



THE REGULAR MEETING OF THE RECREATION BOARD TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON THURSDAY, March 7, 2013 AT 5:15 P.M.

MOTION

ITEM NO. CALL TO ORDER – Tim O'Donnell

ITEM NO. 2. ADOPTION OF THE AGENDA

X

ITEM NO. 3. DELEGATIONS

- A) Taber & District Chamber of Commerce - Cornfest Chair
- B) Taber Kinsmen Club of Taber

ITEM NO. 4. ADOPTION OF THE MINUTES

- A) RFD – February 7, 2013

X

ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES - NONE

ITEM NO. 6. INFORMATION ITEMS

- A) RFD – Sponsorship Update
- B) RFD – Southern Alberta Summer Games Update

X

X

ITEM NO. 7. ACTION ITEMS

- A) RFD – Taber Chamber of Commerce Cornfest – Recreation Facility Rental Fee Waver Application
- B) RFD – Taber Kinsmen Club Heritage Dinner – Recreation Facility Rental Fee Waver Application
- C) RFD – 2016 Alberta Winter Games

X

X

X

ITEM NO. 8. BOARD/STAFF REPORTS

- A) RFD - Reports
 - i) Leisure Services Manager, ii) Aquafun Centre, iii) Recreation Facility Manager

X

ITEM NO. 9. RECOGNITION AWARDS – NONE

- A) RFD – Recognition Awards

X

1. Bronze – Pete Lehman – 2013 Canadian Indoor National FCA Archery Championships – Master 60
2. Gold – Nathan Sekura – 2013 Canadian Indoor National FCA Archery Championships – Cub Traditional Male
3. Silver – Monica Higgins – 2013 Canadian Indoor National FCA Archery Championships – Female Bowhunter Open
4. Silver – George Vayro – 2013 Canadian Indoor National FCA Archery Championships – Bow in Hunter Open Male
5. Silver – Linda Sekura – 2013 Canadian Indoor National FCA Archery Championships – Master 50 Female
6. Bronze – Connie Milan – 2013 Canadian Indoor National FCA Archery Championships – Master 50 Female
7. Silver – Frances Kadoyama – 2013 Canadian Indoor National FCA Archery Championships – Master 60 Female
8. Silver – Nick Sekura – 2013 Canadian Indoor National FCA Archery Championships – Junior Compound Male

ITEM NO. 10. OTHER BUSINESS

ITEM NO. 11. MEDIA INQUIRIES


ITEM NO. 12. CLOSE OF MEETING

X



Agenda Item #4. A)

TOWN OF TABER
Recreation Board Request For Decision

Subject: Recreation Board Minutes	Date of March 7, 2013 Agenda:
Prepared By: Aline Holmen	
Attachments: Minutes	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: Adoption of Minutes	
Background:	Minutes of the Regular Meeting of the Recreation Board held on February 7, 2013.
Options:	<ol style="list-style-type: none">1. That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on February 7, 2013, as presented.2. That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on February 7, 2013, as amended.
Recommendation: Option # 1 That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on February 7, 2013, as presented.	
Approval Date: February 28, 2013	Leisure Services Manager: 

02/2013

February 7, 2013

**MINUTES OF THE TABER RECREATION BOARD MEETING HELD IN THE
COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON February 7, 2013 AT
5:15 PM**

PRESENT: Councilor Rick Popadynetz
Danielle Hansen
Councilor Randy Sparks
Luke Wijna
Garrett Simmons
Councilor Don Johnson

ALSO PRESENT:
Aline Holmen, Leisure Services Manager
Marty Planger, Recording Secretary
Jan Seweryn, Recreation Facility Manager
Taber Times

ABSENT:
Tim O'Donnell

CALL TO ORDER

Luke Wijna called the Regular Meeting of the Taber Recreation Board to order at 5:17 pm

ADOPTION OF THE AGENDA

RES. 08/2013 MOVED by Councilor R. Sparks to adopt the agenda as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

A) Community Keep Fit

Members of the Taber Community Keep Fit program were on hand to present information to the board regarding a waiver request for 2014. Their presentation was explaining the program and to answer any questions from the Recreation Board. The program is a low impact exercise program which helps individuals mentally and physically and has grown from 5 members to 30 and is free of charge. It runs Mondays & Thursdays 10-10:45 am and is willing to cancel for upcoming rentals. Many members come upon the group via Physiotherapist referrals. The program is run by volunteers and the group extended an invitation to all members come out and see the program.

The board thanked the group and commended them for what they are providing for the community and especially the seniors.

ADOPTION OF THE MINUTES

A) Regular meeting – January 10, 2013

RES. 09/2013 MOVED by D. Hansen that the Recreation Board adopt the minutes of the Regular Meeting of the Recreation Board held on January 10, 2013 as presented.

CARRIED UNANIMOUSLY

INFORMATION ITEMS

A) Community Registration

A. Holmen reported the Spring Registration is scheduled for Feb 28 (5-8pm) and Mar 2 (9am-1pm). People are now expecting the registration events and they seem to work really well with more organizations taking part.

The Spring Leisure Guide has been sent out to the schools and people have been watching for them. There is no charge at this time for advertising in the guides, eventually that may change, however as of now the purpose is to showcase all the town has to offer.

Spring Swimming lesson registration is scheduled to begin March 6th.

RES. 10/2013 MOVED by Councilor R. Popadynetz that the Recreation Board accepts the Community Registration and Leisure Guide information as presented.

CARRIED UNANIMOUSLY

B) MD of Taber Contribution to Recreation

The Recreation Board expressed their gratitude to the MD of Taber and their continued partnership with the Town of Taber.

RES. 11/2013 MOVED by Councilor R. Sparks that the Recreation Board accepts the MD of Taber Correspondence as presented.

CARRIED UNANIMOUSLY

C) Subsidization & Recovery Policy

A. Holmen reported that Administration recognizes the challenges the Recreation Board has had with revising this policy and is currently reviewing options for an alternative to the policy. More information will be provided to the members in the fall.

RES. 12/2013 MOVED by Councilor D. Johnson that the Recreation Board accepts the Subsidization & Recovery Policy update as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

A) Community Keep Fit

The Recreation Board expressed the need to support the Community Keep Fit group, however questioned what the town's liability is with this existing partnership. A. Holmen agreed to look into and report back at the next meeting. A suggestion was made that this group may be able to partner with FCSS as well.

RES. 13/2013 MOVED by Councilor R. Sparks that the Recreation Board recommends that Community Keep Fit be added to the list for Subsidization that is submitted to Council for approval in October regarding the Recreation Facility Rental Fee Waivers.

CARRIED UNANIMOUSLY

BOARD/STAFF REPORTS

I. Reports

A. Holmen reported next meeting there will be a Sponsorship update. Pool tiling tender package is getting revised and will go out in February with project starting in September.

RES. 14/2013 MOVED by Councilor R. Sparks that the Recreation Board accepts the monthly Board/Staff reports as presented.

CARRIED UNANIMOUSLY

OTHER BUSINESS

Directional signage for the dog park questioned. A Holmen to report back to the members at the next meeting.

D Johnson discussed the new shooting range planned for the MD of Taber.

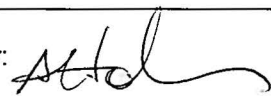
CLOSE OF MEETING

RES. 15/2013 MOVED by Councilor R. Popadynetz that this Regular Meeting of the Taber Recreation Board do now close.


CARRIED UNANIMOUSLY AT 6:10 PM

CHAIRMAN

TOWN OF TABER
Recreation Board Request For Decision

Subject: Sponsorship Update	Date of March 7, 2013 Agenda:
Prepared By: Aline Holmen	
Attachments:	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: Sponsorship Program	
Background:	<p>The following update is provided by Stephen Furze of Sponsorship Connections regarding our Sponsorship program:</p> <ol style="list-style-type: none"> 1. One sponsorship agreement is in process of completion with Taco Time for signage erected at the Aquafun Centre and on three pillars at large ice arena. The agreement is for one year. 2. Upon request of the Taber & District Chamber of Commerce a presentation will be made to their board on March 4, 2013 to advise of the program the town is undertaking and answer any questions they may have. Several prospect meetings will also occur earlier that day. 3. Meetings have been arranged with a few larger corporations in Calgary and Edmonton. 4. We continue to develop prospects and are on track with the schedule laid out at the beginning of the process.
	<p>Options:</p> <ol style="list-style-type: none"> 1. The Recreation Board accepts the update regarding the Sponsorship Program as presented.
Recommendation: The Recreation Board accepts the update regarding the Sponsorship Program as presented.	
Approval Date: February 28, 2013	Leisure Services Manager: 

TOWN OF TABER
Recreation Board Request For Decision

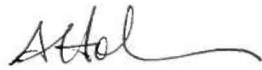
Subject: 2013 Southern Alberta Summer Games Update	Date of March 7, 2013 Agenda:
Prepared By: Aline Holmen	
Attachments: March Update	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: 2013 SASG	
Background:	Please see attached 2013 Southern Alberta Summer Games update.
Options:	1. The Recreation Board accepts the update regarding the 2013 Southern Alberta Summer Games as presented.
Recommendation: The Recreation Board accepts the update regarding the 2013 Southern Alberta Summer Games as presented.	
Approval Date: February 28, 2013	Leisure Services Manager: 

2013 SASG Update – March 1, 2013

- Committee – with the exception of Equestrian, Badminton and Cribbage all sports chairperson positions have been filled. There are individuals we are currently waiting for confirmation on the other three. No luck has been had with filling some of the executive positions such as Medals, Medical, Fundraising, Ceremonies, and Facilities chairs however we are moving forward with the planning in those areas. I have been utilizing the Operator at the pool to assist with fundraising letter distribution.
- Advertising – we have been putting out information on the games on the Town website, MD of Taber website and Chamber of Commerce website as well as several other sources including newspaper and utility newsletters.
- Facilities have been booked for all games events (Town and other) with exception of Equestrian at this time.
- Recruitment is underway for the Games Coordinator position with interviews to occur shortly.
- Contract Agreement between the Town of Taber, MD of Taber and SARA has been signed.
- SARA/SASG website – website has been undergoing some updates by the provider but we have been updating information as much as we are able. A review of the changes is set to occur March 5th.
- Registration website – this site will also be undergoing some changes in the near future. This is the site utilized by the Regional Directors.
- Logo & regional posters – it was decided to hold a contest for the design of the SASG logo for students grade 8-12. Contest closes March 4, 2013. Once a logo is selected then the Regional posters will be developed.
- Insurance – a quote was received for insurance through the MD of Taber provider and approvals given to proceed.
- Fundraising campaign – fundraising letters have been distributed to businesses in the community and surrounding area. This was a more aggressive mail out than in 2008 whereby we only targeted specific companies as fewer funds were required. The process is in place for accepting donations.
- Volunteer T- shirts – discussion occurring with a potential sponsor for all of the volunteer shirts.
- Rules – have all been reviewed and brought up to date with new provincial sport body standards. A few rules may require some tweaking and then will be posted on the SASG website for the public to view.
- STEP Grant – we are waiting to confirm if there will be STEP funding for 2013 and if so will apply for the Coordinator position.

- Cultural grant application has been submitted to Alberta Sport, Parks, Recreation and Wildlife Foundation for approval.
- Equipment – sport chairs have been providing their lists for required equipment for the sports events. Arrangements are underway for the stage and generator for the opening ceremonies. Arrangements have also been made for the Movie in the Park event that will occur during the games at the MD of Taber Park.
- Budget – sport chairs have been submitting their budget requests for their events for items such as equipment and officials.
- Alberta Transportation – approvals have been received for the 5/10km run as well as the cycling events.
- Torch – approval has been received from ATCO Gas for use of their torch for the event. Final arrangements for the loan agreement underway.
- Meeting of Sport Chairs – a meeting was held Feb. 26th to review planning progress and upcoming time commitments.
- Signage – completing price checks to replace existing SASG signage utilized for directional purposes as well as fundraising signage.
- Time In Sessions – SARA representatives will be in Taber to meet with all sport chairs March 5th to review progress of games planning and offer support and recommendations if required.
- SASG office – arrangements have been made for equipping the SASG office with the required materials. The office will be in the Grey Room again.

TOWN OF TABER
Recreation Board Request For Decision

<p>Subject: Taber Chamber of Commerce Cornfest – Recreation Facility Rental Fee Waiver Application</p>	<p>Date of March 7, 2013 Agenda:</p>
<p>Prepared By: Aline Holmen</p>	
<p>Attachments: Recreation Facility Rental Waiver Application</p>	
<p>Budget: If Over Budget, what is alternate funding source? Expense:</p>	
<p>Topic: Recreation Facility Rental Fee Waiver & Reduction Request</p>	
<p>Background:</p>	<p>As per the new policy & procedure, the Cornfest Chair has submitted an application (see attached) regarding a recreation facility rental fee waiver. This group has been on the annual Waiver Schedule for many years at a 100% waiver reduction for the use of the following for four days:</p> <ul style="list-style-type: none"> - Confederation Baseball Diamonds - Small Ice Arena - Auditorium - Meeting Rooms <p>This waiver does not include the other services provided by the Town towards the event.</p>
<p>Options:</p>	<ol style="list-style-type: none"> 1. The Recreation Board recommends that the Taber Chamber of Commerce Cornfest event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers. 2. The Recreation Board does not recommend that the Taber Chamber of Commerce Cornfest event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers.
<p>Recommendation: The Recreation Board recommends that the Taber Chamber of Commerce Cornfest event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers.</p>	
<p>Approval Date: February 26, 2013</p>	<p>Leisure Services Manager: </p>

Facility Waiver Request Application

Name of Organization: Taber Chamber of Commerce Cornfest Committee

Contact Person: Marten DeVlieger

Mailing Address:
4702 50 Street, Taber, AB T1G 2B6

Email Address: tdcofc@telusplanet.net

Phone Number: 403-894-2043

Name of Event: Cornfest 2014

Date of Function: August 21-24, 2014

Facility Requested: Auditorium, Meeting Rooms, Small Ice, Confederation Park Ball Diamonds

Describe the event (goals, itinerary, expected attendance, etc):

Normal Cornfest Activities including midway, stage entertainment, grounds entertainment, SK8 Competition (tentative), Motorbike demos (tentative), Arts & Crafts

Describe who will benefit from the activity or event and how they will benefit:

Individuals in the community and surrounding areas have the opportunity to participate in an annual festival showcasing Taber.

Describe the purpose of the waiver request:

We ask for a waiver to use the facilities free of charge because the event is run by numerous volunteers and the event funding is primarily funded through donations.

Is this project:

Annual Ongoing a one time event

Financial (please attach your proposed budget indicating fundraising efforts if applicable):

The budget is primarily made up of fundraising, government funding, and waiver from the Town. Projected fundraising is \$90,000, projected governments grant \$10,000-\$20,000 (dependent on approval).

Will there be fees charged for those attending and if so what are they?

The event is primarily free, the only fees include midway and vendor fees.

Is your organization prepared to share its current financial statement if requested?

Due to confidentiality reasons not at this time.

Is the request for a partial or full waiver?

Full Waiver

Has the organization contacted other community groups to form a partnership for this project? N/A



Is there any additional information you would like for us to consider when reviewing your application?

Not at this time. Prepared to answer any questions the members may have.


Availability of Facility: Facilities are tentatively booked

Municipal Cost of Request: \$11,443.00

Waiver Outcome: Approved Denied



TOWN OF TABER
Recreation Board Request For Decision

<p>Subject: Taber Kinsmen Club Heritage Dinner – Recreation Facility Rental Fee Waiver Application</p>	<p>Date of March 7, 2013 Agenda:</p>
<p>Prepared By: Aline Holmen</p>	
<p>Attachments: Recreation Facility Rental Waiver Application</p>	
<p>Budget: If Over Budget, what is alternate funding source? Expense:</p>	
<p>Topic: Recreation Facility Rental Fee Waiver & Reduction Request</p>	
<p>Background:</p>	<p>As per the new policy & procedure, the Kinsmen Club of Taber has submitted an application (see attached) regarding a recreation facility rental fee waiver. This group has been on the annual Waiver Schedule for many years at a 100% waiver reduction for the use of the auditorium once per year for their Heritage Dinner. The waiver is for 1.25 hours of set up and a full day rental for day of event.</p>
<p>Options:</p>	<ol style="list-style-type: none"> 1. The Recreation Board recommends that the Taber Kinsmen Club Heritage Dinner event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers. 2. The Recreation Board does not recommend that the Taber Kinsmen Club Heritage Dinner event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers.
<p>Recommendation: The Recreation Board recommends that the Taber Kinsmen Club Heritage Dinner event be added to the list for Subsidization that is submitted to Council for approval in October regarding Recreation Facility Rental Fee Waivers.</p>	
<p>Approval Date: February 28, 2013</p>	
<p>Leisure Services Manager: </p>	

Facility Waiver Request Application

Name of Organization: Kinsmen Club of Taber

Contact Person: Glen Wada

Mailing Address: 5302 49 Ave, Barnwell, T1G 1T8

Email Address: glen.wada@century21.ca

Phone Number: 403-330-9444

Name of Event: Heritage Supper

Date of Function: Feb. 24, 2014

Facility Requested: Auditorium

Describe the event (goals, itinerary, expected attendance, etc):

This is an event held in recognition of the Senior citizens in the community. The event includes a supper, short dance and awards presentation recognizing the "Senior Citizen of the Year".

Describe who will benefit from the activity or event and how they will benefit:

The seniors in the community benefit from the recognition.

Describe the purpose of the waiver request:

To reduce the costs for a community event recognizing senior citizens.

Is this project:

Annual Ongoing a one time event

Financial (please attach your proposed budget indicating fundraising efforts if applicable):

See attached

Will there be fees charged for those attending and if so what are they?

There is a \$5 fee per citizen charged for admission.

Is your organization prepared to share its current financial statement if requested?

No

Is the request for a partial or full waiver?

Full waiver of the costs of auditorium.



Has the organization contacted other community groups to form a partnership for this project?

No but we do pay youth groups from the community to act as servers for the event and also receive donations from businesses for some of food items.

Is there any additional information you would like for us to consider when reviewing your application?

The Kinsmen Club shows continued support of many community projects.

Availability of Facility:

Municipal Cost of Request: \$531.75

Waiver Outcome: _____ Approved _____ Denied



Kinsmen Heritage Dinner Budget

Revenue


Ticket Sales	1,280.00
Donation	400.00
	<u>\$1,680.00</u>

Expenses

Supplies	161.06
Meat/Gravy	915.00
Advertising	112.77
Servers	1,000.00
Senior Award	68.25
Butter	56.75
Dessert	82.07
Band	430.00
Vegetables	-
Potatos	-
Creamer	-
Buns	-
Horse Radish	-
Sugar	-
Coffee	-
Auditorium	-
	<u>2,825.90</u>

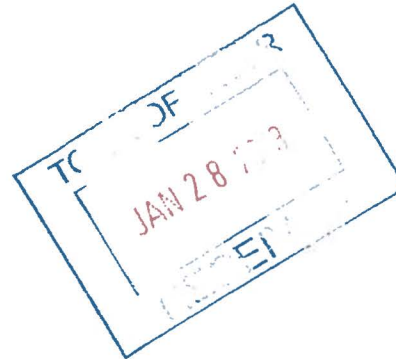
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TOWN OF TABER
Recreation Board Request For Decision

Subject: 2016 Alberta Winter Games		Date of March 7, 2013
		Agenda:
Prepared By: Aline Holmen		
Attachments: Correspondence		
Budget:		If Over Budget, what is alternate funding source?
Expense:		
Topic: 2016 Alberta Winter Games Bid Request		
Background:	An invitation has been received from Christine Cusanelli, Minister of Tourism, Parks, and Recreation regarding consideration of bid applications to host the 2016 Alberta Winter Games (see attached).	
Options:	1. The Recreation Board accepts the invitation from the Minister of Tourism, Parks, and Recreation regarding bid applications for the 2016 Alberta Winter Games as information.	
Recommendation: The Recreation Board accepts the invitation from the Minister of Tourism, Parks, and Recreation regarding bid applications for the 2016 Alberta Winter Games as information.		
Approval Date: Feb. 26, 2013		Leisure Services Manager: 

January 25th, 2013

His Worship Ray Bryant
Mayor
Town of Taber
4900A - 50 Street
Taber, AB
T1G 1T1



*Alvin
F41
Jan*

Dear Mayor Bryant:

As the Minister of Tourism, Parks and Recreation, responsible for recreation and sport in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2016 Alberta Winter Games in your community. Attached, for your information, is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting the Alberta Games, along with the economic benefits, has proven to be tremendous. The successful host community is given the opportunity to showcase its talents to approximately 2,500 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2016 Alberta Winter Games will receive base financial support to support operational, cultural, and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2016 Alberta Winter Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request to assist you in preparing your bid. In addition, ministry staff are available to provide consultative assistance if required. For additional information, please do not hesitate to contact Mr. Dennis Allen, at (403) 297-2729; toll free by first dialing 310-0000; or e-mail dennis.allen@gov.ab.ca.

.../2

supported by



Alberta

His Worship Ray Bryant
Page 2

I look forward to receiving your application.

Sincerely,

A handwritten signature in cursive script that reads "Cusanelli".

Christine Cusanelli
Minister

Attachment

cc: John Short, Acting Chair
Alberta Sport, Recreation, Parks and Wildlife Foundation

The Honourable
Christine Cusanelli

Minister of Tourism, Parks and Recreation

extends an invitation
to all municipalities in Alberta
to bid to host the

2016 Alberta Winter Games

February, 2016

PREVIOUS ALBERTA GAMES

The Alberta Games are a significant amateur sport and cultural event in our province, providing many benefits to both the host community and to the thousands of Albertans who participate at the local, zone and provincial level.

The Alberta Games have been awarded to communities of all sizes, located throughout the province. Interested communities must be capable of feeding and accommodating approximately 2,800 athletes, coaches and technical officials. Municipalities with populations less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The 2016 Alberta Winter Games
are planned for February, 2016.

GRANT FUNDING

Operating Grant	\$ 300,000
Cultural Grant	\$ 70,000
Legacy Grant	<u>\$ 50,000</u>
	<u>\$ 420,000</u>

Recent Alberta Games have generated approximately \$2.5 - \$3.0 million in direct economic activity in each host community.

IMPORTANT DEADLINES


A letter outlining your community's interest in bidding to host the 2016 Alberta Winter Games, together with a resolution of support from your Municipal Council, must be received by **March 31, 2013**.

Completed bids must be received by the Alberta Sport, Recreation, Parks and Wildlife Foundation no later than **June 30, 2013**.

2016 ALBERTA WINTER GAMES



TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject: Board/Staff Reports	Date of March 7, 2013 Agenda:		
Prepared By: Aline Holmen			
Attachments: Reports			
Topic: Department Updates			
Background:	Attached are the monthly Board/Staff reports.		
Options:	1. The Recreation Board accepts the monthly Board/Staff reports as presented.		
Recommendation: Option # 1 - The Recreation Board accepts the monthly Board/Staff reports as presented.			
Approval Date:	February 26, 2013	Leisure Services Manager:	

LEISURE SERVICES Report

February, 2013

Aquatics

- Recruitment & training completed for cashier position.
- Recruitment underway for ¾ Lifeguard position.
- Orientation & training completed for one casual Lifeguard position. Second position recruited and training is in progress.
- Spring Swim Lesson Schedule completed.
- Spring Lesson registration scheduled for March 6th.
- Overseeing and updating portions of the Town of Taber website/Facebook page.
- Have begun the training and review with Lifeguards on new National Lifeguard standards.
- Completing mandatory update for leadership staff required by Lifesaving Society to recertify their advanced awards for LSI.
- Looking at Advanced level course requirements/availability for staff
- Continue to prepare service level documents for functional areas under my direction
- Looking ahead to spring/summer programming needs.
- Planning for implementation of 2013 budget
- Planning for pool tile project in progress.

Leisure Services

- Preparing for the Spring Leisure Guide & Spring Registration event to be held end of Feb.
- Attended JHSC meeting and inspections for January.
- Attended Cornfest Planning meeting.
- Sent out notifications to all user groups regarding 2013 User Fees.
- Sent out notifications to all users on the 2013 Subsidization list regarding new Recreation Facility Rental Fee Waiver & Reduction requests.
- Disability Management Program next steps for implementation are occurring.
- Coordinating the committee/sport chairpersons for the 2013 Southern Alberta Summer Games. Working on logistics for event. Preparing for Time In session March 5 with SARA members.
- Continue to work closely with Sponsorship Connections regarding the Sponsorship project.
- Coordination of the hanging of Sponsorship signage
- Sharing information with other communities regarding Sponsorship Program that they are interested in pursuing.
- Assisting various groups with special events functions occurring as well as those coming up over the spring/summer.
- Working on various aspects involving Health & Safety.
- Assisting the new Recreation Facility Manager with training
- Preparing for the recruitment of Summer Program staff as well as Summer Games Coordinator.

Aquafun Centre Report
February, 2013

- Review, maintenance and modifications to health and safety program ongoing.
- Orientation & training completed for 1st Lifeguard casual position and underway for second position.
- Winter Swim lesson nearly completed.
- Spring Swim Lessons scheduled to begin in March 18th with registration to occur March 6th.
- February inservice to focus on new NL (National Lifeguard) standards
- March Inservice to focus on AED training review
- Looking ahead to spring/summer programming
- Management of pvc liner in lap pool.
- Planning & coordination for 2013 Operating budget implementation
- Operator position assisting with SASG prep

Jan Seweryn
February 25, 2013

Recreation Facilities Manager – Department Report

Civic Centre

- Regular operation and bookings ongoing in both Auditorium and Arena's
- Hiring/interviewing in process for Recreation Operator III, and Recreation Operator I (2 positions), and Summer Parks and Recreation Labourers (9 positions)
- Review of Safe Work practices and procedures ongoing
- Ongoing scheduled renovation of the Auditorium –White Room Mens Washroom + Auditorium Bar + painting
- Renovation on hold for Gray room floor + lobby carpet
- Rearrangements of the Arena heating system during occupancy
- Refrigeration plant maintenance projects being review and prepared
- Ice season extension request granted to accommodate 4 on 4 tournaments. Event is moved back one weekend to end April 1st. Open ice time for the extra week of operation taking bookings

Parks

- Spring/Summer season maintenance program planning begun
- Turf management program being reviewed
- Regular maintenance checks ongoing
- Review of Safe Work practices and procedures ongoing
- Pre-season machinery maintenance items being review and addressed
- Capital project planning underway

Sports fields

- Spring/Summer season maintenance program planning begun
- Regular maintenance checks ongoing
- Review of Safe Work practices and procedures ongoing
- Turf management program being reviewed
- Pre-season machinery maintenance items being review and addressed
- Pre-season work begun.

Cemetery

- Spring/Summer season maintenance program planning begun
- Pre-season machinery maintenance items being review and addressed
- Regular maintenance checks ongoing
- Specific site care requests being scheduled for spring 2013
- Review of Safe Work practices and procedures ongoing



TOWN OF TABER

Recreation Board Request For Decision

Subject: Recognition Awards		Date of March 7, 2013	
		Agenda:	
Prepared By: Aline Holmen – Leisure Services Manager			
Attachments:			
Budget:		If Over Budget, what is alternate funding source?	
Expense:			
Topic: Recognition Awards			
Background:	The following are recommended for performance recognition:		
	1.	Bronze – Pete Lehman – 2013 Canadian Indoor National FCA Archery Championships – Master 60	
	2.	Gold – Nathan Sekura – 2013 Canadian Indoor National FCA Archery Championships – Cub Traditional Male	
	3.	Silver – Monica Higgins – 2013 Canadian Indoor National FCA Archery Championships – Female Bowhunter Open	
	4.	Silver – George Vayro – 2013 Canadian Indoor National FCA Archery Championships – Bow in Hunter Open Male	
	5.	Silver – Linda Sekura – 2013 Canadian Indoor National FCA Archery Championships – Master 50 Female	
	6.	Bronze – Connie Milan – 2013 Canadian Indoor National FCA Archery Championships – Master 50 Female	
	7.	Silver – Frances Kadoyama – 2013 Canadian Indoor National FCA Archery Championships – Master 60 Female	
	8.	Silver – Nick Sekura – 2013 Canadian Indoor National FCA Archery Championships – Junior Compound Male	
Options:	1.	The Recreation Board recommends that the above team/individuals receive Recognition Awards:	
	2.	The Recreation Board recommends that the following teams/individuals be included for Recognition Awards along with the above mentioned (insert here):	
Recommendation: Option # 1			
Approval Date: February 28, 2013		Leisure Services Manager:	