

BEAVER BOARDWALK COMMUNITY OVERSIGHT COMMITTEE MEETING

Meeting Agenda

January 12, 2022

Civic Centre – Committee Room

Zoom Info under separate invite

4:00-6:00 pm

Beaver Boardwalk Community Oversight Committee Members Present:

Beth MacCallum, Douglas Lamb, Kevin Gedling, Tom Marshall, Trevor Boutilier, Vivian Sergeew, Councillor Ostashek

BBOC Members Absent: Jan Vassbotn, Councillor Taylor **(to note: Councillor Taylor is the alternate for the committee and only attends if the regular Council rep can't so, though he wasn't there, he wasn't really absent.)**

TOH Admin Present:

Strategic Services Manager –

Acting Parks, Recreation & Culture Manager – A. McEachern

Arena & Parks Supervisor – C. Oshanyk

Acting Director of Community Services – H. v Klaveren

TOH Admin Absent: H. Wayne

The Vision

The Beaver Boardwalk is a beloved community asset that balances a fiscally responsible, safe, outdoor recreational and educational experience with minimal impact to the natural landscape.

Call to order 4:18pm

1.0 AGENDA

1.1 Additions to the Agenda - None

1.2 Adoption of Agenda – Motion: Beth, carried

2.0 MINUTES

2.1 Omissions to the Minutes of December 15, 2021

4.3 Beth commented submerged crescent section providing access below east lookout is considered removable.

2.2 Adoption of Minutes of December 15, 2021 – Motion: Kevin, carried

3.0 OLD BUSINESS

3.1 Recording of the meetings – Conversation on importance of recording meeting minutes for absentees and transparency. Beth, Trevor are pro-recording, Doug and Tom have no comment either way. – BBOC agreed to record meeting and recording started; No motions moved.

4.0 ACTION ITEMS

4.1 Meeting Minutes process – Hans directed meeting minutes are to be distributed a week before the next meeting to BBOC members and Administration, to be reviewed and adopted at next BBOC meeting. Once approved, they will be posted on Town of Hinton website.

4.2 Agenda Items process – Council Ostashek: Any items need to be brought up at the previous meeting to add to next agenda. This will give opportunity to provide information in the agenda package. Beth questioned how to proceed if in between meetings. Council Ostashek instructed it can be added with enough time to be distributed.

4.3 Maxwell Lake Bridge (cont. engagement process)

- Hans: Information received for tendering process. Verified with administration the steps to be undertaken:
 - I. Tender Package posted publicly January 14, 2022, open for 2 weeks for bids
 - II. Tendering period concludes February 4, 2022. Consultant and Administration review bids and ~~receive~~ **provide** recommendation for award
 - III. Administration prepares report to Committee of the Whole for February 22, 2022
 - IV. Council **decision at Regular Council** Meeting March 1, 2022
 - V. Contract Award March 4, 2022
 - VI. Construction begins March 7, 2022
- BBOC has opportunity to comment until February 22, 2022. Tender Package will be public on January 14, 2022. Request for the documents to be apart of the February 9, 2022 BBOC meeting for discussions.
- West access and plaza will be optional in tendering, south connection is for sure. Beth inquired if changes to design possible. Hans answered changes are not possible after tendering process. Council Ostashek commented on initial dates have been advanced from March 2022 to ~~January~~ **February** 2022. Beth asked how the 7-day public review period fits into the time schedule. Hans: ~~AUPE~~ **Alberta Environment & Parks (AEP)** still requires approval of project. Initial timeline slated for March 2022 would not allow for construction before summer 2022. Doug believes permit is open to March 2023. Hans: Construction timeline limited to Dec 31, 2022 as per tendering package. Costs will increase due to calendar delays. Doug raised concern about having unfinished construction process. Beth concerned about the rushed timeline.
- Doug asked if ~~AUPE~~ **AEP** application approved. Hans responded no, ~~AUPE~~ **AEP** has not approved the application. Public will get 7 days to comment on application
- Doug – Design concerns for discussion between Town of Hinton and consultants:
 - I. Pile specification requirements: Can different size piles be beneficial?
 - II. Pile strengths: Is it necessary to have high strength piles
 - III. Bridge modifications: horizontal angle-irons – not structural
 - IV. Ramp handrails: Match bridge design
 - V. North approach gravel path possibly unnecessary with boardwalk. Hans: Gravel removal is not included in tender package. Beth: removal would reduce environmental impact.
- Council Ostashek stated Council has given Administration ~~recommendation~~ **direction** to go ahead with ramps, no modifications to the bridge approved. Additional recommendation is required for bridge modification.
- Beth inquired if additional proposed plaza beside bridge for west access could be optional. Hans stated plaza is a necessary landing portion to the west approach due to sloping. Could be removed if west connection is deemed a duplicate path.
- Kevin suggested the interpretive panel could be moved closer to the plaza portion of the proposed north ramp.

- Beth informed west access was part of the original Boardwalk plan and key-part of educational awareness.
- Council Ostashek stated Community engagement would be largely beneficial to gain feedback and proof what is wanted
- Kevin suggested Boardwalk would benefit from a management plan. Identify benefits and objectives from each section rather than ‘nodal’. Highlight ecological experience at each area.
- Council Ostashek added future project dollars could be directed for currently-closed sections. BBOC to schedule discussion item in future meeting.
- Beth raised concern on excessive ramp and boardwalk widths. Hans indicated widths are 1.5m.
- Council Ostashek: Recommends BBOC look at agenda package and video from August 24, 2021 council meeting in preparation for February 9, 2022 BBOC meeting. BBOC would like to explore what can be done with beautification of bridge handrails.
- No Motions moved.

5.0 DISCUSSION ITEMS

- 5.1 2022 Proposed Grant Funded Projects – Hans stated Committee’s purpose should be to determine what future projects would be priority and proposed BBOC build a priority list if and when project funds become available. Council Ostashek suggested BBOC have preliminary discussions on priorities during March 2022 meeting.
- 5.2 Beth inquired if there is a grant ‘season’ for applications. Hans replied throughout the year. Beth suggested currently open sections can be managed with maintenance funds as per AUPE AEP application.
- 5.3 Beth offered to provide Beaver Boardwalk history presentation during March 2022 meeting. To be included in March agenda package.

6.0 NEXT MEETING DATE

- 6.1 Feb 9, 2022, 4:00-6:00pm
 - BBOC agrees monthly meetings are beneficial, occurring second Wednesday each month from 4pm to 6pm
- 6.2 Regular schedule TBD

7.0 ADJOURNMENT – 5:44pm