



Parks and Recreation Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
Monday February 28, 2022 – 4:30 PM
MDM Community Centre**

Chairperson: H. Davis

Secretary: Kim Lewis

Present: Heather Davis – Chairperson
Randi Lynn Rinaldi – Vice Chair
Larry Hennig - Member at Large
Pam Somerville- Member at Large
Ritch Braun – Member at Large
Lisa Sygutek – Councillor
Trent Smith – Community Services Manager

Absent: Glen Girhiny - Councillor

1.0 Call to Order

H. Davis called the meeting to order at 4:33pm.

2.0 Adoption of Agenda

#22- 10 MOVED BY: L. HENNIG

That the meeting agenda be adopted as read.

CARRIED

3.0 Adoption of Minutes of November 15 , 2021

#22 - 11 MOVED BY: R. BRAUN

That the meeting minutes of February 28, 2022 be adopted as amended to reflect the proper name of the Southwest Albert Skate Board Society.

CARRIED

4.0 Correspondence

N/A

5.0 Delegations

N/A

6.0 Business Arising from Previous Minutes

6a. Bylaw Inquiry

At a previous meeting the committee made a motion to have the manager research if a biker must use a bell as a rule of the walking trails.

Bylaw # 1002,2018 does in fact cover the concern and the wording can be found on 5.7 section d.

5.7 Pathways or Trails — When using Pathways or Trails, Persons must not:

(a) Travel to the left of the Centre Line of the Pathway or Trail, except when:

- i. overtaking another Person travelling in the same direction; After leaving the right side of the Centre Line, return to the right side of the Centre Line when it is unsafe to do so;
- ii. the Pathway or Trail to the right of the Centre Line is obstructed or closed;
- iii. turning left off a Pathway or Trail.

(b) Pass or attempt to pass another Person travelling in the same direction when on a curve in the Pathway or Trail, when passing beneath a bridge or through a tunnel of any kind, or when it is unsafe to do so.

(c) When entering a Pathway or Trail from other routes, without yielding the right of way to Persons already on the Pathway or Trail.

(d) Overtake another Person prior to providing an audible signal by voice, bell, or other signaling device.

(e) Fail to yield the right of way to users of roads.

(f) Fail to yield the right of way to the Person on the right of uncontrolled intersections with

The Committee would like to see more public awareness and education for trail etiquette.

#22 -12 MOVED BY: P. SOMERVILLE

The Parks and Recreation Advisory Committee accepts this update for information.
The subcommittee to include this wording on their trail signage.

CARRIED

6b. Snow Removal

At the previous meeting there was an inquiry regarding snow clearing specifically between the LDS Church and MDM - (7a) of the January 24th, 2022, Recreation Advisory meeting.

Many board agenda discussions on this issue have been discussed in our prior meetings. Some topics discussed by the board have included.

1. Investigate a joint use agreement with the private land owner. on making a municipal operated trail through private property. This group would be interested in discussions as long as we now maintain the areas affected.
 2. There was a curb between the two properties that is a barrier foot traffic hazard. Findings: the land owner was not in favor of putting an engineered device or removal of their curb restricting their parking flow and snow clearing in their parking lot.
 3. An engineered trail system would need to be installed along the private roadway due to pedestrian/ vehicle concerns. This area along the road would need slope design and take away from their grassed area.
 4. The Municipal road at the bottom does not have a sidewalk or any trail system to connect to any other trail system, Conclusion: significant costs added as this would include sidewalk along private houses.
 5. Administration advised we already have many trail systems that go nowhere and we should focus on the ones we own, before adding more.
- The final decision was to continue with fence repairs and still allow a more user friendly opening for users to pass through.

#22 -13 MOVED BY: L. HENNIG

The Parks and Recreation Advisory Committee accepts this update for information

CARRIED

6c. Summer Student Inquiry

T. Smith responded to inquiry from the previous meeting regarding summer student to complete the trail projects. There was some clarification at the meeting that what at the committee was looking for was the possibility of having a CO-OP Program in the future.

T. Smith provided the following information:

Any staffing additions are approved by Council prior to the start of that fiscal year. For the 2022 year there is no addition of staff or a budget to accomplish this recommendation of the board. Administration advises if this is a project the board feels important that it be brought forward in the 2023 Initiatives plan from this Board to Council for review.

#22 -14 MOVED BY: L. SYGUTEK

The Parks and Recreation Advisory Committee accepts this update for information

CARRIED

6d. Municipal Lands Discussion

A “how to” access GIS System will be developed by H. Davis so that Committee members will be able to see what land/green space belongs to the Municipality. The committee will also be assembling a Parks and Recreation Advisory Committee Handbook that will be given to all committee members. This handbook will include information relevant to the Parks and Recreation Advisory Committee such as policies, bylaws, GIS, maps, meeting minutes, green space inventory, list of community stakeholders etc. H. Davis requested that committee members provide a list of topics/items that they may like included in the handbook by March 14th, 2022. Members of the committee will then assemble the handbook with assistance from the Parks and Recreation Programmer.

#22 – 14 MOVED BY: R. RINALDI

The Parks and Recreation Advisory Committee accepts this update as information.

CARRIED

6e. Miners Bridge

H. Davis inquiry on Miner’s bridge. - Discussed the plans for replacing the bridge on the Miners Path. H. Davis is concerned about both bridges, as the life span of both bridges on the trail is not good. Administration will send our Engineer to assess this bridge and make recommendations. This wooden bridge did receive an assessment in 2020 and woodwork/repair was done.

#22 – 15 MOVED BY: L.HENNIG

The Parks and Recreation Advisory Committee accepts this update for information.

CARRIED

7.0 New Business

7a. 2022 Community Services Approved Initiatives Update.

Below is a list of Community Services Council approved 2022 Initiatives.

1. Beautification Project. \$50,000.00- This can be any project used towards beautification in our Municipality. As the Board makes recommendations to the CIB members and council, this is a great project the board to be involved in. Items that come to mind may be fixing the crow statue possibilities, new flowerbeds, fixing flowerbeds.
2. Dog park- \$112,000.00- After council selects the area, it will be handed over for us to manage the build and designs, in which I will bring back designs to this committee.
3. Walking Trail washrooms- \$240,000.00 – this is another double unit like what was already installed (Blairmore entrance). As time is of the essence, an order has been placed for the unit. The area will be close or somewhere near the trail entrance in Coleman heading to Blairmore.
4. Frank playground replacement \$108,000.00- This is a complete replacement of the Frank playground. An RFP will be posted using the maximum dollar amount in which anyone can bid on. Once submissions are opened, the top scoring playgrounds will be

judged on a “most liked theme” from stakeholders in an open house this will account into the final score. The winning submissions will be finalized after accounting for everything. This may be a Great project for the board to assist the open house.

5. Drain for the ice plant \$30,000.00- Due to our hard water, scaling and a high total dissolved solids have created an issue that requires the water treatment system is dumping water way more often the anticipated. This water flows outside creating a frozen lake.

6. Ice machine- \$10,000.00- The MDM ice machine has failed, and we are putting a new one in. Also, an extra charge will be added to the rates and fees for anyone needing this service. This charge will be put in a reserve for future replacements.

7. Self- water planters’ Continuation. \$20,000.00- this is not only replanting the ones our CIB volunteers do it the addition of light pole planters like Fernie has.

#22 – 16 MOVED BY: P. SOMERVILLE

The Parks and Recreation Advisory Committee accepts This update for information.

CARRIED

7b. Usership update for MDM and Complex

Administration requested usership status in the Complex and MDM. We contacted all user group to provide us registrants. Please note hockey games spectators and tournaments spectators are not included in these numbers as they are unknown.

Administration is supplying the usership information to the board as we feel there is incorrect information that circulates around the usership of the Complex. Below are the 2021 numbers supplies by user groups and an average using statics is based on users per program.

Complex

Group	Registered	Usage per week	Yearly totals.
Pottery	47	47	2,444.
Minor hockey	41	95	2,280.
MH Parents (average)	41	95	2,280.
Public Programming (Average)		106	2,120.
Mixed Curling	24	24	576
Senior Curling	47	94	2,256
Open league	10	10	240
Competitive curling	80		80
Miners curling	20		20
Shamrock	48		96
Bunny Bonspiel	350		1,400
Provincial qualifier	Est 16- 40 teams		160
High school team	16	32	384

Grad			600
Minor Hockey tournament	85	8 games	680
Graduation	200		200
KRA			3000
Lifestyle show. averaged	250		250
Sinister 7 averaged			3,700
Public programming average		123	738
Total			19,124

MDM lease

Group	Registered	Usage per week	Yearly totals.
Kids collage			504
FrankoSud school	15	75	3,600
Ski Swap			550
Indoor playground			183
Passtrack	17	34	1,768
Brighter Futures			970
Adult education			1063
Public programming		100	1200
Total			13,738

Please note we have never captured any of the MDM special events numbers, however it is going to be significant, number will be obtained moving forward.

#22 – 17 MOVED BY: R. BRAUN

The Parks and Recreation Advisory Committee accepts This update for information.

CARRIED

7c. Boards Visioning

Administration is recommending the board discuss 2022 focus as many board members were unsure what they want. Below is only a few discussions to assist them in vision thinking.

1. Playgrounds? We have enough?
2. Trail needs.

3. Talking to user groups to find out their struggles with enrollment.
4. Board memberships declining for user groups.

#22 – 18 MOVED BY: L. HENNIG

The Parks and Recreation Advisory Committee requests all board members submit their top 5 ideas on what the board wishes to focus on in 2022 by March 13th.

CARRIED

8.0 Recreation Programmer updates

N/A

9.0 Committee Member Reports

10.0 In Camera

11. Adjournment

#22 - 19 MOVED BY: P. SOMERVILLE

That the meeting be adjourned at 6:36pm.

Chairperson