

Office of the Mayor
99-A Advance Avenue, Napanee, ON K7R 3Y5 www.greaternapanee.com

March 1, 2023

Deputy Mayor Brian Calver
Chair, Recreation Advisory Committee
c/o Annie Manion, Manager of Community Economic Development
99A Advance Ave
Napanee, Ontario K7R 3Y5

Dear Chair:

On behalf of Greater Napanee Town Council, I would like to extend my thanks to you and your committee members for the dedication, expertise, and skills with which you serve the residents of and visitors to the Town of Greater Napanee.

The expectations of Greater Napanee residents are identified through their elected representatives, the members of the Town Council. Your contributions advance the community priorities of all residents, and through your work, you are supporting community engagement through dialogue and facilitation.

This Mandate Letter, which I am sending in my capacity as Mayor, on behalf of the Town Council, communicates expectations for your committee. It sets out focused initiatives where Town Council have deemed community engagement to be a priority in this calendar year.

The following will inform Council's goals for your committee's work over this year:

- **Indoor Recreation:** Your committee will explore ways to increase utilization rates at our indoor facilities. You will also investigate the creation of an aquatics program for Greater Napanee residents and contribute information to the municipality's Pool Advisory Committee.
- **Outdoor Recreation:** Your committee will explore ways to increase utilization rates at our outdoor facilities. Playground lifecycle and rationalization is a major concern for this Council. Council is also aware that Springside and Conservation parks are a primary community asset and access to and through these facilities will be a focus for your committee.
- **Parkland & Open Spaces:** Your committee will look at opportunities to enhance and increase the Town's trail network. While your primary focus will be pedestrian trails you will also consider linkages for bicycles, snowmobiles, UTVs, and watercraft.

- **Programming & Events:** Your committee has been tasked with exploring ways to increase active transportation and walkability. You will determine ways to encourage unorganized and/or self-directed leisure activities.
- **Cemeteries:** It may seem odd to place cemeteries within the Recreation Advisory Committee but, outside of the provincially mandated service obligations for cemeteries, Council views these as open space accessible to all residents for active lifestyles. Additionally, the Town staff responsible for the care and maintenance of cemeteries are in the same department as staff responsible for the care and maintenance of recreation facilities, parks and trails.

While these priorities are important to Council, we are hopeful that the Committee members will bring their own perspectives and ideas to their work over the coming year, and do not intend for this letter to limit the scope of work of the Committee.

As Committee Chair, you are required, upon resolution of your committee, to sign the Mandate Letter to acknowledge Town Council's direction to your committee. The signed Mandate Letter will be posted publicly on the Town's website.

On behalf of the Town of Greater Napanee, I would like to acknowledge your leadership in ensuring community engagement remains a cornerstone of this municipality.

Sincerely,



Mayor, Town of Greater Napanee

For Committee Chair Signature:



Date signed: May 16/2023