

# Community Services



## Quarterly Report January – March 2022

## Community Services – La Vonne Rideout

### Fred Huddlestun Seniors Centre

#### Highlights:

- A new executive was elected at the AGM on March 4<sup>th</sup>



Ethel Luco, Joyce Wallin, Judy Lane, Marie Suchla

- Reopened after two years of closure due to Covid 19

#### Goals:

- Rebuild the membership
- Poll the community to determine what the seniors were looking for
- Rebrand as a “55+ Activity Centre”

#### Attendance:

- Slow to start

#### Significant Projects

- By-Laws updated
- Facebook Page started
- Brochure created
- Open house planned (same time as tradeshow to take advantage of the foot traffic)
- Facelift/cleaning of the centre started

#### Challenges:

- Complete change over in executive
  - Learning new rolls and procedures
- Getting the word out into the community that they are open for business





## Canyon Creek Early Learning Centre

### Highlights:

Staffing has remained steady between January – March 2022

Centre is at 62% capacity with approximately 21 on the waitlist

Team was excited to receive goodies for the Random Acts of Kindness Day.

### Goals:

Creating responsive environments for children, making meaningful connections with families, planning for outdoor play spaces/activities, weekly.

Documentation/observations, planning around inclusive practice (implementing visuals, routines, problem solving strategies)

### Staffing

Certification levels:

\*Not certified: 2 educators working on Level 1. One leaving at the end of June for the summer\*

Level 1: 2 educators

Level 2: 3 educators

Level 3: 2 educators

Possibilities for Practice (Lethbridge College) – 2 educators attended an introduction to the Alberta Curriculum Framework (Flight)

### Staff Meetings/Trainings

Staff meetings – Held second Wednesday of the month for 1.5 hours.

First Half: Agenda conversations- policy and procedure, program plan, cleaning, supervision, child guidance, areas of concern, action plans to meet goals, etc.

Second Half of Meetings: Community of Practice- concepts about Alberta Curriculum Framework and how we implement it into our practice.

Educators attending their own professional development courses/workshops. As well as post secondary courses for Early Learning and Childcare courses. They are reimbursed through Alberta Government Professional Development funding.

## Sage Early Learning Centre

### Highlights:

New director settled in and doing very well. Team dynamics very positive. Started work on updating the policies and procedures manual for the centres.

Centre is at 68% capacity with approximately 32 on the waitlist.

**Goals:**

Community outs, increased quality of programming, building of the core team, opening wait list, revitalizing story park/communication system.

**Staffing:**

Recruiting continues to be a challenge. Nearing the end of initial turnover; stabilization starting to happen., Recruitment of higher-level staff (advertising and interviews are ongoing).

**Staff Meetings/Trainings:**

Focus has been on licensing requirements and programming. New staff working on qualifications. Looking for ongoing training around challenging behaviors.

**Significant Projects:**

Updating of orientation processes (staffing/children), staff handbook, and job descriptions.

**Focus for the Next Three Months:**

Financials, training/education, increasing enrolment, Parent/Family Handbook

## **Canyon/Sage**

**Combined Centre Training:**

First Aid Training – all centre staff now have current first aid

March 18<sup>th</sup> R.I.E. workshop – Resources for Infant Educators, introduction to the philosophy, understanding relationship; respect with children and guiding principles in our daily practice.

Team Building: Love Languages-understanding that different people with different personalities give and receive appreciation in different ways.

**Significant Projects:**

Preparation for Outdoor Play space, staged with blueprint plans. Stage 1 will be working on irrigation, dirt work, sod, post for shaded areas, tree, and garden bed planting.

**Upcoming Events/Meetings:**

Set up at Trade Show (show case centres and philosophy) April 29 – 30

Day on the Creek- May 25

June 17 – Professional Development- Meta programs and Trauma Informed Care

**Challenges:**

Implementation of the Affordability Grant

Covid 19 Protocols, masking, and testing

Recruitment and retention (many children on the waitlist but unable to accommodate them due to staffing shortages).

## Communities in Bloom

### Highlights:

- Awards for the Business/Residential Christmas lights were delivered.
- Council for the Town of Pincher Creek Proclaimed 2022 as Year of the Garden
- CIB continues to see new members join. Record number of attendees in March.
- Committee members were excited to meet the town's new Parks and Recreation coordinator and look forward to working with him on many projects.
- New town councillor appointed (welcome Councillor Elliott with much thanks to retiring Councillor Jackson).
- Flower color this year is RED.

### Meetings:

- CIB continues to meet as a group on a bi-monthly basis.
- Sub committees meet to move specific projects forward; eg. Signage, Walking Tour pamphlet, historical signage.
- Signing authority was updated/completed.

### Ongoing Projects/Events

- Painting Cowlee (the Cow) and finding her a home.
- Completing the Self Guided Tour pamphlets.
- Updating the historical signage.
- Celebrations and recognition of Pincher Planters (25 years) and the Rose Society (15 years) Afternoon Tea-Saturday, June 18 at 2 p.m. in Cenotaph Park.
- Support the Tidy Tuesdays in partnership with the Town.
- Yard of the Month/Business in Bloom (approved for the Miracle Grow packages)
- Plant Exchange May 27<sup>th</sup>
- National Garden Day: June 18<sup>th</sup>



## Municipal Energy Lead – Tristan Walker

The municipal energy project lead continues work conducting and analyzing building energy scans to determine potential projects that will increase the overall energy sustainability of the municipality. The projects currently underway and their subsequent costs, savings, and environmental effects are presented in this report, followed by work that has been planned.

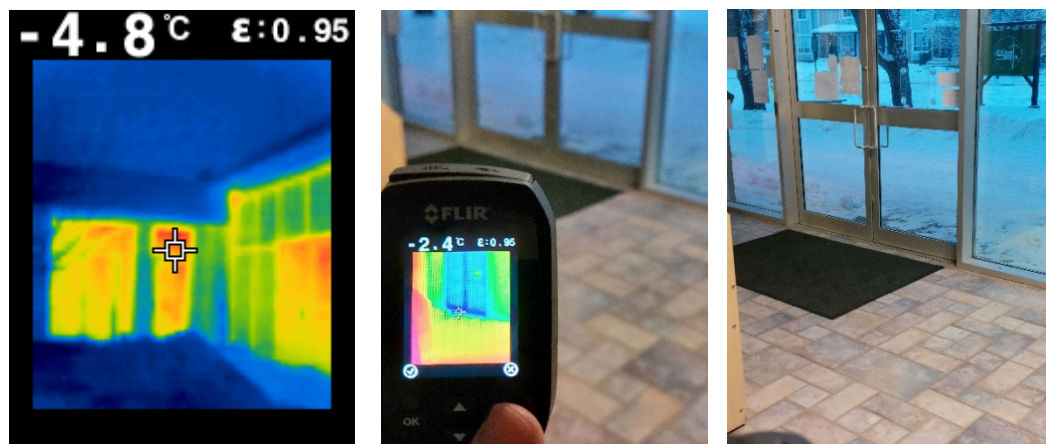
Also, thank you to the 53 participants and congratulations to Rylan Brown and Kayla Bruns who both aced the Climate Change, GHG Emissions, and Alberta Quiz. Each came away with a brand-new LED bulb and gift cards to Harvest and Co-op respectively.

### Project Updates

The projects completed during this quarter are: thermal scans of municipal buildings, updates to the building automation system (BAS) at the pool, installation of variable flow drives (VFDs) at the pool, HVAC belt replacements at the multipurpose facility, and a pilot storm window retrofit at the Lebel mansion. Another notable achievement was the close out and rebate of the energy study done on the arena. Details on each project will be outlined below.

### Thermal Scans

Thermal scans were conducted on multiple buildings in order to determine where excess heat was being lost. The results from this study allow renovations and retrofits to be planned and pinpoint areas to reduce the heat loss, and therefore reduce energy consumption. Notable buildings included in the thermal scans were the Multi Purpose Facility (Figure 1) and Lebel Mansion (Figure 2) as shown in the photos below.



*Figure 1: Multi-Purpose Facility thermal scan*

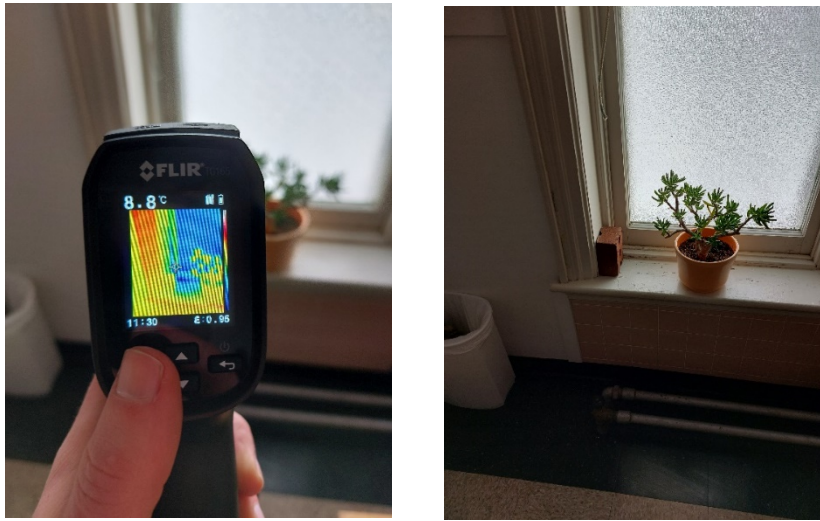


Figure 2: Lebel Mansion thermal scan

### Building automation system updates

The building automation system at the multipurpose facility has been updated to help us save energy when it is not occupied. This was an extensive project that involved replacing the old equipment with new sensors and controllers, setting up the new software, and installing VFDs on the roof top units. Schedules have been implemented to set back temperatures for both the interior spaces and pool temperature overnight and during holidays. The installation of VFDs that allowed the roof top units to operate at lower speeds when required as opposed to being 100% ON or OFF which is extremely inefficient. This means that the heating equipment does not have to work as hard and is not drawing as much energy to heat empty spaces. This is a project that will be continually updated and improved to ensure optimal comfort while maximizing energy savings.

Expected savings from this project are significant and long-term, with a substantial amount of the cost being rebated through the MCCAC REC program. The projected values are shown below in Table 1.

**Table 1: Estimated cost, energy savings, GHG savings and financial savings for upgraded BMS system with VFD installs**

Cost (\$)	Annual energy savings (kWh)	Annual Natural Gas savings (GJ)	Annual emissions savings (tCO2e)	Annual savings (\$)
14,135	84,161	559.1	75.7	11,687

## Notched V-belt replacement

The roof top units at the pool and arena are previously using smooth V-belts, which have a 2.5% lower efficiency than their notched counterparts. This was identified as a quick and easy retrofit and plans have been made to replace them on a rolling basis. The estimated costs and savings generated from these retrofits is shown below in Table 2.

*Table 2: Estimated cost, energy savings, GHG savings and financial savings for notched V-belt retrofits.*

Cost (\$)	Annual energy savings (kWh)	Annual emissions savings (tCO <sub>2</sub> e)	Annual savings (\$)
180	1000	0.57	125

## Lebel Mansion Windows

The Lebel Mansion is heated using a boiler and radiant heaters which makes it critical that heat lost to the outdoors is minimized. After doing a thermal scan it was concluded that the main floor Art Gallery windows were significant sources of heat loss and replacing or weather proofing them is high priority.

A pilot project was undertaken on 5 western windows to determine the effects of a weatherproofing retrofit. The costs and projected benefits for that project are shown below in Table 3.

*Table 3: Estimated cost, energy savings, GHG savings and financial savings for Lebel window retrofits.*

Cost (\$)	Annual energy savings (kWh)	Annual emissions savings (tCO <sub>2</sub> e)	Annual savings (\$)
1350	150	0.1	13.5

The results from this pilot project are promising which lays the groundwork to go forward retrofitting or replacing the remaining windows which will create significantly higher savings by increasing the airtightness of the entire building.

With these projects completed, our eyes are set forward to plan and complete more energy saving projects that will be discussed in the following section.

## Planned Work

The work currently identified and underway include: a REALice system for ice resurfacing, replacing old furnaces in the arena, upgrades to the Library building controls, Lebel Mansion lighting upgrades and Lebel Mansion building envelope upgrades.



## REALice

The REALice system is currently being installed at the arena and is scheduled to be operational for the ice going in next year. This system uses a proprietary vortex technology to remove impurities from water used to resurface ice without the need for hot water. This means that the hot water demand for the ice rink is greatly reduced which in turn means energy savings. In addition, the ice takes less water to resurface and there is less snow build up on the surface.

The economics and estimated savings for this project are shown below in Table 4. The cost displayed is what remains after funding from the MCCAC REC program.

*Table 4: Estimated cost, energy savings, GHG savings and financial savings for REALice install.*

Cost (\$)	Annual energy savings (kWh)	Annual Natural Gas savings (GJ)	Annual emissions savings (tCO2e)	Annual savings (\$)
11,089	36,896	404	41.24	5,892

The REALice system is proven to create clearer, harder and smoother ice surfaces so we are looking forward to the feedback from the community!

## Condensing Furnace Replacement

Currently there are three standard efficiency furnaces supplying heat to the dressing rooms in the arena and seniors center. These furnaces are nearing their end of life and require replacement within the next couple years. Replacing these now with high efficiency furnaces has the potential to reduce energy usage and save costs. The estimated costs with a rebate from the MCCAC REC program and savings are shown below in Table 5.

*Table 5: Estimated cost, energy savings, GHG savings and financial savings for arena furnace replacement.*

Cost (\$)	Annual energy savings (kWh)	Annual Natural Gas savings (GJ)	Annual emissions savings (tCO2e)	Annual savings (\$)
5,500	446	153	7.9	1,415

## Lebel Lighting Upgrades

The Lebel Mansion lighting is generally made up of low efficiency fixtures and has started failing in many areas. Replacing the fixtures with new high efficiency LEDs has the potential to greatly reduce the total energy used to light the building. This project is scheduled. The predicted costs and savings for this project are shown below in Table 6.

*Table 6: Estimated cost, energy savings, GHG savings and financial savings for Lebel lighting upgrades..*

Cost (\$)	Annual energy savings (kWh)	Annual emissions savings (tCO2e)	Annual savings (\$)
11,500	2,500	1.38	204.75

### **Library Building Management System Upgrade**

The Library's building controls were upgraded to allow for setbacks in air temperature control while the space is unoccupied. The energy and cost savings are being tracked for this and the system will continue to get updated throughout the year.

### **Lebel Building Envelope Upgrades**

There are significant cost and energy savings available in upgrading the building envelope for the Lebel Mansion, specifically through insulation in the attic and replacing defective windows. Estimations for cost and energy savings are being developed however like the lights these are upgrades that will have to be done as a regular maintenance item even if not undertaken as a capital project.

### **Conclusion**

The municipal energy project lead has saved an estimated 85,311 kwh/year in energy, 559.1 GJ/year of Natural Gas, 76.37 tonnes of CO2e/year, and \$11,825.5/year this quarter, with more savings planned for the near future. The position is being handed over from David Desabrais to Tristan Walker as David has taken a full-time position at the Municipal District. Tristan is excited to hit the ground running and continue to capitalize on the great work that David has done. Finally, if you have an idea for how the municipal facilities could save energy don't hesitate to reach out to [energy@pinchercreek.ca](mailto:energy@pinchercreek.ca)!

## Marketing, Events & Economic Development Officer - Marie Everts

Social Media Communication:

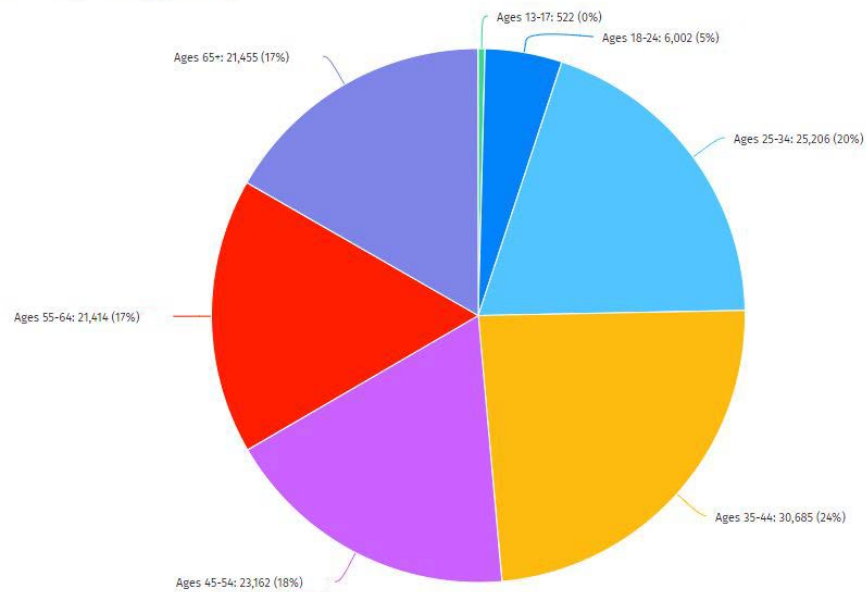
### Town of Pincher Creek Facebook Page

Reach: 134 200

Engaged: 10 266

Impressions: 253 200

Facebook Reach via Age Groups



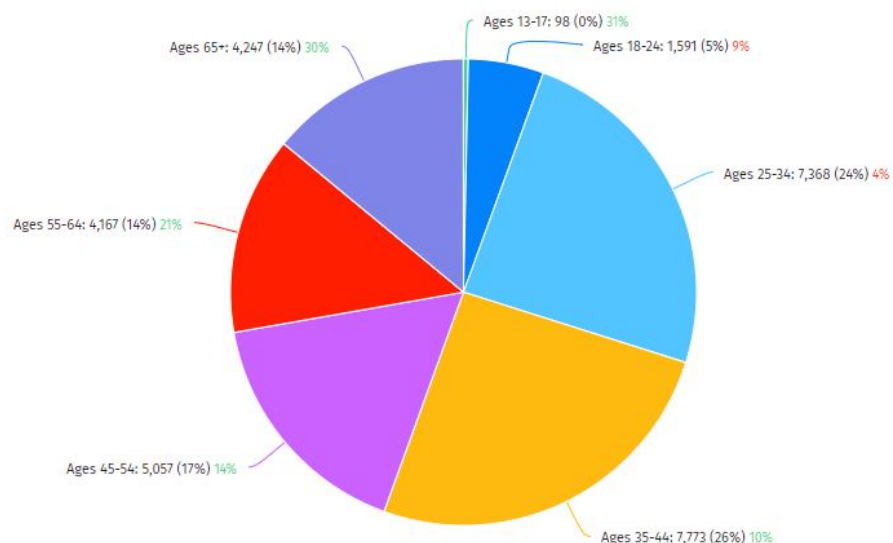
### Pincher Creek Recreation Facebook Page

Reach: 34 350

Engaged: 1637

Impressions: 50 551

Facebook Reach via Age Groups



### Town of Pincher Creek Instagram Account

Accounts reached: 1326

Accounts engaged: 225

Total followers: 1414

### Town of Pincher Creek Twitter Account

Impressions: 2581

Profile visits: 668

### Town of Pincher Creek LinkedIn Account

Page views: 199

Unique visits: 74

### Website Communication:

Pageviews: 32 223

Unique Pageviews: 26 060

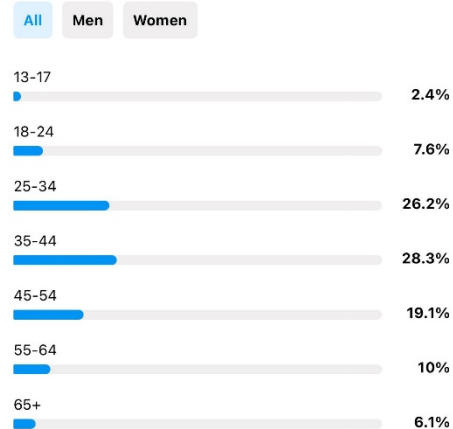
Average time of page: 1 min 33 sec

Top pages: (not including home page)

- 1) Multi-purpose facility (pool)
- 2) Arena
- 3) Employment
- 4) Campground
- 5) Events Calendar
- 6) Town Bylaws
- 7) Town Minutes/Agendas
- 8) Business Directory

#### Age Range

of your followers



*Figure 1 Instagram Age Range*

## Community Economic Development Strategy accepted at Council!!



## CEDS Engagement Sessions



### Digital recording views:

Downtown: 74

Housing: 50

Workforce: 38

Health & Wellness: 27

### Registration from sessions:

Downtown: 55

Housing: 51

Workforce: 40

Health & Wellness: 16

### Participation: (day of)

Downtown: 72

Housing: 40

Workforce: 37

Health & Wellness: 29

## EVENTS!

Town Calendar went out to residents over the Christmas break!

Feb 2- Hockey Jersey Day & Winter Walk Day

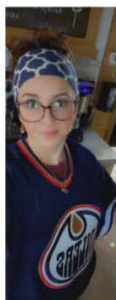
Feb 17- Random Act of Kindness Day

Feb 23- Pink Shirt Day

Mar 3 – Community Registration Evening

Mar 23 – Women In Business, March on event





## Parks & Open Spaces – Brock Leavins

### Highlights

During this period of time, most highlights are grouped towards preparation and coordinating outdoor winter facilities and activities. Listed below are my top highlights:

- Outdoor Ice-Skating Area at Castlevue Park (*See Appendix 1.0*)
  - For this project there were major difficulties with inconsistent weather patterns, which did negatively impact the project greatly with melting ice. For most of this time frame the skating area was unusable, however, during New Year's Eve and New Year's Day, there was significant traffic to the facility, along with the week following. Individuals and groups were able to enjoy the skating area during that time with much positive feedback from the public on social media.
- Completing the 2021 Healthy Community Grant Project
  - For this project, the Town was granted \$5,000 from the Alberta Recreation and Parks Association to develop a project geared towards improving active living within the community. With this project, along with the efforts of Rhonda Oczkowski, I was able to create 12 specialized activity kits for public rental, which focussed on activities for kids, seniors, multicultural, summer, winter, and introduction to sports.
- Establishing Structure and Documents for General Coordinating Tasks
  - With the need for more structure and updated documents, I was able to create specialized documents for financial tracking, task scheduling, facility inspections, facility bookings, etc., and I was able to create documents plans for Sport Field Maintenance, Trail System Maintenance, and General Tree Maintenance.
- Walking Trail Snow Clearing Maintenance (*See Appendix 2.0*)
  - While coordinating with the Operations Department, I was able to improve the overall quality of the Town's walking trails by regularly clearing snow in high use areas. This provided a safer environment for the public to use these trails for recreation and transportation. The improvements were noticed by the public, and positive feedback through social media and in-person communication became a regular occurrence.
- Alberta Beverage Community Champions Grant (*See Appendix 3.0*)
  - After completing and submitting the grant application form, the Town was notified of our success in obtaining approximately \$18,500 towards (6) recycling and garbage units. This grant program supports municipalities and non-profit organizations in building participation in beverage container recycling. The program provides funding for specialized recycling bins (indoor and outdoor) and start-up support for local beverage container recycling programs, by ensuring more accessible and convenient out-of-home opportunities for recycling.
- Perfect Mind Software Updates (*See Appendix 4.0*)
  - With the Perfect Mind Software already being utilized by the Aquatics Staff, and partially setup for other applications, I was able to establish proper functions of the program to enable the Town to book and schedule events and user groups for both the Arena and Sports Fields. In my opinion, this program has been a good tool to help my task of coordinating user groups and fields.
- Pesticide Registration with the Alberta Government
  - With most of the Town's pesticide spraying tasks being outsourced to local contractors, it was imperative for the Town to become registered with the Alberta Government to

legally spray areas such as sports fields, playgrounds, and open spaces. I was able to complete the application and to create necessary recording documents for the Alberta Government to grant success to our application.

- Downtown Planter Box Program
  - With this program being relatively new over this last year or two, it was important that continue the overall organization of this program both internally and with program stakeholders. I was able to create updated documents with more in-depth information about the program history, plans for this year, and structure going forward.
- Vehicle and Equipment Organization
  - While coordinating with the Operations Department, I was able to coordinate important and overdue tasks, along with specialized maintenance forms towards the goal of better maintenance of all equipment and vehicles used by Parks.
- Matthew Halton Irrigation Plans (*See Appendix 5.0*)
  - With direction given from council, with help from Adam Grose, I was able to create partial records of unrecorded infrastructure and history of the system. I was also able to coordinate a plan going forward with the needed repairs of the Matthew Halton Field Irrigation System.
- Amphitheatre Project
  - While connecting with various community groups such as the Public Library, Allied Arts Council of Pincher Creek, along with connecting with communities within Southern Alberta and Southern British Columbia, I was able to collect valuable information towards a potential project within the Town of Pincher Creek.
- Coordinating with Community Groups & Stakeholders
  - It has been very beneficial and important for me to connect with community groups to help establish and to also improve the relationships between those groups and the Town. Most notably, connecting with Minor Baseball, Minor Soccer, St. Michael's High School, the Mustangs Football Club, Pincher Planters, and Communities in Bloom, have all resulted in continuing a positive communication line going forward.
- Joint Use Agreement
  - With direction from LaVonne and Adam, I was able to connect with the Livingstone Range School Division and Holy Spirit to establish a stronger conversation with updating the Join Use Agreements with both groups. At this time, a rough draft has been established, but needs attention from the Town's Legislative Department to move forward with the project.
- Major Cleanup of the Skateboard Park (*See Appendix 6.0 & 6.1*)
  - With a window of good weather, our parks team has been able to deep clean the skateboard park area, along with establishing a formal inspection and record keeping of the features. The area will continue to receive maintenance from the staff but is now at a better baseline to do so.
- Major Cleanup of the Tennis Courts (*See Appendix 7.0 & 7.1*)
  - With a window of good weather, our parks team has been able to deep clean the tennis court area, along with noticeably updating the benches at that facility. The area will continue to receive maintenance from the staff but is now at a better baseline to do so.
- Tree Trimming and Maintenance (*See Appendix 8.0*)
  - The Parks Staff have done a great job a trimming various species of trees mainly along the Eastern part of the Walking Paths in Pincher Creek, along with the Veterans



Memorial Campground, and Bike Park. This will help establish a safer experience for users, and overall tree health going forward.

## Goals

During this period of time, most goals are grouped towards establishing a good baseline for outdoor facilities during our Spring cleanup tasks, coordinating and booking facilities with user groups, providing a safer and higher quality of product for the community and user groups relating to parks and open spaces, and providing leadership to the day-to-day tasks of the Parks Staff along with their further skill development. Listed below are my top goals:

- Completing the Alberta Beverage Community Champions Grant
  - With the grant being highlighted in the previous section, the following next steps will be to receive the shipment of units and to disperse into the designated areas, and report monthly usages of these units. My goal is for these to be positive interaction with the public with these improvements, and to also reduce the amount of litter within the designated areas.
- Tree Trimming and Maintenance
  - With some tree trimming already taken place, the Parks Staff will be directed to improve the recently planted trees with surrounding protective cages and watering infrastructure, planting new trees in planned areas, and to continue to trim trees until the mid portion of May. My goal is to see a qualitative positive difference in tree health throughout the community, along with visible and functional protection from animal disturbances.
- Coordinating with Community Groups & Stakeholders
  - Facility Bookings: While coordination with most user groups has had challenges regarding communicating schedules, my goal is to have all user groups and private bookings to go through the Booking Forms and procedures at a minimum of 50% rate, rather than zero communication or verbal communication.
  - Communication with Schools: While the Joint Use Agreements are being worked on, my goal is to have positive communications with the leadership groups of both Holy Spirit School and Livingstone Range.
  - Communication with Stakeholders: With closest relationships of Parks being with the Pincher Planters and Communities in Bloom, my goal is to keep a positive relationship with both groups, and to positively address any/all adversity or challenges that may rise.
- Volunteer Projects
  - With the high amount of maintenance needed to outdoor facilities, it has come to my attention that coordinating volunteer groups to help with small and low risk maintenance projects would be beneficial for the community. My goal is to coordinate a volunteer group successfully and safely towards helping with a maintenance project at either the dog parks or bike park or baseball diamonds.
- Improving Sports Field Maintenance (*See Appendix 9.0*)
  - With regular maintenance scheduled and knowing that challenges will be rising from specifically irrigation difficulties, my goal is to continue with the development of documents and mapping for the infrastructure within the sports fields.
- Improving Walking Trail Maintenance (*See Appendix 10.0*)
  - During this time regular maintenance of tree trimming and improving the ground conditions will be the main focus. My goal for this next quarter is to continue trimming and removing hazards along 25% of the trail system, along with improving the ground

conditions along 25% of the shale portion of the trail system, especially the damaged area behind the Old Pool.

- Improving Parks Maintenance
  - With regular maintenance scheduled and knowing that challenges will be rising from specifically irrigation difficulties, my goal is to continue with the development of documents and mapping for the infrastructure within the parks.
- Successful Opening of the Veterans Memorial Campground (*See Appendix 11.0*)
  - With the opening day being towards the end of May, the campground will need a significant amount of maintenance and clean-up for it to be ready for that time. My goal is to have 100% of the grounds cleaned-up and all hazards removed, and to have 50% of the Citizen Requests and Comments to involve a thankful/positive aspect within them.
- Providing a Safe Environment for Parks Staff and to Lead Skill Improvement
  - With the arena staff crossing over partially to take on more Parks tasks, along with the arrival of mostly non-returning Summer Parks Staff, it is my goal to have all staff trained and certified in WHMIS and First-Aid, a qualitative measurement of 100% rate of feeling safe in the workplace, along with zero to only a few minor incidents experienced and reported.

## Attendance

With most minor sports, community groups, and other users, the most significant attendance numbers can be tracked during the second and third quarters of this year.

- Minor Soccer
  - Registration Numbers to be collected and recorded in next quarter, while registration closes during the month of April 2022.
- Minor Baseball
  - Registration Numbers to be collected and recorded in next quarter, while registration closes during the month of April 2022.
- Mustangs Football Club
  - Registration Numbers to be collected and recorded in next quarter, while registration closes during the month of April 2022.
- High School Baseball
  - Registration Numbers during the month of March 2022, as reported by Randy Whitehead, were 12 players.
- High School Rugby
  - Registration Numbers to be collected and recorded in next quarter, while registration closes during the month of April 2022.
- Private Bookings
  - At this time, there are no recordings for 2022.
- Parks & Walking Trails
  - During the Winter months there were many positive comments taken from the public regarding the accessibility and maintenance of the walking trails. During those discussions it was expressed on multiple occasions that the walking trail is widely used by the community during all season, and that the maintenance during the Winter months has enabled many of those users to continue to be active and to enable that way of transportation.

## Committee Reports/Updates

- Health and Safety Committee
  - Over the previous months, I have been involved with the Health and Safety Committee. So far, I have found this time to be more of a learning process about the highlights and difficulties of this specific workplace. Over the next quarter I plan to be more involved and to communicate issues and potential resolutions.

## Significant Projects

With the budget and direction passed to me, listed below are the most significant projects of focus during this year, exempt of normal operating and maintenance responsibilities and projects.

- Hibernaculum Fencing Project (*See Appendix 12.0*)
- Lions Ball Park Retaining Wall Project
- Matthew Halton Irrigation Project
- New Garbages along Walking Trail & In Parks
- East Dog Park Irrigation System Project
- Castlevue Swing Repair Project
- Town Hall Toddler Park Project

## Staff Meetings/Trainings

While my attendance has been recorded at multiple Council Meetings, After Council Meetings, Safety Meetings, and Tailgate Meetings, I feel like I have been successful in the giving and receiving of necessary information and have been able to collaborate in a positive manner with my manager and colleagues. Listed below are mainly training topics of focus for this quarter, and these trainings have taken place in-house for all staff with Parks related duties.

- Tailgate Meetings Daily
  - This meeting takes place each morning at 8:05am within the Old Pool, where all Parks Staff meet to coordinate their daily tasks and hazards.
- WHMIS Training for Staff
  - This training was provided for all Parks Staff that had not been trained for WHMIS within the Town of Pincher Creek workplace. This training was based online and was offered by [worksitesafety.ca](http://worksitesafety.ca).
- Chainsaw Safety Training for Staff
  - This training was provided for all Parks Staff that would potentially be working with chainsaw and pole pruner/saw tools. This training was based online and was offered by [onlinesafetytraining.ca](http://onlinesafetytraining.ca), as we completed in smaller groups, along with an in-house orientation of all chainsaw and pole pruner/saw tools.

## Upcoming Events/Meetings

Below is a list of more significant events that Parks Staff will be involved with during the next quarter.

- Skate Jam Event (April 30<sup>th</sup>) (*See Appendix 13.0*)

- Day on the Creek (May 25<sup>th</sup>)
- Bike Jam (June 18<sup>th</sup>)
- National Garden Day (June 18<sup>th</sup>)
- Skate Jam (June 21<sup>st</sup>)

## Appendix

### 1.0 Outdoor Skating – Castleview Park



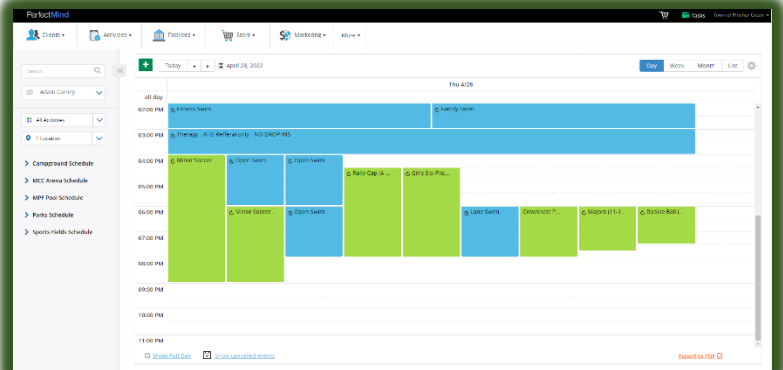
### 2.0 Walking Trail Snow Clearing Maintenance



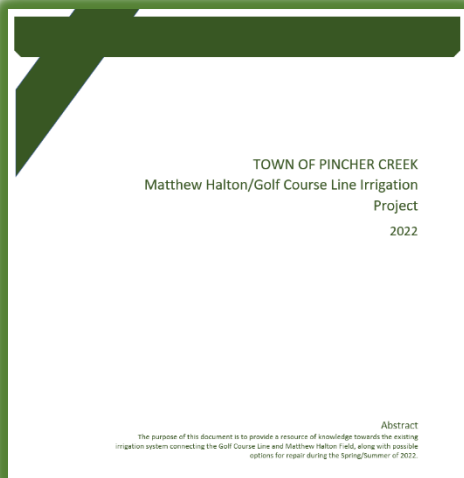
### 3.0 Alberta Beverage Community Champions Grant



### 4.0 Perfect Mind Software Updates



### 5.0 Matthew Halton Irrigation Plans





6.0 Major Cleanup of the Skateboard Park (Before)



6.1 Major Cleanup of the Skateboard Park (After)



7.0 Major Cleanup of the Tennis Courts (Before)



7.1 Major Cleanup of the Tennis Courts (After)



8.0 Tree Trimming and Maintenance



9.0 Improving Sports Field Maintenance





## 10.0 Improving Walking Trail Maintenance



## 11.0 Successful Opening of the Veterans Memorial Campground



## 12.0 Hibernaculum Fencing Project



## 13.0 Skate Jam Event (April 30)



## Recreation Manager – Adam Grose

### Arena

- In 2021 Town Council approved a Fire Alarm upgrade to the Arena. Stantec was contracted as the engineering company to make drawings and put a package out for tender to contractors to install the system. Work began on June 16, 2021, by a local electrical contractor and while final installation was expected in October 2021, supply chain issues put this project significantly behind schedule. As of March 31<sup>st</sup>, the Arena Fire Alarm system is nearing completion, items needed to complete this project are a dedicated phone line installed, alarm monitoring contract signed and executed, final engineering inspection completed.
- The Town of Pincher Creek committed \$6,000 towards a new score clock for the MCC arena. Pincher Creek Minor Hockey will be contributing the remainder of the funds. The new score clock has been ordered and expected delivery is early June.
- A brine leak under the concrete has caused some additional maintenance requirements from the staff, and this issue will need to be addressed when ice comes out. Some concrete removal may be required to fix this leak.
- Pincher Creek Minor Hockey had an incredibly successful season with teams in each age group, including 2 teams at the U18 (Midget) level. These teams included players from other local communities in the area which could not front a team at that level.
- The CNP Ravens Lacrosse Team and a local Ball Hockey group (through Minor Hockey) will be using the arena in the Spring and Summer.
- Shiny Hockey attendance averaged 11 skaters per time for a total of 263 people.
- A total of 767 people attended free public skate from January 1, 2022 – March 31, 2022.

### Pool

- Currently staffing levels at the Pincher Creek Pool are low and as such the pool is needing to close on every other weekend. This is not isolated to Pincher Creek, and it seems to be an industry wide issue with several pools having lifeguard shortages. The Covid-19 pandemic has partially contributed to this issue as training for lifeguarding virtually stopped for well over a year.

### Staffing

- A total of 12 interviews were conducted in March for Summer Recreation Labourers, and the Summer Games Coordinator Position.
- 3 new Pool front desk staff were also hired in the first quarter of 2022.

### Southern Alberta Summer Games

- The Manager of Recreation Services (Adam Grose) is currently sitting as Chairperson of the Southern Alberta Recreation Association.

- The 2022 Southern Alberta Summer Games were originally scheduled to be held in Raymond, however, the difficult decision was made to postpone those games for the second straight year.
- A new website was launched and can be found at: [www.southernalbertasummernames.ca](http://www.southernalbertasummernames.ca)
- For 2022 SARA has decided to endorse 'Regional Games' in the month of July. Various communities across Southern Alberta will be hosting different events, and they will be promoted on the SARA website. Pincher Creek will be hosting a Disc Golf Tournament.

## Health and Safety

- The Manager of Recreation Services is currently sitting on the Health and Safety Committee as Co-Chair.
- There was an agreement with the M.D. of Pincher Creek to enlist the assistance of their Health and Safety Coordinator to assist the Town of Pincher Creek with their Health and Safety Program.
- The M.D. assisted the Town of Pincher Creek in conducting Violence and Harassment Training for the Staff. This training was part of an OH&S investigation and needed to be completed by February 11, 2022. The OH&S investigation has since been closed, and the Town of Pincher Creek was in compliance of all orders given.



## Family and Community Support Services – Andrea Hlady

### Highlights:

FCSS has a new provincial reporting structure and 2021 Annual Report completed and approved.

### Goals (next few months):

FCSS website will go live; FCSS is supporting the Chamber of Commerce with Farmers Market non-profit table promotion.

### Committee Reports/Updates:

Committees of Council include: Police Advisory Committee - working on committee member recruitment; Community Housing Committee – updating Terms of Reference and scope of committee; Emergency Social Services - organizing ESS Branch.

### Significant Projects:

Significant committee work is the Community Housing Committee and how it will interface with the Housing Action Team.

### Staff Meetings/Trainings:

FCSS Outcomes Training completed; Basic Emergency Management completed.

### Upcoming Events/Meetings:

FCSS Interagency Meetings (monthly) continue online; National Indigenous Peoples Day on June 21