










# Town of Fort Smith Community Services Committee

Tuesday, April 10, 2018 at 7 pm

## AGENDA

1. Call to Order
2. Declaration of Financial Interest
3. Delegations
4. Review
  - a. Agenda
  - b. Minutes
  - c. Visions, Values and Goals
  - d. Community Services Master Plan
5. Recreation
  - a. Recreation Services
    - i. Recreation Stats – March, 2018
    - ii. Pool Stats – March, 2018
    - iii. Arena Stats – March, 2018
  - b. Recreation Advisory Board
    - i. RAB Meeting Minutes March 5, 2018
6. Library
  - a. Mary Kaeser Library
    - i. Library Stats –March, 2018
  - b. Advisory Board on Culture
7. Visitor Services
8. Community Events/Liaison with Community Organizations
9. Bylaw/Policy Review and Development
10. Administration
  - a. AWG
  - b. ATM's in Town Facilities
  - c. Thebacha Trade Show
11. Other Business
12. Excusing of Councillors
13. Date of Next Meeting
14. Adjournment

Attached Documents		
		
Community Services Minutes March 6, 2C	Vision, Values and Goals.doc	Community Services Master Plan
		
Recreation Stats - March 2018	Pool Stats - March 2018	Arena Stats - March 2018
		
	RAB Meeting Minutes March 5, 2C	



Town of Fort Smith  
Community Services Committee  
Tuesday, March 6, 2018, at 7:00 pm

Chairperson: D/M Smith  
Members: Mayor Napier-Buckley (Conference Call), Cr. Dumont, Cr. Bell,  
Cr. Kikoak, Cr. Holtorf, Cr. McArthur  
Regrets : Cr. Patel, Cr. Tuckey  
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,  
Director of Municipal Services; Cynthia White, Director of  
Community Services; Lisa-marie Pierrot, Executive Secretary  
Guests: Montana King, Wanda Menacho

1. Call to Order

D/M Smith called the meeting to order at 7:28 pm.

2. Review

a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Dumont**

**Seconded by: Cr. Bell**

**That the agenda be adopted as amended.**

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of February 13, 2018, were reviewed and have been adopted at the Council meeting of February 20, 2018. Cr. Bell asked if the Day Camp Program will be operating during the AWG. Administration advised that the Day Camp Program will be operated out of the Library. The Director of Community Services advised that the Day Camp Program will be operating during regular times from the Library for the first week and from the Recreation Centre during the second week.

c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.

d. Community Services Master Plan – The Master Plan was reviewed.

3. Recreation

a. Recreation Services

i. Recreation Statistics – The February, 2018 recreation statistics report was reviewed. The Director of Community Services advised that there is nothing out of ordinary. She indicated that the Dene games should not be included in the statistics as that was held in January. She advised that the attendance is high for the Saturday evening Youth Program and is currently looking for additional staff

to operate that program. She indicated that the Recreation Centre was closed on Monday February 26, 2018 to have the floor stripped and waxed. She advised that the Jr. Swim Club started again. She noted that she provided a swim instructors course to qualify more life guards to be instructors.

- ii. Pool Statistics – The February, 2018 Pool statistics report was reviewed.
  - iii. Arena Statistics – The February, 2018 Arena statistics report was reviewed. The Director of Community Services advised that she is working with new staff on taking statistics. She advised that there were two hockey tournaments in February. She indicated that there will be a day camp held during the schools spring break. She advised that the Circus Camp is rescheduled for July due to AWG. She advised that staff are working hard to prepare for the AWG by completing the maintenance and beautifying of facilities. She indicated that the Recreation Centre Concession opened on Monday, March 5, 2018 which has increased traffic at the Recreation Centre. Cr. McArthur asked what is the youth drop in fee for the Saturday Youth Program. The Director of Community Services advised that there is no fee for the Youth Program. Administration advised that there is a huge increase in attendance on Saturday night due to the Youth Centre being closed at Uncle Gabe's Friendship Centre. He advised that there is no funding to staff that program but he could work on obtaining funding in the future. The Director of Community Services advised that MACA funding does cover that program but has decreased in funding over the years and is not enough to pay for the entire program. D/M Smith commended the Director of Community Services and Administration on youth engagement. Cr. Holtorf asked if the funds received from lottery licenses can be used to fund that program for the youth. Administration advised that the lottery license fund is administered by the Town, Salt River First Nation and the Metis. He advised that the fund can be used to fund that program, but it has to approved by all three parties. Cr. Kikoak commended the Recreation Centre staff on youth engagement and supports looking for extra funding to fund the Youth Program.
- b. Recreation Advisory Board – Cr. McArthur updated Council on the RAB meeting that was held on March 5, 2018. He indicated that the Recreation Centre and Arena will be closed starting on March 14, 2018 for the AWG. He indicated that the discussion on reducing drop in fees for the Recreation Centre has been tabled to the May 2018 RAB meeting to allow for data to be collected. He advised that there is an electronic sign that will be installed on the Recreation Centre building. D/M Smith asked if staff will continue to track statistics during the AWG. Administration advised that that will be overwhelming as staff are secondary front line workers and are

there for support for building services. He advised that staff will not be in a position to track statistics and that data could be obtained from the host society.

- c. AWG Youth Seating and Facility Use – Cr. Kikoak was concerned that seniors will not be provided with seats at the venues for AWG. She would like to make a motion to provide priority seating for elder's and persons with disability along with assistance from volunteers. D/M Smith advised that the Host Society is providing priority seating and that elders are included. Mayor Napier-Buckley advised she has contacted the host society and has been advised that there is reserved seating for elders and persons with disability along with volunteers to assist them to their seats. Cr. Kikoak advised that she would like a notice posted for the public to share the seating arrangements for elders. D/M Smith advised that he will bring to the AWG meeting on Monday March 12, 2018. Cr. Dumont indicated that the mezzanine is a great place for persons with disability's and elders but that there are no speakers from the ice area. Administration advised that the speakers do work in the mezzanine area, but is not be available for the AWG as it will be occupied by AWG VIP. Cr. Kikoak asked if a request can be made to include elders as VIP. Administration advised that the programs and venues have been provided to AWG in the bid document and that the mezzanine was identified as a venue for the AWG to use how they want. He advised that the Town is only responsible to staff and maintain the venues. He suggested to wait on the feedback from D/M Smith. Cr. Bell indicated that the temperature in the ice part of the Arena is cold and asked if its possible to install heaters so seniors are not so cold watching the games. Administration advised that old propane heaters were previously used to heat the seats and are still available but unable to have them installed prior to the AWG. He advised that he could confirm that the is heat turned up for the time being and will look at reinstalling propane heaters in the summer. Cr. McArthur asked if the Fort Smith Centennial Arena will be renamed Rowe's Arena for AWG. Administration advised that the contract with the host society indicates that for the purposes of sponsorship venues will be have an associated sponsor name. He indicated that AWG will be placing sponsor names and signage at the venues. He advised that the venues will not be renamed permanently. He added that with the ITI signage funding there are plans to have a sign on the Arena Building that says Fort Smith Centennial Arena with the Town's logo. D/M Smith advised that Council has directed the host society to find means to get funding where the games will break even and sponsorship is a means of getting that accomplished. He indicated that there are sponsorship packages that demonstrate the priority status you have at sponsored venues. Cr. Dumont indicated that he is satisfied and has a better understanding of the sponsorship naming. He suggested that a

recommendation be made to the host society to consider changing the signs to say games are sponsored by, rather than the venue is sponsored by, to eliminate the confusion of the venues being renamed. D/M Smith indicated that naming venues is common form of sponsorship for the duration of any major sporting event. Mayor Napier-Buckley noted that the venue sponsored names will be in place only for the week of the AWG. D/M Smith advised that volunteer training sessions have commenced and that uniform distributions will happen the week of March 12, 2018. Mayor Napier-Buckley advised that the host society was not taking volunteers under the age of 13 but are now and they have to be accompanied by a parent. D/M Smith advised that there was specific request was made by parents and invited parents to sign up their children to be volunteers. The Director of Community Services advised that younger children are also being asked to volunteer as the games requires medal bearers. D/M Smith advised that there are only three ticketed events for AWG and recognized the parents of jiggers that were invited to the opening ceremonies in Hay River have been denied access. He advised that the host society is working on providing tickets to those parents. Administration advised that the opening ceremonies will be happening in Hay River. He indicated that AWG is looking at having the opening ceremonies live streamed in Fort Smith. He advised that they are planning to host the event outdoors near the Arena or Snowboard Park. He indicated that the cauldron will also be presented to light and will require Council's suggestions on a final resting place for the cauldron. D/M Smith advised that there is a AWG app available for updates on the games and that the indoor events will be available in both communities. Administration advised that the outdoor location is being considered so that live streaming is available in both communities.

4. Library

a. Library Services

i. Library Statistics – The February, 2017, library statistics report was not available. The Director of Community Services advised that the Library will be open extended hours during the week and regular hours on the weekend for the week of AWG. She advised that the Library will be open from 1-9 pm during the week of AWG.

b. Advisory Board on Culture- Cr. Holtorf advised that the Advisory Board on Culture now has five members and does intend to have a meeting in near future.

5. Community Events/Liaison with Community Organizations

- a. Northern Life Museum Update – Cr. Bell updated Council from meeting on March 5, 2018. She advised that there will be an Alaska, dog, and elder display for the AWG. She advised that the Museum will be open extended hours for the AWG. She noted that there will also be workshops available for the week of AWG, there is a fee of \$20.00 per workshop, and the workshops are an hour to hour and half in duration. She advised that there is a beading workshop on April 7 and a membership breakfast on April 14, 2018.

6. Other Business

- a. Briefing Note Adult Hockey Tournament Donation Request – The briefing note was reviewed. The Director of Community Services advised that a donation request has been received from the Fort Smith Recreation Hockey League for ice fees and mezzanine use during the Wood Buffalo Frolics Hockey Tournament. She indicated that the ice fees and mezzanine use for the weekend total \$1250.00 and advised that the hockey tournament is a cash prize tournament. Mayor Napier-Buckley asked if the league is a mixed league. The Director of Community Services advised that woman can participate in the league. She advised that the tournament is mixed but she was unsure of tournament requirements on being a league member. She indicated that the league also players welcomes league members as young as 14, but they are required to register with minor hockey. Cr. Bell suggested donating \$500.00 and maybe allow them to have a beer garden to fundraise the remainder of the funds they require. Cr. McArthur noted that Women’s Hockey paid for their whole tournament. The Director of Community Services indicated that there was a donation made to the Women’s Hockey Tournament. D/M Smith asked if all other groups paid the regular fees. The Director of Community Services confirmed all other group did pay their regular ice fees. Administration advised that last hockey season the Fort Smith Recreation Hockey came out about \$10,000.00 in debt. He indicated that in order to avoid stopping hockey the Town has requested a plan from the Hockey League on how they got into debt and how do they plan on getting out of it. He indicated that they are actively repaying their debt but is unsure on the amount of their outstanding debt.

**RECOMMENDATION**

**Moved by: Cr. Bell**

**Seconded by: Cr. Kikoak**

**That the Town of Fort Smith donates \$400.00 to the Fort Smith Recreational Hockey League for the Wood Buffalo Frolics Hockey Tournament.**

**IN FAVOUR – MAYOR NAPIER-BUCKLEY, D/M SMITH, CR. KIKOAK, CR. BELL, CR. HOLTORF, CR. DUMONT,  
ABSTAINED – CR. MCARTHUR**

7. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Bell**

**Seconded by: Cr. Dumont  
That Cr. Patel and Cr. Tuckey be excused from Community Services  
Meeting on March 6, 2018.**

8. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on April 10, 2018.

9. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Kikoak**

**Seconded by: Cr. Holtorf**

**That the meeting be adjourned at 8:36 p.m.**



# Town of Fort Smith

## Vision, Values and Goals

Approved: August 16, 2011

**Vision** The Town of Fort Smith will work with its partners to enhance our excellent quality of life by respecting values, traditions, and healthy lifestyles. We will continue to advance as a unified, active and prosperous community.

### Values

- We value an open, transparent, effective government.
- We value our natural environment.
- We value a safe and hospitable community for our residents and visitors.
- We value education.
- We value the use of sustainable energy sources.
- We value active living, health and wellness.
- We value effective communication.
- We value community unity through partnerships.
- We value the passion and commitment of our volunteers.

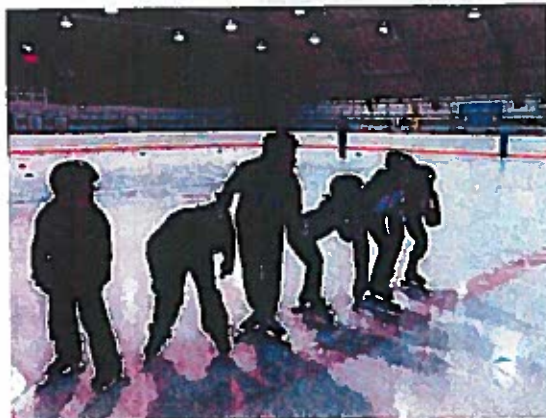
### Goals

- Operate an open, transparent and effective government
- Operate the Town of Fort Smith in a fiscally responsible manner.
- Provide excellent municipal programs and services to the citizens.
- **Continue as a responsible employer**
- Preserve, advocate and enhance the natural environment in the Town.
- **Maintain a safe community.**
- Support all educational opportunities within the community.
- Be a leader in sustainable environmental practices in our community.
- **Foster a strong cohesive community spirit.**
- Maintain a healthy, active community
- **Grow our residential and business community**
- Promote Fort Smith as a desirable destination.



## Recommended Strategies: Infrastructure

INFRASTRUCTURE	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
<b>Indoor Facilities</b>			
<b>Centennial Arena</b> <ul style="list-style-type: none"> <li>• Develop energy and asset management program to prolong the life of structure and create efficiencies</li> <li>• Conduct assessment and feasibility study</li> <li>• Design new arena</li> <li>• Construct new arena</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Recreation and Community Centre</b> <ul style="list-style-type: none"> <li>• Develop energy and asset management program to prolong the life of structure and create efficiencies</li> <li>• Develop Indoor Child Play area</li> <li>• Repurpose program areas to include programs such as indoor walking, dance / martial arts, child minding, arts and crafts</li> <li>• Prepare for midlife retrofit</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	
<b>Fort Smith Swimming Pool</b> <ul style="list-style-type: none"> <li>• Develop energy and asset management program to prolong the life of structure and create efficiencies</li> <li>• Prepare for midlife retrofit</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	
<b>Mary Kaeser Library</b> <ul style="list-style-type: none"> <li>• Develop energy and asset management program to prolong the life of structure and create efficiencies</li> <li>• Include Library in same study and design process as arena to construct new library</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Community facilities repurposing</b> <ul style="list-style-type: none"> <li>• Develop option plan for repurposing of an facility that is replaced</li> <li>• Repurpose facilities</li> </ul>		<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>



INFRASTRUCTURE	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
<b>Outdoor Facilities</b>			
<b>Track and Field Facility</b> <ul style="list-style-type: none"> <li>• Develop asset management program to prolong the life of the facility</li> <li>• Complete soccer facility</li> <li>• Complete field event sites</li> <li>• Complete facility i.e. bleachers, concession, washrooms, storage, sound system, lighting</li> <li>• Upgrade tennis courts</li> <li>• Develop plan for future development</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Multiways / Pathways</b> <ul style="list-style-type: none"> <li>• Develop asset management program to prolong the life of all of the trails</li> <li>• Work with the Tourism and Trade Advisory Board to develop plan to expand trail system</li> <li>• Construct new trails</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Sport fields</b> <ul style="list-style-type: none"> <li>• Develop asset management program to prolong the life of all of the sport fields</li> <li>• See below for future development</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>		<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Festival / event site</b> <ul style="list-style-type: none"> <li>• Develop plan for festival / event site (not Conibear Park) for large community functions</li> <li>• Construct new festival / event site</li> <li>• Develop asset management program to prolong the life of the facility</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	
<b>Parks and Playgrounds</b> <ul style="list-style-type: none"> <li>• Develop asset management program to prolong the life of all of the parks and playgrounds</li> <li>• Develop overall parks and sport fields development plan</li> <li>• Construct two off-leash dog parks</li> <li>• Repurpose Conibear Park</li> <li>• Construct a mountain bike park</li> <li>• Construct a spray deck</li> <li>• Construct an outdoor ice rink</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>ATV / Snowmobile transportation corridor</b> <ul style="list-style-type: none"> <li>• Develop a plan for safe ATV / snowmobile travel through the community including at least one cross community corridor</li> <li>• Develop asset management program to prolong the life of the corridor</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>		

PROGRAMS	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
<b>Enhance Community Programming</b> <ul style="list-style-type: none"> <li>• In conjunction with the Town’s communication plan, improve communication of programs including printed material, online, and social network opportunities</li> <li>• Evaluate programming and facilities to enhance current program and add new programs to promote active healthy living</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>
<b>Develop Volunteer Strategy</b> <ul style="list-style-type: none"> <li>• Create a strategy to assist volunteers and volunteer groups to recruit, train, retain and recognize volunteers</li> <li>• Develop a list of resources and / or functions the Town can make available to support volunteer groups</li> <li>• Identify required support between Town and volunteer groups</li> <li>• Develop volunteer roster</li> <li>• Organize a volunteer symposium</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	
<b>Develop Initiatives to Create Greater Community Engagement</b> <ul style="list-style-type: none"> <li>• Conduct a Recreation Advisory Board strategic plan and annual business plan</li> <li>• Develop process to involve more youth in leadership roles</li> <li>• Develop process to involve parents and other adults in leadership roles</li> <li>• Develop evaluation process to allow for greater feedback from community</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>		
<b>Develop Recreation and Sport Tourism Strategy</b> <ul style="list-style-type: none"> <li>• Work with the Tourism and Trade Advisory Board to develop the strategy outlined in the already developed Town Marketing Strategy</li> <li>• Implement strategy</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	
<b>Develop Initiatives to Generate Greater Revenue in the Recreation Sector</b> <ul style="list-style-type: none"> <li>• Develop a Town user fee policy</li> <li>• Develop a sponsorship prospectus</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	



## Financial Implications: Capital Costs

A summary of the capital budget implications for the recommendations herein are presented in the following table. The figures represent estimated one time capital costs for each initiative and, where applicable, an initial planning cost is also presented.

Although some funding may be available through government grants, however, it can be assumed that the majority of the capital costs identified will need to be funded from the Town and from fundraising (including sponsorships) efforts.

Infrastructure Initiatives Planning and Construction Capital Costs	Short Term (2012–2014)	Mid Term (2015–2017)	Long Term (2018+)
<b>Initiatives for Indoor Facilities...</b>			
• Recreation and Community Centre (including midlife retrofit)	\$100,000	\$1,500,000	
• Fort Smith Swimming Pool (including midlife retrofit)	\$20,000	\$50,000	\$2,000,000
• Indoor child play area at RCC	\$100,000		
• Centennial Arena-Feasibility study and design exploring expansion of the RCC to include new indoor ice facility		\$100,000	\$13,000,000
• Mary Kaeser Library-feasibility study and design exploring expansion of the RCC to include new library	\$10,000	\$100,000	\$2,000,000
• Community facilities repurposing (Centennial Arena, Mary Kaeser Library)			\$3,000,000
<b>Initiatives for Outdoor Facilities...</b>			
• Multiways / pathways enhancement	\$100,000	\$500,000	\$500,000
• Track & field site (amenities, soccer pitch, tennis courts)	\$500,000		\$100,000
• Festival / event site (upgrade Conibear Park initially, then plan and develop new civic park)	\$12,000	\$750,000	
• General parks and playgrounds upgrades	\$50,000	\$50,000	\$100,000
• Mountain bike park		\$20,000	
• Spray deck		\$200,000	
• Sports fields repairs and upgrades	\$15,000	\$15,000	
• Outdoor ice rink	\$15,000		
• Dog off-leash parks	\$20,000		
• ATV / Snowmobile transportation corridor	\$10,000		
<b>Totals:</b>	<b>\$952,000</b>	<b>\$3,285,000</b>	<b>\$20,700,000</b>

**Recreation and Community Centre  
Activity Report - March 2018**



Main Venues	Total	Last Month	Mar-17	YTD	COMMENTS
Gymnasium	319	349	465	1128	
Pete's Gym	823	1129	1494	3235	
Fitness Room	60	94	144	258	
Squash Court	25	61	137	182	
ASCP	423	402	391	1095	spring break 2 weeks full days (am and pm counted separately)
Theatre	42	66	150	243	2 rentals
Parent's n' Tots	256	464	521	1152	
Phoenix Room	13	123	168	278	closed prior to and post AWGs for storage, reopened in April
PWK Use		0	?	22	
Youth Drop In	N/A	299	?	558	Friday is busier (Staffed and Guided) Sat is just drop in gym and ends at 10pm instead of 12am
Events					
Arena Summer Events					
RCC Events:					<b>Event totals are not included in gymnasium use</b>
Dene Games AWG Trials				243	
Frolics	567		923		
MISC					
Total	2528	2987	4393	8394	<b>College stats cumulated from September 2017</b>
College Uses	260	570	334	2565	

**AWGs  
responsible for  
low numbers.**

**Recreation and Community Centre Pool  
Activity Report March 2018**



<b>Main Events</b>	<b>Total</b>	<b>Last Month</b>	<b>March, 2017</b>	<b>YTD</b>	<b>COMMENTS</b>
AM Lane Swim	23	45	37	141	
Parents and Tots	76	57	62	209	
ASCP/Day Camp	90	82	129	256	
Noon Lane Swim	19	34	41	85	
Weekend Noon Lane Swim	22	29	24	95	
Seniors Swim	34	57	48	158	
Junior Swim Club	14	16	0	30	
Public	43	95	214	276	
Weekend Public	42	122	157	273	
Aquafit	15	32	0	74	
Adult/Family	148	175	153	491	
Weekend Adult/Family	45	75	82	217	
PWK/JBT Usage	114	138	233	510	JBT cancelled 2 Tuesdays of lessons (spring break)
Sr's Aquafit	N/A	N/A			not currently running program
Swim Lessons	0	0	186	10	No lessons until after AWGs
Kayak Polo	4	N/A	N/A	4	Started in March
Rentals	28	91	53	119	1 rental
Other Events	30	50	62	69	Swim to survive
<b>Total</b>	<b>747</b>	<b>1098</b>	<b>1481</b>	<b>3017</b>	

**GENERAL COMMENTS**

Artic Winter Games. Pool was open for athletes only, no stats kept.



**Town of Fort Smith**  
**Centennial Arena 2017 - 2018 Season**  
**Activity Report**  
**March, 2018**

User Groups	Monthly Totals	Last Month	Mar-17	YTD Totals	Comments
Figure Skating: Senior/Int 6-6:50AM	?	?	?		
Figure Skating: Senior/Int 4-5:50PM	92	228	?	1252	
Figure Skating: Senior/Int 4-4:50PM	38	205	?	640	
Figure Skating: Senior/Int 3-4:50PM	2	59	?	273	now 3:00-5:00 Saturday
Figure Skating: Senior/Int 5-6:00PM	0	124	N/A	306	New time slot
Figure Skating: Primary 5-5:50PM	67	287	?	1352	
Figure Skating: Canskate 6-6:50PM	286	665	?	3023	
Figure Skating: Primary 6-6:50PM	0	109	?	430	
	<b>485</b>	<b>1677</b>	<b>0</b>	<b>7276</b>	
Parent's 'n Tots (Weds)11-11:50AM	0	7	?	41	
Public Skating: (Weds) 3-3:50PM	N/A	N/A	?	N/A	no longer exists
Public Skating: (Fri) 4-4:45PM	14	106	N/A	310	New public skating time
Public Skating: (Sat) 2-2:50PM	13	33	?	304	
	<b>27</b>	<b>146</b>	<b>0</b>	<b>655</b>	
Family Skating: (Sat) 1-1:50PM	24	43	?	451	
Family Skating: (Sun) 2:30-3:50PM	0	33	?	713	12:00 - 2
	<b>24</b>	<b>76</b>	<b>#VALUE!</b>	<b>1164</b>	
Minor Hockey:Initiation 6-6:50PM	81	299	?	1693	
Minor Hockey:Novice 9-9:50AM	52	94	?	414	
Minor Hockey:Novice 7-8:00PM	117	523	?	2377	
Minor Hockey:Atom 10-10:50AM	0	114	?	387	
Minor Hockey:Atom 7-8:00PM	235	363	?	1548	
Minor Hockey:PeeWee 11-11:50AM	0	48	?	477	
Minor Hockey:PeeWee 8-9:00PM	200	370	?	1892	
Minor Hockey:Bantam 8-8:50PM	107	265	?	1446	
Minor Hockey:Bantam 5-5:50PM	0	139	?	397	
			?		
	<b>792</b>	<b>2215</b>	<b>0</b>	<b>10631</b>	
Rec Hockey: Weds 9-10:30PM	51	148	?	787	9-10:30
Rec Hockey: Fri 8:30-12AM	0	101	?	699	8:30-10:00 (only one game)
Rec Hockey: Sun 7-10:00PM	51	107	?	679	7-8:30 (only one game)
			?		
	<b>102</b>	<b>356</b>	<b>0</b>	<b>2165</b>	

Women's Hockey: Tues 9-10:30PM	60	154	?	730	
Women's Hockey: Fri 7-8:20PM	0	69	?	536	
Women's Hockey: Sun 1-2:30PM	27	82	?	559	now 4-5:00
	<b>87</b>	<b>305</b>	<b>0</b>	<b>1825</b>	
Old Timer's Hockey: Mon 9-10:00PM	72	85	?	648	
Old Timer's Hockey: Thurs 9-10:00PM	22	155	?	740	
	<b>94</b>	<b>240</b>	<b>0</b>	<b>1388</b>	
Rental Slot 1: Noon - 1PM Sat	44	31	?	495	
Rental Slot 2: 4 - 5PM Sun	0	25	?	346	now 2:00-3:00
Youth Shinny Sat 5 - 6pm	0	49	?	146	
Adult Shinny Sat 6 - 7pm	0	0	?	67	
	<b>44</b>	<b>105</b>	<b>0</b>	<b>1054</b>	
Misc:				290	
PWK	0	22		278	
UNW sponsored public skates	0			41	
Extra public skate	0			149	
	<b>0</b>	<b>22</b>	<b>0</b>	<b>758</b>	
Events: Old Timers/Minor hockey/		4159		8710	
Tree lighting				88	
Rec hockey	1801			2031	frolics tourament
Womens hockey				1636	
Figure Skating	843			887	carnival, including practice and set up times
	<b>2644</b>	<b>4159</b>	<b>0</b>	<b>13352</b>	
<b>MONTHLY/TYD TOTALS</b>	<b>4299</b>	<b>9301</b>	<b>#VALUE!</b>	<b>40268</b>	

These numbers represent everyone that is in the building during the time slot indicated. 1 major tournament took place in March as well as the figure skating carnival and AWGs had a large impact on the numbers. No stats from 2017 found.





# Town of Fort Smith Recreation Advisory Board Minutes March 5, 2018

Regular Meeting  
12:00 pm in the RCC Games Room

Attendees:

- Tim Van Dam, Chair
  - Craig Walsh, Vice Chair
  - Gail Hartop
  - Jeri Miltenberger
  - Nicola O'Keefe
  - Mike Vassal
  - Monique Day
- Cynthia White  
Cr. McArthur  
Lisa-marie Pierrot

**A. Call to order**

Craig called the meeting to order at 12:07 pm.

**B. Approval of the Agenda**

***MOTION***

**Moved by: Gail Hartop**

**Seconded by: Nicola O'Keefe**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

Craig passed the Chair to Tim.

**C. Approval of the Minutes**

***MOTION***

**Moved by: Craig Walsh**

**Seconded by: Jeri Miltenberger**

**That the minutes of January 8, 2018 be adopted as presented.**

**CARRIED UNANIMOUSLY**

**D. New Business**

- a. Recreation User Fees- Cynthia advised that Council would like to explore the option of providing a youth drop in fee of \$2.00 at the Recreation

Centre. She indicated that the user schedule fees include child rate as \$2.50 and student rate as \$3.50 and that Council would like all fees reduced to \$2.00. She advised that the bylaw doesn't define children and students. She highlighted that to drop the fees for students the short fall would have to be recovered elsewhere. She advised that revenues for Youth and Seniors total \$6600.00 annually. Craig asked for clarification on who is Council requesting that the rates be dropped for. Cynthia advised that Council like the drop-in fees dropped for all youth 18 and under. Craig asked if the youth rate could be dropped to \$2.00 and college rate be billed for \$3.50. Cynthia advised that the College has a separate contract that is negotiated separately for the College and that the rates can't be changed. Monique Day entered the meeting. Tim asked what the purpose of the request in the reduction of rates is. Cynthia advised that a request was made by youth to the Mayor. Jeri suggested that changing the family membership to two adults and two children. Tim suggested providing membership to students that could do some volunteer work or provide it like a sponsorship to those that can't afford. Gail is concerned that students may not take advantage of the offer as there is a sense of pride within the youth. Nicola suggested applying for funding from Sport North to provide free membership for youth. Cynthia advised that Sport North does not offer funding for membership fees. Cynthia advised that if RAB is interested in making the recommendation there are areas where the revenue can be recovered. Craig thinks the rates are fine and youth find ways of paying for those rates and he recommended redefining all the youth as 18 and under. Cynthia advised that its cheaper to go as a family and that changing the definition of family membership won't make a difference. She indicated that user and membership fees are cheaper here compared to other places. Nicola agreed with Craig and recommended not dropping the rates as they are cheaper compared to other places. Gail indicated that dropping the rates may potentially set a precedence. Tim commended the youth for speaking out he agreed with Craig to redefine youth as 18 and under. Cynthia advised that ID's or student cards may be required as it gets hard to distinguish between Phoenix, College, and high school students and their ages. Tim requested more information on membership and revenues for all facilities. Cynthia suggested reviewing the user fees and bylaw to provide solutions on where the shortfall could be recovered. Tim suggested to table the agenda item to the May 2018 RAB meeting when more information is available.

***MOTION TABLED***

- b. Electronic Sign – Cynthia advised that she is exploring the possibility of purchasing an electronic sign for the Recreation Centre that will be placed on the roof. She has no update regarding the electronic sign. Tim advised that the sign would be less of a distraction on the Recreation Centre building. Cr. McArthur agreed with the Sign being placed on the building. Cynthia advised that all that is required is the measurement of the location which can't be completed until after AWG.
- c. AWG update – Cynthia advised that AWG is all set and staff are in the process of completing beautification. Tim asked for an update on the facility openings. Cynthia advised that the Arena will be closed on March 14 and regular recreation programs will be shut down on March 15, 2018 until March 26, 2018. Gail asked if the pool will be open. Cynthia indicated that the Pool will be closed as there is not enough staff but Pete's gym maybe opening for some evenings. Cynthia advised that there are improvements currently being made to the Recreation Centre such as painting and refinishing the floors. She indicated that Anna's Home Cooking is occupying the Rec Centre Concession stand for a trial period and will be in there during the AWG. She noted that was also a request made by the youth to have healthy food choices provided at the Rec Centre Concession.
  - i. Arena Names During the Games – Craig asked if the Arena will be renamed for the AWG. Cynthia advised that the Arena can be renamed as a venue for the AWG as part of the sponsorship agreement. Cynthia advised that she will discuss with the SAO and get more information regarding the sponsorship agreement. Craig asked if this could be something we could get from Council and how could it be stopped in the future. Cynthia advised that sponsors pay for the venues and its possible for them to rename the venues for the duration of the games.

**E. Upcoming events**

Wood Buffalo Frolics March 9-11, 2018

Quilting Workshop February 17 from 9:00 to 5:00 pm at the Northern Life Museum

Beading Workshop April 7, 2018 at the Northern Life Museum

Northern Life Museum Workshops March 19-23, 2018

Public Workshops will be provided at the Northern Life Museum during the AWG and will be open from 10 am to 9 pm

AWG elders display will be launched during the AWG

Schools will be on spring break from March 16 to April 3, 2018

**F. Date of next meeting**

The next RAB meeting will be on April 9, 2018 at 12:00 pm in the RCC Party Room.

**G. Adjournment**

*MOTION*

**Moved By: Craig Walsh**

**The meeting was adjourned at 12:47 p.m.**

**CARRIED UNANIMOUSLY**