

**Tri Municipal Leisure Facility Corporation Board Meeting  
May 10, 2018  
Tri Village Room, Holiday Inn, Spruce Grove**

**ADOPTED**

**Present**

Russ Hakes	Public Rep, Town of Stony Plain
Greg Dewling	Chair, Public Rep, City of Spruce Grove
Daniel Beaton	Public Rep, City of Spruce Grove
Eric Meyer	Town of Stony Plain
Dave Oldham	City of Spruce Grove
Brenda McKinnon	Public Rep, Parkland County
Lonnie Stewardson	Public Rep, Town of Stony Plain

**Absent with Notice**

Yvan Boutin	Public Rep, Parkland County
Darrell Hollands	Parkland County

**Others Present**

Graig Walsh	General Manager
Kathy Sadek	Finance Supervisor

**CALL TO ORDER**

Call to Order

G. Dewling called the May 10, 2018 board meeting to order at 6:03 pm.

**ADOPTION OF AGENDA**

01/5/2018  
Adoption of  
Agenda

Moved by L. Stewardson that the Board adopt the May 10, 2018 meeting agenda as amended.

CARRIED

**ADOPTION OF MINUTES**

02/5/2018  
Adoption of March  
8, 2018 Minutes  
of Meeting

Moved by R. Hakes that the Board adopt the March 8, 2018 Minutes of Meeting as presented.

CARRIED

**BUSINESS**

03/5/2018  
RFD: F-CC Staff  
Fringe Benefits  
Guidelines

**F-CC Staff Fringe Benefits Guidelines**

K. Sadek presented amendments to the guidelines including the addition of a vacation entitlement for staff members reaching 15 years of service and an allowance for vacation carry over more consistent with practice.

Moved by B. McKinnon that the Board approve the amended Benefit Guidelines as presented.

CARRIED

04/4/2018  
RFD: Stony Plain  
Outdoor Pool  
Operating  
Agreement

**Stony Plain Outdoor Pool Operating Agreement**

G. Walsh presented a draft operating agreement for the Stony Plain Outdoor Pool and Spray Park. The agreement included a 2 year commitment with subsequent 1 year renewal terms.

Moved by R. Hakes that the Board approves the draft Stony Plain Outdoor Operating Agreement as presented and directs administration to execute the agreement with minor adjustments or edits as may be necessary.

CARRIED

05/5/2018  
FI: 2017 Draft  
Annual Report

**INFORMATION**

**2017 Draft Annual Report**

G. Walsh presented a draft of the 2017 annual report. Minor edits and corrections were suggested by the Board. Administration to present a final version of the 2017 Annual Report for Board approval at the June Board meeting.

06/5/2018  
FI: 2019 Draft  
Operating and  
Capital Budget

**2019 Draft Operating and Capital Budget**

G. Walsh presented the draft 2019 budgets for Board consideration. Administration to proceed with the amounts presented and will provide an updated corporate plan and final draft of the 2019 budgets for consideration at the June board meeting..

07/5/2018  
FI: Facility Security  
Report

**Facility Security Report**

G. Walsh presented information related to measures being taken to improve safety and security at the TLC for both staff and patrons.

08/5/2018  
FI: Outdoor Rink  
Project Update

**Outdoor Rink Project Update**

G. Walsh presented an update to the project schedule for the outdoor rink project in partnership with the City of Spruce Grove. Construction is scheduled to start in late July with completion set for late October.

09/5/2018  
FI: Monthly Report

**Monthly Report**

G. Walsh presented the monthly report.

10/5/2018  
FI: Action Log

**Action Log**

G. Walsh presented the action log.

Moved by L. Stewardson that the Board approves the information items as presented.

CARRIED

11/5/2018  
IN-CAMERA:  
7:18pm

**IN-CAMERA**

Moved by B. McKinnon that the Board meeting moves in-camera.

CARRIED

13/5/2018  
IN-CAMERA:  
7:50pm

Moved by R. Hakes that the Board meetings moves out of in-camera.

CARRIED

14/5/2018  
FI: Compensation  
Review

Moved by D. Beaton that the Board accepts the HR Compensation Review report as information.

15/5/2018  
RFD: Davies Park  
Proposal

CARRIED

Moved by D. Oldham that the Board accepts the GM recruitment proposal submitted by Davies Park with a fixed fee of \$30,000.

16/5/2018  
RFD: Acting GM

CARRIED

Moved by E. Meyer that the Board appoints Kathy Sadek as Acting General Manager on Graig Walsh's last day of work.

17/5/2018  
RFD: Acting GM  
Salary

CARRIED

Moved by L. Stewardson that the Board approves the salary of the Acting General Manager to match that of the outgoing General Manager for the duration of the appointment.

18/5/2018  
RFD: GM  
Recruitment  
Committee

CARRIED

Moved by E. Meyer that the Board strikes an ad hoc General Manager Recruitment Committee consisting of Y. Boutin (Chair), L. Stewardson, D. Oldham and B. McKinnon.

CARRIED

Reporting In and  
Out

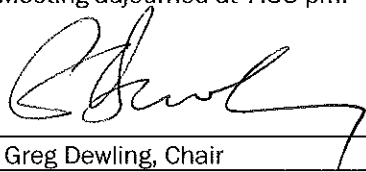
### REPORTING IN AND OUT

Adjournment

- D. Oldham brought forth a suggestion from the public regarding the labeling of parking lot sections to help patrons more easily locate vehicles while using the facility.
- D. Oldham commended TLC staff on a job well done in helping Aerials Gymnastics with the hosting of the Western Canada Gymnastics Championships.
- L. Stewardson commended the TLC on hosting such a wide variety of events and activities.

### ADJOURNMENT

Meeting adjourned at 7:55 pm.



Greg Dewling, Chair