



## AGENDA

REGULAR MEETING OF THE RECREATION BOARD OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON February 1, 2018, AT 5:30 PM.

### MOTION

#### ITEM NO. 1. CALL TO ORDER

#### ITEM NO. 2. NOMINATIONS

A) RFD – Nominations for Chair and Vice Chair

X

#### ITEM NO. 3. ADOPTION OF THE AGENDA

X

#### ITEM NO. 4. DELEGATIONS

X

#### ITEM NO. 5. ADOPTION OF THE MINUTES

A) RFD - December 7, 2017

X

#### ITEM NO. 6. BUSINESS ARISING FROM THE MINUTES

A) RFD - Small Ice Arena

X

#### ITEM NO. 7. ACTION ITEMS

A) RFD - Recreation Capital Items

X

B) RFD - Future of Recreation

X

C) RFD - Information for the Recreation Board

X

D) RFD - Recreation Activity Report

X

E) RFD - Recognition Awards - None

#### ITEM NO. 8. MEDIA INQUIRIES

#### ITEM NO. 9. CLOSED SESSION - None

#### ITEM NO. 10. OPEN SESSION

X

#### ITEM NO. 11. CLOSE OF MEETING

X



## Recreation Board Request for Decision

**Meeting Date:** 01/02/2018

**Subject:** Nominations for Chair and Vice Chair

**Recommendation:**

No recommendation required.

**Background:**

Aline Holmen, Director of Recreation to Call the Meeting to Order.  
 Aline Holmen, Director of Recreation to Call for Nominations from the floor for Chair.  
 Aline Holmen, Director of Recreation 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.



<b>Attachment(s):</b>	
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<b>APPROVALS:</b>	
<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	



## Recreation Board Request for Decision

**Meeting Date:** 01/02/2017

**Subject:** Recreation Board Minutes

<b>Recommendation:</b>	That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 7, 2017, as presented.
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<b>Background:</b>	Minutes of the Regular Meeting of the Recreation Board held on December 7, 2017.
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<b>Legislation / Authority:</b>	MGA, Section 208(1)(a)(c)
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<b>Strategic Plan Alignment:</b>	N/A
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<b>Financial Implication:</b>	N/A
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<b>Service Level / Staff Resource Implication:</b>	N/A
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<b>Justification:</b>	Approval of minutes is in accordance with the Municipal Government Act, Section 208.
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<b>Alternative:</b>	That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 7, 2017, as amended.
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<b>Attachment(s):</b>	Minutes
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<b>APPROVALS:</b>	
<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	

12/2017

MINUTES OF THE TABER RECREATION BOARD REGULAR MEETING HELD  
IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON December 7,  
2017 AT 5:30 PM.

PRESENT: Danielle Hansen, Chairperson  
Darcy Firth, Vice Chairperson  
Councillor Louis Tams  
Councillor Garth Bekkering  
Rene Angermeier  
Joel Mills

ABSENT: Councillor John Turcato

ALSO PRESENT:

Aline Holmen, Director of Recreation  
Trent Smith, Recreation Manager  
Marty Planger, Recording Secretary  
Taber Times

**CALL TO ORDER**

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

**ADOPTION OF THE AGENDA**

RES. 86/2017 MOVED by Councillor L Tams to adopt the agenda as presented.

CARRIED UNANIMOUSLY

**DELEGATIONS**

**A) Town of Taber Combative Sports Commission**

Mark Merkl was on hand to give the Combative Sports Commission's final report regarding the July 15, 2017 boxing event and answer any questions from the Recreation Board.

The Commission felt the "Unfinished Business" Event was a huge success. The fans were great and were treated with a terrific amateur/professional boxing card. This was the Commission's first event in many years and had a few suggestions for next time. The foremost change is they would like to add three more members just because more manpower is required the night of events. The venue was very hot, and they are hoping the new plant/dehumidifier will address the issue for the next event.

The Commission is looking at a few events in the New Year and is excited to keep active.

The board thanked M. Merkl for his presentation and hard work.

RES. 87/2017 MOVED by J. Mills that the Recreation Board accepts the presentation by Mark Merkl, chair of the Combative Sports Commission for information.

CARRIED UNANIMOUSLY

**B) Ice User Groups**

A. Holmen reviewed the results of the survey sent out to the ice users in November. There were representatives from GSAA, TMHA, TFSC, Commercial League, Pond Hockey, and the Taber Curling Club present to ask and answer questions.

The general consensus was that if money was not an issue, ideally a 2<sup>nd</sup> large ice surface would be desired. Yes the two existing surfaces are being made to work now, however if TMHA or GSAA grew by a team, weekday practices could become an issue. GSAA stated that with majority of their players coming from all over Southern Alberta, it can make for some very late nights once they've showered, changed and drove home. TMHA stated that their challenge is the league has made strict rules as to how early/late they can make their opposition play.

Many of the users said they would like to add additional programming/tournaments, however the existing surfaces do not allow. Having said that, everyone said that they need the small ice to be operational, at the very least, to be able to operate their current programming. Ideally renovations being done prior to the ice failing and during the offseason would be preferred.

One individual stated that Commercial league is going down in numbers and it's getting hard to get enough players out and the small ice allows for fewer guys needed to play recreationally. Taber is one of very few fortunate towns to have the small surface and it would be a shame to lose it, being it's so beneficial for the development of the youth. Recently minor hockey has new legislation that requires the younger levels to play on smaller ice surfaces. If they were to move to a large ice surface, they play on half ice.

The Recreation Board needs to decide what is right for the most groups and the future growth in Taber and this group is helping with that. The group was thanked for its time and dedication.

RES. 88/2017 MOVED by Councillor G. Bekkering that the Recreation Board accepts the report and the Ice User Group submission for information.

CARRIED UNANIMOUSLY

**ADOPTION OF THE MINUTES**

**A) Regular meeting – November 2, 2017**

RES. 89/2017 MOVED by J. Mills that the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on November 2, 2017.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES** - None

**ACTION ITEMS**

**A) January Recreation Board Meeting**

A. Holmen reported that past practice with the Recreation Board has been to cancel the January regular meeting due to the light agenda and the holidays. There is always the option to call a special meeting if an agenda item comes up which is time sensitive.

RES. 90/2016 MOVED by Councillor G. Bekkering moved that the Recreation Board accepts the cancellation of the January, 2018 Recreation Board meeting as presented and recognizes that should the need arise a meeting could be scheduled later in the month.

CARRIED UNANIMOUSLY

**B) Recognition of Achievement Procedure**

A. Holmen explained that the current Recognition of Achievement Procedure is on the old format and she has brought it to the Recreation Board on the new format. Also, at the November meeting, it was mentioned that the board thought it might be nice to invite recipients to the meetings to be presented with the award and she had questions about the logistics of doing so. Many members mentioned that after more thought on this, decided it may not be possible to do so in a timely enough manner and many of the recipients are too busy training or would rather receive the award from their coach with their peers.

RES. 91/2016 MOVED by Councillor L. Tams that the Recreation Board accepts the new format of the Recognition of Achievement Procedure to match other procedures within the Town of Taber.



CARRIED UNANIMOUSLY

**C) Information for the Recreation Board**

The Recreation Board reviewed the information presented. A. Holmen reported that the Trout Pond project is still ongoing and the area remains closed because it is still a construction zone. She also mentioned that she is actively recruiting Sports Chairs for the Southern Alberta Summer Games and that the next swimming lesson registration is starting on December 16<sup>th</sup> at 9pm. It was questioned as to when the town expects to be able to host registration for other organizations and it was explained that the town is still working on getting all functionality into use and will not be ready to do so for a while. Councillor L. Tams supported this decision and encouraged the staff to do things correctly and get the town where it needs to be prior to opening up to external uses.

RES. 92/2017 MOVED by D. Firth that the Recreation Board accepts the material received in this Agenda Item.

CARRIED UNANIMOUSLY

**D) Recreation Activity Report**

A. Holmen reported that the department is very busy. She is continuing to promote town partnerships with the building of the playground out at the Legion Park which was done with the Taber Legion. She announced that she just recently facilitated a gathering of some key baseball/softball users in town and they have decided to form a society to start looking into the needs of the baseball/softball community. There will be more to come on this in the New Year.

RES. 93/2017 MOVED by J. Mills that the Recreation Board accepts the Recreation Report for information.

CARRIED UNANIMOUSLY

**RECOGNITION AWARDS**

RES. 94/2017 MOVED by D. Firth that the Recreation Board recommends that the below team/individuals receive Recognition Awards:

1. Gold – Barnwell Lady Trojans – 2017 2J South Girls Zone Volleyball Championships
2. Bronze – St. Mary's Gr 8 Storm – 2017 1J South Girls Zone Volleyball Championships
3. Gold – St. Mary's Gr 9 Storm – 2017 3J South Girls Zone Volleyball Championships

CARRIED UNANIMOUSLY

**MEDIA INQUIRIES**

G. Price offered to help SASG recruitment by doing an article. A. Holmen gratefully accepted.

**CLOSED SESSION – None**

**CLOSE OF MEETING**

RES. 95/2017 MOVED by Councillor L. Tams that this Regular Meeting of the Taber Recreation Board is hereby closed.

CARRIED UNANIMOUSLY AT 6:43 PM

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CHAIRMAN



## Recreation Board Request for Decision

**Meeting Date:** February 1, 2018

**Subject:** Small Ice Arena

**Recommendation:**

Discussion from the Recreation Board is required.

**Background:**

At the December Recreation Board meeting, ice user groups were in attendance to discuss their thoughts regarding the existing small ice surface. Three options were presented as considerations that included:

1. Leave the small ice as is currently with no repairs; or
2. Leave the small ice in place but initiate repairs required; or
3. Build a 2<sup>nd</sup> large ice surface.

Although a second large ice surface would be a nice addition to the community, many of the users felt that renovating the current small ice was the better option for the moment. This direction correlates with Option #1 in the MPE Small Ice Investigation Report. None of the groups were in favor of maintaining the status quo because if the facility was to shut down due to operational issues, it would then affect their operation of their organization significantly.

The Recreation Board will need to determine next steps with regards to this investigation.

**Legislation / Authority:**

Recreation Board Bylaw 2009

**Strategic Plan Alignment:**

N/A

**Financial Implication:**

None at this time.


**Service Level / Staff Resource Implication:**

None at this time.



<b>Justification:</b>	The investigation of this facility was initiated by the Recreation Board, looking ahead to the future based on the current state of the existing small ice facility.
<b>Alternative(s):</b>	<p>The Recreation Board may direct the Chairperson and Vice Chairperson to attend a Council meeting on behalf of the Recreation Board, to request consideration for renovation of the small ice arena facility as per Option #1 in the MPE Investigative Report.</p> <p>The Recreation Board may decide to make a recommendation to Council to leave the small ice surface as it currently is and address deficiencies at a later date.</p>

<b>Attachment(s):</b>	MPE Small Ice Investigation.
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<b>APPROVALS:</b>	
<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	



## Recreation Board Request for Decision

**Meeting Date:** February 1, 2018

**Subject:** 2018 Recreation Capital Items

**Recommendation:**

The Recreation Board accepts the information regarding 2018 Recreation Projects as presented.

**Background:**

Recently Council passed their 2018-2019 Capital Budget. Within that budget were several Recreation projects and equipment purchase items. The information is being provided for the sole purpose of keeping the Recreation Board informed of what is occurring in the department.

Listed below are the approved projects and their costs. There are some approvals that have a portion of the allocation to be funded through grants such as the Trout Pond Phase 2, Sunrise playground and the arena upgrade project.

Equipment purchases are based on the Town of Taber Lifecycle plan and in many cases the lifespan has been extended and the item is now overdue.

**Recreation 2018**

Arena Refrigeration/ Mechanical Systems Upgrade Arena \$ 680,000

Ice Painter Arena \$ 9,500

Parks Wide Area Mower Unit 5-09 Parks \$ 125,000

Trailhead Development Parks \$ 30,000

Sunrise Playground Dev't Parks \$ 50,000 (100% dependant on grant funding)

Trout Pond Phase 2 Parks \$ 500,000

Truck Unit 1-17 Parks \$ 35,235

Gator Replacement 6-06 Sportsfields \$ 23,000

Auditorium Facility Modernization & Mechanical System Upgrade Auditorium \$ 500,000

Auditorium Facility Lighting Upgrade Auditorium \$ 75,000

LED sign Auditorium \$ 120,000

Walking Trail - Trail Head Signage Parks \$ 10,000


Community Centre Exterior Upgrade Auditorium \$ 210,500



	<p><b>Recreation 2019</b></p> <p>Trout Pond Phase 3 Parks \$ 300,000</p> <p>UTV Replacement 5-11 Sportsfields</p> <p>Sod Cutter unit 7-26 Parks \$ 6,500</p> <p>4th Ball Diamond Parks \$ 250,000</p> <p>Kiwanis Playground Parks \$ 50,000</p> <p>Truck Replacement Unit 1-19 Parks \$ 35,235</p>
<b>Legislation / Authority:</b>	Recreation Board Bylaw 2-2009
<b>Strategic Plan Alignment:</b>	Create and promote recreational opportunities and facilities that are regionally recognized in all seasons.
<b>Financial Implication:</b>	All of the items noted have been approved by Council in the 2018-2019 Capital Budget.
<b>Service Level / Staff Resource Implication:</b>	There were manpower required from Administration and staff to oversee and follow through on each of these projects.
<b>Justification:</b>	The various projects are based on several factors including Council requests, lifecycle, operational requirements, legislative requirements, and energy efficiency. This data is being provided as information in an effort to keep the Recreation Board aware of what is occurring within the department.
<b>Alternative(s):</b>	
<b>Attachment(s):</b>	



**APPROVALS:**

<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	



## Recreation Board Request for Decision

**Meeting Date:** February 1, 2018

**Subject:** Future of Recreation

**Recommendation:** Discussion is requested.

**Background:**

Should the Town continue to renovate aging infrastructure or look long term at investing in infrastructure that meets the needs of today's population? Would one multi-purpose facility with the ability to do a variety of programming be the better solution than having aging facilities or newer facilities that are spread all over the community?

The Chairperson has requested discussion regarding the future of Recreation in Taber. The face of Recreation is changing and the wants and needs of the community may be changing as well.

In 2016, a Recreation Master Plan was created that identified various priorities in the community for Recreation. The plan was only the first phase and did not extend into timelines and costs for the items identified. That makes following the recommendations and financially planning for the future, a challenge.

Currently, the Town has a Life Cycle Plan for all facilities and equipment that is taken into consideration during budget deliberations. Reports and assessments of various facilities have been conducted in the past as well.

**Legislation / Authority:** Recreation Bylaw 2-2009

**Strategic Plan Alignment:** To improve the quality of life for Town residents and following a Recreation Master Plan, invest in the Town's recreation facilities and opportunities.


**Financial Implication:** Not applicable at this time.

**Service Level / Staff Resource Implication:** Not applicable at this time.





<b>Justification:</b>	Requested by the Recreation Board Chairperson for discussion.
<b>Alternative(s):</b>	<p>The Recreation Board may direct the Chairperson to attend a Council meeting and request that an RFP be compiled regarding the completion of the Recreation Master Plan.</p> <p>The Recreation Board may wish to obtain approval from Council to visit other communities nearby such as Medicine Hat and Brooks with the Director of Recreation and explore new opportunities.</p> <p>The Recreation Board may ask Administration to provide further information on trends in Recreation.</p>
<b>Attachment(s):</b>	

<b>APPROVALS:</b>	
<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	

## Recreation Board Request for Decision

**Meeting Date:** February 1, 2018

**Subject:** Information for the Recreation Board

**Recommendation:**

That the Recreation Board accepts the material received in this Agenda Item, as information.

**Background:**

This communication is provided simply as information for the Recreation Board 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. Trout Pond – committee has been increased from 3 Administration staff to include three members of Council. Members have reviewed what has been completed to date, what is outstanding and next steps. The facility remains closed as it is technically a construction zone. We expect further work to commence as soon as the weather allows. This work will include parking lot fencing, swing gates, posts, and development of the launch area.
2. Southern Alberta Summer Games – planning for the games is underway. Recruitment is occurring for a few remaining sport chairs, a logo is being determined, the sponsor packages will be distributed shortly and the games Coordinator, Emily Bradbury has started in her position.
3. Swim Lessons – winter lessons are underway. The session is 88% filled.
4. February is Heart Month – numerous activities happening at the Aquafun Centre including such things as guest instructors, special classes, staff/patron fitness challenge, large toys, etc.
5. The Town of Taber has once again been selected to host a Swimming Pool Operator Level 1 Course in 2018. This course is hosted by Alberta Association of Recreation Facility Personnel (AARFP).
6. There are numerous events happening in Taber in 2018 and we are working with the various groups to assist in meeting their needs. 2018 looks to be a busy but exciting year for our community.


<b>Legislation / Authority:</b>	N/A
<b>Strategic Plan Alignment:</b>	General Information therefore does not specifically apply
<b>Financial Implication:</b>	Costs will be associated with various items listed above as per the 2018 Operating budget.
<b>Service Level / Staff Resource Implication:</b>	Staff resources to be utilized for all items listed above.
<b>Justification:</b>	To keep the Recreation Board informed of current municipal information and correspondences.
<b>Alternative(s):</b>	<ol style="list-style-type: none"> <li>1. The Recreation Board could seek clarification on any matters from Administration.</li> <li>2. The Recreation Board could discuss, in depth, any of the matters raised by this communication and take action through a resolution.</li> </ol>

<b>Attachment(s):</b>	
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**APPROVALS:**



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<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	



## Recreation Board Request for Decision

**Meeting Date:** February 1, 2018

**Subject:** Recreation Activity Report

<b>Recommendation:</b>	The Recreation Board accepts the Recreation Report for information.
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<b>Background:</b>	The report is supplied for Recreation Board information. In most cases, this communication is provided simply as information and no comment is needed. In some cases, the Recreation Board may wish to seek clarification on a matter through discussion. Placing the communication on the agenda allows for these opportunities.
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<b>Legislation / Authority:</b>	MGA, Section 207 (c)
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<b>Strategic Plan Alignment:</b>	No direct alignment.
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<b>Financial Implication:</b>	No financial implications.
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<b>Service Level / Staff Resource Implication:</b>	Not applicable for the purposes of this report.
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<b>Justification:</b>	To keep the Recreation Board informed of happenings within the Recreation Department.
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<b>Alternative(s):</b>	The Recreation Board could seek clarification on any of the matters in the report.
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<b>Attachment(s):</b>	Recreation Activity Report
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<b>APPROVALS:</b>	
<b>Originated By:</b>	Aline Holmen
<b>Chief Administrative Officer (CAO) or Designate:</b>	



## ACTIVITY REPORT

### DEPARTMENT: Recreation

Budget Categorization	Strategic Plan Alignment (Goals and Initiatives)	Associated Projects & Tasks
<b>Projects and tasks expected and approved under the 2017 Capital Budget</b>	Create and promote all-season recreational facilities that are regionally recognized	<ul style="list-style-type: none"> <li>• Continue to work on Walking Trail Extension Project.</li> </ul>
	To improve the quality of life for Town residents and following a recreation master plan, invest in the Town's recreation facilities and opportunities	<ul style="list-style-type: none"> <li>• Recreation Software continues to be utilized and developed. Preparing for Phase 2 development.</li> </ul>
<b>Projects and tasks expected and approved under the 2017 Operational Budget</b>	Create a team work environment that is safe, customer focussed and employee friendly	<ul style="list-style-type: none"> <li>• Continue to assist and work with eCompliance Health and Safety Software. Procedures have been reviewed and updated. Now updating the Hazard Identification and controls functions as well as modifying the inspection templates for arena and parks function.</li> <li>• 0 minor safety incidents with staff in Dec. and regular safety meetings are occurring.</li> <li>• Arranging for training for staff for 2018</li> <li>• Completed arena facility tour with OH&amp;S and now we are sharing safe work procedures with other communities.</li> </ul>
	Utilize work teams that are vertically and horizontally integrated	<ul style="list-style-type: none"> <li>• Recruitment completed and training is underway for a Recreation Operator 1 position.</li> <li>• Recruiting for full time Lifeguard 2 position.</li> <li>• Looking ahead regarding coverage for an upcoming</li> </ul>

		<p>Maternity Leave for Management.</p> <ul style="list-style-type: none"> <li>• Recruitment discussions for summer seasonal staff occurring with HR</li> </ul>
	<p>Create and promote all-season recreational opportunities and facilities that are regionally recognized</p>	<ul style="list-style-type: none"> <li>• Working with Communications to promote Recreation through social media and the website more.</li> <li>• Working with the Recreation Board regarding investigation of need for a 2<sup>nd</sup> large ice surface.</li> </ul>
	<p>Beautify the community (e.g., vegetation and attractive entranceways, downtown streetscapes)</p>	<ul style="list-style-type: none"> <li>• Investigating other communities and the financial contributions to support Recreation, Culture and Arts between the Towns and the rural districts.</li> <li>• Continue to maintain exterior garbage's at specific facilities including cemetery and Dog Park.</li> </ul>
	<p>To improve the quality of life for Town residents and following a recreation master plan, invest in the Town's recreation facilities and opportunities</p>	<ul style="list-style-type: none"> <li>• Spring programming is underway at the Aquafun Centre.</li> <li>• Planning and purchasing underway for 2018 Operating and Capital budget allocations for maintenance.</li> </ul>
	<p>Seek partnerships within the Taber area for recreational facility development</p>	<ul style="list-style-type: none"> <li>• Working with the community members forming a Baseball/Softball Society for future development of facilities.</li> </ul>
	<p>Create an environment for hosting special events in Taber</p>	<ul style="list-style-type: none"> <li>• Working with user groups regarding tournaments and events in the Community Centre and Arena. March will see tournaments every weekend in the Arena.</li> <li>• Meeting held of the Combative Sports Commission in December regarding the Wrestling Event that occurred in January. A second wrestling event is scheduled for April.</li> </ul>



		<ul style="list-style-type: none"><li>• Working on SASG (Southern Alberta Summer Games). Committee set up and planning is underway.</li><li>• Working with user groups with regards to Special Events occurring in Taber in 2018.</li></ul>
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