

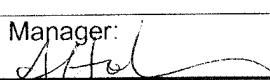


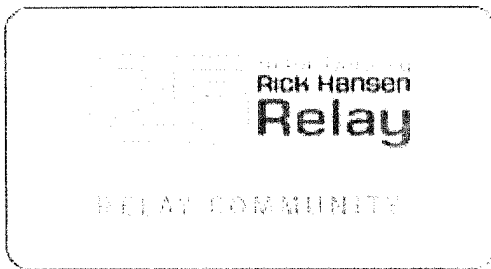
TABER

THE REGULAR MEETING OF THE RECREATION BOARD TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON THURSDAY, February 2, 2012 AT 5:15 P.M.

	<u>MOTION</u>
<u>ITEM NO. CALL TO ORDER – Tim O'Donnell</u>	
<u>ITEM NO. 2. ADOPTION OF THE AGENDA</u>	X
<u>ITEM NO. 3. DELEGATIONS</u>	
A) RFD – Rick Hansen 25 th Anniversary Relay	X
<u>ITEM NO. 4. ADOPTION OF THE MINUTES</u>	
A) RFD – December 1, 2011	X
<u>ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES</u>	
A) RFD – 2012 Operating and Capital Budget	X
<u>ITEM NO. 6. INFORMATION ITEMS - NONE</u>	
<u>ITEM NO. 7. ACTION ITEMS</u>	
A) RFD – Southern Alberta Summer Games	X
<u>ITEM NO. 8. BOARD/STAFF REPORTS</u>	
A) RFD - Reports	
i) Leisure Services Manager, ii) Aquafun Centre, iii) Public Services	X
<u>ITEM NO. 9. RECOGNITION AWARDS - NONE</u>	
<u>ITEM NO. 10. OTHER BUSINESS</u>	
<u>ITEM NO. 11. MEDIA INQUIRIES</u>	
<u>ITEM NO. 12. CLOSE OF MEETING</u>	X

TOWN OF TABER
Recreation Board Request For Decision

Subject: Rick Hansen 25 th Anniversary Relay	Date of Agenda: February 2, 2012
Prepared By: Aline Holmen	
Attachments: Correspondence	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: Relay update	
Background:	<p>Attached is an update for the upcoming Rick Hansen 25th Anniversary Relay event occurring Feb. 18th and Feb. 20th, 2012.</p> <p>The committee consists of: Chairperson – Aline Holmen Community Members – Wanda Renner, Yvonne Dreddy, Murray Gardner, and Laura Ross Giroux.</p> <p>The committee will be on hand to answer any questions the Recreation Board may have.</p>
Options:	<ol style="list-style-type: none"> The Recreation Board accepts the Rick Hansen 25th Anniversary Relay update as presented.
Recommendation: The Recreation Board accepts the Rick Hansen 25 th Anniversary Relay update as presented.	
Approval Date: January 23, 2012	Leisure Services Manager: 



The Rick Hansen 25th Anniversary Relay February 18th, 2012 & February 20th, 2012

Join the Celebration!

Relay Vision: An inclusive and celebratory journey that inspires Many In Motion: changing the world, one good turn at a time.

Relay Mission: To be the public force that celebrates Rick Hansen's original Tour, creating a new journey that raises awareness, engages communities and celebrates the people who make a difference – leaving behind a more inclusive and accessible nation.

Participants

Over 7,000 participants, have been chosen by the Rick Hansen Foundation who embody the values of determination and excellence have been selected to participate through a national public contest retracing the Canadian portion of Rick's original Tour. These "difference makers" will carry the Rick Hansen Medal across the country. **While Rick cannot be present, his spirit and energy will be represented through the participants.** Their remarkable stories will not only showcase the difference they have made in their communities, but will remind us that we can all become powerful champions of change; and working together, we can build a stronger country and world. They have selected 26 medal bearers from this area to participate in the Taber leg of the relay.

End of Day Celebration

It is the hope that all celebrations including Taber celebration will provide the opportunity for the community to come together, recognize local difference makers, raise awareness about accessibility, celebrate progress that has been made and inspire a new generation to take action. Come and celebrate the local medal bearers with all of us either along the route or at the Civic Centre.

Itinerary

Sat. Feb. 18

1:10 pm – 2:00 pm – Relay route through the community

1:30 pm – 3:15 pm - Relay Celebration at the Taber Civic Centre Auditorium

2:00 pm – Final Medal Bearer – Lolly Turner will arrive at the Civic Centre where she will be honored for her achievements. There will be a presentation to the Mayor from the Rick Hansen Foundation at that time as well.

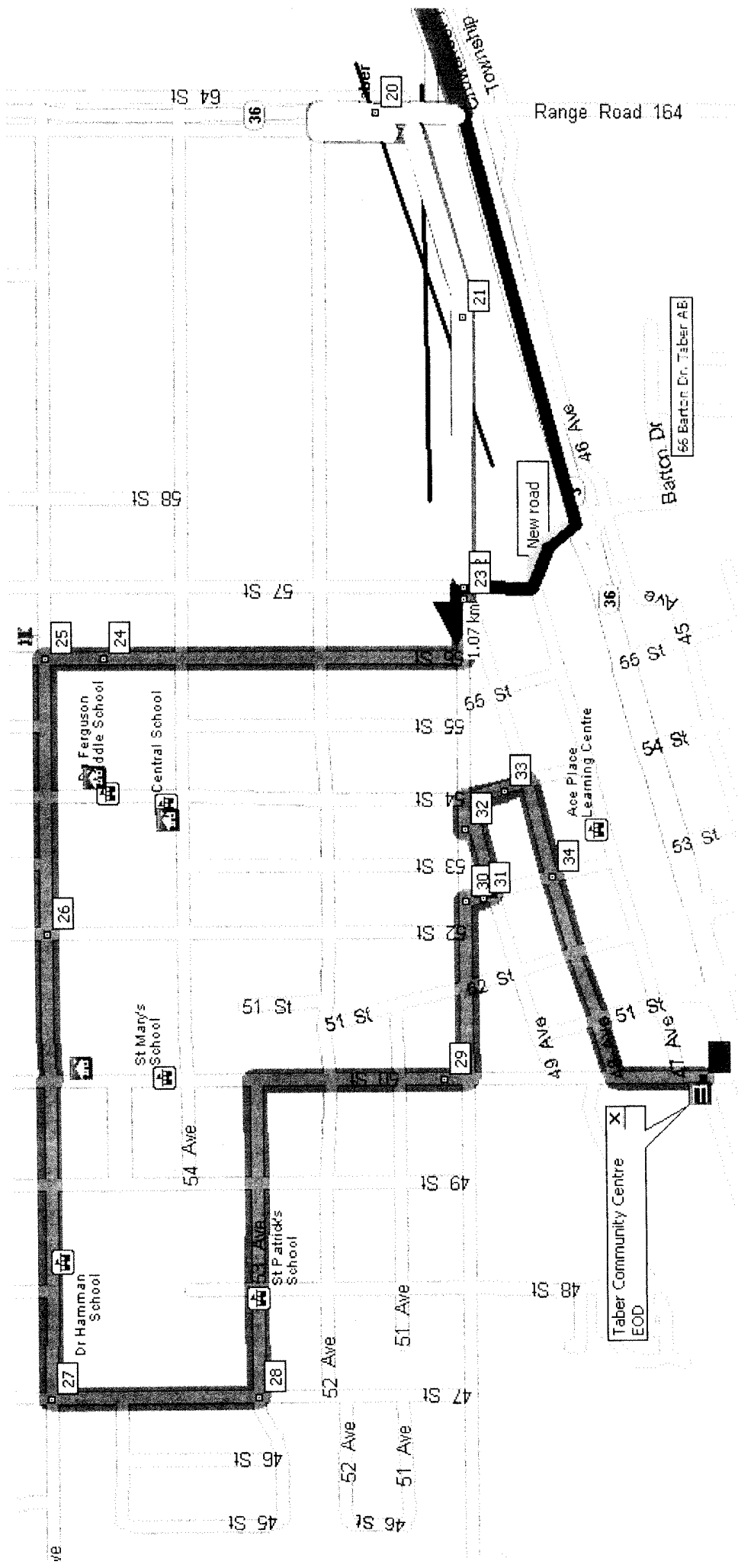
** The event will feature local entertainment including: Dance Images, Project 89, Dr. Hamman School Choir, and Taber youth singers. Snacks will be available.

Mon. Feb. 20

9:45 am – Final leg of the community relay will make its way from the Civic Centre to Highway 864 with a stop at Clearview Lodge at 9:55 am.

The relay route may be viewed at www.taber.ca or www.rickhansenrelay.com or the Taber Times. For more information please contact Aline Holmen at 403-223-5544 ext 4.


Route 1 - Feb. 18/12 1:10 PM.





Agenda Item #4. A)

TOWN OF TABER
Recreation Board Request For Decision

Subject: Recreation Board Minutes	Date of February 2, 2012 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 December 1, 2011.
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 December 1, 2011, as presented.2. That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 1, 2011, as amended.
Recommendation: Option # 1	
Approval Date: January 23, 12	Leisure Services Manager: 

08/2011

December 1, 2011

MINUTES OF THE TABER RECREATION BOARD MEETING HELD IN THE
COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON December 1, 2011
AT 5:15 PM

PRESENT: Councilor Rick Popadynetz
Councilor Randy Sparks
Luke Wijna
Danielle Hansen
Councilor Don Johnson (Arrived 5:21 pm)

ABSENT: Tim O'Donnell (Excused)

ALSO PRESENT:

Aline Holmen, Leisure Services Manager
Marty Planger, Recording Secretary
Taber Times

CALL TO ORDER

Luke Wijna called the Regular Meeting of the Taber Recreation Board to order at 5:15 pm

ADOPTION OF THE AGENDA

RES. 64/2011 MOVED by D. Hansen to adopt the agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1. Regular meeting – October 6, 2011

RES. 65/2011 MOVED by Councilor R. Sparks that the Recreation Board adopt the minutes of the Regular Meeting of the Recreation Board held on September 7, 2011 as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

A) Sponsorship Update

A. Holmen explained Town Council's decision to accept the first portion on the Sponsorship Group's proposal being Asset identification and valuation. Council will then review the findings prior to making a decision

to move onto the "Selling of Sponsorship" portion. Once the Agreement is signed both parties will move forward.

Councilor Don Johnson arrived 5:21pm.

The Recreation Board was pleased that council is ready to get the ball rolling on the project.

RES. 66/2011 MOVED by Councilor Rick Popadynetz that the Recreation Board accepts the update regarding Sponsorship as presented.

CARRIED UNANIMOUSLY

INFORMATION ITEMS

A) Southern Alberta Recreation Association

A. Holmen reported that the 2012 Southern Alberta Games would be held in Raymond and that the Southern Alberta Recreation Association was still looking for a host Community for 2013 games. The SARA board is looking at opportunities to align/partner with Alberta Games to help share the cost on signage, website strategies, etc. These may keep the cost down for future host communities.

It was brought up that SARA should consider tightening up the age brackets for the older age categories in the sports to allow for fairer competition and possibly getting more participating. These individuals are there watching maybe they will participate. A. Holmen explained that this has been looked at for some sports, but some of the categories are consistent with the sports provincial governing bodies. However, she agreed to bring the concern forth to the next meeting so it can be reviewed again.

RES. 67/2011 MOVED by Councilor Don Johnson that the Recreation Board accepts the Southern Alberta Recreation Association minutes as presented.

CARRIED UNANIMOUSLY

B) Town of Taber Website

A. Holmen reported that the new site has been up for over a month and explained some of its added capabilities. It's very user friendly and allows Automatic updates to Facebook within its Special Event/Calendar features. Recreation Board Agendas/Minutes are now accessible to the public and board members. The majority of the Recreation Board prefers to continue to receive paper versions of agenda vs electronic.

Persons organizing community events can contact the Town to have their event added to the Events Calendar. On the site there is a "Quick Links" section that allows community groups and organizations to add a link.

Concerns that the website has not been available or "under construction" numerous times.

RES. 68/2011 MOVED by D. Hansen that the Recreation Board accepts the Town of Taber Website information as presented.

CARRIED UNANIMOUSLY

C) Rick Hansen 25th Anniversary Relay

A. Holmen explained where the committee is at with its planning. The members discussed the event and asked questions. A. Holmen expressed gratitude for all her volunteers on the committee and felt it was shaping up to be a great event.

RES. 69/2011 MOVED by Councilor R. Sparks that the Recreation Board accepts the Taber Rick Hansen 25th Anniversary Relay Committee as presented.

CARRIED UNANIMOUSLY

BOARD/STAFF REPORTS

I. Reports

A. Holmen confirmed that the Safety Program review is always ongoing with new equipment, procedure, policies, etc.

RES. 70/2011 MOVED by Councilor D. Johnson that the Recreation Board accepts the monthly Board/Staff reports as presented.

CARRIED UNANIMOUSLY

RECOGNITION AWARDS

A. Holmen acknowledged Tanner Wilson will be included in the next agenda as he is continuing on to Nationals.

It was explained that a lot of the recommendations come from the public, schools, and newspaper so a reminder given to bring forward any known accomplishments.

RES. 71/2011 MOVED by Councilor R. Popadynetz that the Recreation Board recommends that the following team/individuals receive Recognition Awards:

1. Gold Medal – Grace Holowiski - 2011 National Canadian ITF Taekwon-Do Championships (Patterns)
2. Silver Medal – Grace Holowiski - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
3. Gold Medal – Torrance Gedney - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
4. Bronze Medal – Regan Speer - 2011 National Canadian ITF Taekwon-Do Championships (Patterns)
5. Bronze Medal – Regan Speer - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
6. Gold Medal – Joe Hymanyk - 2011 National Canadian ITF Taekwon-Do Championships (Patterns)
7. Silver Medal – Joe Hymanyk - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
8. Bronze Medal – Teegan Nielsen - 2011 National Canadian ITF Taekwon-Do Championships (Patterns)
9. Bronze Medal – Teegan Nielsen - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
10. Bronze Medal – Jocelyn Planger - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)
11. Bronze Medal – Mark Planger - 2011 National Canadian ITF Taekwon-Do Championships (Patterns)
12. Silver Medal – Mark Planger - 2011 National Canadian ITF Taekwon-Do Championships (Sparring)

CARRIED UNANIMOUSLY

A. Holmen announced that unless there is a need for a January meeting the next meeting will be held February 2, 2012.

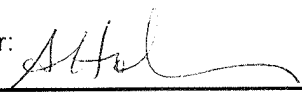
CLOSE OF MEETING

RES. 72/2011 MOVED by Councilor R. Sparks that this Regular Meeting of the Taber Recreation Board do now close.

CARRIED UNANIMOUSLY AT 6:02 PM

CHAIRMAN

TOWN OF TABER
Recreation Board Request For Decision

Subject: 2012 Operating and Capital Budget	Date of Agenda: February 2, 2012
Prepared By: Aline Holmen	
Attachments: Backgrounder Update	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: 2012 Operating and Capital Update	
Background:	<p>The Recreation Board reviewed the 2012-2014 Recreation Operating and Capital budget in October Council on December 19th approved the Operating budget for 2012 and the Capital budget for 2012-2014. Highlights of the budgets are attached.</p> <p>Although there are some upgrades that have not been supported in the budget process it is our intent to maintain the facilities that we have.</p>
Options:	<ol style="list-style-type: none"> The Recreation Board accepts the update regarding the 2012 Operating and Capital budget as presented.
Recommendation: The Recreation Board accepts the update regarding the 2012 Operating and Capital budget as presented.	
Approval Date: January 23, 2012	Leisure Services Manager: 

**Approved 2012 Operating Budget
Recreation & Leisure Services**

2012 Budget Approved **Cost Recovery (2012)** **Extra 2012 Revs. to meet 45%**

Comments

	2012 Budget Approved	Cost Recovery (2012)	Extra 2012 Revs. to meet 45%
Cemetery	\$ 52,800	46.23%	\$ -
Arenas	\$ 247,182	47.72%	\$ 14,096
Golf & Curling	\$ 66,534	76.64%	\$ 27,470
Parks	\$ 7,425		
Programs	\$ 44,680	36.31%	\$ 10,698
Aquatics	\$ 353,350	37.11%	\$ 75,115
Sportsfields	\$ 52,740	16.78%	\$ 88,723
Auditorium	\$ 86,710	42.86%	\$ 4,333

\$ 911,421	2012 Cost Recovery:	39.12%	\$ 135,900	Proof
	(Amortization In, Cont's Out)			

45.00% Proof

2009 Actual **2010 Actual** **2011 YTD** **2011 Budget**

	2009 Actual	2010 Actual	2011 YTD	2011 Budget
Cemetery	\$ 63,493	\$ 51,190	\$ 42,080	\$ 51,270
Arenas	\$ 232,184	\$ 207,419	\$ 215,822	\$ 231,840
Golf & Curling	\$ 39,051	\$ 70,439	\$ 59,917	\$ 65,448
Parks	\$ 7,724	\$ 4,690	\$ 18,453	\$ 6,000
Programs	\$ 49,703	\$ 41,166	\$ 33,986	\$ 46,450
Aquatics	\$ 308,615	\$ 315,636	\$ 333,643	\$ 347,260
Sportsfields	\$ 48,748	\$ 63,466	\$ 39,849	\$ 51,815
Auditorium	\$ 147,044	\$ 67,778	\$ 63,466	\$ 91,325
	\$ 897,542	\$ 821,785	\$ 807,216	\$ 891,406

	2009 Actual	2010 Actual	2011 YTD	2011 Budget
Cemetery	\$ 51,460	\$ 96,525	\$ 85,507	\$ 107,519
Arenas	\$ 472,096	\$ 439,907	\$ 436,676	\$ 463,182
Golf & Curling	\$ 76,260	\$ 82,131	\$ 88,296	\$ 82,131
Parks	\$ 275,221	\$ 299,313	\$ 280,028	\$ 305,182
Programs	\$ 106,883	\$ 100,629	\$ 104,964	\$ 116,721
Aquatics	\$ 924,652	\$ 879,952	\$ 852,582	\$ 922,830
Sportsfields	\$ 256,382	\$ 294,778	\$ 304,949	\$ 325,883
Auditorium	\$ 241,081	\$ 166,691	\$ 174,500	\$ 190,681
	\$ 2,404,036	\$ 2,359,926	\$ 2,327,502	\$ 2,514,129

\$ 2,522,508	
-\$1,711,087	

Net Operating Deficit

RC Jan 5, 2012

2012 Budget Recreation/Leisure Services Backgrounder

The Municipal Government Act in the Province of Alberta clearly outlines the purposes of a municipality. Municipalities are to provide good government, to provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality, in developing and maintaining safe and viable communities.

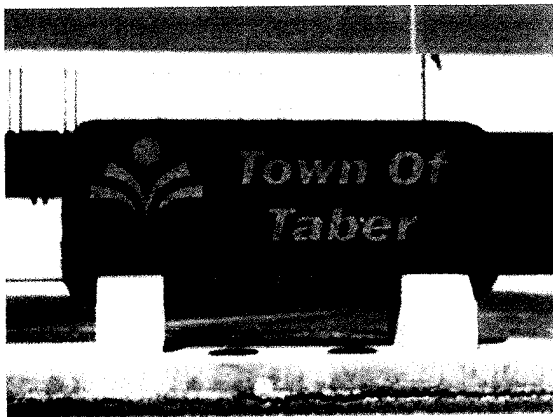


MUNICIPAL GOVERNMENT ACT

Revised Statutes of Alberta 2000
Chapter M-26
Consolidated Version of 2005

In order for a municipality to sustain itself and grow, Council must consider a variety of programs and services that are delivered in many different formats with each program and service having value to the citizens of the Town.

Some programs and services are utilized daily by the vast majority of the community (roads,



utilities); other programs and services are utilized by specific groups or individuals (such as recreation facilities and the library), while other programs and services are used on an as-needed basis, (such as fire, ambulance and police services). The Town delivers these programs and services using its own resources for the most part, supplemented with non-profit organizations like the Taber Library Board and the Taber Handibus

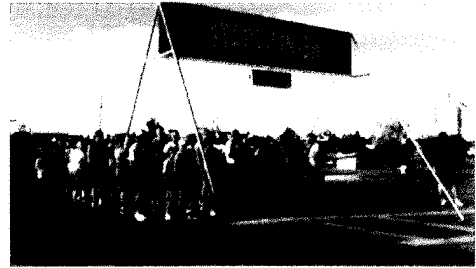
Association.

Each year, Council is required to pass a budget which reflects the current year operating revenues and expenditures as well as a capital budget for infrastructure maintenance, replacement and improvements. The budget can be a direct correlation with service delivery for all the programs and services the Town provides. As part of the budget process, Administration continues to reference best practices to deliver efficiencies in the operations. Efficiencies can be achieved by eliminating processes, adapting existing service delivery models, introducing new technology and identifying/eliminating duplications of services. The attached request for decision document provides Council and the taxpayers of Taber details on the 2011 operating and capital budget.



The 2012 budget reflects a fiscally conservative approach, based on the growing infrastructure deficit that draws upon the majority of our revenue sources including senior government grants, municipal reserves, property tax and user fees, enabling the municipality to address the highest priority items. Council recognizes both the operational needs and capital replacement requirements and as the Town moves forward with major capital infrastructure needs, new funding sources will be required to meet those demands.

The 2012 operating budget generally reflects maintaining existing municipal service levels. The Town anticipates undertaking a thorough review of its municipal programs & services in 2012 as it balances the demands for those programs & services with the ever-increasing challenge of sustainable funding.



The **2012 Operating budget** for Recreation includes the following highlights:

Revenues

- A. Recreation & Leisure Services User Fees – no change to auditorium, summer programs & special event user fees in 2012; 3% increase to aquatics, arenas, sportsfields & cemetery fees

Expenditures

- A. Facility & Equipment Maintenance Lifecycle Program – our preliminary operating budget reflected fully funding and implementing the program, however the final 2012 budget reflects the same level of funding as was approved in 2011. The impact of this is deferral of some costs to future years to maintain & replace equipment, and the continuing risk of building and equipment failures and emergency shutdown, repairs and additional costs. Such an example is duct cleaning in the facilities has been removed.
- B. Staffing levels – one full-time permanent position have been removed from the original proposed 2012 budget, as has approximately \$70,000 in wages in the aquatics function. As such, the Town has frozen staffing to the same level as 2011. Due to the approval of

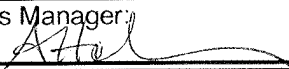
more efficient equipment for sportsfields in the capital budget there will be a reduction of three seasonal positions in that function.

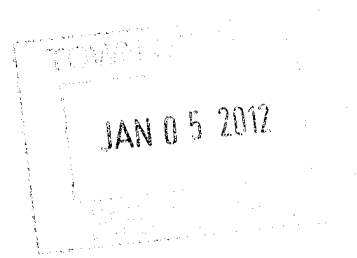
- C. Staff training and development – a small increase to provide additional required staff training and development allowing for our valued employees to perform their duties/responsibilities and effectively serve our ratepayers & residents.
- D. There is limited contingency incorporated into the budget for unexpected expenditures.
- E. Recreation Sponsorship Program – In November 2011, Council authorized this new program as recommended by the Recreation Board, in an effort to generate new operating revenues to offset increasing operating expenditures. The budget plan reflects new operating revenues coming to fruition beginning in 2014.
- F. Arena – includes replacement of pressure relief header and re-build of compressors in plant room. Large ice arena dressing room flooring, spectator net replacement and interior/exterior painting are no longer in the budget for 2012.
- G. Auditorium – Items no longer in the operating budget include interior painting, front entrance flooring, bar renovations, and storage renovations.

Highlights of the **2012 Capital budget** include:

- A. Aquafun Centre upgrades – upgrades to the facility to include replacement of pvc pool liner.
- B. Cemetery – purchase of a zero turn mower for more effective operations.
- C. Sportsfields – irrigation renovations will be completed in the area near the entrance to the facility where previously the berm was situated. Irrigation will also be installed in the area of the tree nursery. Upgrades to the drainage systems at the oval are no longer included in the capital plan. Although the Recreation Board recommended that all three washrooms be installed in 2013 for the various locations only \$100,000 has been approved for construction in 2013. Purchase of self propelled large mower to improve efficiency of mowing.
- D. Arena – small ice arena floor/board replacement project is no longer included in the capital budget.
- E. Pedestrian Trail – the next phase of trail construction will begin in 2012 extending sting trail system beyond KMMSF.

TOWN OF TABER
Recreation Board Request For Decision

Subject: Southern Alberta Summer Games	Date of February 2, 2012 Agenda:
Prepared By: Aline Holmen	
Attachments: Correspondence	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: 2013 & 2014 Southern Alberta Summer Games Bid Requests	
Background:	Attached is a request for bids from the Southern Alberta Recreation Association for the 2013 and 2014 Southern Alberta Summer Games.
	Taber hosted the games in 2005 and 2008.
Options:	1. The Recreation Board accepts the Southern Alberta Recreation Association Summer Games bid request as presented.
	Recommendation: The Recreation Board accepts the Southern Alberta Recreation Association Summer Games bid request as presented.
Approval Date: January 23, 2012	Leisure Services Manager: 



Carol Thibert
910- 4 Ave. S.
Lethbridge, Alberta
T1J 0P6

January 3, 2012

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

Dear Mayor Bryant:

As a member of the Southern Alberta Recreation Association, I am once again pleased to send this invitation to bid on the 2013 or 2014 Southern Alberta Summer Games. We are asking for both years at this time in order that communities can get into the rotation with more lead time to plan their Games, and to help SARA with our commitment in providing support.

I encourage you and your community to seriously consider this invitation, by either entering a bid as a single community or partnering with neighboring communities or MD's or counties.

The Southern Alberta Summer Games, which are held around the first week in July are the longest, consecutively running multi-sport event in Western Canada. We believe that they are worth keeping- but we need your participation as a host community to ensure that they continue to happen. This year in **Raymond will mark the 43rd anniversary** of games in Zone One.

All communities wishing to bid must submit their letter of intent by February 29 to the above address with a completed bid by March 28 at 4:30 pm. A tour of bid communities by SARA representatives will take place in late April, with the decision to host, announced within two weeks of the bid tour.

Please see the enclosed Bidding information to learn more about the Bid process.

If you have any questions, please call me at 403 320 3040.

Sincerely

Carol Thibert
Recreation and Culture Program Manager
City of Lethbridge/SARA Games Chair

A. BIDDING INFORMATION

1. All bids should be directed toward the Planning and Administration Committee Chairman.
2. Sport Selection Criteria
 - a. The host Community must host all of the core sports plus optional sports to a minimum of 12.
 - b. Core sports are those that continue to exhibit high athlete and spectator participation.
 - c. Only optional sports may be added or deleted with the authorization of the Planning & Administration Committee.

Core Sports	Optional Sports
Golf Soccer Swimming Track & Field	Archery Badminton Basketball Beach Volleyball Canoeing Cycling (Roadrace & Time Trails) Equestrian Handgun Horseshoes Lacrosse Mountain Biking Powerlifting Rugby Slo-Pitch Smallbore Softball Tennis Trapshooting Tia Kwon Doe Volleyball


3. The Southern Alberta Recreation Association will consider including sports other than those indicated in (2) above, if requested by a bidding community. The Association will also ask the Host Community to consider hosting a sport not included in the bid for reasons of participant numbers or if the sport is being considered as a playoff for Alberta Games.
4. Bids should be submitted in written form including
 - a. Statements of desire by the municipality to host the Games.
 - b. Statements regarding sports which the community would like to host as outline in 2 and 3.

- c. Facilities to be used for the sports.
 - d. Dates for the Games to be determined between the Host Community and the Southern Alberta Recreation Association.
 - e. Statements, which would indicate names of people in the community who are qualified and might consider chairing committees for:
 - Games Chairman
 - Publicity
 - Medical
 - Social Events
 - Medals
 - Communications
 - Sports Facilities
 - Sports
5. The Southern Alberta Recreation Association has a grant available for the host community.
 6. Any community bidding on the Southern Alberta Summer Games, that has hosted the Games in the last eight years, their bid will be secondary to new communities.
 7. The successful bid will be announced at the Opening Ceremonies of the Games.
 8. The successful community will be required to provide sufficient liability insurance and will be required to sign a letter of agreement with the Southern Alberta Recreation Association. (Copy follows criteria)



TOWN OF TABER

RECREATION BOARD REQUEST FOR DECISION

Subject: Board/Staff Reports		Date of February 2, 2012
		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:	January 23, 2012	Leisure Services Manager: 

Aquafun Centre Report
February, 2012

- Review, maintenance and modifications to health and safety program ongoing.
- Recruiting for one Lifeguard $\frac{3}{4}$ positions and one casual lifeguard position.
- December staff training focussed on safety as well as choking procedures and aquatic lift operation. January inservice focused on CPR/AED training and recertification. February Inservice to focus on infant CPR/AED, and review by HR/CAO of newly approved policies.
- January with classes at 78 % full. Registration for Swim session set for Feb. 29th.
- Management of pool liner ongoing.
- Reviewing safe work procedures and revising as required.
- Review and update of preventative maintenance program.
- Review and update of job tasks and hazards associated with.
- Fitness challenge being implemented Feb. 1st involving staff and patrons that will occur for 12 weeks.
- Will be introducing Water "Boot" camps for patrons in March.
- Preparing for spring programs and looking ahead to summer program options.
- New water wheelchair purchased for facility to replace existing model.

LEISURE SERVICES Report

February 2012

Aquatics

- Currently recruiting one 3/4 Lifeguard
- Recruitment underway for one casual Lifeguard.
- Currently reviewing all SWPs and revising as needed.
- Compiling staff evaluations.
- Reviewing all Specific job tasks for new hazards
- Review and updates of preventative maintenance program checklists.
- Winter swim lesson schedule underway, planning for spring session complete.
- Communications continue with AHS regarding proposed legislation for swimming pools regarding Operational Standards.
- Overseeing and updating portions of the new Town of Taber website/Facebook page.
- Preparing for new National Lifeguard and First Aid standards being implemented in 2012 involving some planning from our end.
- Tender for lap pool tiling project to be developed in near future.
- Working with Taber Viper Swim Club on CFEP grant funding application related to lap pool tile project.
- Continue to work with B. Busch and C. Westerhoud on the development of a Return to Work Program and procedures related.
- Developing some new programs and activities for the facility such as the fitness challenge involving staff and patrons beginning February 1, 2012 and the introduction of water "Boot Camps".
- Preparing to host the RFP (Recreation Facility Personnel) Pool Operator Level 1 course in March.

Leisure Services

- The Rick Hansen 25th Anniversary Relay event planning has kicked in high gear as the event draws closer. Involvement with schools and the promotion of the event as well as traffic management occurring personally while others are planning details of entertainment for event.
- Preparing for spring programming with user groups such as soccer, gymnastics and swim club. Spring registration event tentatively set to occur March 1 and 3rd.
- Providing background information and working with Partnership Group regarding asset identification and valuation.
- Working with the committee for the 2012 Atom Provincials being held in March.
- Reviewing Facility Booking Policy for 2012 – updating fees and notifying user groups of changes.
- Development of Spring Leisure Guide occurring.
- Involved the Southern Alberta Recreation Association and the upcoming 2012 Southern Alberta Summer Games.
- Completed Celebrate Canada funding application.
- Preparing for the 2012 special events functions occurring May 1- August 30th.

Recreation Facilities Manager – Department Report

Civic Centre

- Regular operation and bookings ongoing in both Auditorium and Arena's
- Review of Safe Work practices and procedures ongoing
- Spring renovation items scheduled. (Aud floor refinishing, painting)
- Refrigeration plant maintenance projects being prepared
- Ice season extension request granted to accommodate 4 on 4 tournament. Event is moved back one weekend to end April 1st. Open ice time for the extra week of operation taking bookings
- 2011 purchasing completed with new Zamboni to be delivered Wednesday, January 25, 2012.

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 addressed
- Capital project planning underway
- Off Leash Dog Park open and functioning. Advertisement in Corn Husk Chronicles (utility news letter) and in Town of Taber section of Taber Times.

Sportsfields

- 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 addressed
- Pre-season work begun. Grooming edges of ball diamonds completed. Parking block rearrangement at Ken MacDonald completed.

Cemetery

- Spring/Summer season maintenance program planning begun
- Pre-season machinery maintenance items being addressed
- Regular maintenance checks ongoing
- Specific site care requests being scheduled for spring 2012
- Review of Safe Work practices and procedures ongoing