

**Bragg Creek Community Association**  
**Meeting Minutes**  
**Location: Bragg Creek Community Centre**  
**Date: Tuesday December 16th 2014**  
**Time: 6:00 PM**

Attending: Carla Cochran, Catherine Watson, Darryl Stanier, Jim Goldmann, Mike Medwid, Luanne Murphy (for centre) , Stella George.

Guest: Debbie MacLean, Liz Breakey (joined meeting at 6:50pm)

Absent: Kristyn Schmidt, Marci Matthews Rob McDonell,

Chair: Mike Medwid, Vice President

Secretary: Stella George

**1. Meeting called to order at 6: 10 pm**

**2. Approval of Agenda**

Table - Committee Goals due to time constraints

Stella George moves to accept agenda as amended, 2nd Carla Cochran. Carried

**3. Approve Minutes of November 18th 2014**

Date error was changed.

Catherine Watson moved to approve the minutes November 18th 2nd Mike Medwid. Carried.

**4. Facility Update – Facility Manager**

Luanne Murphy presented her report.

4.1 Repairs and Maintenance - The board was asked to consider the following:

a. Heating Units Repair - Luanne recommended a quote - **Luanne to confirm it is a fixed price contract, confirm negotiated price and follow to conclusion.**

Mike Medwid motions that quote for up to a fixed price of \$7834 by accepted. 2nd Jim Goldmann. Carried.

b. 2nd Custodial Person requirements.

The board discussed the most cost effective way to cover the need for additional custodial support with Luanne. **Carla and Luanne will determine the max. hours of custodial support that can be offered within budget. Luanne will identify and manage the resources.**

c. Kitchen Fire System Replacement and repairs to code.

**Luanne will manage the resolution of this repair, when the issues have been completely identified.** As it is not a budgeted amount **Luanne will bring any spend request to the attention of the board, or the exec, whichever is most timely for approval.**

d. Restoration of the flooded room.

The board thanks the centre staff for their prompt and responsive actions on the night of the water leak.

The fire suppression room has dried sufficiently since the leak and needs no further action. The restoration of the flooded room is less than insured deductible. Mike Medwid moves that **Luanne secure quotes for the restoration** 2nd Stella George. Carried.

e. Outside Electrical issues

Electrical issues to the skate shack are causing a number of operational issues. The work to rectify the problem is not clear at this time.

Hookup to the new mains system looks like it will be at the end of June 2015 which means that the service to the pumps must be maintained for this period even though the pumping will be most likely decommissioned after water hook up. **Luanne to proceed with assessing what work is required and prepare to get quotes.**

f. Water Hook up

**Luanne to contact the RVC tax reserve fund to assess if there is assistance for water hook up** as the commercial hook category quotes are high.

#### 4.2 Facility Usage

More than 5000 people accessed the community centre during November 2014. The building is also expected to be highly use in January 2015.

#### 4.3 Grants

Review of the grants received. The next grant application is due in February 2015. **Community members with grant writing experience are sought to aid Luanne.**

## **5. Strategic Plan Guiding Principles**

Mike Medwid presented the process of BCCA vision, mission, guided principles review and how this flows into goals and objectives for each of the committees.

It was noted that the actions set by the committees should reflect both the BCCA vision, mission and principles and the operational needs and capabilities of the paid staff and the centre.

**The committees are asked to consider the BCCA vision, mission and guiding principles and how their own committee planning will support them for January 2015 board meeting.**

## **6. Committee Goals - tabled to January 20th 2015**

*Financial Sustainability* - Carla Cochran, Darryl Stanier

*Facility Care and Improvement* - Rob McDonell (site), Jim Goldmann (Internal facility), Catherine Watson (site) and Mike Medwid

*Community Engagement* - Marci Matthews and Stella George

*Programming and Events* - Kristyn Schmidt and the office staff

## **7. New Business**

Councillor Breakey informed the meeting of a Town Hall to be held on January 15th at the community centre.

- Midway on the local flood mitigation engineering
- Results for big projects (Maclean Creek and Calgary Tunnel) by year end (2014).
- Fire Chief will present an emergency egress plan
- Community revitalization plan will kick off with open houses in January 2015. 12 proposals were received and a local (Calgary) organization was selected.
- RVC master recreation draft plan has minimal support for areas like Bragg Creek. This is an ongoing issue that must be revisited.

## **8. Next Meeting - Tuesday January 20th 2015, 7pm**

## 9. Adjournment

Carla Cochran motioned to adjourn meeting at 7:23pm 2nd Mike Medwid Carried.

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Mike Medwid  
BCCA Vice President  
Date:

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Stella George  
BCCA Secretary  
Date: