# Meeting with Huntsville Disc Golf Club and the Town of Huntsville

# December 6th, 10:00am

## Attendees:

HDGC: Peter Ewald, Craig Nakamoto, Mica Streeter

Town of Huntsville: Simone Babineau, Tarmo Uukkivi, Trish Conley-Knight, Tina Scott-Burns

## Agenda:

* High level update on the Club and course usage growth – see at end of document.
* Review of Signage plan
  + Club has been working with Trish/Tina/Coleen for over a year and all signage proofs have been approved by Town
  + Club fundraising
    - Money Raised and commitments to sponsors made
      * for 2022 but had to delay and push to 2023
  + Deposit (non refundable) paid to designer
    - Balance due ASAP
  + Sign Breakdown
    - Main course sign
      * Town provides structure
      * Club provides signage – Map
      * Need room for sponsors
    - Tee Signs
      * Short Tee
      * Long Tee
      * Each with Sponsor
      * Town provides C Channel for Posts X 36
* Next Steps:
  + Confirm Town Commitments
    - U Channel for Tee Signs
      * Directed to order
        + Lead time - will review with Tina when order is completed
    - Structure for Main Course Sign
      * Make to match Soccer club sign
        + Tina to go ahead to get installer/supply quotes.
      * Design is done of the actual sign
        + Send specs to Tina with Dimensions
  + Order Locates now so we are ready for Spring
    - Done with G Tel/other at the same time as we mark the locations and when U channel is in.
      * Tina to book when U Channel is in.
  + Maintenance Agreement/MOU
    - See below
* MOU
  + December 12th structure meeting will dictate the MOU
  + ToH send to HDGC for review when ready
  + Use Bracebridge as an example
  + Challenge: Colleen not available
  + Questions:
    - Insurance
      * HDGC has insurance and will provide updated COI in the new year
    - Maintennace level
      * HDGC:
        + General upkeep – landscaping work with hand and power tools
        + Signage management
        + Sponsor management
      * Town continues to do the regular maintenance
        + Grass
        + Bridges
        + Etc.
    - Risk Management
    - Term – standard municipal language
      * Suggest we meet annually for quick review
        + Updated stats
        + Make sure no issues
      * Start one year with renew for 4-year term.
* Budget
  + Community Services/Parks/Users
  + Meets requirements
  + Use Parks budget

Actions:

1. Town of Huntsville – Order 36 x U Channel (6 or 8 feet) immediately
2. HDGC – order signs immediately
3. Town of Huntsville – Investogate Main sign design to match Soccer sign and share with HDGC immediately
4. HDGC – Send dimensions of Main Course sign to Tina immediately
5. Town of Huntsville – Get quotes for Main course sign – based on item 3 and 4 above.
6. HDGC – Add [www.huntsville.ca](http://www.huntsville.ca) to Town Logo at Main course sign before print
7. Town of Huntsville – Create MOU for review by HDGC
   * Timeline – Tarmo please provide a date since we did not discuss the timeline.
8. HDGC – when signs are in - meet on site with Tina to review installation
9. Town of Huntsville – Book locates after step 8

Course Stats:

Graphical user interface, text, application

Description automatically generated

Note: this is only people using the UDisc APP, we estimate this represents 50-60% or users so the actual numbers are much higher.

Club League Stats:

* The Huntsville Disc Golf Club ran our League events weekly this spring/summer/fall
  + Regularly had 12-20 people, including all ages (kids to seniors) men and women.
  + Rented the course and paid the Town of Huntsville $423.75

Club Volunteer Work:

* Did 2 course clean events removing down sticks, brush, and garbage (Spring and Fall)
* Moved former hole 10 basket (which was flooded and unplayable) to new location between former hole 16 and 17
* Moved hole 11 basket to new location for course improvement and better flow on course
* Moved hole 6 basket to new location to deal with flooding.
* Worked with Town staff – Huge Thank you to Tina – to get wood chips in key wet areas for water control and improved aesthetics.