

Northwest Recreation Board
Regular Meeting Agenda - DRAFT
June 12, 2023 at 6:30pm
Via Zoom

Chairman's Statement:

Just a note that this meeting is being livestreamed and will be available on the Foothills County Website.

Item No. 1. Call to Order

Item No. 2. Introductions

Item No. 3. Agenda

3.1 Adoption Additions or deletions agenda – All

3.2 Adoption of the June 12, 2023 Agenda

Item No. 4. Minutes

4.1 Adoption of February 27th, 2023 minutes – All

Item No. 5. Business

5.1 Acknowledge M. Clark resignation - jka

5.2 Acknowledge Council Appointments - jka

5.3 Action item update

5.4 Fundraising - All

Item No. 6. Round Table

6.1 Facilities – update from JP

6.2 Council

Division 3 - BC

Division 4 - SO

Division 5 – AA

6.3 MSA

6.4 MRAS update – NS

6.5 Division 3 – RB

6.6 Division 4/Priddis –

6.7 Division 5 / Red Deer Lake-

6.8 Division 4 – MM

Item No. 7. Business arising out of meeting

7.1 New Action Items

Item No. 8. Next meeting –

8.1 June 26 Meeting - regular meeting or site visit.

2023 Meetings

NWREC – 4th Monday of even months (generally) @6:30pm

Feb 27 AGM(6pm), Feb 27 regular(6:30pm), April 24, June 12, **June 26**, Oct 23, Dec 18 (3rd week to accommodate Christmas)

Item No. 9. –Adjournment

Northwest Recreation Board Regular Meeting Minutes

The Northwest Recreation Board met on February 27, 2023 via Zoom at 6:30pm.

Board Members In Attendance:

Division 4 Councillor Suzanne Oel,
Interim Chairperson
Division 3 Councillor Barb Castell
Division 5 Councillor Alan Alger
Maria Mirka, Board Member, (Div 4)
Mat Clark, Board Member (Div 3, MSA)
Nancy Seaman, Board Member (Div 3, MRAS)
Robert Bell, Board Member, Chairperson (Div 3)

Guests:**Staff in Attendance:**

Jeff Porter –
Manager of Agricultural Services, Parks & Recreation
Johanna Kortenschyl-Allan –
Public Lands, Community and Recreation Coordinator
Felica Fairweather –
Legislative Services Assistant - Zoom Moderator

Regrets:

Division 5 MAL - vacant

Item No. 1. - Call to Order

The meeting was called to order by S. Oel as the Interim Chairperson for this meeting at 7:02pm. Quorum was met with 7 members.

S. Oel reminded the board members that the meeting was being livestreamed and would be available on the County's website.

Item No. 2. - Agenda

MOVED by M. Mirka that the agenda for the February 27, 2023 meeting be approved as presented.
-CARRIED UNANIMOUSLY

Item No. 3. – Minutes

3.1 Amend motion (4.1) from December 19th, 2022

MOVED by M. Clark to amend motion 4.1 of the December 19, 2022 meeting with:

MOVED by B. Castell to acknowledge the December 14, 2022 Board appointments and acknowledgments by Council as presented.

December 14, 2022 Council Meeting:

That Council acknowledge appointment of the following members to the Northwest Foothills Recreation Board, with terms to expire December 31, 2023:

- Mat Clark
- Nancy Seaman
- Maria Mirka
- Robert Bell

-CARRIED UNANIMOUSLY

3.2 December 19th, 2022 minutes

MOVED by M. Mirka to adopt the December 19th, 2022 minutes as amended.

-CARRIED UNANIMOUSLY

Item No. 4. Business

4.1 Board Composition

J. Kortenschyl-Allan provided that there will be three community vacant positions with the anticipated and formally submitted resignation of Mat Clark who represented the Millarville Sports Association (MSA). The other community vacant positions are in Division 5 and for the Millarville Racing and Agricultural Society (MRAS). Staff will reach out to both MRAS and MSA for representatives.

MOVED by R. Bell to accept the board composition update for information purposes.

-CARRIED UNANIMOUSLY

4.2 Next Phase

Previous discussions included the playground or various activity/gathering sites along the pathway and around the park.

J. Porter provided that the County's insurer does not have any issues with insuring natural playgrounds are covered as any other type of playground structure. If the construction and installation is completed by a qualified company as opposed to volunteers, there should be no issue with coverage.

The board previously discussed 5 potential projects:

- Multi-sport field
- Playground area
- Picnic/relaxation area
- Outdoor exercise area
- Interpretive signage along the pathway (local flora and fauna, features unique to the eastern slopes of the Rockies, and the Montane grassland areas)

There needs to be some refinement of where the board would like to proceed so high-level costing can be associated with those projects.

Comments included:

- Construction of playground by County may be limited to the placement of boulders. There would be no coverage for the County for the placement and intertwining of logs. This would need to be engineered.
- Natural playground along the pathway near bench sites for inventive play. Is a different focus than the playgrounds in the area.
- Consideration of use 7-8 months for high cost \$160,000+, perhaps smaller options should be considered.
- Consideration of the Plains Midstream pipeline. Any improvement will need to be mindful to avoid conflicts with the pipeline and future development.
- Tunnel? - Culvert?
- Will the park considered to be a year-round park? – during this last winter there was not significant use of the park. This may change over time.
- Identify the unusable area.

- Potential picnic table placement near the ball diamonds and the south side of the intersecting loop. Cautionary note on placement near the parking lot.
- Cost conservative.
- Picnic benches (unmoveable).
- Fundraising requires a plan.
- Low Maintenance.
- Bench Pads will be poured and the benches will be installed in the spring.

4.3 Open House

There was discussion regarding the change in direction and the need to inform the public with the new options on the conceptual design diagram that include the picnic area, natural stations, and interpretive signage.

4.4 Fundraising

Once the high-level costing is available there was interest in erecting a fundraising thermometer to be visible from HWY549.

Item No. 5. Representative Updates - nil

In the interest of time and avoiding duplication, refer to the February 27, 2023 Annual General Meeting minutes for updates.

Item No. 6 Any business rising out of meeting

6.1 Action Items from this meeting:

- Determine unusable area
- Updated Concept Design with potential projects
- Costs associated with updated design
- Interpretative signage examples
- Picnic tables

Item No. 7. –Next meeting

7.1 2023 Meetings

There was discussion regarding the need to move the April 24, 2023 meeting to early April or mid May by Doodle.

NWREC – 4th Monday of even months (generally) @6:30pm

Feb 27 AGM (6pm), Feb 27 regular(6:30pm), **April 24**, June 26, Oct 23, Dec 18 (3rd week to accommodate Christmas)

The board thanked M. Clark for his service to the community through the NWREC board and best of wishes for the future.

Item No. 8. –Adjournment

MOVED by R. Bell to adjourn the meeting at 8:04 pm.

- CARRIED UNANIMOUSLY

Chairman

Secretary

From: [Mat Clark](#)
To: [Johanna Kortenschyl-Allan](#)
Subject: Resignation
Date: February 27, 2023 7:15:32 PM

Hello Johanna,

As per our discussion I will be stepping down from my position of the NWFRB immediately.

I will try and help find my replacement to represent the MSA.

The new president of the MSA is Jarrod Jahnke [REDACTED]

I hope to be in the position in the future to offer my time and input.

Best regards,

Mat Clark

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RESIGNATION

June 7, 2023

PURPOSE:

To acknowledge the resignation of Mat Clark, the Millarville Sports Association Representative on the Northwest Recreation board.

Mat was appointed to the NWREC board by Council on November 25, 2020. He submitted his formal resignation on February 27, 2023

MOTION REQUEST:

To acknowledge the resignation by Mat Clark, the Millarville Sports Association Representative on the Northwest Recreation Board.

Prepared by
Johanna Kortenschyl-Allan,
Foothills County Community and Recreation Coordinator,
NWREC Secretary

APPOINTMENTS

June 7, 2023

PURPOSE:

To acknowledge the new appointments by Council to the Northwest Recreation Board.

MOTION REQUEST:

To acknowledge the May 24, 2023 Northwest Recreation Board appointments by Council as presented:

“From May 24, 2023 Council Meeting:

That Council appoint the following members to the Northwest Recreation Board with terms to expire on December 31, 2024.

- *Sylvie Checkley*
- *Jarrold Jahnke*
- *Steve Stumpf”*

Prepared by
Johanna Kortenschyl-Allan,
Foothills County Community and Recreation Coordinator,
NWREC Secretary

INFORMATION REQUEST

June 7, 2023

PURPOSE:

To provide the NWREC board with information requested during the February 27, 2023 meeting

1. Determine Unusable Area – refer to Map 1




2. Updated Concept Design with potential projects – refer to Map 2

3. Costs associated with updated design:

High Level Costs to be requested once Concept Design update is completed and approved.

4. Interpretative signage examples – work in progress

5. Picnic tables:

	
1.5m x 1.5m - Blue Imp	4' square top - Barco
	
4'square top recycled - Barco	4' square top - Barco
	

Wheel Chair accessible - Barco	46" square or circular expanded metal - Uline
	
These picnic tables are not suitable for SSP	
Shade/weather protection	
	
Playpower Canada	Archie and Janet Hogg Park
	
Archie and Janet Hogg Park	

MOTION REQUEST:

To accept the action item updates and place on file for information purposes.

Prepared by
 Johanna Kortenschyl-Allan,
 Foothills County Community and Recreation Coordinator,
 NWREC Secretary