



Helping Islanders Get Active & Stay Healthy!

2022 - 2023 ANNUAL REPORT



Health and Wellness

www.recreationpei.ca



Annual General Meeting Agenda
Tuesday, August 22, 2023, 12:30pm
Five Eleven West, Summerside

1. Call to Order & Roll Call
2. Approval of Minutes- Annual General Meeting, June 8, 2022 (page 12)
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 13)
7. Appointment of Auditors
8. Annual Awards
9. Adjournment



PRESIDENT'S REPORT

Here I am back on as President of Recreation PEI, guess it's too hard to stay away. As I close out the first year of my term, I must say the great work being carried out by our industry continues to inspire me, especially when I see all the great initiatives that are happening across the Island. First, to our current Board of Directors, you are a great group of people! I feel very privileged in getting to know you and being able to work with you over the past year. It is great to see young professionals getting involved with the Board, they will be a great asset to ensuring our sector is in great hands in the future. Thanks to all for what you have done this past year as we continued to work our way out of Covid – 19 and the tropical storm Fiona which had a huge impact on our Island. A special mention to Trent Williams who will be retiring from the board after many years of service and for all his knowledge about parks and green spaces.

I would also extend thanks to our amazing staff member Valerie Vuillemot who continues to keep the ship moving forward. She wears many hats and continues to look for the best opportunities out there for our members. To Chryshawnda Adams for her work with go!PEI which provides programming across the Island that contributes to improving the health of many Islanders. I would like to extend special thanks to Griffin Hughes the Project Manager for his time and work with Recreation PEI. He will be leaving us to pursue his master's degree at Dalhousie University. We wish you all the best moving forward.

To the Province of PEI, I would like to thank you for your valuable commitment and continued financial contribution to Recreation PEI and go!PEI. Thanks to the Honorable Minister for Health & Wellness, Ernie Hudson for keeping physical activity at the forefront during his time in this role. Thanks to the Honorable Minister Deagle of the new department for taking the time to meet with the Board to discuss the role that our organization plays in the health of wellbeing of Islanders, as well as some of the challenges that our sector has been facing. We would also like to thank John Morrison and Francois Caron for their leadership and commitment to the organization.

Finally, I would like to thank all of you: the membership of Recreation PEI. From here, with your support, we will continue our work together to ensure that recreation, facilities, and parks are valued as essential to active, healthy, and connected communities, and to improving the quality of life of every Islander.

I hope you all have a great fall.

Kim Meunier, President



EXECUTIVE DIRECTOR'S REPORT

Once again this year, our members rose to new challenges following the destruction caused by Hurricane Fiona in September including damaged facilities, lost ice, and power outages. Our members continue to make a tangible difference by offering safe places for their communities to recover during these events. 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. It was another year of extra work and responsibility. Your continued dedication is appreciated by all. We can't play without you!

Recreation PEI is an active champion of the "Framework for Recreation in Canada" and supports 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 pillars of our work plan. They also guide our work as we strive toward 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 also use the federal government's "A Common Vision" policy document to guide our work.

Recreation PEI continues to foster partnerships with a variety of groups within PEI and throughout Canada. This includes membership in the Canadian Parks and Recreation Association (CPRA), who are vocal advocates for our sector at the federal level and collaborations with other provincial and territorial members. We also work with organizations such as Parasport & Recreation PEI, PEI Public Library, and Participaction, as well as our municipal counterparts and our members to further our work in implementing the Framework goals. We maintain a positive relationship with many other groups whose work is on the recreation and parks continuum such as Immigrant & Refugee Services Association of PEI, Islands Trails, Curl PEI, Cycling PEI, and Outdoor Council of Canada. We plan to continue fostering these relationships and seek out even more connections.

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 and the leadership of Department Minister, the Honourable Ernie Hudson. We were fortunate to oversee several projects this year with provincial funding support, including the clinical exercise program, the bike rack project, Physical Literacy 4 Communities, and the trail mapping program. We look forward to the possibilities of the newly created Department of Fisheries, Tourism, Sport, and Culture, and to working with the new Minister, the Honourable Cory Deagle.

This year, Griffin Hughes joined the staff as the Project Manager. With a background in kinesiology, he brought a new perspective to the organization. Chryshawnda Adams remained as our go!PEI Project Manager and is overseeing a strategy to grow our physical activity brand to reach even more Islanders. Thank-you to both of them as well as Jamie Gosbee, who returned to the staff in the summer to complete playground inspections, for their efforts in advancing recreation on PEI.

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 encourage Islanders to move more and sit less.

Valerie Vuillemot, Executive Director

PROJECTS REPORT

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

go!PEI Initiative

This year, go!PEI continued its efforts to provide spaces and opportunities for islanders to move more and make healthier choices. Go!PEI, including its 7 delivery partners, has worked to create spaces of movement for everyone across the island. Signature programs such as “Learn to Skate” and “Come Try” events have continued to be successful. Our partners collectively delivered 75+ programs with a unique participation rate of 3,467. The regional partners underwent a few changes in staff this past year but were still able to offer programs within a reasonable capacity. Go!PEI continues to meet the demands of the community in physical activity opportunities.

Sponsorships & Collaborations

Go!PEI has sponsored and supported several community initiatives that created opportunities for residents to become healthier. Some of these include Health PEI’s Community Health & Addictions West, and Central Regions. We have donated safety vests, hats, and other items to community initiatives whose goal is to make health promotion projects accessible to residents.



go!Play After School Program

go! Play is an after-school program delivered at rural elementary schools in partnership with our Western, Central, and Eastern Regional Sport and 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. We understand that exposing children to the habit of movement will impact their development and health choices in the future. During the year, our go! Play programs continued to be a success. Regional partners in the western, central, and eastern districts have collectively distributed programs to 6 schools and offered their services to other after school programs. We anticipate delivering more programs for more schools through the upcoming fiscal year.

The Active Islander Program



The Active Islander Program was launched in September of 2022. This program was designed and implemented to help others form healthier habits and encourage more movement among our community. The program has had 3 successful cohorts this far. The delivery of the program is now being modified. The program faced a few challenges, one of them being finding capable leaders to fill positions for each cohort. This program is still under review for improvement to better serve the community and their needs. We look forward to a successful re-introduction of the program.

Physical Literacy

Recreation PEI leads a Physical Literacy Working Group which includes members from Sport PEI, Special Olympics PEI, Parasport & Recreation PEI, the Aboriginal Sport Circle, and the Department of Health & Wellness. This year brought a new partnership with Sport for Life as PEI became a partner in the Physical Literacy for Communities project. This project aims to engage a diverse range of groups interested in community health and the benefits offered by increased physical literacy through education, evaluation training, and other resources. This project has been somewhat slow to roll out but will continue to move forward in the new year. The existing working group continued to deliver presentations on physical literacy to community groups as well as to the Sport and Recreation Management students at Holland College as well this year.

Canadian Tire Jumpstart Programs

Recreation PEI received two Canadian Tire Jumpstart Community Development Grants this fiscal year, totaling almost \$30,000.00. With this funding, we were able to purchase \$11,755.00 worth of equipment to support our community partners in the delivery of our free 'I Love to Skate' programming throughout the province. Due to staff turnover with some of our partners as well as a lack of available ice times, we reached out to other community organizations and municipalities to deliver some of these programs, ultimately supporting 321 children aged 4-18 in financial need.

After a planned partnership with Curl PEI was cancelled due to the ongoing closure of curling rinks in the wake of the COVID-19 pandemic, we were able to fund several curling projects for youth. As one of several sources, Recreation PEI funded \$8,400 toward programming for two 1-hour Curling 101 sessions, supporting 42 youth, and two multi-week learn to curl programs, supporting 31 youth, in Cornwall and Summerside. This project also included the "Rocks and Rings" FloorCurl rental equipment, which went to 10 Island schools, reaching upwards of 7200 students.



Learn to Skate for Newcomers to PEI

In October, Recreation PEI received \$3,000 from the 2022/23 Small Grants Program (under the Sport Partnership and Engagement Program) to deliver a Learn to Skate program specifically for Newcomers to PEI. Due to staff turnover at the regional sport councils, we decided to partner with the PEI Community Navigators. We were able to purchase some miscellaneous equipment while utilizing some of the equipment purchased through the I Love to Skate funding to provide helmets and skates for participants. In total, 12 sessions were hosted throughout the province, attracting an average of 26 participants per session, totaling 320 Newcomers of all ages.

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

go!Nature Program

The go!Nature program was created as a resource for community leaders to develop opportunities for children to become more active while building a relationship with nature. The program teaches them how to navigate through a natural outdoor environment and the knowledge of what exists around them. The resource was issued as a pilot program in the year 2021. The go!Nature program is still being used by our partners currently, and the booklet remains open to modifications where necessary. As we continue to devise strategies to connect families and children with nature, we hope to provide this booklet as a resource in community libraries and schools. We look forward to continuing our efforts to further introduce a joint approach that prioritizes the wellness of children and families.

Trail Mapping Project

Recreation PEI continued a project on behalf of the Department of Health & Wellness- Sport, Recreation, and Physical Activity Division to create accurate GPS maps of all publicly accessible trails on PEI. Most of the trails were mapped in June of 2021 but additional trails and pathways continued to be built or expanded. These were mapped and added to the resource throughout the summer of 2022 as final touches were made on the website for better displayed.

A full launch of the resource was planned for early October but the destruction caused by Hurricane Fiona rendered this impossible as many trails required extensive work. The map proved valuable to some groups as they were able to use the maps to find where the trail should be when the destruction has erased most visible landmarks.

The launch of the map was pushed back to April 2023 with a note that not all trails are open yet and to obey all signage when out hiking. The map included municipal, provincial, and federal trails as well as rural trails owned or managed by organizations such as Island Trails or watershed groups. This is the first time all of these trails will be together in one application. There may be opportunities to continue to build on this map in the future to accurately capture all outdoor recreation spaces such as boat launches, disc golf courses, etc.



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.

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 fall, we partnered with the Outdoor Council of Canada again, this time to deliver an instructor course for their suite of Field Leader trainings. In November, four people were trained to deliver these courses, a great resource for Islanders who wish to lead outdoor groups. Subsequently, we were able to offer a Field Leader-Winter course to those who completed our initial Hiking course in the fall of 2021. Two leaders were able to complete that training and offer our new instructor the opportunity to practice their skills. New courses are being planned for the spring and fall of 2023.

We partnered with the PEI Public Library to create hiking bags for adults, which were made available to the public to borrow in June 2022. These equipment bags contain binoculars, a safety whistle, some books on PEI wildlife and plants, and maps of the trails managed by Island Trails.

Finally, we purchased an all-terrain wheelchair, a Hippocampe, to be made available through the equipment loan program through Parasport & Recreation PEI. This equipment allows Islanders with mobility issues more opportunities to enjoy PEI's trail system. It also has a second set of wheels which are suitable for beach terrain.



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



In the summer of 2022, we completed our annual inspections of all 20 PEI Provincial Parks playgrounds as well as 12 inspections for members. These inspections were performed by Jamie Gosbee, a Canadian Certified Playground Inspector on staff, and follow CSA standards. A new inspector, Dave Tompkins, was recruited and will take training in April 2023. We continue to offer 1 complimentary playground inspection per year to all our members.

Bike Racks

Recreation PEI again undertook a project to encourage active transportation to school by supplying bike racks as part of the province's Active Transportation Strategy. The project was a partnership with the PEI Active Transportation Working Group and a total of 47 bike racks were manufactured by Weld Tech, a local company. Bike Racks will be offered to schools and community facilities across the province, to promote and increase active transportation.

Healthy Rinks

Recreation PEI continues work on an initiative to support healthier food and beverage options in recreation facilities. As a follow-up to a report based on the results of a canteen scan and a toolkit for facilities to enact some of the recommendations created in previous years, a seed funding program was established to assist with the initial equipment costs necessary to add healthier items to the menu. Working with the group's dietician advisor, a menu book was created to offer examples of items which could be offered in recreation facility canteens. These were delivered to all arenas on PEI. The response to this initiative has been lukewarm with no full applications being received to date despite extensions to the deadline.

Asset Management

Recreation PEI continued a partnership with Marmak, who offer asset management software specific to our sector called RFAM- Recreation Facility Asset Management. Marmak is providing the basic RFAM module to all our members with options to pay for more advanced modules. An accurate log of all assets is crucial for managing repairs and replacements in a recreation facility and is integral to risk management. In addition, Marmak provided a number of online learning opportunities for members throughout the year.

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) – Basic Ice Technician Course on June 15th and 16th, 2022, at the Bell Aliant Centre in Charlottetown. A total of 9 ice technicians, arena operators, and managers throughout the region attended the two-day course. ECAT is delivered in partnership with Recreation New Brunswick, and an Intermediate Level course was scheduled to take place in Fredericton but was unfortunately cancelled due to a lack of interest.



The course covers 3 different topics of arena operation: Refrigeration (Paul Taljaard from BERG Chilling Systems), Ice-Resurfacing (Everette Tucker from Saunders Equipment Ltd.), and Ice Technician (Bernie Hurley from the Town of Oromocto).

As of the end of this fiscal year, Recreation PEI is set to host the Level 2 course at the Eliyahu Wellness Centre in North Rustico and Recreation New Brunswick will host the Level 1 course at the Grant Harvey Centre in Fredericton.

Atlantic Recreation & Facilities Conference and Trade Show (ARFC)



The ARFC is hosted in partnership between the five provincial recreation & facilities associations and rotates between provinces every two years. The 2022 Atlantic Recreation & Facilities Conference and Trade Show was held in St. John's, Newfoundland, May 18th - 20th, 2022 with over 180 delegates from across the Atlantic provinces and beyond attending. Spirits were high at the event which was the first major event for many people in several years.

Recreation PEI was responsible for the organization of the trade show for the 2022 event. Despite a slow start to register, all booths were filled for the trade show, including a Give Back booth run by Recreation PEI in support of KidSport NL.

Planning for the 2024 event has now begun with Recreation PEI organizing the program for this event. It will be held May 27-29, 2024, in Fredericton, NB.

HIGH FIVE®

Recreation PEI continues to be the High Five Authorized Provider on PEI. In November, a Principles of Healthy Aging course was hosted at the Royalty Centre in Charlottetown. 8 participants from various organizations attended the course. An effort was made to reach long-term care homes, however; The Mount Continuing Care was the only one to respond, sending 5 staff members.

In November we worked closely with the team at High Five National to train 8 individuals as PHCD trainers. The BGC organizations on PEI have taken a big interest in High Five, sending 6 staff members to be trained as trainers. Currently we are working with Recreation NB to deliver High Five training this June and fulfill the co-facilitation requirements to have everyone fully certified.



Proposed Amendments to the Bylaws

Amendment 1- change to existing bylaw

ARTICLE I - MEMBERSHIP

SECTION B - Membership Classification and Fees

1. Membership classification and fees are listed in a fee schedule, will be posted on the Recreation PEI website, and will be presented at each Annual General Meeting for the following year.

Amendment 2- new bylaw

ARTICLE I - MEMBERSHIP

SECTION C - Membership Expiry

1. All memberships expire annually on March 31st and must be renewed annually to maintain membership.

Amendment 3- lettering change

ARTICLE I – MEMBERSHIP

SECTION D, SECTION E, SECTION F, and SECTION G

Amendment 4- change to existing bylaw

ARTICLE II - OFFICERS AND DIRECTORS

SECTION A - Board of Directors

1. The following officers and directors shall form the Board of Directors of the Association:
 1. Past President
 2. President
 3. Vice President
 4. Secretary
 5. Treasurer
 6. Directors at Large (6)
 7. Executive Director [ex-officio]
2. A representative from the Province of PEI shall be invited to attend all meetings of the Board of Directors as an observer. This representative is not an officer or director of the Board of Directors and shall not have voting privileges.

Full explanation of changes can be found at:

<https://docs.google.com/document/d/1yJviDLzFQuGwcUmeY4wKv6vi1Yd-58McD89uCBKkXVU/edit?usp=sharing>

**Recreation PEI
Annual General Meeting
June 2022
The Local Pub & Oyster Bar**

1. President, Dean Lund called the meeting to order at 12:42am.

Attendance: Dean Lund, Kim Meunier, Amy Robertson, Kevin Crozier, Cathleen MacKinnon, Dave Thompson, Paula Sark, Stephanie Knickle, Holly Bernard, Valerie Vuillemot, Griffin Hughes, Chryshawnda Adams, Minister Ernie Hudson, John Morrison, Francois Caron, Rachel Arsenault, Jeremy Pierce, Frank Quinn, Breanna MacDonald, Jacob Smith, Krista Locke Ellis, Paula O'Brien, Donna Butler, Ariane Oelkrug, Katie Gillis, Broeghan Carroll, Ronald Drake.

2. Dean Lund presented the 2021-22 AGM Agenda.
Motion to approve, as presented: M/S: Amy Robertson/Frank Quinn APPROVED

3. Dean Lund presented the 2020-21 AGM Minutes, as in AGM Report.
Motion to approve, as presented: M/S: Paula Sark/Jeremy Pierce APPROVED

4. Business arising from the Minutes: NIL

5.a. Dean Lund presented the President's Report, as in AGM Report.

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

- c. Kevin Crozier presented the 2021-2021 Budget, as in AGM Report. Kevin noted that the budget is not official as it is still required to go to auditors. A statement will be provided at a later date.

Kevin made a motion to leave the Board to assign auditors.

Motion to approve, as presented: M/S: Stephanie Knickle/Donna Butler. APPROVED

6. Consideration of Amendments. There were none. NIL

7. Dean Lund presented the Nomination Report, as in AGM Report.
Q: Dean Lund called once, twice, three-times for nomination from the floor – None.
Q: Dean Lund asked if all nominees accept, as presented – Unanimous.
Motion to approve, as presented: M/S: Jeremy Pierce/Donna Butler. APPROVED

Motion to Adjourn: M: Rachel Arsenault APPROVED

Nomination Report

The following are offering for a one-year replacement position ending in 2024:

Ryan Steele - Director at Large

The following are offering for a two-year position ending in 2025:

Vacant - Director at Large

The following Directors are re-offering for a two-year term ending in 2025:

Cathleen MacKinnon - Secretary

Kevin Crozier - Treasurer

Stephanie Knickle - Director at Large

The following Directors are entering Year 2 of a two-year commitment ending in 2024:

Kim Meunier- President

Amy Robertson - Vice President

Trent Williams - Director at Large

Holly Bernard - Director at Large

Dave Tompkins - Director at Large

Honorary Lifetime Members

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



Recreation PEI Inc. Operating Budget 2023-2024

Grant, Membership & Other Revenue		Project Revenue	
Prov. of PEI, Health & Wellness	50,000	go!PEI Initiative	112,700
Newsletter Advertising	3,000	Jumpstart Program	25,000
Interest	7,000	Workshops & Training	3,500
Membership Fees	5,420	Other Projects	368,200
Total Grant, Membership & Other	65,420	Total Project Revenue	509,400
General & Administrative Expenses		Project Expenses	
Wages & Subcontracts	57,545	go!PEI Initiative	112,700
Dues, Fees, and Memberships	7,700	Jumpstart Program	25,000
Insurance	1,000	Workshops & Training	3,000
Meetings & Conferences	5,300	Other Projects	360,200
Office, Telephone, Internet	2,100	Total Project Expenses	500,900
Rent	1,300		
Other	4,275	Surplus from Projects	8,500
Total Administrative Expenses	79,220		
Deficit before Projects	(13,800)		
Surplus from Projects	8,500		
PROFIT/LOSS	(5,300)		

Our Corporate Members 2022-2023:



TOROMONT



Recreation Facility
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Equipment Inventory Module
Member Benefit (\$2,400 Annual Value)

Interested in this offer? Contact: info@marmak.ca





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.

Helping Islanders Get Active & Stay Healthy!

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 (2022-2023)

President: Kim Meunier Vice-President: Amy Robertson Past-President: Dean Lund Treasurer: Kevin Crozier Secretary: Cathleen MacKinnon Director: Holly Bernard Director: Aaron Bedour Director: Trent Williams	Director: Dave Tompkins Director: Stephanie Knickle Director: Vacant Executive Director: Valerie Vuillemot Projects Manager: Griffin Hughes go!PEI Project Manager: Chryshawnda Adams Government Liaison: Francois Caron
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Members (2022-2023)

APM Centre (Communities 13 Inc) Bedeque Area Recreation Centre Belfast Recreation Centre Capital Area Recreation Inc. Cavendish Farms Wellness Centre Central Region Sport & Recreation Council City of Charlottetown City of Summerside Cornwall Curling Club Eastern Kings Sportsplex Eastern Region Sport & Recreation Council Eastlink Centre Evangeline Recreation Commission Holland College Kensington Credit Union Centre Morell Credit Union Rink Northumberland Recreation Association Inc. O'Leary Cavendish Farms Arena PEI Aboriginal Sport Circle Pownal Sports Centre Prince Edward Island Trails Inc. Rural Municipality of Wellington	Rural Municipality of Breadalbane Rural Municipality of Crapaud Rural Municipality of Miltonvale Park Rural Municipality of North Shore Rural Municipality of West River Slemon Park Plex South Shore Actiplex St. Peter's Area Rink and Recreational Club Inc. The Silver Fox Curling & Yacht Club Tignish Credit Union Arena Town of Alberton Town of Borden-Carleton Town of Cornwall Town of North-Rustico Town of O'Leary Town of Souris Town of Stratford Town of Three Rivers Town of Tignish Tyne Valley Community Sports Centre University of Prince Edward Island Western Region Sport & Recreation Council
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