

TOWN OF BLACKFALDS RECREATION, CULTURE & PARKS BOARD

Tayles Board Room – Civic Cultural Center – 5018 Waghorn Street
Wednesday, March 5, 2025 at 6:30 p.m.

AGENDA

1. WELCOME AND CALL TO ORDER

- 1.1 Welcome to the Recreation, Culture and Parks Board Meeting – March 5, 2025
 - 1.2 Call to Order
 - 1.3 Approval of Agenda
-

2. LAND ACKNOWLEDGEMENT

- 2.1 Treaty Six Land Acknowledgement - Blackfalds Recreation, Culture and Parks Board acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.
-

3. PRESENTATIONS

- 3.1 Heart of Blackfalds Society
-

4. BUSINESS

- 4.1 Approval of Minutes from February 5, 2024
 - 4.2 Community Initiatives Grant Policy Update (verbal)
 - 4.3 Community Initiatives Grant – Cold-Blooded Cornhole
 - 4.4 Community Initiatives Grant – Heart of Blackfalds Society
 - 4.5 Tree Planting Proposal, Lansdowne Avenue
 - 4.6 Abbey Centre Update
 - 4.7 Parks & Facilities Update
-

5. CONFIDENTIAL

None

6. ADJOURNMENT

MEMBERS PRESENT

Laura Svab, Town of Blackfalds Councillor
Marina Appel, Town of Blackfalds Councillor
Barb Shepherd, Lacombe County Representative
Louise Rellis, Public at Large
Kristy Lawrence, Public at Large
Shauna Sawchuk, Public at Large

OTHERS ATTENDING

Rick Kreklewich, Director of Community Services
Carol Simpson, Abbey Centre General Manager
Jeff Heindel, Parks and Facilities Manager

REGRETS

Kayla Marquis, Public at Large
Trent Kroetsch, Public at Large

WELCOME AND CALL TO ORDER

Member Lawrence welcomed all attending and called the Recreation, Culture and Parks Board Meeting to order at 6:33 pm.

Member Rellis moved That the Recreation, Culture and Parks Board approve the Agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

PRESENTATIONS

None

BUSINESS

Minutes

Member Rellis moved That the Recreation, Culture and Parks Board approve the Minutes from January 8, 2025 as presented.

CARRIED UNANIMOUSLY

Community Initiatives Grant – Central Alberta Warriors

Representatives from the Central Alberta Warriors organization attended the RCP Board Meeting to discuss their Community Initiatives Grant application. The RCP Board requested more information from their group and perhaps tie it to an event.

Community Initiatives Grant – Frazier’s Next Level Coaching

Representatives from Frazier’s Next Level Coaching attended the RCP Board Meeting to discuss their Community Initiatives Grant application for a provincial arm wrestling event being held at the Eagle Builders Centre on May 3rd. The RCP Board discussed the application and noted that it is a for-profit organization requesting this funding. The RCP Board requested that this be brought forward to Council and consider possible changes to the Community Initiatives Grant Policy guidelines and that we receive confirmation from the provincial arm wrestling association that this event has been awarded to Frazier’s Next Level Coaching.

Member Appel moved That the Recreation, Culture and Parks Board recommend to Council that the Community Initiatives Grant Policy be amended to allow for-profit organizations to apply for funding, provided any profits go towards a program or project deemed worthy

CARRIED UNANIMOUSLY

Member Appel moved That the Recreation, Culture and Parks Board receive confirmation from the provincial arm wrestling association that this event has been awarded to Frazier’s Next Level Coaching and upon receiving the letter, bring forward the application to Council for approval.

CARRIED UNANIMOUSLY

Community Initiatives Grant – Cold-Blooded Cornhole

An application was received by Cold-Blooded Cornhole to host a regional cornhole event in June at the Eagle Builders Centre. The RCP Board discussed the application and requested that the application be applied for through a representative other than a Town staff person. A question was asked about whether Cold-Blooded Cornhole would consider having a time for the community to tryout the activity.

Member Svab moved That the Recreation, Culture and Parks Board recommend to Council to give Cold-Blooded Cornhole \$1,360 for their event upon changing the applicant to another representative from the group.

CARRIED UNANIMOUSLY

Aspen Community Garden Relocation

Manager Heindel brought forward an idea of moving the Aspen Community Garden to Willow Park. New soil has been approved in the budget for Aspen, but considering it’s location and accessibility, Willow Park would be better laid out to add a community garden there. The community would have to be engaged before any action would be taken.

Member Rellis moved That the Recreation, Culture and Parks Board advise Administration to engage the community on moving the community garden from Aspen Park to Willow Park and if the comments/results of engagement are primarily in favour (over 65%), then recommend to bring forward to Council and if the community is not in favour, discuss further at the RCP Board.

CARRIED UNANIMOUSLY

Community Services Framework Policy

Director Kreklewich presented a draft Community Services Framework Policy for the RCP Board to review. Two suggested changes were provided to Administration before providing the draft policy to Council.

Abbey Centre Update

- Manager Simpson presented the monthly highlights

Parks and Facilities Update

- Manager Heindel presented the monthly highlights

The Recreation, Culture and Parks Board received the items as information.

Chair Kroetsch adjourned the Recreation, Culture & Parks Board Meeting at 8:12 p.m.

Kristy Lawrence, Vice Chair

Rick Kreklewich, Director of Community Services

GUIDELINES

Purpose

The Community Initiatives Grant provides financial support to groups/organizations to deliver art, culture, heritage, sport, and recreation initiatives within Blackfalds. The grant will assist groups/organizations to create diverse cultural activities, engage residents, strengthen community partnerships, and develop safe and accessible initiatives to provide a positive and lasting impact on the community.

Eligibility

Groups/organizations seeking to apply for financial support from the Community Initiatives Grant must demonstrate the following:

- The initiative must relate to an art, culture, heritage, sport and/or recreation activity. Examples include community art projects, festivals, art or culture programs, sporting events, performances, celebrations, etc.
- The initiative must serve the community of Blackfalds.

The following groups will be considered ineligible:

- Grants to individuals
- For-profit organizations
- Political based organizations/events

The following expenses will be considered ineligible to receive grant funding:

- Liquor expenses (including a liquor license)
- Retroactive funding for programs/projects
- Items for resale (including food)

Application Review

Applications are reviewed by Administration and the Recreation, Culture and Parks Board and ultimately considered by Council. Applications will be reviewed up until the deadline on the second Friday of April.

Funding Availability

The maximum amount a group/organization can apply for is \$2,500 per application. Total funding varies per year based on budget approval from Council. Please note that if funding is applied for and received one year, it does not mean that funding will be guaranteed for the following year. Due to limited funding, all application requests meeting the assessment criteria may not receive funding.

Assessment Criteria

Applications will be assessed based on the ability to meet the criteria listed below:

- Fulfill a need within the community
- Encourage community participation
- The initiative is free to attend
- Will the initiative provide a positive and lasting impact on the community?

Requirements of Grant Applicants

Grant applicants are required to complete the Community Initiatives Grant Application Form in full and answer any follow-up questions as required. Grant amount requests (as a part of revenues) should not exceed the total expense incurred, thus providing a surplus for the initiative. A final report will be required as outlined below.

Outcomes

Community initiatives play an important role in Blackfalds' community development by providing opportunities to improve the quality of life of residents and create a positive and lasting impact. Successful initiatives will deliver engaging art, culture, heritage, sport and/or recreation opportunities through programming, events, or projects in Blackfalds that will engage residents, promote community well-being, celebrate diversity and heritage, and generate community spirit.

Funding Requirements

Funding must be used for the purposes specified and in the timeline indicated. The Town of Blackfalds must be notified if any approved funding is not expended to allow for funding to be used for other Community Initiative Grant opportunities.

Final Report

The Town of Blackfalds requires a complete final report to be received no later than 30 days after the completion of the event. The final report should include event details, actual financial numbers, attendance, and overall event summary.

Contact Information & Support

Blackfalds Community Initiative Grant Information
Community Services Department

Town of Blackfalds

Box 220

Blackfalds, Alberta T0M 0J0

403.885.4677

info@blackfalds.ca

COMMUNITY INITIATIVES GRANT APPLICATION

**Please refer to the Community Initiatives Grant Information Package prior to filling out this application*

APPLICANT INFORMATION

Organization/
 Group Name: **Cold Blooded Cornhole Association**

Contact Person: **Cheyne Law** Phone Number: **403 350 9040**

Mailing Address
 & Postal Code:

Email Address: **lawdog94@hotmail.com**

Website (if applicable): Social Media (if applicable): **Cold Blooded - FB**

Brief Organization Description:

Cold-Blooded Cornhole was founded in 2020 with the mission to promote physical activity, social interaction, and community spirit through the game of cornhole. Cold-Blooded is sanctioned through Cornhole Canada and Cornhole Alberta. The club is also registered as a non-for-profit by CRA.

INITIATIVE INFORMATION

Dates/Times: **June 6th 2025 8am to 12pm**

Location(s): **Arena 1 Eagle Builders Center**

Please provide a brief description of the initiative?

The association is wanting to Host a Regional Corn Hole Tournament at the Eagle Builder center on June 6th 2025. Hosting a regional tournament is a large undertaking and involves a large number of volunteers in a coordinated effort.

How does the initiative fulfill a need with the community?

Access and promotion of an accessible sport like corn hole will help broaden the sport within the community. This event will also highlight the EBC as a venue for potential future events.

COMMUNITY IMPACT

How does the initiative encourage community participation?

A regional tournaments bring participants from all over the province as well as out of province. The sport is growing with many local players from Blackfalds in the Cold Blooded club. The sport is split into 3 different tiers to ensure fairness for new comers.

What is the cost to attend your program or event?

The registration to attend the event is dependent on the following;

- Tier of Registration (3 different Tiers based on skill)
- Tier 3 - Highest in Canada Doubles \$100 Singles \$50
- Tier 4 - Intermediate Doubles \$80 Singles \$40
- Tier 3 - Entry level Doubles \$60 Singles \$30

Is your group/organization receiving funding (donations, grants, sponsorship, other revenues) from other sources?

As Cold Blooded Corn hole is a fairly new organization registered as a non-profit late 2024. donations/sponsorship will be solicited. We have budgeted \$400

How will the initiative provide a positive and lasting impact on the community?

This initiative will have a positive impact on the community in the following way,

- Highlighting the EBC centre for summer activities
- The ability for spectators to view the sport at the highest level. in person. Online streaming of a feature court via social media highlighting Blackfalds.
- Economic spin off with players traveling in from other towns via hotel bookings and local spending in restaurants etc.

INITIATIVE BUDGET

**Please fill in the anticipated budget for your program/event or provide an attached budget*

Revenue:	Value \$	Details
Grants		
Donations		
Sponsorships	400	Solicitation of Sponsorship
Other Revenues	1600	Registration of Players
Grant Amount Requested	1360	Weekend local Rate
Total Revenues:	3360	
Expenditures:		
Materials	300	Supplies to host Tournament
Artist/Instructor/Performance Fees	1100	Incentives payouts
Promotional Expenses	100	Advertising on Socials
Administrative Costs	300	
Insurance, Licencing	200	Liquor License and other
Other Costs	1360	Facility Rental
Total Expenditures:	3360	
Deficit:	0	

Additional Information:

Thank you to the board for this consideration

Cheyne Law

Name of Applicant (please print)


 Cheyne Law (Feb 24, 2025 15:02 MST)

Signature of Applicant

February 24 2025

Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

Community Initiatives Grant Guidelines and Application 2024 - Feb 2025

Final Audit Report

2025-02-24

Created:	2025-02-24
By:	Justin de Bresser (jdebresser@blackfalds.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjUmZ8Yhi7be9IXD8zYvJ1S1vXZ7nTucF

"Community Initiatives Grant Guidelines and Application 2024 - Feb 2025" History

-  Document created by Justin de Bresser (jdebresser@blackfalds.ca)
2025-02-24 - 9:55:33 PM GMT
-  Document emailed to lawdog94@hotmail.com for signature
2025-02-24 - 9:55:59 PM GMT
-  Email viewed by lawdog94@hotmail.com
2025-02-24 - 9:57:04 PM GMT
-  Signer lawdog94@hotmail.com entered name at signing as Cheyne Law
2025-02-24 - 10:02:50 PM GMT
-  Document e-signed by Cheyne Law (lawdog94@hotmail.com)
Signature Date: 2025-02-24 - 10:02:52 PM GMT - Time Source: server
-  Agreement completed.
2025-02-24 - 10:02:52 PM GMT

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Community Services Department

Town of Blackfalds

Box 220

Blackfalds, Alberta T0M 0J0

403.885.4677

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COMMUNITY INITIATIVES GRANT APPLICATION

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APPLICANT INFORMATION

Organization/
Group Name:

Contact Person:

Phone
Number:

Mailing Address
& Postal Code:

Email
Address:

Website
(if applicable):

Social Media
(if applicable):

Brief Organization Description:

INITIATIVE INFORMATION

Dates/Times:

Location(s):

Please provide a brief description of the initiative?

How does the initiative fulfill a need with the community?

Personal information on this form will be used strictly for obtaining the prescribed consent. This information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and will be protected under Part 2 of the Act. Questions regarding the collection and use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.ca or by phone at 403.885.6370.

COMMUNITY IMPACT

How does the initiative encourage community participation?

What is the cost to attend your program or event?

Is your group/organization receiving funding (donations, grants, sponsorship, other revenues) from other sources?

How will the initiative provide a positive and lasting impact on the community?

INITIATIVE BUDGET
**Please fill in the anticipated budget for your program/event or provide an attached budget*

Revenue:	Value \$	Details
Grants		
Donations		
Sponsorships		
Other Revenues		
Grant Amount Requested		
Total Revenues:		
Expenditures:		
Materials		
Artist/Instructor/Performance Fees		
Promotional Expenses		
Administrative Costs		
Insurance, Licencing		
Other Costs		
Total Expenditures:		
Deficit:		

Additional Information:

 Name of Applicant (please print)



 Signature of Applicant

 Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

MEETING DATE: March 5, 2025
PREPARED BY: Jeff Heindel, Parks and Facilities Manager
PRESENTED BY: Jeff Heindel, Parks and Facilities Manager
SUBJECT: **Tree Planting Proposal, Lansdowne Avenue**

BACKGROUND

Barb Peever from the Site Resource Group Management Team reached out to Administration inquiring about a tree planting event within the Town of Blackfalds and a location that would be good for reforestation. Discussions were held between Community Services and the Planning and Development team to review this opportunity and to consider potential locations within the Town of Blackfalds.

DISCUSSION

Administration reviewed a few locations within Town of Blackfalds boundaries that would best suit this initiative. The location on Lansdowne Avenue was the most favorable as this would be an opportunity to naturalize this berm. The green space berm along Lansdowne Avenue was agreed upon as this green space has been an ongoing problem for the Parks team to manage as the slope is a hazard for our mowing equipment. The space is also just turf on a hillside, and this opportunity will provide a future natural area, a buffer between homes and the railway, and be a significant environmental benefit.

FINANCIAL IMPLICATIONS

There is not any cost to the Town of Blackfalds for the supply or tree planting.

RECOMMENDATION

Administration recommends moving forward with this initiative through Site Resource Group Management.

ALTERNATIVES

N/A

ATTACHMENTS

From: Barb Peever <BPeever@siterg.com>
Sent: January 27, 2025 9:42 AM
To: Jeff Heindel <JHeindel@blackfaldds.ca>
Cc: Troy Park <tpark@siterg.com>; Jeanette Blakley <JBlakley@siterg.com>
Subject: SRG - Tree Planting Event - May 2025

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Jeff,

I just wanted to get an email together including the Site Resouce Group Management Team involved in the planning and development of this activity. Our plan is to provide the work force as a volunteer group in the month of May 2025 to plant trees, according to the town's guidelines. We would like to discuss with the Town of Blackfaldds, an area within the town limits they would consider ready for re-habituating for our group to work in.

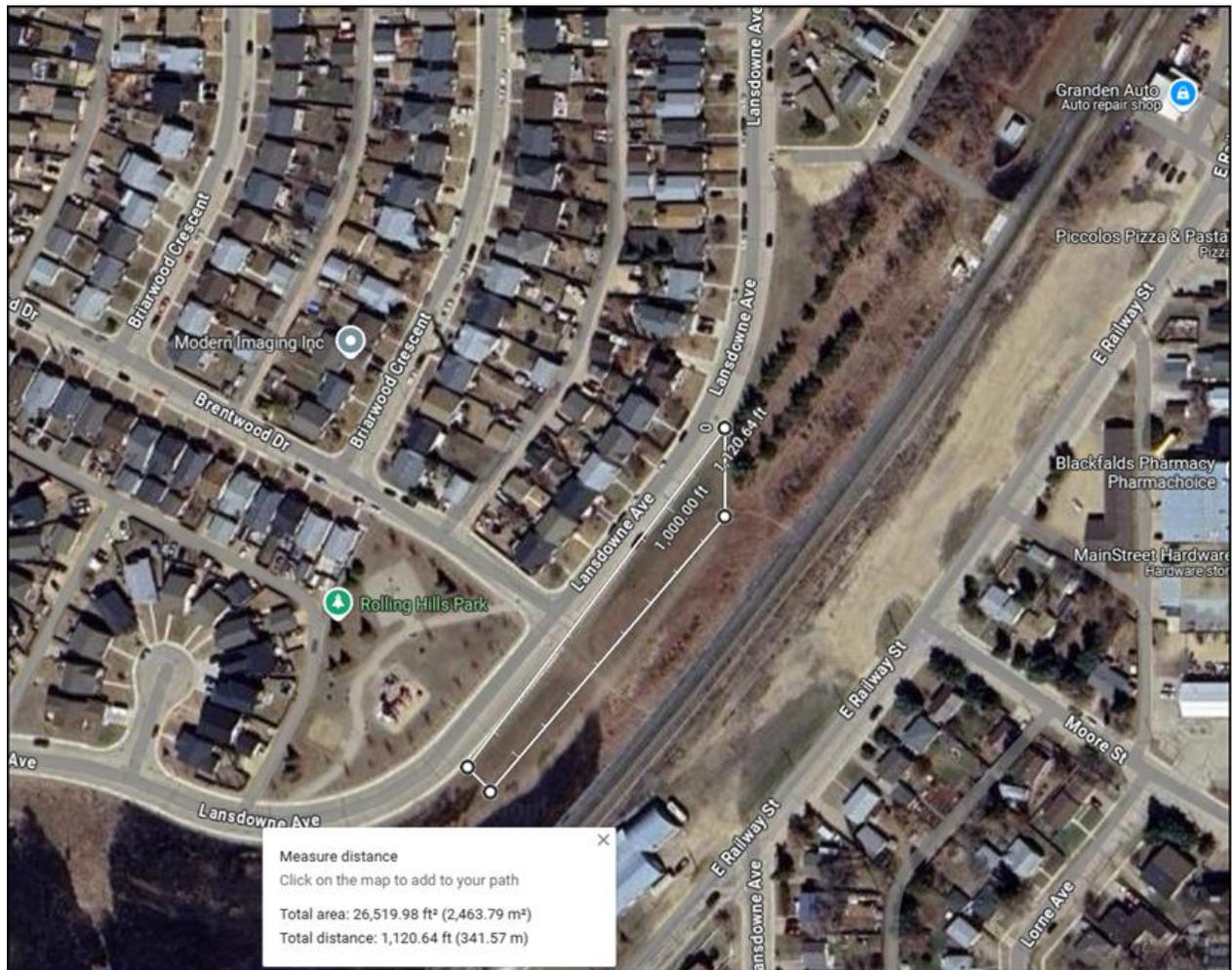
- Troy Park – General Manager
- Jeantte Blackly – HSSEQ Coordinator

Thank you for the time you are taking to consider this request,



Barb Peever
Project Administrator
T: +1 (403) 550-2721
E: BPeever@siterg.com
W: WWW.SITERG.COM

SAME GREAT COMPANY.



Recreation & Culture Board Update – Mar 5, 2025

- The Aquatics Coordinator has planned our spring pool dye test as it needs to be completed before any chemicals are added. This test will show up our circulation patterns within the pools and if any adjustments are needed.
- We have received a \$750 anonymous donation for youth/family programming and we are currently looking at options for its use.
- A new Abbey Centre webpage has been added with information and history of our 10 acre site and the nature that frequents it.
- GM attended the CSD Managers meeting Feb 11 which is a great opportunity to learn and discuss.
- GM attended the first Blackfalds Days meeting for the 2025 event on Feb 12 to discuss high level plans.
- Fitness Coordinator held a Red Cross recertification course for Town of Blackfalds staff on Feb 12 and she also attended ICS200 training Feb 13 and 14.
- Programming is complete and all information for the centre submitted to MARCOM for inclusion in the Spring/Summer Program & Activity Guide
- All relevant happenings, operational changes and new initiatives submitted to MARCOM for inclusion in the 2024 Annual Report.
- IRJC has now returned to the Abbey utilizing FH3. With their change of semester, they now do not have access to the IRSC as before.
- Guest Services Team Lead held a Guest Services monthly crew meeting Feb 13 and Children's Services monthly crew meeting February 18.
- The field houses have been busy with a Ju Jitsu Tournament Feb 14-16, Volleyball Feb 17 and another Jiu Jitsu Tournament February 21 & 22. The latter was very well attended and did create parking and staffing challenges.
- C'Amped was held for February 18 to 21 with great enrollment.
- As winners of the FCSS initiative "Reindeer Games" challenge, the pizza lunch was enjoyed by staff on Feb 19.
- Community Gardens is programmed and ready for registration beginning 7am on March 14 and is now viewable on PerfectMind
- Install complete of carbon monoxide detectors in level 2 mechanical room.
- Centratch and Chubb technicians worked Feb 24-26 installing, programming and testing the new fire panel. The monitoring fire system was non-operational Monday and Tuesday night, therefore we had a Paladin Security guard on fire watch throughout those two nights/mornings. The completion of this capital project now ensures the Abbey Centre has a functional monitoring system that will last for the next couple of decades. Our old system was at end of life and parts were no longer available for it.
- GM and Guest Services Team Lead attended a Teams meeting with AB Munis to discuss recommendations and gather information of which types of 3rd party activities should potentially carry additional insurance during Town of Blackfalds facility rentals. Several options are available for renters to acquire this insurance coverage. We will be discussing further on how best to move this topic forward.
- Abbey Centre Health & Safety Committee held their monthly meeting on Feb 24.
- We had a celebration for Naomi Delisle on Feb 25 as she enters her Mat Leave. The Facility Monitor 18 month term position to fill her vacancy has now closed and interviews have commenced.
- GM attended the Managers Meeting Feb 26
- We welcome back Kailey Lapointe (Custodial I) from her medical leave to her position as of Feb 27. Brandi Fitch who has been filling that term position has agreed to stay on as a casual Custodial I as of March 1.
- Abbey Staff took part of FCSS's Pink Shirt Day initiative Feb 26
- Abbey Centre Birthday/Work Anniversary February celebration held Feb 28
- Aquatic Programmer position posting closed Feb 28 with review of applicants and interviews to start early March

Parks & Facilities Report

March 5, 2025

Parks team closed all outdoor skating spaces on February 27 and 28 (Riser and Centennial Skating Spaces, Pine ODR, Willow ODR and skating loop) due to warm weather, standing water and unsafe conditions.

Parks staff spent a lot of time the week of February 24-28 to clear off snow and ice from public sidewalks and trails and worked on controlling how water runs and melts on these spaces during this warm weather.

Seven staff completed FA/CPR/AED recertification.

Parks and Facilities teams supported Winterfest on Monday, February 17

Parks and Facilities Manager started working with MarCom on a community consultation plan for Aspen Community Garden relocation to Willow Park.

- Director Kreklewich will have this as an information item at the next Standing Committee of Council prior to the public consultation plan.
- The public consultation plan will involve the Marketing and Communications Department reaching out to the community via:
 - Social Media posts
 - Door knockers around the immediate area
 - Reach out to current Aspen Garden plot renters to inform them of the plan and collect information.

EBC hosted U7-U9 Minor Hockey tournament (Jan 31 – Feb 2)

EBC hosted three Blackfalds JrA games.

Manager continued work on 2025 work plan, potential Aspen Community Garden move plan, updating job descriptions, continued capital / operational budget purchases, and collecting updated quotes.

Manager attended the February Recreation, Culture, and Parks Board meeting.

Custodial staff meeting on February 23 (held every six weeks)

Community Services Managers monthly meeting

Parks and Facilities Manager attended the quarterly board meeting for Central AB Recreation Association

OH&S Inspector performed a semi-unscheduled drop-in inspection at the EBC. Focus was on the ammonia plant room but he also inspected the entire facility. There were a few orders that came from the inspection but he did say the EBC team has gone 'above and beyond' with operating guidelines and procedures in the ammonia plant room. Kudos to Brent and the EBC team!

Facilities team working through a 'Attic Rain' issue at the Wadey Centre. Condensation in the attic caused some water damage in the upstairs offices. We are currently working with Paul Davis Restoration and our insurance advisor.

Civic Centre alarm panel replacement project completed

Ag Room flooring replacement project completed

Received the new snow wing (Capital #25-7277)