



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

Meeting Minutes for Wednesday, November 8, 2017  
Christenson Sports & Wellness Centre – Rotary Board Room  
6:30 P.M.

The regular meeting of the Recreation, Parks & Community Services Board was called to order at 6:39 pm.

**PRESENT:** Gillian Marshall – Chair  
Town Councillor Scott Collinson  
County Councillor Michelle Swanson  
Phyllis Loewen  
Chelsea Alderson  
Marc Mundell

**ALSO PRESENT:** Roger Smolnicky, Director of Recreation & Community Services  
Louise Lambert, Recreation & Community Services Clerk  
Fran Sosnoski, Aquatics Manager  
County Councillor Jim Duncan

**ABSENT:** Shannon Matchett

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

- Power point - Overview of the department

*Moved by P. Loewen* to adopt the agenda for November 8, 2017 with the above addition.

**Carried**

**3. APPROVAL OF MINUTES**

*Moved by J. Duncan* to adopt the regular minutes of October 4, 2017 as presented.

**Carried**

**4. INTRODUCTION OF THE NEW RECREATION, PARKS AND COMMUNITY SERVICES BOARD**

**5. POWER POINT PRESENTATION**

- R. Smolnicky reviewed the presentation with the Board as information for the new Board members.
- Questions regarding the information provided were answered by R. Smolnicky.
- The presentation will be forwarded to the Board members for their own review and information.

**Received for Information**

**6. CORRESPONDENCE**

- None

**6. OLD BUSINESS**

**6.1 NSRP Update**

- The County and Town have appointed two councilors each to work with the Director to help with the creation of the Part Nine company.
- The Part Nine company board was discussed and what the makeup of the board should consist of. This will be taken to the ad hoc committee to discuss

**Received for Information**

**6.2 Naming of Park beside Lou Soppit Community Centre**

- A letter from the Rocky Credit Union Ltd. in partnership with the Rocky Mountain House Co-op with a bid of \$15,000 for 10 years to own the naming rights to this park.
- There will be a name change for the Co-op to be done in December, which can be incorporated in future creation of signage.

*Moved by S. Collinson* to recommend accepting the application from the Rocky Credit Union Ltd. and the Rocky Mountain House Co-op for the naming rights to the activity park (South) beside Lou Soppit Community Centre.

**Carried**

**6.3 Aquatics construction update**

- R. Smolnicky went over the engineering report for the Aquatics renovation.
- The renovations should last for at least for 30 years.

**Received for Information**

**6.4 Aquatics report – Registrations at CSWC**

- F. Sosnoski presented the report and reviewed the information.
- The registrations will be done on a two-season trial basis.
- Reviewed the challenges, dangers of the wrong lesson levels being chosen, lower levels of classes are very full, and proper training of staff.
- Will review the spring registration information before the summer registration.

*Moved by M. Swanson* to accept the registration at the Christenson Sports & Wellness Centre on a two-season trial basis.

**Carried**

## **6.5 CSWC October Statistics**

- R. Smolnicky pointed out that the statistics are up and that we are coming up to a complete January – December year for review of statistics.

**Received for information**

## **7. NEW BUSINESS**

### **7.1 Recreation Bylaw/Recreation Master Plan**

- The Recreation bylaw was brought forward for information, and will be reviewed in a future meeting.

**Received for Information**

### **7.2 Fees and Charges**

- Reviewed the fees which include the current fees in place, and the future fee increases of 3% for 2018, and 2% increase for 2019 and 2020 respectively.

**Received for information**

### **7.3 Director's Report – Implementation of fee structure for play area**

- Canalta Kids Play Centre has been underutilized this past year, and parents have requested the opportunity to use the room.
- The Board was asked to recommend the implementation of a daily fee of \$4.25 per child with parental supervision.
- This has been implemented on a trial basis and have experienced higher room use as a result.
- The Board recommended to have signage regarding rules for usage of play centre, including parental supervision as mandatory.

Moved by C. Alderson to recommend the implementation of a fee structure for the Canalta Kids play centre.

**Carried**

### **7.4 Capital Budget**

- The Town capital budget and the County portion were reviewed.
- The budgets are not being approved at this time, but are being presented for information and how it impacts other items and projects.
- R. Smolnicky reviewed the capital budget and explained how the budget works, and how the 3 priorities of years impact the budget.
- Each area of the budget was discussed and explained.
- The Board asked about the co-gen plant, and it was explained that Town Council asked to wait until the new budget.
- All items are preliminary and will be brought back to the Board in January or February for approval.

**Received for information**

### 7.5 Operational Budget

- The income for Operational budget was reviewed.
- We will have a first full year of data and realistic information in January.
- The expenses portion of the operational budget was reviewed.
- R. Smolnicky would like to review our utilities with AUMA to understand our billings.
- The Board was asked to review the income and the expenses sheets at their leisure and if they have questions to email R. Smolnicky.

**Received for Information**

### 7.6 West Country Play – partnership bike program with schools

- The bike is donated and a sponsor is being approached to see if a total of 6 bikes can be purchased.

**Received for Information**

### 7.7 False Fire Alarm Incident follow up

- The Christenson Sports & Wellness Centre video was reviewed and discussions with the schools and the children involved have been identified.
- An anticipated meeting will be organized to meet with all parties, including the children.
  - If the children attend the meeting, the suggested action will be banning from the Centre only until the end of January.
  - If the children decide not to attend the meeting, the suggested action will be banning for the rest of the season.

**Received for Information**

### 7.8 Formation of an Ad Hoc Sport Tourism committee

- R. Smolnicky would like to create a small group committee to work on the grant criteria and would like to have 4 – 5 individuals.
- Roger Smolnicky, Marc Mundell, Dean Schweder (Economic Development Officer, TRMH), and Lori Davis (West County Play) will be on the committee.

Moved by S. Collinson to recommend the formation of an Ad Hoc Sport Tourism committee, M. Mundell abstained from the vote.

**Carried**

## ADJOURNMENT

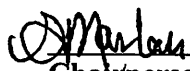
- Next meeting is scheduled for December 6<sup>th</sup> at 7:30 PM in the Rotary Board Room.

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 9:16 PM.

These minutes approved this 6<sup>th</sup> day of December, 2017.

  
Chairperson

  
Recording Secretary