



**PARKS AND RECREATION
ADVISORY COMMITTEE
MEETING AGENDA**

Wednesday, November 14, 2018

1. **ORDER** – 6:30 p.m.
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**
- Regular PRAC Meeting – June 13, 2018 √
4. **OLD BUSINESS**
 - a) Budget Updates Dean Ohnysty
 - b)
 - c)
5. **NEW BUSINESS**
 - a) Board Member Appointments Expiring
 - b) Proposed 2019 Meeting Schedule √
 - c) Recreation Cost Share Reviews Dean Ohnysty
 - d) Recreation Policy Update Dean Ohnysty
 - e) Facility Construction Update (Warburg and Beaumont) Dean Ohnysty
 - f) Summer Programs Presentation Andrea Oneski
6. **REPORTS / RECOMMENDATIONS**
 - a) Parks and Recreation Department Activity Report √ Dean Ohnysty
 - b) ARPA Conference Review √ Dean Ohnysty
 - c) Regional Reports
7. **NEXT MEETING DATE**

The next regular PRAC meeting will be held Wednesday, February 13, 2019 at 6:30 p.m. at the County Centre, Nisku Alberta
8. **INFORMATION ITEMS**
 - a)
9. **ADJOURNMENT**

√ Attachment Provided

MINUTES OF THE LEDUC COUNTY PARKS AND RECREATION ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY THE THIRTEENTH DAY OF JUNE, 2018 A.D. AT 6:30 P.M. AT THE AQUA-FIT CENTRE, BEAUMONT, ALBERTA

Prior to the meeting the committee toured East Vistas and BADAS (Beaumont and District Agricultural Society).

Order and Roll Call

The meeting was called to order at 7:50 p.m. by Tracy Musson with the following committee members present:

Tracy Musson - Thorsby Representative
Ginger Collisson - Leduc Representative
Elizabeth Leeb - New Sarepta Representative
Tasha Harrop – Warburg Representative
Ronald Patrick - Devon Representative
Darlene Shield - Beaumont Representative
Councillor Kelly-Lynn Lewis
Councillor Glenn Belozar

The following committee member sent regrets:
Donna Eklund – Calmar Representative

Also present were:
Dean Ohnysty – Director of Parks & Recreation
Andrea Oneski, Community Development Coordinator
Darlene Chimera - Recording Secretary

Agenda Adoption

Motion: Ron Patrick - that the agenda for the June 13, 2018 meeting be adopted as presented.
Carried Unanimously

Approval of Minutes

Motion: Glenn Belozar - that the minutes of the March 14, 2018 Parks and Recreation Advisory Committee Meeting be approved as presented.
Carried Unanimously

OLD BUSINESS**Parks and Recreation Department Staff Structure**

Dean Ohnysty advised that as of June 1, 2018 his position is Director of Community Services. Parks and Recreation staff will be responsible for the following areas: Andrea Oneski – community development and initiatives; Nicholas Moffatt – parks management, partnerships and land planning; Roxanne Gingras – campground operations and community facilities.

Alberta Summer Games Legacy Grant

A copy of the Alberta Summer Games Legacy Grant Funding Application Summary was distributed for review.

The Alberta Summer Games Legacy Grant has \$44,398 in the 2018 budget for distribution. This is a one-time funding grant.

In Phase I - Conceptual Plan, the committee reviewed the criteria for the grant, reviewed the applications and selected groups for further evaluation by Administration.

Phase II - Council Approval: Administration is making formal recommendation for funding approval to Council.

Motion: Ginger Collisson / Seconded by Kelly-Lynn Lewis – PRAC recommends that Leduc County Council approves funding for the Alberta Summer Games Legacy Grant to the following applicants:

<u>Amount</u>	<u>Community Group</u>	<u>Description</u>
\$10,000	Cloverlawn Community Association	Playground
\$4,998	Leduc County Parks & Recreation	Regional Sport & Recreation Event
\$4,000	New Sarepta Play School	Community Teach Garden
\$2,400	Rundles Mission	Trail Signs & Brochures
\$800	Songbird Music Association	Support Local Artists/Concert Series
\$10,000	Telford Community Club	Playground
\$3,000	Warburg Recreation	Senior Transportation
\$4,200	Warburg Recreation	Three Part Concert Series
\$5,000	Wizard Lake Watershed	Winter “Try It” Event

Carried Unanimously

NEW BUSINESS

2019 Budget and Business Planning

A copy of the 2019 Budget and Business Planning Report was distributed for information.

Over the summer Parks and Recreation will prepare budget and business plans for PRAC review in September and council submission shortly after. Key highlights that are currently under review were identified. Administration will adapt budget and business plan priorities once the council strategic plan is approved.

REPORTS

Department Activity Reports and Correspondence

A copy of the Department Activity Report was distributed for information.

Regional Reports

Verbal reports were given for each region.

Next Meeting

The next meeting of the Parks and Recreation Advisory Committee will be held on Wednesday September 12, 2018 at 6:30 p.m. at the County Centre, Nisku, Alberta.

Information Items

Not any.

Adjournment

Motion: Ginger Collisson – that the meeting be adjourned at 9:00 p.m.

Carried Unanimously

Chairperson

Director

5 b)

**LEDUC COUNTY
PARKS AND RECREATION ADVISORY COMMITTEE (PRAC)
PROPOSED 2019 MEETING SCHEDULE**

Regular meetings will be held on the second Wednesday of the month.
Four Meetings will be held per year
with special meetings called by the Chair or Director.
Meetings are held at 6:30 p.m. in Room 110, Community Operations Centre,
unless otherwise stated.

February 13, 2019

June 12, 2019

September 11, 2019 (Budget Meeting)

November 13, 2019

PARKS and RECREATION
Department Activity Report - November 2018

Community Development

Partnerships

- Leduc County grants were distributed to successful applicants and many projects or programs have been completed.

Council

- Council visited Thorsby on Nov 5th and toured the Haymaker Centre and Recreation Centre. Many have not visited either venue previously.
- We have completed a review of all three recreation grant policies. New policies will be presented to PRAC this fall.
- The new Council strategic plan has been approved. This document will be used to guide future parks and recreation services and initiatives.
- Council has voted to remain a funding partner of the River Valley Alliance. We will provide \$20,000 for 2018.
- Council continues discussions with Leduc #1 Energy Discovery Centre regarding future sustainability and funding. A proposal will be reviewed for the 2019 budget.

Programs and Events

- We had a very successful summer program season. We offered:
 - Boys Wilderness Adventure Sleepover
 - Building Our Potential Girls Sleepover
 - Extreme Adventure
 - New Sarepta Munchkins
 - New Sarepta Daycamp
 - Cooking Camp at Rolly View and Glen Park Hall
 - Sport Camp at the NRC
 - Lego Camp
 - New Sarepta Baseball Camp
 - Horsemanship Camp
 - Bus To Swim Warburg and Thorsby combined
 - Combat Archery Day Trip
 - Star Awards Event
 - 13 Drop in program opportunities for our Imagination Junkyard, Environmental Ambassador, and Park and Play Program.
 - We also supported 15 community special events.

- We are saying goodbye to some very important program staff members this year as they move out on to University and full time careers. We have been very fortunate to have Ali Dunlop and Jessica Barker as part of our team and they will be missed next summer.
- Parks and Recreation continues to work with several community groups on off season special events, ongoing programming, and not for profit training and workshop opportunities.
- We received a Jumpstart Community Development Grant to run a Give it a Go Girl after school program in New Sarepta. The program introduces participants to a variety of sport and recreational activities with the intention of encouraging more girls to sign up for community recreation and sport teams. The program was full and we will be looking for more funding to continue offering after school related programs in this community.
- Leduc County program staff held the annual Halloween Spooktacular at the Rollyview Community Hall on October 27th. Rollyview provided us with some much appreciated volunteer assistance and the event was another success. This event is part of our accessible programming steam and is offered to the community for free.
- Leduc County supported Telford Hall with equipment and supplies for their Halloween event on October 27th. The event was extremely successful and they had approximately 100 children attend the event. We will continue to support local halls in this way to encourage more family events and community building.
- November 24th we will be hosting a Breakfast with Santa at the Rollyview Community Association from 10am-1pm. The Rollyview social committee will be cooking a pancake breakfast for attendees and Santa will be our guest of honor. The event will also include sleigh rides, crafts, games and the kids' only Santa store. Admission is free but pre-registration is suggested as there is a limited number of spots available for breakfast.

Facilities

Facility Supports

- Warburg arena facility upgrades began in September. Work has been steady and progressing as scheduled.
- We continue to support the Village in developing sponsorship packages and arrange activities to invite future contributions.
- We are currently working with the New Sarepta Agriplex and a consultant to review energy bills and identify opportunities for efficiency and reduced costs. This project is a pilot and may be expanded to other facilities if successful.
- We are working with the Nisku Fire Department on ammonia safety at community facilities that use ammonia for their ice plants.
- We have recently met with the Thorsby Haymaker Centre and will assist them in identifying an appropriate new AED machine.

Parks/Municipal Reserves

- The final seasonal LEO is done for the season as of Oct 30.
- East Vistas Park Strategy - IBI Group is finalizing the draft document to take to Council end of November.
- Diamond Estates Municipal Reserve trail has been paved and the landscaping along it has been finished. Top dressing of the park will occur in spring given the bad weather in September.
- Genesee Heritage Park Group Campground road, site, and fence work has been completed. Fire pits, picnic shelter and outhouse will be completed over winter and spring with a potential opening date of July 1, 2019.
- North Saskatchewan Access Plan - The current access was found not to meet Alberta Transportations criteria but 3 potential options have been created and we have sent those to Parkland County for their feedback before moving forward on any further conceptual planning.
- Fall Planting included 48 caliper sized trees over two sites (Centennial Park and Green Acres Park). Species were a mix of native aspen, birch, maple, pine and larch.
- Currently working with New Sarepta Playschool on their grant project of creating a community garden in New Sarepta's Centennial Park. This will include 2 or 3 planting beds and a shed to store supplies which should be completed spring 2019.



Recommendation to Parks & Recreation Advisory

REPORT NAME

ARPA conference review

RECOMMENDATION

That PRAC review as information

BACKGROUND

The following is a summary of highlights from the 2018 Parks and Recreation Conference in Jasper, Alberta. Representing Leduc County were Councillor Glen Belozar, Dean, Nicholas, Andrea and Darlene.

This year's conference theme was "Partners in Progress" encouraging governments and organizations to seek out collaborative partnerships to tackle today's complex issues. The conference featured four streams: Parks, Energize, Indigenous and Student Sessions. Some of the sessions attended were:

Historic Memorandum of Understanding Signing

Siksika Health Services (SHS) and Alberta Recreation and Parks Association (ARPA) signed a Memorandum of Understanding (MOU) to formalize their important partnership addressing recreation, health and wellness. This historic event marks ARPA's first ever MOU signing with a First Nation in its 67 years of existence. Both parties are proud and honoured to embark on this monumental journey together.

Connecting People and Nature: Conservation Partnerships

This session dealt with the creation of the Bunchberry Meadows site in Parkland County. The project with Stantec and the Nature Conservancy of Canada (NCC) highlighted the partnership between environmental architecture and conservation. Bunchberry is open to the public and has 9 km of walking trails, which are also great for cross country skiing and snowshoeing in the winter. Although it is a beautiful site for a walk, there are no dogs, bikes, off-road vehicles, or horses allowed at the park. They have a dedicated group of volunteers that help to maintain the property and spread awareness about the wildlife that live there as well as Parkland County maintaining the garbage and outhouses. The NCC is currently creating an education component that will be used for school groups, special interest groups and general public.

This session made me think of volunteer opportunities for our Extreme Adventure Camp, potential partners for our Environmental Ambassador program, as well as a potential day trip for our summer programs.

Submitted by: Dean Ohnysty

Reviewed by:

Date: November 5, 2018



Recommendation to Parks & Recreation Advisory

If anyone is looking for educational signage, FUSE consulting was highly recommended. This may be a good contact for our nonprofits for historical signs, trail signs, and commemorative signs. They also use traffic trail counters to collect statistics about how many people are using the trails.

Enhanced Landscape Maintenance (ELM) – City of Calgary

The ELM program created by the City of Calgary deals with the requests of certain communities to have landscaping amenities and maintenance that is beyond the municipalities usual standard level of service. It is funded by means of two ways, a special tax levy or by HOA fees. The program is open to any community that shows 2/3 interest or more by way of a petition. Calgary currently has 16 HOA's and 12 STL's. The program does not include any tree maintenance or other features such as entry features. Entry features etc. are covered under the city's Optional Amenity Agreement (which I hope to include in the Vistas Strategy). The city also does pathway clearing agreements that communities can go under to have pathways that don't typically need to be cleared in winter included in the STL. The last interesting note was that Calgary uses a rough cost of \$18,000/ha/yr for operating costs in order to increase their budget for new parks spaces.

Librarians: Your New Wellness Champions!

The Chinook Arch Regional Libraries are partnering with Health and Wellness organizations to bring activity kits, play packs, roving gyms, skating passes, camping equipment, event tickets, and many other activities to their communities. These items are signed out of the library just like books would be. They are designed to provide access to people who would not be able to afford to purchase these items themselves or for people who just want to 'try before you buy'.

Partnerships and Collaborations in Indigenous Communities

There are a lot of partnership opportunities with Indigenous communities in our area. We need to find the right people to talk to before hosting an event. Make sure that protocols are followed and elders and youth are consulted and part of the program planning process to make sure the event is a success.

The Fort Mckay wellness center utilizes their youth to ask for program sponsorships to encourage participants to get a better understanding of what it takes to run the programs, and they have also found that it is harder for large corporations to say no to a bunch of young people.

This session made me think about how we collect sponsorships for our programs and events. We will be looking for larger, more direct links to sponsorships for 2019. Such as Sobeys, for our cooking camps, or Canadian Tire for our sports camps. Dedicating more time to collecting sponsorships for specific camps will allow us to continue to offer programs at an affordable rate without decreasing the quality of camp we provide.

Submitted by: Dean Ohnysty

Reviewed by:

Date: November 5, 2018



Recommendation to Parks & Recreation Advisory

Exceptional Trails - 2 Part Session

Part 1: Alberta Environment/Public Lands New Land Management Strategy:

The province is trying to now control and regulate the recreation that is occurring on its land that it historically has not done in the past. Of interest is a New Trail Classification, Design and Construction Guideline that was recently done. They have also completed some Recreation Opportunities Mapping and are looking into how this can be shared. They haven't finalized the Operations Recreation Management Plan but hope to by 2019. To note there was some unrest in the room that this management would remove the areas that a lot of volunteer trail groups have currently constructed and maintained.

Part 2 Little New York Trail in Longview Alberta:

A nice story about a husband wife volunteer group that wanted a trail for the seniors to use where a developer failed to provide a trail in a development that blocked a popular lookout area from use. Currently still being built using extreme amounts of time and volunteer labour to build a granular trail that is resin coated with glow stones embedded in it.

Building Community Through Recreation

This session was presented by the City of Edmonton and their Neighborhood Resource Coordinators (NRC). They shared how they reorganized their departments to better serve the people in their communities. They create a geographical community network that has one dedicated NRC assigned to them.

The main message I received from this session was that each community needs to have their own network to share information. Community halls need to start working together to share information and work load between events, maintenance, volunteer recruitment, and training new members.

Another idea that came from this session was for the New Sarepta Playschool and their community teach garden. The addition of fruit trees would open up new education options for children as well as community event ideas such as a community Fruit Forest Harvest Festival, and canning and preserving programs.

We are All Public Health

This session highlighted the link between Parks and Recreation departments and the Health sector. The speaker encouraged us to become part of groups that are outside of our usual frame of partnerships.

Partnerships that I would like to foster in our own municipality include FCSS, Fire and Protective services, Ag services, Public Works, and planning and development. I would also like to become more connected with the Primary Care Network and public health associations to help emphasize the link between our recreation programs and overall health and wellness.

Submitted by: Dean Ohnysty

Reviewed by:

Date: November 5, 2018



Recommendation to Parks & Recreation Advisory

A common Vision for Increasing Physical Activity and Reducing Sedentary Living in Canada

This session was about the “Let’s Get Moving” initiative that was created in response to a call for a pan-Canadian framework on physical activity by federal, provincial and territorial governments. There is a six area focus for collaborative action – Cultural Norms, Spaces and Places, Public Engagement, Partnerships, Leadership and Learning and Progress.

We will use this Common Vision framework to increase physical activity and reduce sedentary living by promoting, sharing and using the guidelines in the document with community partners and neighboring municipalities. I see this as a regional initiative that can help to standardize the level of service that Leduc County residents receive. This vision will also be a great document for council members as it gives a clear framework that highlights the importance of why we do what we do.

Creating Parks through Partnerships – Parks Foundation Calgary

Parks Foundation Calgary being a Not for Profit and Charity in Calgary works alongside The Parks Department to fund park and school projects. They run with seven staff that do everything from grant help/tendering/accounting/banking/project management/etc. As a charity they are able to receive far more grants than a municipality. They highlighted four projects including the Rotary/Mattamy Greenway which is a 138 km ring trail around Calgary worth 50 million that was done in three years. Other examples were the Manmeet Singh Bhullar Park, David Richardson memorial disc golf park and St Boniface School playground.

Horseshoe Canyon – Attraction

This session was all about the County of Kneehill purchasing a portion of the Horseshoe Canyon and the issues and successes they have had in the last two years. NCC own the other half of the canyon and they hope to develop a sustainable trail system and partner with NCC to protect the fragile portions of this area. Issues are the steep slopes and access as well as suitable facilities (outhouses) required for the number of visitors they have (up to 300,000 yearly in the past year).

Submitted by: Dean Ohnysty

Reviewed by:

Date: November 5, 2018