

# MINUTES

**Bragg Creek Community Association  
Meeting of the Board of Directors  
December 13, 2016 at 7:00 p.m.  
Bragg Creek Community Centre**

**Present:**

Trisha Gizen	Kelsey Baldwin
Mike Medwid	Shaye Radford
Nigel Radwell	Dave Rupert
Stella George	

**Absent:**

Megan Keyser  
Samuel Harder  
Lisa Johnston  
Laura Matthews  
Krisytn Schmidt

**Guests:**

Luanne Murphy  
Wendy Farnsworth  
Andrea Johnston  
Jeri Maitland  
Debbie MacLeod

**1. Call Meeting to Order**

Mike Medwid called the meeting to order at 7:07 p.m.

**2. Approval of Agenda**

Motion to accept agenda as amended made by Trisha Gizen.  
Seconded by Stella George.  
Carried.

**3. Approval of Minutes from November 22, 2016 Board Meeting**

Motion to accept minutes of the November 22, 2016 Board of Directors Meeting as circulated by David Rupert.  
Seconded by Nigel Radwell.  
Carried.

**4. Guest: Wendy Farnsworth, Family and Community Support Services**

Wendy provided an update regarding the Resource Office the BCCA donated for FCSS use.

From November 21st to present the Resource Office has been used 12 times by 6 different users, totalling 33.5 hours.

Groups using the office include Rockyview Family and Community Resource Centre, Parent Link Centre, Primary Care Network, Alberta Health Services Addiction and Mental Health, Bragg Creek Community Church, Bragg Creek & Area Wellness Committee, Rowan House Outreach, CoDA, and the Cochrane Pregnancy Care Centre.

The office functions as a private place to meet users which was not previously available in this area.

People can phone Wendy and schedule appointments. There is also a calendar on Google that people can access to book space.

Wendy would like to put an announcement in the High Country News regarding the new office.

Wendy thanked BCCA for the space and the board's dedication to the wellbeing of people in the area.

#### **5. Guest: Jeri Maitland, Cochrane Public Library**

Bragg Creek community is without a library at present.

Jeri has acted as the Director of the Cochrane Public Library since July 2015.

New library board is keen on serving rural communities, including the Bragg Creek area. Her focus is to start taking services out of the library and reach out to rural areas.

The library has started doing some outreach in Bragg Creek including the preschool birthday at BCCC and Lego programming at BCCC is planned for the winter

Jeri's role is to determine what the community wants and needs with respect to library services and help provide that.

Different ideas including a book mobile, smart lockers and computer facilities at the BCCC were discussed.

The library can do a survey at a major community event to help determine what services the community needs/wants.

Nigel will act as the BCCA liaison with respect to library services.

#### **6. Guest /Debbie MacLean, Co-Chair, Bragg Creek & Area Wellness Committee**

The Wellness Committee has received a second grant, Debbie thanked the Board for facilitating this grant.

The Committee is using the grant to fund three items:

- 1 A filming of the documentary Screenagers which addresses screen time for youth.
- 2 The gratitude postcard campaign which takes place in March.
- 3 The Community Development Unit will host a committee development program in April.

The Wellness Committee meets the second Thursday of the month; and everyone is welcome to attend at the meetings.

#### **7. Facility Manager Update, Luanne Murphy**

See Facility Director's December 2016 Report

In addition:

We have received a \$5,000.00 donation from Spray Lakes Sawmill. The donation can be used for whatever the board deems fit.

## Emergency Social Service Plan Pilot Training

It was noted that the BCCC has not been an Emergency Reception Centre in the past. The board has not been approached with respect to becoming an Emergency Reception Centre.

Luanne noted this is only a pilot training program. The program has not yet been finalized, but is only in preliminary stages.

## **8. Treasurer's Report**

The Treasurer's Report was tabled as Kristyn Schmidt was not in attendance at this meeting.

## **9. Board Committee Reports:**

- **Finance: Kristyn Schmidt**

The report was tabled as Kristyn Schmidt was not in attendance at this meeting.

- **Facility Care and Improvement: Stella George**

Samuel Harder will look at setting up an acknowledgement board and the scope of work and budget required for same.

The committee would like to clean up around the pond area and look at putting up boards and flooding a smaller area for skating. They would like to ask community members to donate fairy lights to light this area.

The committee is seeking volunteers to do this work.

We need to determine how to get water to this area. Dave Rupert will look into getting a water truck.

We are waiting to hear back about the Alberta Blue Cross grant for the push track.

- **Program and Events: Dave Rupert**

The committee has not had an opportunity to meet yet.

The committee will assist with other events going forward such as the Taste of Bragg Creek, the murder mystery fundraiser, the rink fundraiser, etc.

- **Community Engagement; Trisha Gizen**

The committee discussed hosting a Valentine's themed murder mystery dinner and silent auction on February 11<sup>th</sup>.

The committee is in the process of obtaining quotes from the theatre company, catering company, etc.

The board agreed that we should go ahead with this fundraising idea.

The committee will meet with Luanne in the near future to discuss board and staff roles.

The committee asked each board member to obtain 3 or 4 items for the silent auction.

- **Bylaws: Trisha Gizen**

The Bylaw Committee will meet to review the draft Bylaws in the new year.

## **10. Community Group/Committee Liaison Reports:**

- **Bragg Creek Rink Committee: Kelsey Baldwin**

The committee's budget for the 6 month period from October to March is \$2322.73.

However, this amount will be less as the rink is not in use yet.

The keys for the skate shack are in a locked box and only 5 people have access to keys at this point.

A schedule has set up for flooding and maintaining the rink.

The committee would like the skate shack and washrooms to remain open as much as possible. Kelsey suggested closing the skate shack at 10:00 p.m.

The board discussed developing policy and procedure for volunteers flooding and maintaining ice.

Kelsey will draft a policy and provide it to Stella to review.

The policy and warning signs to be posted at the rink should be provided to our insurance company for review and approval.

The committee has planned a fundraiser for January 14<sup>th</sup>.

Funds raised will be used to purchase a new hose for flooding and/or a pull behind Zamboni.

The fundraiser will be a full day event. From 1:00 to 4:00 p.m., there will be a family skate with hot cocoa, a concession, a puck toss, music, and a 50/50 raffle.

An evening event will then be held at the Powderhorn. A percentage of proceeds from a select beer on tap will go to BCRC. There will also be a 50/50 raffle and a silent auction.

- **Bragg Creek Ladies Auxiliary: Laura Matthews**

This report was tabled as Laura Matthews was not in attendance at the meeting.

- **Bragg Creek Community Church: Samuel Harder**

This report was tabled as Samuel Harder was not in attendance at the meeting.

- **Bragg Creek Chamber of Commerce: Nigel Radwell**

Nigel is Meeting with AdMaki next week and will provide an update in new year.

- **Bragg Creek Artisans: Stella George**

There is no update to provide at this time.

Stella will be the liaison with Bragg Creek Performing Arts now.

She will meet with them to discuss renewing the expired lease on equipment.

- **Junior Forest Wardens: Lisa Johnston**

This report was tabled as Lisa Johnston was not in attendance at this meeting.

- **Acrobatics Studio: Megan Keyser**

This report was tabled as Megan Keyser was not in attendance at this meeting.

- **Redwood Meadows Community Association: Luanne Murphy**

Two new councillors were just elected in a By-Election.

Tsuu T'ina has elected Ernie Crowchild as their new chief.

Redwood Meadows has a new Townsite Manager who is also the lease negotiator.

The berm is closed until Christmas as more rip rap is being installed.

- **Bragg Creek Snowbirds Senior Fellowship: Laura Matthews**

This report was tabled as Laura Matthews was not in attendance at this meeting.

- **Banded Peak School: Trisha Gizen**

There is no update to provide at this time.

- **Taste of Bragg Creek: Shaye Radford**

Shaye discussed the framework that has been discussed with vendors thus far.

The cost for entry is \$100 and vendors can set up in the BCCC or at their own venues.

Tickets are \$1.50 and vendors will receive \$0.50 from each ticket sold.

Charlie has stepped down from his leadership role and someone is needed to fill this role.

We will apply for a Travel Alberta grant which can only be used for advertising.

MacKenzie Walsh will be hired to take care of media and advertising for the event.

Rockyview also provides us with a grant in the amount of \$4,700.

The board would like to invite the Chamber of Commerce to become involved in the event.

MacKenzie Walsh, Christine, and Shaye will meet after Christmas to continue planning for the event.

## **11. Confirm Board Meeting Dates**

Next meetings will be held on January 10 and 24, 2017.

February meetings are tentatively scheduled for February 7 and 28, 2017.

## **12. Adjourn Meeting**

Motion to adjourn the meeting at 9:37 p.m. by Trisha Gizen.

Seconded by Stella George.

Carried.