



THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
MCDOUGALL RECREATION COMMITTEE
AGENDA

February 10, 2025, 6:00 P.M.
Board Room
5 Barager Blvd
McDougall, ON, P2A 2W9

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1. CALL TO ORDER	
2. DECLARATIONS OF INTEREST	
3. PRIORITIZATION OF THE AGENDA	
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6. OLD BUSINESS	
COMPOSITION: <i>By-Law No. 2023-60</i> The Committee shall consist of a minimum of five (5) regular members, not exceeding seven (7) members, two (2) of whom shall be McDougall Councillors.	
7. NEW BUSINESS	6
• March Recreation Committee meeting	
• Recreation Committee supplies storage	
• McDougall Social Media Policy 2025	
8. EVENTS	
8.1 Family Day Skating - MRC & Nobel Hall	9
<u>Event Date:</u> February 17, 2025	
<u>Event Leads:</u> JJ Blower and Sarah Shurr	

8.2 Movie Night - Waubamuk Hall

Event Date: March 10, 2025

Event Leads: JJ Blower and Stephanie Joiner

8.3 Movie Night - MRC

Event Date: June

Event Lead: Sue Grudzinski and Stephanie Joiner

8.4 Community Yard Sale - Waubamuk Hall

Event Date: August

Event Lead: Tammy Walker and Sue Winfield

8.5 Halloween Event

Event Date: October

Event Leads: Sarah Shurr and Stephanie Joiner

8.6 Holiday Movie - Nobel Hall

Event Date: TBD

Event Leads: TBD

8.7 Euchre

Event Dates: TBD

Event Lead: Cheryl Polan

8.8 Pickleball Intro Sessions

Event Dates: TBD

Event Lead: Stephanie Joiner, with pickleball volunteers

9. ADJOURNMENT

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
MCDOUGALL RECREATION COMMITTEE
MINUTES

Monday, January 13, 2025, 6:00 pm
Board Room
5 Barager Blvd
McDougall, ON, P2A 2W9

Members Present: Stephanie Joiner
 Sarah Shurr
 Tammy Walker
 JJ Blower
 Kathy Hamer
 Cheryl Polan

Members Absent: Sue Grudzinski
 Sue Winfield

Staff Present: Emily Schneider

1. CALL TO ORDER

Resolution No. 25-01

Moved by: Cheryl Polan

Second by: Kathy Hamer

THAT we do call this meeting to order at 6:01 p.m.

Carried

2. DECLARATIONS OF INTEREST

None.

3. PRIORITIZATION OF THE AGENDA

None.

4. ADOPTION OF MINUTES

Resolution No. 25-02

Moved by: Stephanie Joiner

Second by: Tammy Walker

THAT the minutes of the McDougall Recreation Committee Meeting held November 11, 2024 be adopted as circulated.

Carried

5. FINANCIAL UPDATE

The Recreation Committee is waiting for Council to approve the 2025 budget.

6. EVENTS

Items to cover:

- Review of 2025 plans and event leads
- Event with Georgian Nordic

Committee member composition for 2025

- Municipal staff will look into how many members can be on the Recreation Committee, and will order more popcorn for future events.

2025 Events

Movie Night - Waubamik Hall

Event Date: TBD

Event Leads: JJ Blower and Stephanie Joiner

- JJ and Stephanie will correspond with the library to decide on a date.

Movie Night - McDougall Recreation Centre

Event Date: TBD

Event Lead: Sue Grudzinski

Community Yard Sale - Waubamuk Hall

Event Date: TBD

Event Lead: Tammy Walker

Halloween Event

Event Date: TBD

Event Leads: Stephanie Joiner and Sarah Shurr

Ideas:

- Host event at the Georgian Nordic Ski Club. Stephanie and Sarah will meet with Georgian Nordic to discuss.
- Encourage participants to dress up in costumes.
- Fall run, a scavenger hunt or play games.

Holiday Movie - Nobel Hall

Event Date: TBD

Event Leads: TBD

Ideas:

- Have Santa or The Grinch present.
- Cookie decorating.

Euchre Nights - Waubamuk or Nobel Hall

Event Dates: TBD

Event Leads: Cheryl Polan, possibly Tammy Walker and Sue Winfield

Ideas

- Have event run during the day.
- Put out posters to spread the word about event.

- Make it into a competition, possibly have prize

6.1 6.1 Family Day Event - MRC & Nobel Hall

Event Date: February 17, 2025

Event Leads: JJ Blower and Sarah Shurr

Notes:

- Have fruit available rather than vegetables and dip.
- Provide smores kits at the fire pit.
- Have a photo backdrop, the same as the holiday event.
- Will need to buy paper plates.
- The Municipality will provide firewood.

7. ADJOURNMENT

Resolution No. 25-03

Moved by: Cheryl Polan

Second by: JJ Blower

THAT we do now adjourn at 7:03 p.m.

Carried

Stephanie Joiner, Chair

McDougall Rec Committee
Year to Date Expenditures 2025

GL Account 1-4-07000-2150

Month	Description	Payment Method	Amount	Running Balance
January	Popcorn for family day event	Emily's Visa	85.51	85.51 Reconciled to GL on February 3 2025

Municipality of McDougall

SOCIAL MEDIA POLICY

1. Purpose

The Municipality of McDougall is aware of the importance of using social media to communicate with and engage members of the community. This policy is in place to protect the Municipality's identity and to ensure accuracy and transparency in online social media sites. This policy also outlines the responsibility of the Municipality of McDougall employees, members of Council and/or volunteers.

2. Scope:

The policy applies to all Municipality of McDougall employees, members of Council, members of committees, volunteers, and any person who has been retained and/or engaged to act on behalf of the Municipality of McDougall, who use social media to interact with the public on behalf of the Municipality.

3. Definitions

"Social Media" shall mean the use of internet websites that allow users to interact with other people to share information, provide feedback and bring people together who share the same interests. Examples of social media sites include, but are not limited to: Facebook, X, Instagram, YouTube, LinkedIn, Snapchat etc.

"Social Media Moderator" shall mean Municipality of McDougall staff appointed by the Director of Corporate Services/Clerk or CAO, and are empowered with posting and reviewing content on official Municipality of McDougall social media accounts.

"Traditional Forms of Communication" shall include newsletters and communications sent by Canada Post.

"Website" shall mean mcdougall.ca.

4. Terms of Use

4.1 Principles

The Municipality of McDougall will use reasonable efforts to ensure that its policies, practices and procedures are consistent with the following principles:

- a) The use of social media should add value to the Municipality's traditional forms of communication and website. The Municipality of McDougall's website is considered to be the primary online source for information about the Municipality's services, programs, events etc. The Municipality's social media sites are intended to complement the website's information. The Municipality's social media sites, where possible, will link to the Municipality's website.

- b) Use of social media will comply with the law and codes of practice surrounding local government publicity, the Municipal Freedom of Information and Protection of Privacy Act and copyright laws.
- c) The Municipal social media sites will be updated regularly and will share timely and accurate information with the public including, but not limited to, official Corporation of the Municipality of McDougall business, Council decisions, public statements, information about services, programs and/or events, employee recruitment and other information related to the municipality etc.

4.2 Moderation of Municipal Social Media Accounts

- a) The Director of Corporate Services/Clerk and or CAO will determine which Social Media platforms the Municipality will join and manage.
- b) The Social Media Moderator(s) will oversee official Municipality of McDougall social media accounts during regular working hours (Monday - Thursday, 8:00am-4:30pm, Friday 8:00am-11:00am, excluding statutory holidays). The Social Media Moderator(s) can take action in response to comments, messages or posts on official Municipality of McDougall social media that contains any of the following:
 - Profane language and/or content and/or defamatory statements;
 - Personal attacks on individuals, groups, events or ideas;
 - Content that infringes on another's intellectual property rights (i.e. copyright, trademarks, design and patents);
 - Content of a religious nature that might be deemed prejudicial;
 - Content that can be considered a commercial endorsement, advertisement or solicitation of an individual or an individual business;
 - Content that promotes, fosters or perpetuates discrimination or harassment under the Ontario Human Rights Code;
 - Content with the intent to inflict harm;
 - Sexual content, dangerous and/or illegal activity of any kind;
 - Content of a confidential nature pertaining to the Municipality;
 - Personal information about an identifiable individual other than the person posting the comment;
 - Content that promotes any candidate and/or materials for federal, provincial or municipal elections or for Council appointments;
 - Derogatory comments about members of Council and/or Town employees and/or Town services and/or other levels of government;
 - Any content that is determined to be inappropriate in the opinion of the Director of Corporate Services/Clerk and/or CAO.
- c) The Municipality's social media sites must contain a link to the Municipality's Social Media "Terms of Use" statement that specifies what will be considered acceptable/unacceptable content. The Social Media Moderator(s) have the authority to deem which messages are in violation of the policy. The action they take is at their discretion and may be to delete or hide content or block/ban an individual or organization from official Municipality of McDougall social media accounts in response to a violation.

- d) If a member of the public believes content on any official Municipality of McDougall social media violates the policy, they may report it to the Office of the Director of Corporate Services/Clerk and/or CAO immediately. The content will be reviewed and removed at the discretion of the Office of the Director of Corporate Services/Clerk and/or CAO.
- e) The Municipality will make a reasonable effort to respond to concerns and questions directed to its social media accounts. However, at its discretion, the Social Media Moderator(s) may request the discussion be redirected to a more appropriate channel. The reason(s) for this request may include but are not limited to – privacy concerns (resident or employee), character limitations for messaging, amount of information required to resolve an inquiry, and to ensure customer enquiries and concerns are in accordance with the Municipal Complaints Handling and Procedures Policy for tracking and resolution.
- f) Posting on the Municipality of McDougall social media accounts by users/members is not considered “official” notice to the Municipality.
- g) It is the discretion of the Director of Corporate Services/Clark and/or CAO Social Media Moderator(s) when to disable comments. If it has been determined that comments are disabled, the moderator shall provide instructions on who followers can contact for information/concerns.

4.3 Personal Use of Social Media

- a) Municipality of McDougall employees, members of Council, members of committees and volunteers are free to use social media as private citizens, but are not authorized to comment on social media sites on behalf of the Municipality or act as a spokesperson for the Municipality unless they have been appointed to do so by the Director of Corporate Services/Clerk and/or CAO.
- b) Municipal employees, members of Council, members of committees, volunteers, and any person who has been retained and/or engaged to act on behalf of the Municipality of McDougall are encouraged to like/follow official Municipality of McDougall social media sites, and to share content that has already been posted on those social media sites.
- c) Municipal employees, members of Council, members of committees, volunteers, and any person who has been retained and/or engaged to act on behalf of the Municipality of McDougall should identify where they are expressing personal views, and not the views of the corporation.

5. Review Cycle

This Policy may be changed, suspended, limited, or cancelled at any time by the Office of the Director of Corporate Services/Clerk and will be reviewed as necessary.

Family Day Skating Party 2025 - February 17, 2025

Job Description	Volunteer Name	Deadline
MRC		
Confirm Township will have staff member present	JJ	ASAP
Garbage Cans (Township)	JJ	ASAP
Obtain Key for Snack Bar	JJ	Week of event
Check Popcorn and Reorder if needed	JJ	ASAP
Check Bottle water and reorder if needed	JJ	Week of event
Coffee, Cream, Sugar, cups, stir sticks, etc.? (check if coffee maker works)	JJ	Week of event
Ensure speakers work and make music playlist	JJ	January
Nobel Hall		
Arrange for Pizza order with Delivery (confirm pricing same as last year?)	Sarah	Arrange now for pricing/advertising
Paper Plates and Napkins and marshmallows	Sarah	Week of event
Ask Tim Hortons for Hot Chocolate and Coffee donation	JJ	Ask now for pricing/advertising
Pickup Hot Chocolate & Coffee at Tim Hortons day of event	Volunteer Committee Member	Day of event
Confirm Fire Department will assist with Fire Pit again	JJ	ASAP
Arrange for delivery of wood for firepit	JJ	Ask now, delivery day before event
Find Marshmallow sticks from previous event	Sarah	January
Plan for kids activities in the hall	Sarah	January
Advertising		
Design Poster and send to committee members	JJ	ASAP
Send poster to Township for website, eblast	JJ	Mid-January
Send poster to NNDSB for board approval	JJ	Mid-January
Print poster x 4 per page and send to Township to print for school handout	JJ	Mid-January
Sort and distribute handouts to schools	Sarah	Week of February 3-7th

Share Social Posts to Community Sites/Radio Station, etc.	JJ	Week before event
Other		
Locate volunteer vests	Sarah/Stephanie	Week of event or earlier
Volunteer List		
Monitor at MRC for attendance x1		
Monitor for Nobel Hall for attendance x1		
Snack Bar attendants x2	Riley/Danica Blower	
Table at hall for information/volunteer signup x1		
Run Kids activities at Nobel Hall x2		
Serve Food/Drinks at Nobel Hall x2		
Floater	JJ/Sarah	