

**Minutes  
Meeting of the Directors  
Bragg Creek Community Association  
Thursday, January 26th, 2016 7:00 PM**

Attending: Mike Medwid, Ron Catchick, Stella George, Catherine Watson, Megan Keyser Bishop, Trisha Gizen, Dave Rupert

Guests: Liz Breakey

Not attending: Rob McDonell, Kristyn Schmidt

Chair: Mike Medwid

Secretary: Stella George

1. Meeting was called to order at 7:06pm
2. Approval of the Agenda

Agenda was amended to insert councilor's report.

Motion to approve the agenda as circulated/amended was made by Catherine Watson 2<sup>nd</sup> Dave Rupert. Carried.

3. Minutes of December 17, 2015  
Motion to approve as circulated made by Catherine Watson. Megan Bishop 2<sup>nd</sup>. Carried.
4. Terry Zimmel Hockey Rink  
Mike Medwid met with Terry Zimmel community member and reported on their meeting about the short term future of hockey in Bragg Creek and Redwood Meadows. Bragg Creek Hockey is now based at Redwood Meadows and other hockey teams are run by Springbank Park for All Seasons. The Bragg Creek skating area will continue to be provided for recreational skating, e.g, begin to skate, pond hockey/shinny. Terry Zimmel is interested to head up shinny after he joins BCCA membership (Luanne reports he has joined this morning).
5. Facility Manager's Report  
Luanne presented the facility manager's report as circulated. The board wishes to acknowledge the Bragg Creek and Area community for their support and community spirit in helping relocation of programming.

Discussion points arising from report

Bragg Creek Days – arrangements have begun. Recruitment for volunteers needs to start soon. **[Put out advertising for volunteers for Bragg Creek Days – Office Staff]**

Credit Card is sought for the centre. The board agrees in principle. The board confirms this card will not be used as borrowing and Ron will put measures in place to ensure this cannot be the case. **Ron notes the card will be cash secured so zero net debt exposure to the BCCA, no interest will be paid (paid off monthly), pre-authorized payment withdrawal from chequing account will be set-up.** This would ensure the use of a credit card is within by-laws. A change to clarify the by-laws may be needed at next AGM. **[Stella check with Corwin McCullagh, RVC General Manager for community services on whether a credit card can be gained within by-laws.]**

Insurance company has indicated it will not fund Mac-a-Doodles to be in an alternate location. Both Alberta Health Services and RV Fire department need to, in writing with Mac-a-Doodles, agree that the daycare can reopen in the facility before the board will consider the situation. **[Luanne will inform and guide Mac. of her actions needed to reopen: letter from AHS and RV Fire confirming it is safe to reopen and parental waivers].**

**[Luanne will contact RVC for an update on current liability insurance for the board and staff.]**

Facility renovation post flood.

Stella presented three levels of action required over the next few months: internal projects; external site projects to support playpark and fundraising projects. Each of these areas contains planning (including consultation), prep and implementation projects. It is recommended that a steering committee is struck to manage these projects. **[Mike to strike a committee to steer the renovations projects]** Proposed membership Mike, Luanne, Ron. The objectives of the committee are to: identify funding needs and priorities, governance issues, prioritise projects and overview timeline. Councillor Liz Breakey indicated she would be available to provide input to this committee – the board thanks her for her assistance.

Main user groups will be consulted as to impact and changes as soon as possible. Also the role of the group in the projects that follow. **[Mike to organize who will talk with which group.]**

A media reference sheet is required. **[Stella to circulate an updated version of the facility communication plan to the board and staff.]**

6. Bragg Creek Pathway  
Grant application has been completed.

7. Church and Little School House Signage  
The main sign at the centre will be adjusted to allow additional signage for the Church and the Little School House to be included. Doug Ward will create the signs to fit in with the style of the sign. **[Catherine will forward Little School House content to Doug Ward].**
8. Playground Project  
Red Cross approved the grant application. The board would like to thank both Deb MacLean, for helping us find a grant writer, and the grant writing skills of the grant writer.  
The park equipment deposit has been made.  
The playpark project brief and call for volunteers should be provided to the community as soon as possible. **[Catherine draft community notice about play park project].**  
**[Full project plan for the site preparation to be created Catherine and Kristyn]**  
**[Related site preparation will be project planned by Mike and Rob]**  
**[Plans to be sent to the steering committee.]**
9. Little School House Proposal – TABLED
10. Guest Report  
Liz updated the board on Langdon’s hamlet tax – this funds special needs projects. RVC provides this opportunity for hamlets via a special application. **[Ron to review Langdon revenue proposal and consider financial benefit to the BCCA].** The board will take this into consideration.
11. Treasurer’s Report  
Ron presented the report as circulated.  
Due to flood Ron will need to make monthly revenue forecasts that will establish rental income lost. Until the insurance money can be provided then the loss will grow each month.  
  
**Luanne provided Ron with a report for January 2016 of estimated lost revenue. Reports need to be developed for the remaining 5-months of the fiscal year.**  
**[Ron/Luanne to meet on Friday Feb 5th at noon to develop a "post leak" financial forecast for the remainder of the fiscal year. ]**  
  
**[Pauli Kruger will be approached for the status of the FCSS grant – Luanne.]**

**[Luanne to confirm with curtain grant providers that we can hold the funds until changes are determined and then be able to reapply it.]**

**[Ron to consider the application for emergency funding from RVC.]**

**[Luanne and Ron to work on the annual grant applications to West Rec Board]**

12. Next meeting February 9th , 2016 at 7pm

13. Motion to adjourn the meeting was made by Catherine Watson. 2<sup>nd</sup>  
Ron Catchick. Carried.  
Meeting was adjourned at 9:41pm.