

**Minutes**  
**Meeting of the Directors**  
**Bragg Creek Community Association**  
**Tuesday, April 5th, 2016**  
**7:00 PM**

Attending: Mike Medwid, Stella George, Megan Keyser Bishop, Luanne Murphy, Dave Rupert, Trisha Gizen, Ron Catchick  
Guests: Deb MacLean, Liz Breakey  
Not attending: Rob McDonell, Kristyn Schmidt, Catherine Watson  
Chair: Mike Medwid  
Secretary: Stella George

**1. Call meeting to order**

Meeting called to order at 7:06pm

**2. Approval of the Agenda**

Amendment to agenda:

Item 4 guests - Wellness update, Councilor update

Town Hall

Move floor selection to item 8

Motion to approve the decision on General contractor

Motion to agenda as amended Megan Bishop 2<sup>nd</sup> Trisha Gizen Carried.

**3. Minutes of March 15th, 2016 approved by email**

Motion to approve as circulated. Megan Bishop 2<sup>nd</sup> Trish Gizen. Carried.

[Ron joined the meeting]

**4. Guests**

**a. Wellness - Deb McLean**

Gratitude postcards initiative will be out in place again.

Mental Health position still being sought for Bragg - Deb met with the health minister Sarah Hoffman to advocate.

A board development conference, will be held last weekend in May 28th in Calgary.

**b. Councilor update - Liz Breakey**

Emergency funding request recommended for approval, the details to follow from the RVC council.

Seeing new WRC board rep.

Seeking reps for updates on the area structure plan:

Part 1 Hamlet; Part 2. Hamlet expansion, Part 3 GBC area

Facilitated workshop sessions will be held - Dates TBC.

Emergency egress for west Bragg is moving ahead.  
Pathways for hamlet under capital infrastructure.  
Issues around the Transcanada trail second and third phases are being discussed by RVC to relax the urban standards to something more cost effective.  
A needs assessment for the whole area (div 1, 2 and 3) is being organized by RVC. Survey will be paid for by RVC and created and carried out by a professional group.

**[Board to consider the priorities for council on the master rec. plan and provide feedback to Liz.]**

#### **5. Hockey Rink**

Dave Rupert and Trisha Gizen circulated and spoke to a proposed terms of reference for rink group. These terms will be guidance when initiating this committee.

A meeting is set with the community group on Thursday 7<sup>th</sup> April.

#### **6. Town Hall**

The board discussed the timing for a town hall.

The board's preference is for a town hall in early May at Redwood House with RVC early evening. Dates TBC with RVC. **[Stella to follow up]**

#### **7. Facility Manager update: fire suppression work, General Contractor selection**

##### **Taste of Bragg Creek**

The board thanks the organisers for Taste of Bragg Creek, County economic development officer provided financial support for Taste of Bragg Creek.

**[Luanne to approach Tourism Alberta to see if a portion of the awarded but not received grant be received to support the advertising for the event.]**

##### **Camp in the Creek**

Interview to start soon. Awaiting grant funding decisions. Registrations have already started.

##### **Bragg Creek Days – July 23<sup>rd</sup> and July 24<sup>th</sup> 2016**

Prep underway. Vendor, sponsor and parade packages ready to go out. **[Luanne to bring Bragg Creek Days budget for approval at next meeting]**

**Fire suppression system** work is underway. Issue with kitchen cook top area fire suppression – needs to be replaced [**Luanne seeking quotes for kitchen fire suppression system**].

Investigation of general contractor and fire protection system installation documentation is underway to determine whether there is sufficient information to act.

Insurance company has commissioned an independent report on the fire suppression issue which the board has not yet received. The board waits to see what the insurance company is considering as further action.

Bragg Creek Chamber of Commerce has asked that a public parking sign be placed on the community centre site on weekends when there are no events being hosted at the centre. The board recommends a separate sign on the edge of our site. The board recommends that the Chamber advertise this to appropriate user groups. [**Luanne to coordinate with Chamber**]

Volunteer appreciation night in the foyer of the centre – Thursday April 14<sup>th</sup> 6-8pm. [**Luanne to do community advertising for appreciation event.**]

The insurance adjuster has indicated the lowest bid amount will be provided to the BCCA for repairs, the board notes this low bid is an outlier. A letter will be sent to the adjuster in response to enquire further as to how we will proceed. [**Luanne to send letter to adjuster.**]

## **8. Playground and Community Centre and site update**

### **a. Playground**

Mike represented Kristyn's message – Mike to provide SCOPE drawings (provided today) to Dave Foster and BDI for quote for the site prep work.

An anchoring grid system cost has been determined by BDI and Red Cross have been approached to see if the grant can be adjusted to accommodate this.

[**Catherine is working on advertising for support and assistance. Catherine will approach volunteers.**]

### **b. Community Centre Site update**

Flooring selection. Options are begin investigated within the expected budget.

A special meeting (see included minutes) met and proposed a motion to recommend SynCon as the preferred general contractor

to the insurance adjuster made by Trisha Gizen, 2<sup>nd</sup> Mike Medwid.  
Carried.

**9. Treasurer's report**

Ron Catchick stated that financials are not yet ready to report. A report is due at the next meeting.

**[Mike asked that the board consider which projects will require fundraising, and bring suggestion to the next meeting. ]**

Note: RVC confirmed that emergency funds cannot be grant matched and so come directly from bank account not the capital replacement fund.

**10. Next meeting April 19th, 2016**

**11. Adjournment**

Motion to adjourn at 9:06pm Trisha Gizen 2<sup>nd</sup> Ron Catchick Carried.

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President – Mike Medwid

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Secretary- Stella George