



Helping Islanders Get Active & Stay Healthy!

2018 - 2019 ANNUAL REPORT



Health and Wellness

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Annual General Meeting Agenda
Tuesday, June 18, 2019, 1:00pm
Jack Blanchard Centre, Charlottetown

1. Call to Order & Roll Call
2. Approval of Minutes- Annual General Meeting, June 20, 2018 (page 9)
3. Business Arising from the Minutes
4. Reports:
 - a. President's Report (page 3)
 - b. Executive Director's Report (page 4)
 - c. Treasurer's Report (insert)
5. Consideration of Amendments (page 11)
6. Election of Officers & Directors (page 5)
7. Appointment of Auditors
8. New Business
9. Adjournment

PRESIDENT'S REPORT - Dean Lund

Looking back at the past year and everything that Recreation PEI has accomplished from one end of this great Island to the other, I can truly see the great work and dedication that all recreation professionals and volunteers have provided so that all Islanders have the ability and means to participate in recreation. We were able to achieve this because of all of the hard work of the dedicated Recreation PEI staff, support from the Board and from all of the program delivery partners across the Island.

We would like to thank Premier Wade MacLauchlan, the Minister of Health and Wellness the Honourable Robert Mitchell, Department of Health and Wellness– Sport, Recreation, & Active Living department director, John Morrison and our liaison, Francois Caron, for the dedication that they have shown to the successful implementation of the PEI Wellness Strategy and for the confidence that they have in Recreation PEI to allow us to continue to offer quality services and programming. We look forward to working with both the new Premier Dennis King and Minister of Health and Wellness James Aylward.

The go!PEI program has continued to be a great champion for recreation across the Island. All three regional sport and recreation councils along with the Cities of Summerside and Charlottetown and the Towns of Cornwall and Stratford have once again outdone themselves on the delivery of the go!PEI programs. We are excited to launch the new multi-sectoral program go!forit in partnership with the Public Health Agency of Canada in the new year.

Canadian Tire and the Canadian JumpStart Program continued to lend its support to the “Learn to Skate” program in arenas across the province. With their donation we were able to provide skates, helmets, ice time and instructional programs for children across PEI. With the support of JumpStart we hope to continue to offer this program next season and that we will be able to grow it allowing more kids the opportunity to learn to skate.

Over the past year Recreation PEI has continued to offer great programs, trainings and conferences, such as the MAOI, Canadian Recreation Facilities Network meeting and High Five Training. It goes without saying that the conference of the year would have been the Atlantic Recreation and Facilities Conference and Trade Show which we hosted in May. The conference was very well attended and everyone that I spoke with had nothing but praise for it, from the Conference location, to the sessions, the food and all of the social events. This would not have been possible without all of the hard work from the organizing committee who helped pull this together and for that we say thank you.

I want to personally thank new Executive Director Valerie Vuillemot, who joined us mid-year, Project Co-ordinator Jamie Gosbee, and go!PEI Co-ordinator for all of the work done each day to make sure the programs and initiatives continue to have such a big and important impact on all Islanders. I would be remiss if I didn't also thank our outgoing Executive Director, Beth Grant, who served Recreation PEI for many years. I also want to thank all the members of the Board of Directors, who are all leaders in recreation and who give up their valuable time to make sure that the wellbeing of all individuals across PEI, regardless of age, physical ability, location or barriers are able to lead healthier lives.



Dean Lund
President

EXECUTIVE DIRECTOR'S REPORT - Valerie Vuillemot

It's been a year of transition for Recreation PEI as we have said "see you soon" to several important staff people and welcomed some new faces, like my own! We are taking advantage of the upheaval to re-evaluate the direction of the organization and to set our goals for the future. These goals will continue to focus on our organization's guiding vision of ensuring our province has active homes, active communities, active schools, and active workplaces and of supporting our partners and facilities through programs, professional development, and communication. We will continue to seek additional sources of funding to enhance the wonderful work of our members in community development and to help them address the issues they face in creating active and safe environments.

It was a busy start to the year as Recreation PEI hosted the Atlantic Recreation & Facilities Conference in May, in conjunction with the Maritime Arena Operators Institute and the Canadian Recreation Facilities Council. The ARFC is a collaboration with our Atlantic partners and continues to be a successful event. Many thanks need to be extended to the host committee, led by Dean Lund, the staff, and all the wonderful volunteers who helped to organize this event. Planning has already begun on the next event which will be hosted in St. John's, Newfoundland in May 2020.

Recreation PEI continues to be the delivery agent for several national organizations. We administer Canadian Tire's Jumpstart program on PEI and we are the authorized provider of High Five. Both of these programs are essential to ensuring that kids have access to quality programming on PEI.

The Tobacco Free Program was on a brief hiatus this year as we continue to search for funding opportunities to further this work. Over the years, Recreation PEI has worked with our member facilities to establish tobacco free spaces and policies to help ensure healthy facilities for all user. Recreation PEI continues to sit on the Council for a Smoke-Free PEI.

Recreation PEI continues to be an active champion of the "Framework for Recreation in Canada" and supporting our members as they implement the goals into their recreation programs and facilities. The five goals- Active Living, Inclusion & Access, Connecting People & Nature, Supportive Environments, and Recreation Capacity- serve as the theme for our bi-monthly newsletter. We also use the federal government's "A Common Vision" policy document to guide our work.

In early 2019, we began some work to streamline our communications path. This has included a review and redevelopment of our website which will launch in the summer, moving our newsletter to an digital version, and reactivating our social media accounts for a stronger online presence and connection to our partners and members.

We were also pleased to take a lead role on the Physical Literacy working group for PEI. The group also has members from Sport PEI, Parasport & Recreation PEI, PEI Aboriginal Sport Circle, Special Olympics PEI, and the Department of Health & Wellness. Physical literacy is the "why" for most of the work in the sport and recreation sector and the working group is putting together a strategy to promote the concept to a greater audience.


Go!PEI continues to be the flagship of Recreation PEI as it works with community partners to deliver free or low cost programs across PEI and alleviate the financial barrier to physical activity. After a long wait, a new go! Initiative, go!forit, received funding approval from the Public Health Agency of Canada (PHAC). This 12 month initiative will launch in April and seeks provide Islanders with the supports they need to make a lifestyle change through personalized and group walking programs, ongoing Try It activities in their communities, education sessions, and weekly check ins.



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Recreation PEI continues to foster partnerships with a variety of groups both within PEI and within Canada. This includes membership in the national organization Canadian Parks and Recreation Association (CPRA) and collaborations with other provincial and territorial members. We also work with organizations such as Sport PEI, PEI Marathon, PEI Provincials Parks, and Heart & Stroke Foundation, as well as working with our municipal counterparts and our members to further our work in implementing the Framework for Recreation in Canada goals. We also have valued funding partners such as PHAC, Jumpstart, and New Horizons.

Our work could not take place without the valuable financial support and collaboration with the PEI Department of Health & Wellness- Sport, Recreation, and Healthy Living Division. We would like to welcome the new Minister of Health & Wellness, the Honourable James Aylward, as well as thank the former Minister Robert Mitchell for all his hard work.

Thank-you to Jamie Gosbee and Cathleen MacKinnon for the tireless work they do with go!PEI and other projects and training throughout the year. These capable, innovative, and driven staff fuel the organization. A big thank-you to Beth Grant, the retired Executive Director, for all her work over the years in advance the cause of recreation on PEI as well as her advice as we continue to move forward. Thank-you also to the board of directors, for all their work in guiding the organization and your vision for the future.

On a personal note, I would like to thank the board and staff for welcoming me into my new role as Executive Director. I have enjoyed my first few months with the organization and am excited about the road (or rather, bike path) ahead as we work together to encourage Islanders to move more and sit less.

Thank-you,

Valerie Vuillemot
Executive Director



Nomination Report

The following Directors are entering Year 2 of a two-year commitment:

Dean Lund - President

Vicki Tse - Vice-President

Monica Ross - At large

Paula Sark - At large

Trent Williams - At large

The following Directors are renewing for a two-year term:

Nancy McMinn - Secretary

Dale Mclsaac- At large

The following Directors are renewing mid-term for a two-year term to balance the board's expiry dates (completing their new term in 2021):

Kevin Crozier - Treasurer

Jean Marc Beauchesne - At large

Dave Tompkins - At large

Submitted by: Dean Lund

PROJECTS REPORT - Jamie Gosbee & Cathleen MacKinnon

go!PEI Initiative

This healthy living initiative managed by Recreation PEI, continues to encourage and connect Islanders of all ages to physical activity opportunities across PEI. Our seven community partners, the cities of Charlottetown and Summerside, the towns of Cornwall and Stratford, and the three sports and recreation councils have been offering an wide range of programs indoors and outdoors all year long. The ever popular learn to run, walking and hiking programs continue to be in high demand across the Island. The partners have also gone beyond these core programs to offer some different innovative activities to get more Islanders moving.



The West continues to showcase its multitude of indoor and outdoor infrastructure with activities like moonlight snowshoeing, archery and kayaking. The East has a growing following, and has come up with creative ways to get Islanders moving such as providing new parents with fitness programs that allow them to bring their small children with them. Central Region has their formula locked in with solid older adult programs and yoga at the beach! Charlottetown is showing us that winter is a perfect time for yoga with their successful sessions of snoga at Rochford Square! Summerside is a one stop shop for all kinds of recreational fun at Credit Union Place. Stratford's gym is open to all and has some great programs for older adults from chair yoga, step and stability, and more! Cornwall has no shortage of options, whether you are young or young at heart – there is something for everyone. These programs are but some highlights of the extensive offerings each of our community partners have put together for Islanders. We are thrilled to be collaborating with this great group of program deliverers who continually develop their program offerings and get Islanders active!



go!PEI – Seniors Programs

We continue to strengthen our seniors targeted programming across the Island. In 2018-2019 we received a grant through the New Horizons for Seniors Program. This grant enabled us to work closely with Western University's Canadian Centre for Active Aging (CCAA) to offer senior specific training to instructors from all areas of the province.



A total of ten seniors fitness instructors took part in the functional exercise training which consisted of programs are offered through a combination of classroom education, group discussion and hands-on practical activities. This gave valuable information and tools to the instructors which they took back to their local communities.

Additionally, three out of the ten instructors went on to become 'train the trainers' in the Ball Facilitator Training for Fitness Leaders and Tiered Exercise Program.

These three 'Train the Trainers' will be utilized again during the upcoming 2019-2020 New Horizons Grant project to train new instructors across the Island in seniors housing units. This will enable seniors living in those housing units to lead fitness classes for their peers.

Playground Inspections

Recreation PEI will continue to offer one free playground inspection report per year to our affiliates and members as part of their benefits package. These inspections are performed by a Canadian Certified Playground Inspector on staff and follow CSA standards.



Active Safe Routes to School

Through funding from RIOCAN, we partnered with Heart & Stroke PEI to implement an Active Transportation initiative with two Charlottetown based elementary schools - Sherwood and Prince Street.

With help from the City of Charlottetown, City Police and Cycling PEI we were able to offer Bike Rodeos, Walk/Bike to School Days, and conduct surveys and reports outlining parent's concerns in letting their children use different modes of active transportation in getting to/from school. Each school worked to improve their active transportation participation throughout the school year.

go!PEI Provincial Challenges

This past year, there were two provincial challenges.

June is Parks & Recreation Month featured the promotion of our beautiful municipal, provincial and national parks and trails. Islanders were invited to explore PEI's many green spaces. Those who participated were eligible to win PEI National Park passes, Provincial Park camping passes, as well as other prizes.

We had multiple smaller challenges throughout the year to help keep islanders motivated to stay active throughout the year and in to the winter months. These challenges promoted various activities offered across the island, through our community partners.



go!PEI – Canadian Tire Jumpstart Charities Partnership

The *I Love to Skate* program in partnership with Canadian Tire Jumpstart Charities (CTJC) ran through all seven of our community partners across the island. This program was a dedicated free children's initiation program to skating where professional instruction was provided. The program provided youth the opportunity to get physically active as possible during the winter months.

Over 440 children with various ability and backgrounds participated in the six week learn to skate programs. The programs happened in seven strategic locations across the island. This program focused on the fundamental mechanics of skating in a stress-free, fun and recreational environment. Through a mixture of structured drills, games and play, children who had never been exposed to winter were skating with strong fundamentals, and those with some experience gained more confidence on the ice after a few sessions.



This program has been very well received; the six weeks flew by and parents and children alike are hoping this will be offered again next year. The CTJC grant was used in its entirety in securing ice times, instruction costs and equipment. Another application has been submitted to deliver a fourth year of *I Love to Skate* at a combination of the same and alternate arenas. Islanders have enjoyed and benefited from this provincial

initiative and would certainly welcome more opportunities.

go!forit

We are happy to announce that we received funding through the Public Health Agency of Canada for go!forit, a free 1-year wellness program to help islanders make a healthy lifestyle change and to become more physically active. Participants will receive a personalized walking program, pedometer and be connected with their local community partner, who will organize weekly walking sessions, .

We are working with all seven of our community partners to deliver this program across the island. We have completed the recruitment phase and are currently running orientations and assessments across the island.

The go!Cart Trailer

The go!Cart Trailer continues to make its way across the Island. The cargo trailer full of recreational physical activity equipment encourages unstructured play where children use their imagination and creativity.

In 2018-19 it was used in the three regions during their After School Programs and during the summer months it travelled to different communities and events such as the Summerside Lobster Carnival, Public Library Days in Cornwall, Stratford and Montague and Charlottetown Park Days. Be on the lookout for it in O'Leary and Tignish coming up soon!



go!Play After School Program



go!Play is an after school program, delivered at rural elementary schools all across PEI. It is designed to give children more opportunities to be physically active during the time slot directly after school and is completely free of charge. The program is delivered by the Western, Central, and Eastern Sport and Recreation Councils to almost every K-6 or K-8 school in those regions.

During the 2018-19 school year, go!Play programs were delivered to over 750 children at 18 different schools. We expect over 800 students to take part in the program before the end of the school year once we get our final numbers in. To date we've reached over 5,700 children since 2013.

Training and Professional Development

HIGH FIVE®

The association is the provincial authorized provider for HIGH FIVE®, offering courses on the Principles of Healthy Child Development, HIGH FIVE Sport and QUEST 2 supervisor training. HIGH FIVE Principles of Health Child Development was offered twice, on June 26 and 27, 2018 with 58 leaders being trained. High Five continues to be the standard for training day camp leaders across PEI.

Our main trainer, Jennifer Redmond, retired from her position and Recreation PEI is currently looking for new individuals to become trainers in this course.

Mid-Season Ice Maintenance Course

A mid-season ice maintenance course was planned for early February, 2019. Unfortunately, it was cancelled due to low registration.

Maritime Arena Operations Institute (MAOI)

The 2018 MAOI was held at the Bell Aliant Centre in Charlottetown between June 11-14. A total of 33 arena operators from New Brunswick, Nova Scotia and PEI attended the four day training course with 22 people attending the Level 1 training and 11 people attending Level 2. The curriculum covered both theory and practical components of refrigeration, ice making, painting, and ice re-surfacing. The 2018 Doug Moore Scholarship was awarded to participants from APM Centre in Cornwall and Gateway Arena in Borden-Carleton.

Certified Pool Operators (CPO)

TAIPEI offered and subsidized Certified Pool Operators (CPO) training.

Annual Spring Workshop and AGM

In June, Recreation PEI hosted its annual spring workshop featuring power talks from several leaders in the sport and recreation sector including Francois Caron, Department of Health and Wellness; Brian McFeely, Co-Chair of the 2023 Canada Games Bid Committee; Paul Godfrey, Department of Transportation, Infrastructure and Energy; Keith Tanton, Holland College; and Frank Morrison, Smoke Free PEI. Lifetime Member awards were also presented to Joanne Weir, former Director with the Town of Stratford, and Beth Grant, retiring Executive Director of Recreation PEI.

Atlantic Recreation & Facilities Conference and Trade Show

The third Atlantic Conference in partnership with the five provincial recreation and facilities organizations, was hosted in Charlottetown in May 2018 at the Rodd Charlottetown with the Trade Show being held at the Confederation Centre of the Arts. A total of 154 delegates attended the conference and over 50 businesses participated in the trade show.

The 2018 local host committee chair was Dean Lund with committee members Frank Quinn, Nancy McMinn, Jacob Smith and Sean Murphy. Adam Ross was the program committee rep for Recreation PEI. A Canadian Recreation Facilities Network Meeting was also hosted in conjunction with the ARFC in May. SAVE THE DATE: The next ARFC will be held in St. John's, Newfoundland, May 27-29, 2020!



Recreation PEI

2018 Annual General Meeting Minutes

June 20, 2018

The meeting was called to order at 11:02 AM by President Sean Murphy.

2. Approval of the minutes from Annual General Meeting held on May 24, 2017.
Motion: The minutes approved as presented from May 27, 2017.
M/S: Jeremy Pierce/Christopher Drummond; **APPROVED**
3. **Business Arising From The Minutes**
Nil
4. **President's Report**
Sean Murphy presented the President's report *Appendix I*
Motion: That the President's Report be approved as presented
M/S: Frank Quinn/Jean Marc Beauchesne **APPROVED**
5. **Executive Director's Report**
Beth Grant presented the Executive Director's report *Appendix II*
Motion: That the Executive Director's Report be approved as presented
M/S: Kim Meunier / Paula Sark **APPROVED**
6. **Treasurer's Report**
Kevin Crozier presented the Treasurer's Report *Appendix III*
Motion: That the Treasurer's Report be approved as presented
M/S: Shanahan Gardiner/Paula Sark **APPROVED**
Motion: To appoint ABCE as the auditors for the 2018/2019 fiscal year.
M/S: Frank Quinn//Paula Sark **APPROVED**
Motion: To approve the 2018/2019 budget as presented.
M/S: Sue Fraser/Jean-Marc Beauchesne **APPROVED**
7. **Nomination's Report & Election of Officers**
Adam Ross presented the Nominations Report. *Appendix V*
Motion: That the Nominations Report be approved as presented
M/S: Jeremy Pierce/Sue Fraser **APPROVED**
8. **New Business**
No new business.
9. **Adjourned**
Meeting adjourned by Paula Sark at 11:26 AM.

Recreation PEI Inc. Operating Budget 2019-20120

Grant, Membership & Other Revenue

Prov. of PEI, Health & Wellness	50,000.00
Sport PEI In-kind	725.00
Interest	2,500.00
Membership Fees	4,600.00
Total Grant, Membership & Other Revenue	<u>57,825.00</u>

Project Revenue

go!PEI Initiative	83,000.00
Public Health Agency of Canada	196,000.00
Jumpstart Program	40,000.00
Workshops and Training	17,500.00
Other Projects	77,300.00
Total Project Revenue	<u>413,800.00</u>

General & Administrative Expenses

Wages and Subcontracts	45,300.00
Dues, Fees and Memberships	3,500.00
Insurance	600.00
Meetings and Conferences	6,950.00
Office	1,000.00
Rent	1,300.00
Telephone	1,750.00
Other	8,170.00
Total Administrative Expenses	<u>68,570.00</u>

Project Expenses

go!PEI Initiative	83,000.00
Public Health Agency of Canada	196,000.00
Jumpstart Program	40,000.00
Workshops and Training	12,500.00
Other Projects	68,900.00
Total Project Expenses	<u>400,400.00</u>

Surplus from Projects

13,400.00

Deficit before Projects **(10,745.00)**

Surplus from Projects **13,400.00**

SURPLUS **2,655.00**



Honorary Life Members of Recreation PEI in appreciation of their contribution and commitment to the recreation and facility industry on Prince Edward Island.

1997 - Don LeClair
 2015 - Barb Mullaly
 2015 - Neil Kinsmen
 2015 - Mike Connolly
 2016 - John Morrison
 2017 - Frank Morrison
 2018 - Joanne Weir
 2018 - Beth Grant

Recreation PEI Inc. Proposed Bylaw Changes, 2019

ARTICLE I, SECTION B “Membership Classification and Fees”

Amend the Section to remove the rate fee from the Bylaws and replace with an appendix reference, the appendix which should be approved at each AGM for the following year.

Explanation of Change: *A dynamic document should not be part of a static document like the bylaws or Constitution, instead should reference the procedure or document which is subject to change.*

ARTICLE II, SECTION A “Officers and Directors” Subsection 2. (a) Terms of Office

Replace “The Vice President will be elected for a one year term, moving onto the President and Past president positions over the following two years.” with “The President and Vice President will be elected for two-year terms in opposite years of the Secretary and Treasurer. There is no prerequisite experience required for President or Vice-President and no requirement to follow a path from Vice-President to President”

Explanation of Change: *Adjust to follow the practice currently in place and a recognition that the Presidency is most effectively served in a two-year capacity. Furthermore, it allows anyone at any time to run for President without ascending from VP, to President, to Past President – a six-year commitment.*

ARTICLE III, SECTION B “Board of Directors Meetings” Subsection 3

Strike “There shall be no voting by proxy at any meeting of the Association, the Executive, or any Committee.”

Explanation of Change: *This limits our ability to pass changes by email which is becoming a more necessary way to conduct the business of the organization.*





Helping Islanders Get Active & Stay Healthy!

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Recreation PEI Inc. is a not-for-profit volunteer driven organization. It primarily is a community/facility based membership of those who have an interest in delivering and promoting recreation and physical activity.

- Helping communities become healthier and more active
- Educating program leaders and facility directors
- Promoting risk management for programs and facilities

Community Recreation Programs should: promote participation and social interaction rather than excellence; provide social support (friendly, enjoyable, inclusive); use local facilities and promote local access; foster partnerships between local organisations to strengthen local networks and build capacity to manage projects or support skill acquisition.



Jumpstart

Giving kids a sporting chance.

Board of Directors and Staff (2018-2019)

President:	Dean Lund	Director:	Trent Williams
Vice-President:	Vicki Tse	Director:	JM Beauchesne
Past-President:	vacant	Director:	Monica Ross
Treasurer:	Kevin Crozier	Projects Coordinator:	Jamie Gosbee
Secretary:	Nancy McMinn	go!PEI Coordinator:	Cathleen MacKinnon
Director:	Dale McIsaac	Executive Director:	Valerie Vuillemot
Director:	Dave Tompkins	Government Rep.:	Francois Caron
Director:	Paula Sark		



Members (2018-2019)

APM Centre - Cornwall
 AQUAM Aquatic Specialist Inc.
 Bedeque Area Recreation Centre
 Belfast Recreation Centre
 Bell Aliant Centre - CARI
 CARHA Hockey
 Cavendish Farms Wellness Centre
 Central Region Sport & Recreation Council
 City of Charlottetown
 City of Summerside
 Communities in Bloom
 Community of Crapaud
 Community of Miltonvale
 Community of North Shore
 Community of Wellington
 Credit Union Arena
 Eastern Kings Sportsplex
 Eastern Region Sport & Recreation Council
 Eastlink Centre
 Evangeline Recreation Commission
 Gateway Arena
 Holland College
 Jacques Cartier Memorial Arena
 Jet Ice Inc.
 Kensington Area Recreation Centre

Mi'Kmaq Confederacy
 Morell Community Rink
 North Star Arena
 Northumberland Arena
 Norton Diamond Soccer Complex
 O'Leary Arena
 Pownal Arena
 Silver Fox Curling and Yacht Club
 Slemmon Park Plex Inc.
 Southshore Actiplex - Crapaud
 St. Peter's Area Rink
 Summerside Boys & Girls Club
 Tessier Recreo-Parc Inc.
 Three Rivers Sportsplex
 Town of Alberton
 Town of Cornwall
 Town of O'Leary
 Town of Souris
 Town of Stratford
 Town of Tignish
 Tyne Valley Community Sports Centre
 University of Prince Edward Island
 Village of Abram's Village
 Western Community Curling Club
 Western Region Sport & Recreation Council



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