



AGENDA

REGULAR MEETING OF THE RECREATION BOARD OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON THURSDAY, MARCH 7, 2024 AT 5:30 PM.

MOTION

1. CALL TO ORDER

ITEM No.1.1 Nominations for Chair and Vice Chair

2. APPROVAL OF THE AGENDA

X

3. ADOPTION OF THE MINUTES

ITEM No.3.1 Recreation Board Minutes

X

4. BUSINESS ARISING FROM THE MINUTES - None

5. ACTION ITEMS

ITEM No.5.1 Bylaw 2-2009 Recreation Board Bylaw

X

ITEM No.5.2 Information for the Recreation Board

6. DELEGATIONS

ITEM No.6.1 Delegation: Taber Adventure Club

X

7. MEDIA INQUIRIES

8. CLOSED SESSION - None

9. OPEN SESSION - None

10. CLOSE OF MEETING

X



Recreation Board Request for Decision

Meeting Date: March 7, 2024

Subject:

Nominations for Chair and Vice Chair

Recommendation:

No recommendation required.

Background:

Brian Martin, Recreation Manager, to Call the Meeting to Order.

Brian Martin, Recreation Manger, to Call for Nominations from the floor for Chair.

Brian Martin, Recreation Manager, to Call for Nominations from the floor for Vice Chair.

The new Chair will now Chair the meeting.

Legislation / Authority:

Recreation Board Bylaw 2-2009

Strategic Plan Alignment:

No direct alignment.

Financial Implication:

No financial implications.

Service Level / Staff Resource Implication:

Does not apply.

Justification:

Election required as per Bylaw at the first regular meeting of the year.



Alternative(s):

The Recreation Board could defer this to another meeting.

Attachment(s):

APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate: 



Recreation Board Request for Decision

Meeting Date: March 7, 2024

Subject:
Recreation Board Minutes

Recommendation:
That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 7, 2023, as presented.

Background:
Minutes of the Regular Meeting of the Recreation Board held on December 7, 2023

Legislation / Authority:
MGA, Section 208(1)(a)(c)

Strategic Plan Alignment:
N/A

Financial Implication:
N/A

Service Level / Staff Resource Implication:
N/A

Justification:
Approval of minutes is in accordance with the Municipal Government Act Section 208



Alternative(s):

That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 7, 2023 as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate: _____

07/2023

MINUTES OF THE TABER RECREATION BOARD MEETING HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON December 7, 2023 AT 5:30 PM.

PRESENT:

Darcy Firth
Cody Fletcher
Councillor Joanne Sorensen
Taylor Gouw
Councillor Brian Hildebrand
Brett McCoy

ABSENT:

Councillor Jack Brewin

ALSO PRESENT:

Brian Martin, Recreation Manager
Kory Ostrup, Recreation Assistant Manager
Marty Planger, Recording Secretary

CALL TO ORDER

Darcy Firth called the Regular Meeting of the Taber Recreation Board to order at 5:30 PM.

ADOPTION OF THE AGENDA

RES. 27/2023 MOVED by C. Fletcher that the Recreation Board adopt the agenda, with the amendment of moving Delegation to ITEM No 5.0

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

A) Regular meeting – November 2, 2023

RES. 28/2023 MOVED by B. McCoy that the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on November 2, 2023, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES – None

DELEGATIONS

A) Taber Football Association

Jason Jensen attended the meeting to give a bit of an update on how Football is doing in Taber. Mr. Jensen reported that football is doing well and have had a few exceptional seasons as of late, with the High School teams going into late November playoffs. This year we were treated with great fall weather, the fields were in good condition, and the Recreation Department did a great job keeping the lines up. The facility has had problems in the past with garbage collection, however this year the facilities were well kept.

The only concerns noted by the Board and Delegation was the lack of parking on really busy game nights and vehicles overflowing into the reserved camping areas and the possible need for more bleacher seating. There was a game this year which drew close to 1000 fans and the extra seating would have been beneficial.

The Board thanked Mr. Jensen for his report and welcomed any future requests or feedback.

RES. 29/2023 MOVED by Councillor J. Sorensen that the Recreation Board accepts the presentation given by the Taber Football Association, for information purpose.

CARRIED UNANIMOUSLY

ACTION ITEMS

INFORMATION FOR THE RECREATION BOARD

The Members reviewed the items presented and were given the opportunity to ask for any of these topics to be expanded on or to discuss any other topic of interest.

The Members reviewed all items in this agenda item, line by line.

Some additional notes were made;

14. New Temporary Operator Position was posted

15. Aquafun Centre lockers have been installed while the facility was shutdown to fix the boilers as well as the floor retreated, and they look great.

16. Small Ice Facility grant, which was applied for in March of this year, has not been awarded or declined yet, which is not unusual. The CAO and Mayor Prokop have been discussing the application with Government Officials, in hopes to have a good word put in for us.
17. Trout Pond has had a few trees planted by camping sites and marker signs on the trails to go up shortly. The Drafted Master Plan public consultation went well with around 200 surveys received. Generally, the plan was approved as a whole, however there were a few suggestions to be considered.
18. There was a report from Coffee With Council that Communities in Bloom still has some projects (tree stump removal and some farm machinery relocating) awaiting to be completed. Administration responded that those projects had been assigned to the Public Works in the spring and they are still on their task list, however the department has not been able to complete them with their work load as of yet.
19. There was also a request for more Christmas lights at the cenotaph and to fix the tree that has broken in the wind. Administration reported that that too is on the Public Works' list.

Recreation Manager, Brian Martin acknowledged that the Recreation Department has had a year filled with staff shortages and challenges, but he is proud with how the team has come together to complete so many projects and facilitate so many events.

No Motions were made at this time.

RECOGNITION AWARDS

The Members were pleased to be able to honor individuals/teams for their accomplishments, as it has been awhile. Administration reminded the Board to let them know if they know of any other eligible individuals/teams who medal at Provincials, National, International, or at their highest level (as is the case for school sports).

RES.30/2023 MOVED by B. McCoy that the Recreation Board recommend the following teams/individuals receive Recognition Awards:

1. Gold– St. Mary's Auroras – 2023/24 1A Girls High School Provincial Volleyball Championships
2. Silver– Grace Holowiski – 2023 CTFI Western Canadian Taekwon-Do Championships – Specialty Breaking
3. Silver– Grace Holowiski – 2023 CTFI Western Canadian Taekwon-Do Championships – Sparring

CARRIED UNANIMOUSLY

MEDIA INQUIRIES - None

CLOSED SESSION - None

CLOSE OF MEETING

The Administration thanked all the Board Members for all their time and support they have given to the Department throughout the year.

RES.31/2023 MOVED by T. Gouw that this Regular Meeting of the Taber Recreation Board is hereby closed.

CARRIED UNANIMOUSLY AT 5:54 PM

CHAIRMAN

DRAFT



Recreation Board Request for Decision

Meeting Date: March 7, 2024

Subject:

Bylaw 2-2009 Recreation Board Bylaw

Recommendation:

That the Recreation Board recommends Council accepts the proposed changes to the Bylaw 2-2009 Recreation Board Bylaw, as presented.

Background:

Administration recognizes that the Bylaw 2-2009 Recreation Board Bylaw has not been reviewed in quite some time and is asking the Board Members to recommend any desired changes they wish to make. Administration has made some recommendations.

Legislation / Authority:

MGA, Section 10

Strategic Plan Alignment:

Develop and promote recreation within Taber, including members of Council, Administration, and the public.

Financial Implication:

Not applicable

Service Level / Staff Resource Implication:

Not applicable.

Justification:

It is best practice to review Bylaws occasionally to ensure the document and its terms are up to date.



Alternative(s):

1. That the Recreation Board requests more information.
2. That the Recreation Board accepts the information in this item, for information.
3. That the Recreation Board recommends Council approve the following changes to the Bylaw 2-2009 Recreation Board Bylaw (insert changes here):

Attachment(s): Proposed Bylaw 2-2009 Recreation Board Bylaw

APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate:



TOWN OF TABER
RECREATION BOARD BYLAW
BYLAW

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE TABER RECREATION BOARD.

WHEREAS the Municipal Government Act, Chapter M-26 of the Statutes of Alberta, 1994, as amended provides for the general jurisdiction to pass bylaws.

AND WHEREAS the Council of the Town of Taber wishes to establish the Recreation Board to support and facilitate the achievement of the Town of Taber's vision and goals, and to advise Council on matters relevant to the Board's mandate.

NOW THEREFORE the Council of the Town of Taber, in the Province of Alberta, duly assembled enacts as follows:

1. NAME OF BYLAW

This bylaw may be cited as the Town of Taber's "Recreation Board Bylaw".

2. DEFINITIONS

In this bylaw:

- a) "Act" means the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 1994, as amended
- b) "Board" means the Town of Taber Recreation Board
- c) "Town" means the Town of Taber, in the Province of Alberta
- d) "Council" means the Municipal Council of the Town of Taber
- e) "Town Councillor" means a Councillor of the Town of Taber
- f) "Secretary" means the **Chief Administrative Officer** or his designate
- g) "M.D." means the Municipal District of Taber
- h) "M.D Councillor" means a Councillor of the M.D. of Taber "Resident" means a resident of the Town of Taber appointed by Council
- i) "Member" means a person appointed to the Recreation Board

3. COMPOSITION OF THE BOARD

The Recreation Board shall consist of the following seven (7) voting members appointed by the Council of the Town of Taber:

- Two (2) Town of Taber Councillors
- Four (4) residents of the Town of Taber; or three (3) residents of the Town of Taber and one (1) resident of the MD of Taber from divisions 1-4 (South of the Oldman River),
- One (1) M.D. of Taber Councillor from divisions 1-4 (south of Oldman River)

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RECREATION BOARD BYLAW
BYLAW

4. TERM

Town Councillor and M.D. Councillor - commences on the day of their appointment and ending on the day of the next Organizational Meeting of each Council.

Town **and MD** residents - appointed for a period of three (3) years with all terms expiring on the 31st of December.

At the end of each appointed residents three year term, should the resident decide to further let their name stand, a new application for reappointment must be made to Council.

Each appointed resident may at the discretion of Council be appointed for 3 consecutive appointments of 3 year terms totally participation for 9 consecutive years.

Each appointed resident shall remain in Office until a successor is appointed by Council.

Each appointed Resident who has been appointed to the Board for a total of nine (9) consecutive years may be reappointed by a 2/3 majority vote of the whole of for each term thereafter.

Upon expiry of his or her term, each Member shall remain in office until Council appoints a successor.

Any Member of the Board may resign upon sending written notice to the Secretary.

A Member of the Board will be disqualified from holding office if they:

- a) are hired in any capacity with the Town of Taber or the M.D. of Taber;
- b) are absent from three (3) meetings of the Board during the past year
- c) resign from either Town of Taber or M.D. of Taber Council

If any Member ceases to be a Member of the Board during the term they are appointed, the vacancy will be filled by Council appointment as soon as possible thereafter, and such appointment shall be effective only during the remaining term of the person vacating.

5. PROCEDURES/MEETINGS

- 5.1 The Board shall elect a Chairperson and Vice Chairperson from its membership at their first meeting in each year. Members of Town and M.D. Council shall not be elected as Chairperson or Vice Chairperson on the Board.
- 5.2 The majority of the Members of the Board constitute a quorum.
- 5.3 All Board meetings will be held in accordance with "Robert's Rules of Order".
- 5.4 The decision of the majority of the Members present at a meeting duly convened shall be deemed to be the decision of the whole Board.
- 5.5 The Chairperson shall vote on every motion and, in the event of a tie, the motion shall be lost.

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RECREATION BOARD BYLAW
BYLAW

- 5.6 Motions put forth must be voted on by all Members, except motions in which a member has direct or indirect interests. A request to abstain from discussion and voting and the reason for same shall be recorded in the minutes of the meeting.
- 5.7 The Board shall hold no less than nine (9) regular meetings each year and it may hold special meetings at the call of the Chairperson, or any three (3) members upon 24 hours notice.
- 5.8 The Town of Taber's Parks & Recreation **Manager** will attend all meetings of the Board in an advisory capacity. The **Manager** shall not have voting privileges.
- 5.9 The Secretary of the Board shall be appointed by the Chief Administrative Officer. The Secretary shall have no voting privileges.

6. PURPOSE OF THE BOARD

The Members of the Board shall collectively represent all recreation interests within the region and:

- a) shall act, on an ongoing basis, in an advisory capacity only, to Council,
- b) may advise and make recommendations to Council on the development, coordination and quality of all aspects of recreation and parks in the community,
- c) may act as a liaison between Council and all community recreation organizations,
- d) hear and consider representations or concerns by any individual, organization or delegation of citizens with respect to recreation services/programs. The Board shall act on such recommendations as the Board shall deem to be in the general interest of all citizens and where necessary, shall make recommendations to Council.

Community or regional parks and recreation organizations that wish to appear before, or communicate directly with Council on any matter referred to in sections 6 or 7 of this bylaw will be encouraged to first contact and make representation to the Recreation Board.

7. RESPONSIBILITIES OF THE BOARD

Liaison

- a) Establish effective lines of communication with all organizations delivering recreation services in the community.
- b) Act on behalf of all residents of the region and bring forth their concerns to Council.
- c) Become informed and knowledgeable and advise Council on all matters regarding current recreation issues at the national, provincial and regional levels.

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RECREATION BOARD BYLAW
BYLAW

Planning

- a) Assist in the preparation of the Long Range Plan at least every five (5) years outlining, in order of priority, the development and preferred allocation of resources.
- b) Encourage the delivery of recreation services in a comprehensive, cooperative and coordinated method utilizing private enterprise, non-profit organizations and public agencies.

Evaluation

- a) Monitor and evaluate the implementation and impact of the long range plan and advise Council.
- b) Monitor and review operating procedures and advise Council of their impact on the quality of recreation services.

8. FINANCE

Operational expenses of the Recreation Board will be allocated annually through the operating budget cycle and administered by the **Parks & Recreation Manager**.

At no time may the Board, or a member of the Board, commit Town of Taber employees, facilities or funds to a course of action, group or task.

9. GENERAL PROVISIONS

- a) Bylaw No. is hereby repealed in its entirety.
- b) This Bylaw No. shall come into force and effect upon the final reading thereof.

RES.47/09 READ a first time this 23rd day of FEBRUARY, 2009.

RES.48/09 READ a second time this 23rd day of FEBRUARY, 2009.

RES.59/09 READ a third time and finally passed this 9th day of MARCH, 2009.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Recreation Board Request for Decision

Meeting Date: March 7, 2024

Subject:

Information for the Recreation Board

Recommendation:

“No motion required”

Background:

This communication is provided simply as information for the Recreation and no comment is needed. In some cases, though, the Recreation Board may wish to seek clarification on the matter from Administration, or even challenge the matter through discussion. Placing the information on the Recreation Boards agenda allows these opportunities:

1. Aquafun Centre has been recruiting for multiple lifeguard and cashier positions
2. Recreation successfully recruited a Temporary Recreation Operator Internally and Temporary Custodial Position
3. Football season ended and the KMMSC was closed for the winter
4. Taber Trout Pond Master Plan is in the final stages and the Committee has been meeting to discuss how best to continue forward
5. Recreation Department Managers are working on the 2024 Capital Projects
6. The Arenas hosted three tourneys in January (Jan 5-6, Jan 19-21, and Jan 26-28)
7. Urban Park install is just about complete and needs a name
8. Recreation Department facilitated and assisted with over 12 larger events in December and 5 in January
9. Department has begun planning for 2024 town run events, with Canada Day planning in full swing
10. Winter Swim Lessons has begun and is being supplemented with numerous private lessons when staffing and pool space allow
11. Rentals continue to be very popular in the Aquafun Centre, Arenas, and Auditorium
12. Arena Grant Update

Legislation / Authority:

N/A

Strategic Plan Alignment:

General information therefore does not specifically apply



Financial Implication:

Costs will be associated with various items listed above as per the 2024-Operating budget

Service Level / Staff Resource Implication:

Staff resources to be utilized for all items listed above

Justification:

To keep the Recreation Board informed of current municipal information and correspondences

Alternative(s):

1. The Recreation Board could seek clarification on any matters from Administration
2. The Recreation Board could discuss, in depth, any of the matters raised by the communication and take action through a resolution

Attachment(s):

APPROVALS:

Originated By:

Marty Planger

Chief Administrative Officer (CAO) or Designate: _____



Recreation Board Request for Decision

Meeting Date: March 7, 2024

Subject:

Delegation: Taber Adventure Club

Recommendation:

The Recreation Board accepts the information presented by the Taber Adventure Club, for information.

Background:

Part of the Recreation Boards mandate is to “act as a liaison between Council and all community recreation organizations” therefore Administration has been inviting a few groups the Board has not met with in a long time, to attend as a delegation. The Taber Adventure Club has not been to the Recreation Board since its’ inception. Administration is excited to hear from Wendy Einwechter at the meeting, to speak to the projects being worked on, and what they have planned for 2024.

Legislation / Authority:

Recreation Board Bylaws

Strategic Plan Alignment:

Define & Practice Good Governance

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

The Board is always welcoming groups and is willing to help anyway it can with projects and events.

Alternative(s):

1. The Recreation Board could request more information to be brought back.

Attachment(s):



APPROVALS:

Originated By:
Marty Planger

Chief Administrative Officer (CAO) or Designate: _____
[Handwritten Signature]