PEI also created an organizational action plan. This includes a variety of actions to acknowledge and address racism such as adding anti-racism as a standing item on the board agenda with resource reporting, creating policy templates for our members, completing a communications review, and creating a facility awareness campaign. Work on the action plan is ongoing.



In November, Recreation PEI host an Anti-Racism Summit led by Bradley Sheppard from Sheppard Diversity. All members and #UnitedWePlay partner organizations were invited to attend. The summit featured an introductory virtual meeting and an in person training day. Fifteen people attended to learn and provide their input on a policy template for our members.

#UnitedWePlay #JouonsUnis

#UnitedWePlay is an awareness campaign to encourage public discussion on Anti-Racism and to be a visible reminder in the space that recreation/sport should unite rather than divide.



This year, the campaign expanded to outdoor recreation spaces, with Softball PEI, Field Hockey PEI, Rugby PEI, Baseball PEI, Football PEI, and Soccer PEI all featured on the campaign signs. The #UnitedWePlay signs have been installed in outdoor recreation facilities in more than eight municipalities across PEI. Signs were also installed at UPEI and Holland College recreation facilities, expanding the reach of the campaign into post-secondary recreation spaces. Additional signs and rink

boards were installed at arenas across PEI, with more facilities continuing to join the campaign. A full list of places to find the campaign signs and partnering organizations is on the website.

A Mi'kmaq translation of the slogan has also been completed and will launch once the audio version has been received.

PLAY Book Training

This year, Recreation PEI piloted a new training program for frontline staff of children's programs, the PLAY Book Essentials. This training was designed by Recreation NB for frontline staff of children's programs. It teaches skills to foster belonging, confidence, and physical literacy. The training also allows for leaders to build strong relationships, teaches conflict resolution and connection through active play.

In June, four people attended online training to lead the course for their staff. The course was then delivered in Charlottetown on June 26, with 16 leaders trained.

We continue to gather feedback on this new training program.

Atlantic Recreation & Facilities Conference and Trade Show (ARFC)

The Atlantic Recreation & Facilities Conference and Trade Show is hosted in partnership between the five provincial recreation and facilities associations and rotates between provinces every two years. This was a busy planning year for the event scheduled to take place in Halifax from May 19-22, 2026.

Recreation PEI is responsible for sponsorship for this event and has exceeded targets so far.

Recreation PEI will be the next host in 2028 and have secured the Rodd Charlottetown and the Eastlink Centre as the main venues for the conference.

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Proposed Amendments to the Bylaws

There are a number of proposed bylaw amendments for membership review. The changes suggested can be found here (includes markup): <https://recreationpei.ca/wp-content/uploads/2026/08/Constitution-and-By-Laws-Proposed-updates-for-2026.pdf>

Rationale: There are a number of changes to the bylaws to address the following:

- Clarify the terms of a lifetime membership
- Clarify who can vote at the AGM
- Distinguish the officers and the directors of the organization as well as allowing flexibility in the number of directors
- Limit the term of the Past-President and update the duties
- Remove standing committees which are not in practice
- Clarify the organizations in which Recreation PEI has a membership, including CPRA
- Avoid redundancy
- Adjust numbering based on above changes

Nomination Report

The following are offering for a two-year position ending in 2028:

Cathleen MacKinnon – President (re-offering)
Amy Robertson – Vice President (re-offering)
Nicole DesRoches– Director at Large (re-offering)
Ryan Steele – Director at Large (re-offering)
Holly Bernard – Director at Large (re-offering)

The following Executives and Directors are entering the 2nd year of a two-year commitment ending in 2028:

Kevin Crozier - Treasurer
Brianna Underhill - Secretary
Wyatt Inman
Kim Meunier

Honourary Lifetime Members

1997 – Don LeClair	2018 – Joanne Weir
2015 – Barb Mullaly	2018 – Beth Grant
2015 – Neil Kinsmen	2023 – Keith Tanton
2015 – Mike Connolly	2024 –Tanya Craig
2016 – John Morrison	2024 – Benji Stevens
2017 – Frank Morrison	2025 – Billy Keough

Recreation PEI Inc. Operating Budget 2026-2027

Grant, Membership & Other Revenue		Project Revenue	
Prov. of PEI, Health & Wellness	95,000	go!PEI Initiative	117,000
Newsletter Advertising	1,500	Jumpstart Program	5,000
Interest	5,000	Workshops & Training	19,900
Membership Fees	5,600	Other Projects	671,170
Total Grant, Membership & Other	107,100	Total Project Revenue	811,320
General & Administrative Expenses		Project Expenses	
Wages & Subcontracts	84,620	go!PEI Initiative	117,000
Dues, Fees, and Memberships	7,280	Jumpstart Program	5,000
Insurance	1,250	Workshops & Training	17,600
Meetings & Conferences	9,050	Other Projects	602,297
Office, Telephone, Internet	3,750	Total Project Expenses	741,897
Rent	3,750		
Other	9,250	Surplus from Projects	11,850
Total Administrative Expenses	118,950		
Deficit before Projects	(11,850)		
Surplus from Projects	11,850		
PROFIT/LOSS	0		

Effective April 1, 2027, Recreation PEI membership fees are as follows:

1. Dedicated go!PEI Partner: \$150
2. PEI Municipality (no Facilities): \$100
3. PEI Municipality with Facilities*: \$125
4. Independent Recreation Facility/Post-Secondary Institute/Camp/Club: \$100
5. Independent Recreation Facility with Camp: \$125
6. Affiliate (Like-Minded Organization): \$65

Our Corporate Members 2025-2026:



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Helping Islanders Get Active & Stay Healthy!

Recreation PEI is a volunteer, not-for-profit, provincial association dedicated to promoting, coordinating, and encouraging all facets of recreation, physical activity, and facility management on PEI. We encourage the increase of physical activity and recreation in many settings in order to ensure that our province has active homes, active communities, active schools, and active workplaces.

Our Vision: All Islanders move more and sit less, more often.

Strategic Priorities:

- To foster active, healthy living through recreation
- To help people connect to nature through recreation
- To ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities
- To ensure the continued growth and sustainability of the recreation field

*All priorities should include actions to increase inclusion and access to recreation for populations that face constraints to participation.

Board of Directors & Staff (2025-2026)

President: Cathleen MacKinnon Vice-President: Amy Robertson Past-President: vacant Treasurer: Kevin Crozier Secretary: Brianna Underhill Director: Holly Bernard Director: Cali Pineau Director: Ryan Steele Director: Dave Tompkins	Director: Wyatt Inman Director: Kim Meunier Executive Director: Valerie Vuillemot Projects Manager: Ergita Dema go!PEI Project Manager: Rita Campbell AT Education Coordinator : Amir Zuccolo Government Liaison: Francois Caron
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Members (2025-2026)

APM Centre (Communities 13 Inc) Bedeque Area Recreation Centre Belfast Recreation Centre Bell Aliant Centre Central Region Sport & Recreation Council City of Charlottetown City of Summerside Community of Wellington Cornwall Curling Club Disc Golf PEI Eastern Kings Sportsplex Eastern Region Sport & Recreation Council Eastlink Centre Evangeline Recreation Commission Holland College Iona Park Morell Community Rink Inc. Northumberland Recreation Association Inc. Norton Diamond Soccer Complex O'Leary Community Sports Centre Inc. PEI Indigenous Sport Circle Parasport & Recreation PEI Pownal Sports Centre	Resort Municipality Rural Municipality of Brackley Rural Municipality of Breadalbane Rural Municipality of Miltonvale Park Rural Municipality of Murray Harbour Rural Municipality of North Shore Rural Municipality of St. Peter's Slemon Park Plex Special Olympics PEI South Shore Actiplex Tignish Credit Union Arena Town of Alberton Town of Borden-Carleton Town of Cornwall Town of Kensington Town of North Rustico Town of O'Leary Town of Souris Town of Stratford Town of Three Rivers Tyne Valley Community Sports Centre University of Prince Edward Island Western Region Sport & Recreation Council
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