



**Rocky Mountain House and District
RECREATION, PARKS & COMMUNITY SERVICES BOARD**

**Meeting Minutes for Wednesday, October 4, 2017
Christenson Sports & Wellness Centre – Rotary Board Room
7:30 P.M.**

The regular meeting of the Recreation, Parks & Community Services Board was called to order at 7:29 pm.

PRESENT: Gillian Marshall – Chair
Town Councillor Randall Sugden
County Councillor Jim Duncan
Phyllis Loewen
Chelsea Alderson
Shannon Matchett

ALSO PRESENT: Roger Smolnicky, Director of Recreation & Community Services
Donna Anderson, Director of Corporate Services
Louise Lambert, Recreation & Community Services Clerk
Katie Lutz, Programs & Customer Service Manager

ABSENT: Stuart Burke

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- Addition to the agenda:
 - 7.1 Aquatics project update
 - 7.6 Kinsmen Club of RMH Letter

Moved by R. Sugden to adopt the agenda for October 4, 2017 with the above addition.

Carried

3. APPROVAL OF MINUTES

Moved by J. Duncan to adopt the regular minutes of September 6, 2017 as presented.

Carried

4. DELEGATION

- None

5. **CORRESPONDENCE**

- None

6. **OLD BUSINESS**

6.1 NSRP Stakeholders Meeting

- NSRP meeting well attended, 85 attended.
- R. Smolnicky will approach Town Council to approve the Part 9 Company which would be responsible for the NSRP and operations of the entire park with costs, and raise the revenue to maintain the park.
 - An agreement with the Town would be required.
- R. Smolnicky would suggest to both Town and County Council a one-time funding for the capital projects in the amount of \$150,000 each, which could go towards a grant to get matching funds, if not, could be put towards the covered bleachers.
- The Rec Board discussed the Part 9 structure.
 - Should there be 3 Chuckwagon members and 3 Rodeo members, or should there be more members at large and less Chuckwagon and Rodeo members.
 - R. Smolnicky can bring back to the expectation of the Rec Board to the Part 9 group.
- The road question was discussed.
 - New NSRP plan to be shared with AB transportation, and the Husky gas station owner, and once the new plan is provided then a decision can be made.
 - R. Smolnicky will discuss with AB Transportation.

6.2 Posting for Sponsorship opportunities

- Helen Hunley Foundation forwarded \$150,000 to the Town for the park beside the Visitor Information Centre, it will need to include a statue of David Thompson. Costs will be researched.
- The Town will be accepting public proposals for the activity park located west of the Lou Soppit Centre this will be coming out in newspaper next week.

Received for information

6.3 Facility Construction Project and Stantec Update

- Continuing the work on the retaining wall at the back of the Recreation Centre and need another 20 feet to be stabilized.
- Skate tile in the Quick Lane arena.
- Two projects at curling club, exterior cladding and carpets.
 - It was suggested that the exterior project could be paid 1/3 by the Town and 1/3 by County, and the 1/3 to be paid by Curling club, that could be extended onto their loan. R. Smolnicky will need to speak to curling club.
- Construction funds were held back until Stantec discussions are completed.
 - Proposed settlement, will be going to Town Council and then to County Council, then once accepted, R. Smolnicky will bring to Rec Board.

6.4 Aquatics report – Registrations at CSWC

- Aquatics member is now coming to Guest Services to take registrations.
- F. Sosnoski would suggest that the two locations take the registrations on a trial basis.

Received for information

6.5 September Statistics

- Reviewed the statistics and the survey feedback on 3 programs as presented by K. Lutz.
 - Stats provided for September are up 58% from last year's numbers.
- Two local corporations are registered for corporate membership program.
- Discussed wellness fair.
- R. Smolnicky will get campground stats for next meeting.

Received for information

7. NEW BUSINESS

7.1 Aquatics Project update

- Deck has been removed, new deck in place, rubber membrane in place and tile to be installed.
- F. Sosnoski will be getting a deep cleaning program in place and work with IMC to get done.

7.2 Capital Budget

- Reviewed the timeline memorandum provided.
- The capital budget matches the Rec Master plan.
- Discussed the TAME grant, up to 50% funding for each facility, and up to \$500,000 matching grant per facility.
- It was suggested that the November Rec Board meeting be moved to November 8th.

Received for information

7.3 Operational Budget

- The timeline memorandum provided applies to the operational budget and was discussed.

Received for information

7.4 Rules and Code of Conduct

- Reviewed and discussed the document with the Board.
- Research into the document has lead to safety standards that are on par or better than other centres our size.
- The Board recommended checking the schools' ratios to our 5 to 1 ratio for supervision to ensure they match.
- R. Smolnicky will contact the schools regarding Broomball safety.
- The Board suggested an amendment to the cellphone usage as in "please refrain" from use while using equipment.

7.5 Unacceptable Behavior & Suspension Statement

- Discussed the procedures and the Board suggested certain statements to be reworded.
- The document was created to educate and empower staff.

Moved by C. Alderson to accept the statement, with the exception of the school section to be reviewed, and accepted once completed.

Carried

7.6 Kinsmen Club of Rocky Mountain House Letter

- The letter regarding the Festival of Trees event and displaying a Santa on top of the Lou Soppit Community Centre was reviewed and discussed.

Moved by S. Matchett to accept the Kinsmen Club of Rocky Mountain House's request.

Carried

ADJOURNMENT

- Next meeting is scheduled for November 8th at 6:30 PM in the Rotary Board Room.

Moved by P. Loewen to adjourn the meeting.

Carried

Being that the agenda matters have been concluded the regular meeting of the Board adjourned at 8:53 PM.

These minutes approved this 8th day of November, 2017.


Chairperson


Recording Secretary