




TOWN OF
TABER

Main File
Recreation Board Agenda

THE REGULAR MEETING OF THE RECREATION BOARD TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON THURSDAY, January 13, 2011 **AT 5:15 P.M.**

	<u>MOTION</u>
<u>ITEM NO. CALL TO ORDER – T. O'Donnell</u>	
<u>ITEM NO. 2. ADOPTION OF THE AGENDA</u>	X
<u>ITEM NO. 3. DELEGATIONS</u>	
A) RFD - Taber Gymnastics Fitness Club	X
<u>ITEM NO. 4. ADOPTION OF THE MINUTES</u>	
A) RFD - Minutes of December 2, 2010	X
<u>ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES</u>	
A) RFD – Recreation User Group Meeting Update	X
<u>ITEM NO. 6. INFORMATION ITEMS</u>	
A) RFD - Sponsorship and Naming Rights Update	X
<u>ITEM NO. 7. ACTION ITEMS</u>	
A) RFD – Alberta 2014 Winter Games	X
B) RFD – Recreation User Fees	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</u> - None	
<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: Taber Gymnastics Fitness Club		Date of January 13, 2011
		Agenda:
Prepared By: Aline Holmen		
Attachments: Letter from Gymnastics Organization & Business Plan		
Budget:		If Over Budget, what is alternate funding source?
Expense:		
Topic: Gymnastics Facility		
Background:	<p>In February of 2010, the Taber Gymnastics Club approached the Recreation Board regarding support for a new facility for their organization. The club was asked to return to the Recreation Board once their business plan and further research was completed. Attached is a letter received from the Taber Gymnastics Fitness Club requesting consideration and support towards a future building to house their operations. The club has spent a considerable amount of time researching options and preparing a business plan (attached) related to construction and operation of a facility in the community.</p>	
	<p>As noted in their correspondence, the organization feels that the facility utilized currently no longer meets the needs of a growing operation.</p>	
Options:	<p>1. The Recreation Board accepts the request regarding support for the Taber Gymnastics Fitness Club facility as presented.</p>	
	<p>2. The Recreation Board supports the request of the Taber Gymnastics Club in principle and recommends Council explore options for land and financial commitment with the club.</p>	
Recommendation: Option # 1		
Approval Date: January 7, 2011		Leisure Services Manager: 

To the Taber Recreation Board,

This business plan has been prepared to obtain community support in the development of the new Taber Gymnastics Fitness Club facility. Possible considerations may include the following: donating land or an existing building to be used for this purpose, or financial aid in the purchase of land or an existing building.

The Taber Gymnastics Fitness Club (TGFC) is a non-profit organization dedicated to the sport of gymnastics. Our goal is to provide a safe and fun environment while instructing the fundamentals of gymnastics. For the past thirty-two years, the club has been operating in the Taber Community Centre. Currently, we run two sessions per year, fall and winter. Each session is approximately ten classes (fluctuates due to other bookings in the facility). Three coaches set-up the equipment on Tuesday afternoon, we run classes Tuesday evening, Wednesday morning and afternoon, and clean-up after Wednesday evening classes.

We have a number of reasons why we feel our own facility is a necessary change:

- Equipment is getting old and unsafe. We are required to replace a lot of equipment and are unable to because of storage restrictions. We have maximized the space available to us.
- We feel the need to diversify and expand our current programming, to allow us to better compete with other services available.
- Lower the child to coach ratio
- Extend the session length and run our program year round, offering classes and services seven days a week.
- Provide a safer, healthier, more stable environment to instruct gym.
- Provide the community of Taber and area with a safe, fun alternative to staying healthy and fit.

The TGFC is run by a board of directors with assistance from two head coaches. Coaches, Danielle Hansen and Tara Coney have both been competitive gymnasts

and were born and raised in the Taber community. With combined gymnastics coaching experience of over twenty-five years. We understand what our customers want and need. We have found that there is definitely demand for this gym club facility that we have been planning and researching over the last year. We believe the TGFC will be successful due to the experience and knowledge we have gained in working with several gym clubs throughout the province. Also, with the help and guidance from the Alberta Gymnastics Federation, we were able to answer a lot of our questions and concerns. Are current members have provided us with positive feedback with regards to the new facility. Research has been done in the form of questionnaires to current members. It has indicated a strong affirmation of moving forward with plans for a new home for the TGFC. Our only concern was that of pricing, so we increased our registration fees in September 2009, to ensure members were willing to pay the amount necessary for us to move forward. Registration numbers were not affected by the increase.

To date, we have fundraised \$37, 135.17 towards our building fund. This has been accomplished in about a one year time frame. Details of this can be found in the financial plan.

The Taber Gymnastics Fitness Club is looking for your support to determine where and how we go from here.

See you at the January meeting!

Vicki Terrick

President, Taber Gymnastics Fitness Club

Taber Gymnastics Fitness Club
Profit & Loss

May 1 through December 1, 2010
May 1 - Dec 1, 10

Income

4000 · Registration Income	20,219.02
4100 · Interest Income	5.14
4200 · Club Fundraiser	56.00
4300 · Sponsor's for new building	4,457.48

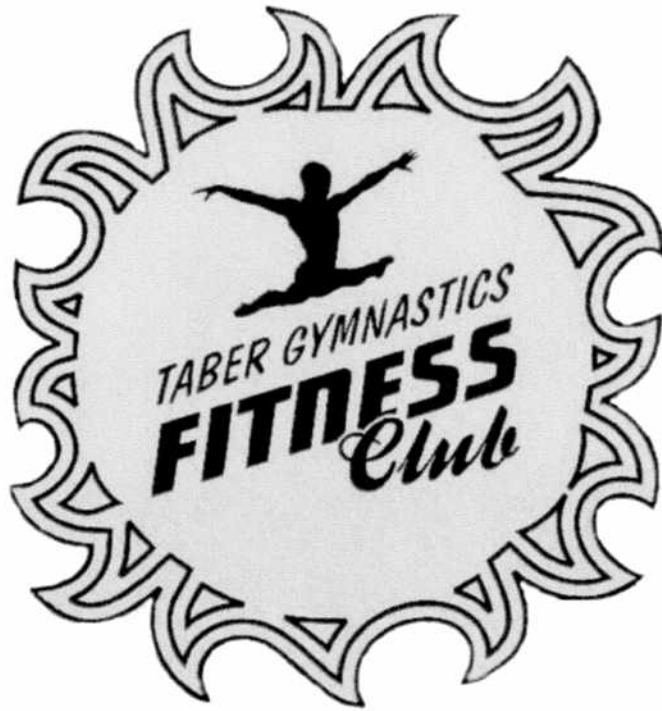
Total Income 24,737.64

Expense

6000 · Advertising	283.50
6300 · Education fees	97.90
6400 · Employee Deductions	1,065.00
6500 · Equipment repairs	210.00
6900 · Membership fees	3,318.54
7000 · Office Supplies	308.44
7100 · Supplies	346.05
7200 · Rent	3,498.25
8000 · Wages	2,657.55

Total Expense 11,785.23

Net Income 12,952.41



Business Plan

13 Huckleberry Cres.

Taber, AB Canada

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1.0 Executive Summary

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To date, we have fundraised \$37, 135.17 towards our building fund. This has been accomplished in about a one year time frame. Details of this can be found in the financial plan.

1.1 Keys to Success

Our main keys to success include:

- Maintaining a reputable reputation in the community
- Competitive pricing
- Flexible hours, 7 days a week
- Design facility to allow for growth and hosting events
- Knowledgeable, experienced, certified coaching team
- Up-to-date equipment
- Offer wide variety of fitness classes to interest a larger group of potential customers

We can minimize certain risk factors by:

- Maintaining strong community ties and involvement
- Low overhead through the use of volunteer hours and multi-skilled board members
- Strong customer base
- Continuous training of coaches

1.2 Mission

To provide an ongoing commitment to excellence in safe and quality gymnastics instruction at recreational levels; with the focus upon the development of athletic ability, individual character, family involvement, and community spirit.

TGFC will offer a place where people can learn gymnastics, meet new people, have fun, and feel comfortable. We will offer various gymnastics and fitness training programs with price options for all levels of interest, but with greater emphasis on recreational gymnastics. TGFC welcomes a diversity of people and will maintain a non-smoking and alcohol/drug free environment.

1.3 Objectives

The objectives of the TGFC are the following:

- Exceed 60% of class capacity by the end of year one
- Acquire 400+ participants by the end of year one
- Continue to increase membership by 20% by year 2
- Provide gymnastics training for children of all ages at all levels
- Provide continual training, benefits, and incentives for staff to encourage a long-term commitment of employees
- Provide a wide range of fitness opportunities through several types of sports to the community including trampoline and tumbling program
- Offer a rental room to generate extra income
- Establish a Preschool that incorporates fitness and the use of our facility for day time use

- Provide the community with a Special Needs Fitness Program that has been in high demand for years
- Establish a toddler gym, to facilitate a huge population of our membership. Having equipment sized to suit their needs, to prevent injury and instill more confidence.

2.0 Company Summary

TGFC will remain located in Taber, Alberta and will provide the community and area with a comfortable, friendly environment in which to learn various levels of gymnastics. TGFC will offer group classes, in both recreational and trampoline and tumbling, birthday parties, drop-in-clinics, conditioning classes, recreational dance, cheerleading classes, fitness for people with disabilities, kindermusik, fitness preschool classes, and will have a room to rent out for other sports and classes. Gymnastics, as a sport has been increasingly popular worldwide due to exposure from the Summer Olympics. Gymnastics is viewed not just as a sport, but as a life skill. It teaches Physical Literacy- the fundamentals of moving the body. The benefits go far beyond sport participation.

We expect most of our customers to come from Taber, but we also expect at least 27% to come from the Municipal District of Taber. TGFC will appeal mainly to the 0-16 year old age group, all types of abilities and backgrounds, and children looking for creative self expression, exercise and or social opportunities through gymnastics.

3.0 Services

TGFC is dedicated to bringing the fun and challenge of gymnastics to Taber and area at an affordable cost. We will offer children a variety of fitness choices. By offering several options, we can best serve their individual needs and financial limitations. An annual mandatory insurance fee of \$21 per child must accompany registration fees each year.

Parent & Tot (Kanga and Roos)- This 30 minute class is designed to enhance your Childs motor, listening, and social skills through fun gymnastic oriented activities. (An adult is expected to actively participate with their child) This class is offered to children ages newborn-2 years. The price is \$80 for a 13 week session.

Parent & Tot (Piglets)- This 45 minute class emphasizes basic coordination skills through participation in games, songs, and movements. Children must be accompanied by an adult. This class is for children aged 2. The price is \$92 for a 13 week session

Tiny Tots (Tigers & Poohs)- This 45 minute class is the introduction to basic gymnastic skills with 4 levels to achieve. Activities include all apparatus. There are 6 students/instructor. This class is offered to 3 and 4 year olds. The price is \$92 for a 13 week session. We also offer advanced preschool (Supertots) which is by invitation only. This class is 60 minutes and is \$130 for a 13 week session.

Burgundy, Red, Tan & Bronze (Boys and Girls)- This 60 minute class is designed on specific skills that follow the Cangym program. Children must be 5 years of age. Beginner level classes. The price is \$130 for 13 week session.

Bronze, Purple, Blue, Turquoise, Silver & Up (Girls)- This 90 minute class is designed on specific skills that follow the Cangym program. Advanced classes. The price is \$195 for a 13 week session.

Boys Intermediate (bronze, purple, blue)/ Boys Advanced (Turquoise & Up)- These 90 minute classes deal mainly with boys apparatus events. It also follows the Cangym program. The price is \$195 for a 13 week session.

**Additional Classes we will be able to offer with our own facility include the following:

Trampoline & Tumbling- Designed for boys and girls to learn basic through advanced skills including handstands, cartwheels, round-offs, back-hand-springs, saltos, etc. There are upto 8 students per instructor. This class is offered to students 6 years and up. The price is \$ for 10 weeks.

Birthday Parties- This is an excellent way to celebrate a Childs birthday. The first hour include games, tramp, pit, and fun activities. The final hour is for refreshments and gifts provided by the parents. We provide the party room, the fun, and the clean-up. Maximum number of guests is 15. Cost will be \$100 for 10 children with an additional \$10/ child thereafter.

Field Trips- This is designed to introduce a large group to basic gymnastic skills. This is 60 minutes long. The price will vary depending on the size of the group.

Cheernastics- This is a 60 minute tumbling class for cheer squads with an emphasis on flexibility, jumps, and stunts. The price will vary depending on the number in the squad. All ages are welcome.

Fitness Class for People with Disabilities- This program would provide physical activities for people with disabilities, both mental and physical. Every enrollment would be looked at on an individual basis and priced accordingly.

Kindermusik- This program will teach the fundamentals of music. The program and its philosophy will be run by Michelle Tamtom. A formal rental agreement will be drawn up when applicable.

Busy Bees Fitness Preschool- This program will provide children aged 3-4 years with the fundamentals of fitness and health along with the fundamentals of early childhood education. The program will be run by a certified early childhood education teacher along with a certified gym coach. The program will run Mon-Fri mornings. Registration fees, etc. is yet to be determined, as research is currently ongoing for this program.

Facility Room Rental- This is an extra room located in the mezzanine of the facility designed to accommodate the club hosting events and to rent out the space for another sport or activity. The room is approx 760 square feet and the cost will be \$18/ hour. Occupancy has not yet been determined. Possible renters could include, but are not limited to fit ball classes, boot camps, hockey conditioning, belly dancing, clogging, and karate.

Recreational Dance Classes- These classes will be instructed by a certified dance teacher. The focus will be on fun and preparing routines for the purpose of demonstrations.

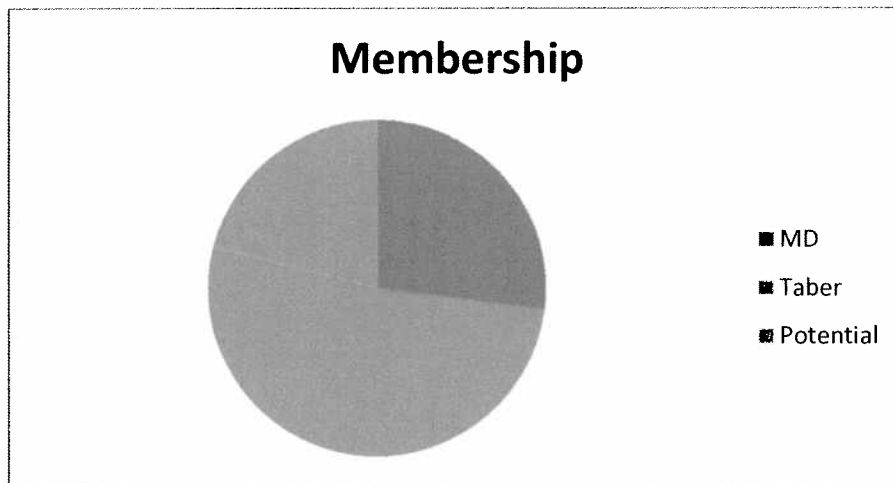
Adult Gymnastics- This 60 minute class is designed for anyone interested in learning or relearning basic to intermediate tumbling skills. There are 8 students/ instructor. This class is \$ for a 10 week session.

4.0 Market Analysis Summary

TGFC is a business that has become necessary in today's fast paced world. People are busier than ever, which has contributed to problems such as obesity and diabetes. Being overweight can cause many health issues, as well as social issues for children. It is imperative that children stay active, especially with all of the technology advancements and peer pressure towards drugs and alcohol. There is no doubt that there is room and a great demand for this new facility. It will provide a structured environment for children in our community to stay active and healthy.

4.1 Market Segmentation

TGFC has determined that its potential customers will come mainly from children aged 0-16 years of age, living in Taber and area. Currently, 27% of our gymnasts are from the greater M.D. including Vauxhall, Grassy Lake, Hays, Foremost, Enchant, Wrentham, and Bow Island.



The TGFC is the only gymnastic club in the community. The nearest club is over 30 minutes away, and is a competitive club with different philosophies and goals. Its registration fees and parent responsibilities are far greater.

5.0 Strategy and Implementation Summary

TGFC will succeed by offering gymnasts a safe, fun environment to learn gymnastics and other fitness activities from trained coaches. The goals of the gym are the following:

- To help parents feel good about the environment in which they have placed their children and the physical and social benefits gained
- To make it a safe, educational, fun experience for the child

5.1 Competitive Edge

TGFC's competitive advantage will be our broad range of classes available. We will have something for everyone. By expanding what we currently offer, we will extend the age that we keep our customers. We will be able to offer an actual "club" and not just a class. Students will have choices of classes, times, and days. Our new equipment will offer safer, fun experiences and allow athletes to improve skills and advance in level at a much faster rate. Year round classes will allow athletes to stay in shape all year.

5.2 Marketing Strategy

Our customers can come from age birth to 18 years old, male or female, all races, every income level, and can be local residents or county residents. If it looks fun, people will come. With the introduction to a foam pit, trampoline, tumble trac, toddler gym, spring floor, and climbing wall, children will have to come thru the doors to check us out. The main factor to our success is simply that a child can enjoy themselves in our gym while participating in gymnastics or other fitness activities that will stimulate their body and mind. Public relations is a vital part of management, by assuring that customer satisfaction is provided and gathering information from the public about the types of classes that are most desired. This can provide us with the means to stay in touch with the community and be ready to meet their needs.

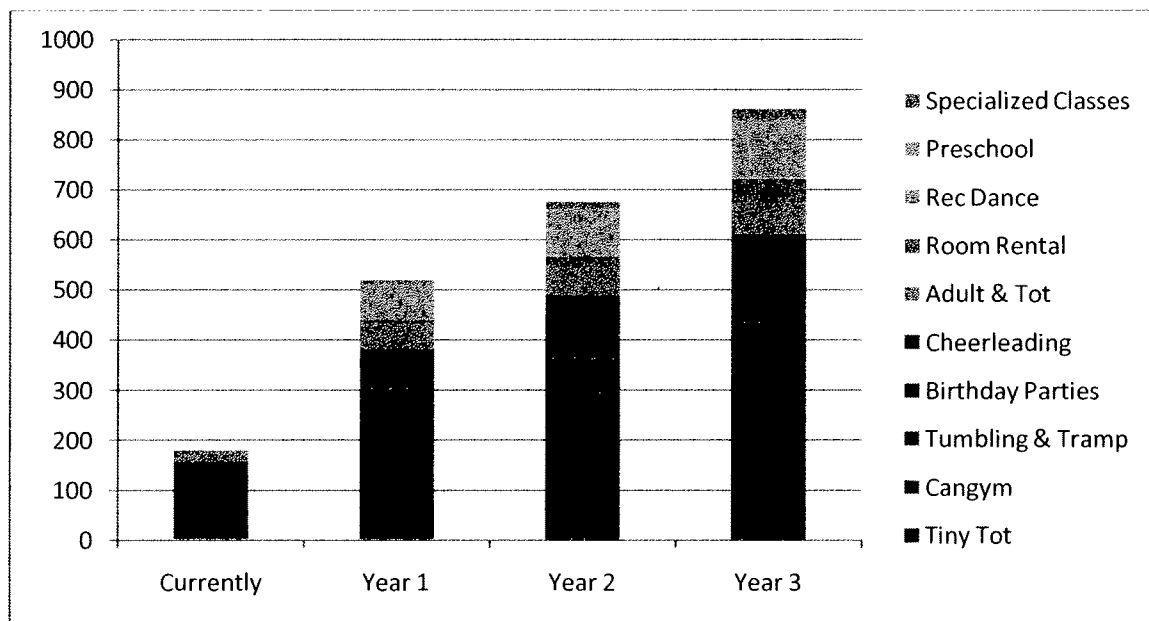
5.3 Sales Strategy

TGFC will host an open house to launch our new facility. In a small community, we will have a great word-of-mouth advertising. We also advertise registration in the Taber Times and Vauxhall Tribute. As well, run an ad with Super Signs. We are currently developing a website to help our customers obtain information about us and what we offer. Face book will also be utilized to maintain communication and reach new members. We expect to double our registration numbers within the first year of running in the new facility.

5.4 Sales Forecast

The sales forecast is based on numbers in our current situation. We are limited on hours and only run two days a week, so doubling in size would be an extremely attainable and not overly aggressive goal.

The cost of our sales includes the hourly wages paid to coaches. These amounts are based on experience and certification. Currently, the hourly rate for our coaches is capped at \$20/hour. Full time positions in the future would probably result in switching over to a salary pay schedule.



6.0 Management/ Personnel Summary

TGFC currently employs seven certified coaches. Also three Coaches in Training (CIT) who coach under the direct supervision of a certified coach. Coaches are required to be NCCP certified for the discipline in which they are coaching. Respect in Sport Certification is also mandatory. Maintaining First Aid is also an expectation. These guidelines are based on the Alberta Gymnastic Federation's policies. We encourage all of our coaches to continually pursue upgrading and support the Junior Coaching Program. It allows older recreational athletes to move into supervised coaching positions, thereby sharing their commitment to the sport with others. Once 16, they begin the certification process.

TGFC is a non-profit society which is ran by a Board of Directors. (Society # is 5013991533) Members include the following:

President- Vikki Terrick

Vice President- Charmaine Kallen- Nelson

Treasurer- Crystal Chapple

Secretary- Lisa Debona

Director- Danielle Hansen

Director- Tara Coney

Coaching hours will fluctuate in accordance with registration numbers. We do not foresee that a significant increase in membership will cause any staffing issues. We have a strong, local group of coaches that are welcoming the extra hours and changes. We do feel that a receptionist will be a necessary addition to our staff to handle administrative duties in the gym. We have accounted for this additional salary.

7.0 Financial Plan

The following sections will outline the financial plan for the TGFC.

7.1 Start-Up Funding

Building	\$658 333 (average of 3 quotes)
Start up Expenses to fund	\$65 833
Assets to fund	\$20 000
Total funding required	\$744 166

Assets

Non-Cash (equipment)	\$75 000
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Cash Balance

Additional Cash Raised

Total Assets

Liabilities

Current Borrowing	0
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Long-term Liab.	0
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Accts. Payable	0
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Total Liabilities	0
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Capital

7.2 Profit and Loss

	Current	Year One	Year Two
Sales(registration)	34,700.00		125664.00
Direct cost of sales	9,300	24000	28800
Other costs of sales	11,900	19750	20660
Total cost of sales	21,200		
Gross margin \$	13,500		
Gross Margin %			
Expenses			
Payroll	9,300		
Marketing/Promotion	700		
AGF Fees & Insurance			
Utilities	0		
Building & Content Insurance	0		
Payroll Taxes			
Rent	5,184		
Total Operating Expenses			
Profit/Loss			

TGFC expects to see steady growth in its membership. Aside from payroll, Insurance and utilities will be our largest expenses. We will no longer be paying rent, so those monies could go towards a mortgage payment if need be. The gym layout we have designed, will allow us to conduct multiple classes at the same time, generating extra income, allowing us to take advantage of peak times.

The facility rental room, birthday bashes, field trips, and other fitness classes will keep the gym busy during slow times. All gyms struggle with keeping morning and early afternoon time slots full, which is why we are exploring the idea of implementing the “Busy Bees Preschool”. Pre-K enrollment has taken off in Taber and we feel we could offer preschoolers a safe, nurturing environment to learn, play, and explore both mentally and physically. This idea is still in the exploration process, but it has proved very popular and a great addition to enhance other clubs. Wages and expenses for this program would come from enrollment.

7.3 Summary

Although the TGFC can not apply for grants until we have established a legal land description, we have done a lot of research into what would be applicable to us. A few that look like great opportunities include:

- Community Facility Enhancement Program (CEFP)
- Canadian Sport for Life (CS4L)
- Sport Participation Initiative


We are committed to the Alberta Lotteries Casino Night for some time in 2012.

To date we have raised \$37,135.17 and that amount is climbing. We have a generous, dedicated group of members that are committed to helping the club see this goal through. Even in a time of recession, local businesses, families, and friends have stepped up and done what they can to help. We have a lot of money still to raise, but are willing to put the necessary work in to see our facility a reality. Once we are operating in this facility, our numbers show that we will be self sufficient and look forward to giving back to the community. We are a non-profit organization, so we are not looking to see a huge profit margin; we are looking to provide an invaluable service to the community that can be enjoyed for years to come.



Agenda Item #4. A)

TOWN OF TABER
Recreation Board Request For Decision

Subject: Recreation Board Minutes	Date of January 13, 2011 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 2, 2010.
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 2, 2010, as presented.2. That the Recreation Board adopts the Minutes of the Regular Meeting of the Recreation Board held on December 2, 2010, as amended.
Recommendation: Option # 1	
Approval Date: January 7, 11	Leisure Services Manager: 

12/2010

December 2, 2010

MINUTES OF THE TABER RECREATION BOARD MEETING HELD IN THE
COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON DECEMBER 2,
2010 AT 5:15 PM

PRESENT: Councilor Rick Popadynetz
Luke Wijna
Jill Marshall
Tim O'Donnell

ALSO PRESENT:

Aline Holmen, Leisure Services Manager
Rob Cressman, Director of Public Services
Jeff Hoglund, Recreation Facility Manager
Marty Planger, Recording Secretary
Taber Times

ABSENT: Councilor Randy Sparks
Councilor Ben Elfring

CALL TO ORDER

Tim O'Donnell called the Regular Meeting of the Taber Recreation Board to order at 5:20 pm

ADOPTION OF THE AGENDA

Aline Holmen explained that the meeting would flow better by reversing the order of 7A & 7B.

RES. 47/2010 MOVED by Jill Marshall to accept the agenda with the change of reversing the order of items 7A & 7B.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

A) Regular meeting – October 7, 2010

RES. 48/2010 MOVED by L. Wijna that the Recreation Board adopts the minutes of the Regular Meeting of the Recreation Board held on November 18, 2010, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

B) Preliminary Operating and Capital Budget

- A. Holmen explained the two changes made since the original proposal as a result of the Recreation Board's suggestions from the previous meeting. The Aquafun Centre's 2010 revenue reflects \$10 000 increase to reflect a more accurate report and the One Ton Truck expense in the Capital budget was reduced from \$47 250.00 to \$35 000.00.
- Other changes were that the NHLPA grant is no longer in place for renovations and will not be accessible. In the Parks functions \$37 982.00 has been added to reflect the Municipal Sponsorship Program.
- There was much discussion on how to increase revenues without increasing user fees. It was felt the budget was fairly tight with no room to cut expenses. The Board expressed concerns regarding at what point patrons/users will stop using the facilities due to the cost. One thought was a need to increase the use of the arenas during the spring/summer months.
- It was explained that the parks are not included in the cost/recovery mandate as it is acknowledged that there is no revenue associated.
- Question arose as to where the Naming Rights Sponsorship is at and it was explained that Council approved the Recreation Boards motion to approve the concept of Naming Rights and has directed Administration to conduct further research. Council will be presented with a preliminary concept in early 2011.
- It was discussed as to whether or not the cost/recovery mandate needs to be amended and its origin was questioned. It was reported that some communities have cost/recovery mandates and some don't. Those that do are typically in the area 50% and are having similar difficulties.
- The Statutory Benefit wages were questioned as to why they are over budgeted every year. Corporate Services does this function and R. Cressman agreed this was worth looking into prior to the next Council budget meeting.

RES. 48/2010 MOVED by L. Wijna that the Recreation Board recommends Council approve the preliminary 2010 Operating and Capital budgets as presented with administration following up on the statutory wage benefits prior to the Town Council budget meetings.

CARRIED UNANIMOUSLY

A) 2011 Recreation User Fees

- There was a concern that the sportsfields increase proposed was too high and organizations would lose participants.
- It was suggested to approach service groups to sponsor events to increase attendance and gain interest in the facilities.
- Much discussion took place on avenues of cost saving and getting the users involved in helping keep the costs down (i.e. lining the fields).
- Sponsorship and Advertising were brought up many times as avenues to be explored to increase revenue.
- The Board discussed that they worked hard to get the sportsfields users paying equitably for what they use/get and they want to increase all sportsfields user groups equally.

RES. 49/2010 MOVED by Councilor R. Popadynetz that the Recreation Board recommends Council approve the proposed 2011 Recreation User fee increases as amended: with a 0% increase across the board and look at getting sponsorships to recover the budget difference.

DEFEATED

RES. 50/2010 MOVED by L. Wijna that the Recreation Board recommends Council approve the proposed 2011 Recreation User fee increases as amended: all sportsfields users reflect a 25% increase for 1 year and expend an invitation to all sports groups to February meeting to discuss future fees and solutions.

DEFEATED

RES. 51/2010 MOVED by L. Wijna that the Recreation Board recommends Council approve the proposed 2011 Recreation User fee increases as amended:

- Cemetery 3.5%
- Arena 3.5%
- Auditorium/Meeting Rooms 5%
- Aquafun Centre 3%
- Sportsfields 25% for all users
- Extend an invitation to all user groups to a February meeting to discuss future fees and solutions and for Council to recognize the urgency to explore the need for sponsorship.

CARRIED

C) Canada Day

The Recreation Board discussed the desire to continue to promote the Canada Day celebrations and the need/advantages to getting the service clubs, community and youth involved in organizing such events. Consider the possibility of giving incentives to the youth with free passes to our recreation facilities to promote facility usage to those who can't afford admission.

RES. 52/2010 MOVED by L. Wijna that the Recreation Board recommends Council approve the development of a Canada Day committee, with a liaison from the Leisure Services function.

CARRIED UNANIMOUSLY

RECOGNITION AWARDS

A) Recognition Awards

The Board discussed the prerequisites for qualifying for the awards.

RES. 53/2010 MOVED by L. Wijna that the Recreation Board recommends that the following teams/individuals be included for Recognition Awards

1. Bronze Medal – Boys 1A Volleyball Provincials – St. Mary's Celtics
2. Gold Medal – Girls 1A Volleyball Provincials – St. Mary's Auroras
3. Canadian Football League 2010 Grey Cup Championship – Jeff Perrett

along with the above mentioned: include the women's curling team and the 2 individuals involved with the CCH football championship.

CARRIED UNANIMOUSLY

OTHER BUSINESS

Aline agreed to get back to Luke regarding the cost/feasibility of sponsoring a free swim at the pool.

Next meeting will be January 13, 2011 due to the timing of the first Thursday in relation to the holidays.

MEDIA INQUIRIES

Media inquired as to a Board Member's decision.

CLOSE OF MEETING

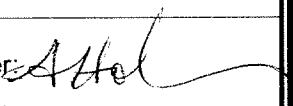
RES. 54/2010 MOVED by Councilor R. Popadynetz that this Regular Meeting of the Taber Recreation Board do now close.

CARRIED UNANIMOUSLY AT 7:11 PM




CHAIRMAN

TOWN OF TABER
Recreation Board Request For Decision

Subject: Sponsorship and Naming Rights Update	Date of January 13, 2011 Agenda:
Prepared By: Aline Holmen	
Attachments:	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: Information gathering regarding Sponsorship/Naming Rights	
Background:	<p>Currently we are gathering information regarding Sponsorship/Naming Rights from various communities as well as utilizing the internet to seek out information. The following information has been requested from all Alberta Municipalities as well as private organizations that belong to the Alberta Parks and Recreation Association:</p> <ul style="list-style-type: none"> • Naming Rights/Sponsorship policies and procedures • Agreements that are in place • Description of RFP or process/criteria utilized to obtain the sponsorship • Identification of whether facility utilizes the funds allocated for capital or for operational purposes • Whether the facility obtained sponsorship at the time of design/build or with an existing facility <p>With the exception of those announcements made public through the media, very few communities/facilities are able to provide specific details regarding contracts or fund allocation due to contractual obligations regarding confidentiality.</p> <p>We have been able to obtain numerous policies relating to Sponsorship and Naming Rights as well as information on the RFP (Request for Proposal) process utilized in other communities.</p> <p>We expect to have this information summarized for presentation to the Recreation Board and Council in February.</p>
Options:	<ol style="list-style-type: none"> 1. The Recreation Board accepts the update regarding Sponsorship and Facility Naming Rights as presented.
Recommendation: The Recreation Board accepts the update regarding Sponsorship and Facility Naming Rights as presented.	
Approval Date: January 7, 2011	Leisure Services Manager: 

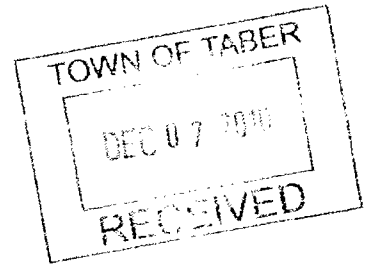
TOWN OF TABER
Recreation Board Request For Decision

Subject: Alberta 2014 Winter Games		Date of January 13, 2011
		Agenda:
Prepared By: Aline Holmen		
Attachments: Correspondence		
Budget:	If Over Budget, what is alternate funding source?	
Expense:		
Topic: 2014 AB Winter Games Bid Request		
Background:	An invitation has been received from Cindy Ady, Minister of Tourism, Parks, and Recreation regarding consideration of bid applications to host the 2014 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 2014 Alberta Winter Games as information.	
Recommendation: Option # 1		
Approval Date: January 7, 2011		Leisure Services Manager: 



ALBERTA
TOURISM, PARKS AND RECREATION

*Office of the Minister
MLA, Calgary-Shaw*



December 2, 2010

AR21289

Mr. Ray Bryant, Mayor
Town of Taber
4900A - 50 Street
Taber, Alberta T1G 1T1

Dear Mr. Ray Bryant:

Ministry of Tourism, Parks and Recreation is responsible for sport and recreation in Alberta, and I am pleased to invite you to consider submitting a bid for the right to host the 2014 Alberta Winter Games in your community. Enclosed, for your information, is a brochure with details on how to apply.

The successful host community is given the opportunity to showcase its talents to approximately 2400 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 2014 Alberta Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2014 Alberta Winter Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request or visit www.albertagames.com to assist you in preparing your bid.

In addition, staff of the ASRPWF are available to provide consultative assistance if required. For additional information, please contact Mr. Dennis Allen, ASRPWF, toll-free by dialing 310-0000 followed by (403) 297-2729; or e-mail dennis.allen@gov.ab.ca.

We look forward to receiving your application.

Sincerely,


Cindy Ady
Minister of Tourism, Parks and Recreation
MLA, Calgary-Shaw

Enclosure

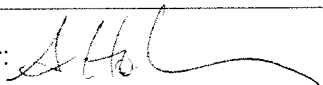
cc: Alberta Sport, Recreation, Parks and Wildlife Foundation

229 Legislature Building 10800-97 Avenue, Edmonton, Alberta Canada T5K 2B6 Telephone 780-427-4928 Fax 780-427-0188
328, 22 Midlake Blvd. SE, Calgary, Alberta Canada T2X 2X7 Telephone 403-256-8969 Fax 403-256-8970

TOWN OF TABER
Recreation Board Request For Decision

Subject: Recreation User Fees	Date of January 13, 2011
Agenda:	
Prepared By: Aline Holmen	
Attachments: Correspondence	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: 2011 recreation User fees Rugby/Public Skating	
Background:	<p>As part of the 2011 Recreation user fees the following fees were not identified and fee recommendations determined:</p> <ol style="list-style-type: none"> 1. Rugby 2. Public Skating <p>As there were no specific fees for Rugby in their 2010 season the Horizon School Division was charged the rate applicable to youth league soccer fees. Rugby averages approximately the same usage as soccer when you factor in the two camps that were held. This group did also utilize the field at WR Myers School for practices when KMMSF was unavailable. The challenge with Rugby is the scheduling of field space as well as the removal of soccer nets that is required for game play. This adds extra manpower and wear and tear on T&DSA nets.</p> <p>Public Skating fees have not seen a change for several years. The last change to fees was in 2004 when the toonie skate was introduced for Sundays in an effort to make the event affordable and increase participation. The current fees are as follows:</p> <p>Child \$3.00 Student \$4.00 Adult \$5.00 Senior \$4.00 Family \$12.25</p> <p>The regular rate is charged for Saturday public skating and the toonie rate is charged for Sunday skating. Both sessions are two hours in length. Statistics show that the Sunday skates are better attended, whether due to the rate or the fact that Sundays are less busy for most people is undetermined. Saturdays are very slow and at times the session may go unattended.</p> <p>Based on the above information we recommend consideration for charging Rugby fees at the same rate as soccer youth which is \$250.25 for the season and changing the public skating fees to a toonie for both days.</p>
Options:	<ol style="list-style-type: none"> 1. The Recreation Board recommends Council approve the proposed 2011 Rugby and Public Skating Recreation User Fee increases as presented. Rugby \$250.25/team youth rate/season Public Skating \$2.00/person for the weekend rate 2. The Recreation Board recommends Council approve the proposed 2011 Rugby and Public Skating Recreation User Fee increases as amended: (details here)
Recommendation: Option # 1	
Approval Date: January 7, 2011	Leisure Services Manager: 

TOWN OF TABER
Recreation Board Request For Decision

Subject: Recreation User Group Meeting Update	Date of January 13, 2011 Agenda:
Prepared By: Aline Holmen	
Attachments: Proposed Meeting agenda items	
Budget:	If Over Budget, what is alternate funding source?
Expense:	
Topic: Recreation User Group meeting	
Background:	We are currently preparing for the February meeting with the Recreation User groups as requested by the Recreation Board at their December meeting. Due to expected numbers the meeting will be held in the white room at the Civic Centre and we have tentatively set a date of Wed., February 16, 2011 from 7-9 pm.
	Please see proposed agenda items attached. We request feedback on these items in order to ensure we are capturing the expectations of the Recreation Board members as a group.
Options:	1. The Recreation Board accepts the information regarding the Recreation User Group meeting as presented.
	2. The Recreation Board recommends the following additions or deletions to the Recreation User Group meeting proposed agenda (details here):
Recommendation: Option # 1	
Approval Date: January 7, 2011	Leisure Services Manager: 

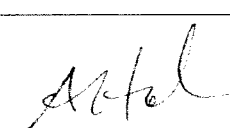
Proposed Recreation User Group Agenda Items:

- Roles of Recreation Board members (introduce/background), Council & Admin staff (present information, respond to questions) at this meeting
- Invite all Recreation User Groups – Taber Minor Ball, Girls Softball, High School ball, Mixed Slo-pitch, Taber Minor Football, Taber Minor Soccer, High School programming (Football, Baseball & Rugby), TMHA/GSAA, TFSC, Oldtimers, Taber Commercial Hockey League, Taber Vipers Swim Club, Gymnastics Club, Karate Club
- Present budget (Revs/Epxs) and Cost Recovery data and how they are applied
- Background Info as to why a meeting – looking for options/solutions for keeping user fees affordable
- Prepare PowerPoint presentation with background information, financial information, charts & pictures
- Express appreciation of efforts of volunteers in past, however discuss volunteerism vs municipal facility maintenance responsibility (sustainable maintenance and liability issues)
- User groups already volunteer vast amounts of time to the operations of the user groups activities
- Present user fee costs, costs per team/player
- Present recreation facility operating costs (labour, materials, fuel, gravel/sand, fencing, benches bleachers, waste receptacles, graffiti repair, chemicals, electricity, contracted services, insurance, water rights, equipment maintenance & replacement) & revenues (user fees, Tax support, MD Contribution, Prov/Federal grants; and grants we no longer receive)
- Recreation Facilities deficit funded by user fees vs property taxes vs donation vs Contributions from other Municipalities
- Status of sponsorship revenue opportunities and facility naming rights – suitable location for signage that isn't prone to wind/weather/damages
- CFEP & CIP grants – by non-profit associations in partnership with Town for municipal recreation facility improvements
- User groups challenges – ask the groups
- User group feedback/suggestions
- Offer to present information at each specific User Group Board meeting



Agenda Item No. 8. A)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Board/Staff Reports		Date of January 13, 2011
		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 7, 2011	Leisure Services Manager: 

Aquafun Centre Report
January 2011

- Winter swim lessons 71% full. We are offering more sessions this year compared to Winter 2010 as staffing levels for instructors is back to normal.
- Private rentals have shown an increase from previous years.
- Recruitment underway for the Pool Operator position. Position is temporarily filled by Kory Wijna (current Lifeguard 2).
- Continue to work on revision of safe work procedures
- West Mechanical Room Cooling project expected to be completed by January 10, 2011.
- December staff training focussed on CPR recertification. 18 staff members certified. AED recertification/training expected to occur in February. January training to focus on water rescues.
- Relatively quiet over the holidays with no incidents.
- Aquafun Centre Christmas Potluck for patrons was once again a success and enjoyed by all.

LEISURE SERVICES

January 2011

Aquatics

- Continue with upgrading procedures, staff training & Health and Safety plan.
- Assisting with the development of a Joint Health and Safety Committee member handbook, as well as review of directives.
- New swim lesson program put in place by the Canadian Red Cross that we are evaluating requirements for and planning for introduction of in April.
- West mechanical room cooling system expected to be activated by January 10, 2011. Following some technical difficulties the unit has been switched from the hot tub to the lap pool system.
- Recruitment underway for the Pool Operator position recently left vacant.
- Communications with AHS continued to review proposed new Operational Standards for Swimming Pools with Alberta Health Services and how the legislation may affect our facility.
- Assisting various other municipalities with information regarding operations and procedures.

Leisure

- Fee adjustments completed in CLASS for the recently approved 2011 fee schedule. Upgrading signage and fee schedules in the facility and website.
- Notifications sent to all user groups affected by the 2011 fee increases.
- Notifications provided to all user groups approved in the 2011 Waiver and Reductions Policy.
- Preparations underway for the Spring Community Registration Event to be held March 3 and March 5 in the auditorium.
- Preparing agenda and notifications for the upcoming user group meeting as requested by the Recreation Board.
- Researching and compiling information on Sponsorship and Naming Rights from other communities.
- Preparations for soon to be "Canada Day" committee as well as completion of the Celebrate Canada 2011 grant application.
- Investigating grant opportunities for Recreation.
- Southern Alberta Recreation Association meeting upcoming late January.
- Currently preparing the 2011 Spring Leisure Guide.
- Preparing for Summer Staff recruitment that will occur in February.
- Assisting Southern Alberta Recreation Association in greater capacity for Summer Games 2011 to be held in Medicine Hat.

Aline Holmen
Leisure Services Manager

Recreation Facilities Manager – Monthly Department Report

Community Centre

- Regular operation and bookings ongoing in Auditorium
- Review and modification of Hazard ID's ongoing
- Large ice regular season operations ongoing
- Curling rink regular season operations ongoing
- Small ice installation regular season operations ongoing

Parks

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing

Sportsfields

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing
- Preliminary Budget for 2011 Completed
- Ken McDonald Sports Fields closed for winter season. Gates closed to limit vandalism and damage. Walk in gate still open for pedestrian use.

Cemetery

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing