



**NORTH PEACE LEISURE POOL
COMMISSION MEETING
AGENDA
10:00 a.m. – March 6, 2018
NPLP Meeting Room**



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- | | | |
|----------------|-----|--|
| | 1. | Call the Meeting to Order: |
| | 2. | Additions to the Agenda: |
| | 3. | Adoption of Agenda: |
| M1 – M3 | 4. | Adoption of Minutes:
a) Pool Commission Minutes, January 30, 2018; |
| | 5. | Business Arising from the Minutes: |
| | 6. | Delegation: |
| | 7. | Old Business: |
| | 8. | Correspondence: |
| NB | 9. | New Business: |
| R1-R2 | 10. | Reports: |
| R3-R8 | | a) Pool Manager Report – Karin Carlson, City of Fort St. John; |
| Tbd | | b) Facility Manager Report – Corey Callison, City of Fort St. John; |
| | | c) Director of Finance Report – Shirley Collington, City of Fort St. John; |

Next Meeting Date: June 5, 2018 at 9:00am
Leisure Pool Meeting Room

Minutes of Regular North Peace Leisure Pool Commission Meeting



Date: January 30, 2018

Time: 10:03 a.m. – 10:36 a.m.

Place: NPLP – Meeting Room

Chair: Commissioner Bruce Christensen, Councillor, City of Fort St. John

Present: Commissioner Arlene Boon, Director Area B, PRRD
 Commissioner Gord Klassen, Councillor, City of Fort St. John
 Commissioner Willi Couch, PRRD
 Kim Frech, Chief Financial Officer, PRRD
 Trish Morgan, General Manager of Community Services, PRRD
 Ross deBoer, Director of Recreation and Leisure Services, City of Fort St. John
 Karin Carlson, Pool Manager, City of Fort St. John
 Robin Langille, Director of Facilities and Grounds, City of Fort St. John
 Corey Callison, Facilities Manager, City of Fort St. John
 Carrie Storzynsky, Clerk III, City of Fort St. John
 Annette Lang, President, Inconnu Swim Club

Absent: Commissioner Brad Sperling, Director Area C, PRRD
 Commissioner Karen Goodings, Director Area B, PRRD
 Shirley Collington, Director of Finance, City of Fort St. John

1. Call Meeting to Order:

The meeting was called to order at 10:03 a.m.

2. Additions to the Agenda:

- Finance report – PRRD

Action

3. Adoption of the Agenda:

Resolution No. 01/18

MOVED by Commissioner Couch

SECONDED by Commissioner Boon

“THAT, the agenda be adopted as presented or amended.”

CARRIED

Action

4. Adoption of the Minutes:

Resolution No. 02/18

MOVED by Commissioner Boon

SECONDED by Commissioner Couch

“THAT, the minutes of the North Peace Leisure Pool Committee Meeting of December 5, 2018 be accepted as presented.”

CARRIED

Action

5. Business Arising from the Minutes:

None

Action

6. Delegation:

None

Action

7. Old Business:

Inconnu Report – Annette Lang

- Update on Inconnu, registrants total 100 swimmers this year, 20 adults are enrolled for swim for life.
- Second meet is Feb. 17, 2018 including Grande Prairie, Peace River, surrounding areas.

Action

M1

b) Facility Report – Corey Callison, City of Fort St. John:

- Tots pool update:
 - Reports from D. Bauer indicated that the pool can hold pressure, but would require an external pump or repair to existing pipe (which would require taking apart the pool deck to repair).
 - Northern health approves the splash pad, with proper filtration in place to drain into the leisure pool.
- Water usage update:
 - Report of water usage shows 2.7 cubic metres less, and consumption continues to be down.
 - Will continue to monitor water usage.
- Temperatures in dressing rooms:
 - Thermometer was placed in the hallway and monitored by facility staff, on average the temperature was between 22-25 degrees.
 - Will increase temperature slightly, furnace is pushing capacity.
- Highlights from 2017 year:
 - September 2017 was a successful shutdown, repairs (including leaking pipes), chemicals and other costs were cut down and with the DDC system in place it allows staff to monitor and alert managers/supervisors if the pool temperature dips too low so it can be corrected immediately.

Corey will get quotes on these options to March meeting.

c) Director of Finance – Shirley Collington, City of Fort St. John:

- The Director of Finance was unable to attend, so will table the report and information submitted for next meeting.

11. Adjournment:

Action

The meeting was adjourned at 10:36 a.m.

Bruce Christensen, Chairperson

Carrie Storozynsky, Recording Secretary

Date/Year

Date/Year

12. Next Meeting:

**North Peace Leisure Pool – Pool Meeting Room
Tuesday, March 6, 2018 at 9:00 am.**

Action

Clerk book the Meeting room.

North Peace Leisure Pool

MEMORANDUM

File # 2600-20

DATE: February 28, 2018
TO: Pool Commission
FROM: Karin Carlson, Pool Manager
RE: Pool Manager Report

Lessons – The current lesson season will end on March 10th. There were 498 spaces available during this season with 446 spaces filled (90% fill rate). There are currently 15 different instructors delivering lessons. On average, each person has approximately 8 different levels with approximately 6 kids per level. We've been working very hard at standardizing the level of service delivery through support and supervision, in-house training, one-on-one sessions with instructors and especially trying to support the high number of new instructors that are teaching classes. The lesson revenue YTD is at 7.6%.

We have one of our busiest times coming up after spring break. Parents will often take advantage of the shoulder season between winter sports and summer sports and put their kids in lessons.

User Stats – As of February 24th we have had 36,174 visitors to the pool. At the same time last year there were 24,322 visitors which is a 48.7% increase from 2017. It has been very cold this year which traditionally brings in more visitors. As the weather warms up, we will likely see a decrease in visitors to more traditional levels.

Staffing – We continue to be fully staffed. March 10 there is a Pool Attendant leaving on maternity leave, and in May, June & July we will have 3 more staff returning from maternity leave respectively.

Recreation & Leisure Guide

The Spring Recreation & Leisure Guide launched on March 1, 2017. The Rec Guide contains all the programs and services offered by the Recreation & Leisure Department including parks, aquatics, ice programs and special events for the months of April, May & June.

Training

The BC & Yukon Lifesaving Society will be here in Fort St John providing advanced course training for lifeguards (it is open to anyone who wants to come, not just for North Peace Leisure Staff). They will run a First Aid Instructor transfer course and a Lifesaving Instructor Trainer course. Having these courses hosted at the North Peace Leisure Pool makes it very cost effective and allows more staff to participate in the training. The LSS typically runs courses here about every 3-5 years. These courses are part of the overall lifeguard development program and will allow us to ensure we have people who can teach courses and become certified lifeguards.



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Temperatures in the Change rooms.

Facility staff has placed thermometers in the all the change rooms and halls leading to the pool deck. There have not been many complaints about the temperature, especially when cold. We do have one patron that complains regularly and always about the temperature but we do not have many people complaining as we have in the past.

Specialty Programming – We have a number of specialty programs running this winter. There has been good interests in all of them and allows us to bring in some non-traditional visitors as well as provide programming services for a wide range of interests and demographics.

- Snorkel class – we partnered with Ernie's on this program and they provided the equipment at a reduced rate for our programs. We will run this again next fall.
- AquaBases fitness classes - The Aquabases have been very popular and classes are essentially fully every time we open registration. We have more staffing becoming qualified to teach them and we hope to offer a variety of time options in the summer.
- Mer-tail classes - The Mer-tail class are full and runs until March 17th. We will offer one session before summer. We are also going to offer Mer-tail as a birthday party package beginning in the

New Water Feature – the Facilities staff have made a new water feature for the leisure pool. One of the little lemon drops, that was made of fiberglass, was beyond repair so they improvised and made a new squirt feature. It has been tested and they are painting it so I expect to see it in use later next week. I think the little kids will love it. They are going start repairing another feature that is close to the lazy river which has been out of commission for some time.

Community One Stop Registration is scheduled for March 10 at the Totem Mall. Staff will be there to answer questions and offer registrations for NPLP programs and services.

School Patrons with Special Needs – in Dec 2015 the Physio Therapist from SD 60 came to the pool and assessed the onsite equipment for people with disabilities to see if it was meeting the needs of the community. She left a long list of upgrades and improvements that were needed at the pool. Over the course of 2016 many of the improvements were made including the purchase of a new change table in the change room, a new lift in the change room, a new water wheelchair and some minor alterations to the lift seat at the hot tub were made. There was some confusion in the community about who would be doing the reassessment after all the improvements were made and from my understanding, School District 60 is handling the school contract and community contract now. Since SD60 has taken over the contract, the physiotherapist has been back to do a reassessment in early 2018 and for the most part, the improvements and upgrades that were made have been satisfactory. We are now starting to see some students coming back to the pool. The one challenge we still have is the lift at the hot tub. The lift is very slow but functional, however it is old and the design is not adaptable for the different types of needs we have in the community. For instance, the chair back is small and it doesn't provide much upper torso support. As part of the 2019 budget planning process, I will be working with Facilities to explore other options that may be available to get people with a variety of disabilities in and out of the hot tub. It is more challenging than it might appear because of the design of the hot tub. It is 55cm from the floor to the top of the wall that surrounds the hot tub, the wall itself is 40cm wide and then it drops down 60 cm to the hot tub seat. There are not many lifts that have this type of leverage and that is part of the reason why it has not been updated.



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Report to North Peace Leisure Pool Commission

TO: North Peace Leisure Pool Commission

FROM: Corey Callison

DATE: Tuesday, March, 2018

RE: Facilities Report

1. Pool water loss

The pool water consumption has not changed in comparison from last month.

2. Tots pool.

After receiving the information that the pressure test failed and moving forward from the report from spline contracting. Option 2 seems to be the best option at this time and is converting the tot's pool into a water feature area using an external pump. While discussing options with spline consulting, Northern health and a construction contractor. Estimated cost for this project would be around the \$30,000 – \$40,000 mark depending on the amount of features and size of pumps to be installed.

This would include

- Tots pool demolition.
- Floor Leveling and grading.
- Floor to be trenched for electrical and plumbing
- engineering to ensure compliance is met with Northern health regulations.
- Plumbing and electrical work
- and feature purchases.



Funds have not been allocated for this project and requesting direction on moving forward.

3. Slide Air Quality Complaints

Spline consulting is conducting a monitoring service with facilities to collect data on

- Outside air temperatures.
- External Slide wrap temperatures.
- Internal slide temperatures and humidity.
- Temperature and humidity ant the top and bottom of the slides.
- Humidity in the natatorium.

To provide options and solutions provide based on the findings.

4. Change room Temperatures

Change rooms temperatures vary from pool to pool. The Average temperatures for pool change room areas range from 22-27 degrees Celsius. Please see the attached readings. We strive for a minimum of 22.0 degrees Celsius. We have met these minimums with the exception on February 21 at the 12pm and 3pm hallway checks with the reading falling below 22 at 21 degrees. On average the change room temperatures are 24-25. When the weather warmed up to -6 the change room temperatures raised 1-2 degrees.

Respectfully Submitted by:

Corey Callison
Facilities Manager

Date February 16th				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	23c	22c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	23c	23c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	23c	22c
3pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	23c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	26c	23c

Date February 17th				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	23c	23c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	24c	24c	23c	23c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	22.5c
3pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	23c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	NOT COMPLETED			

Date	February 18th			
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	23c	23c	22.5c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	24c	23c	23c	23c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	23c
3pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	23c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	23c	23c	23c

Date	February 21st			
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	22c	23c	23c	22c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	22c	23c	23c	22c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	21c	23c	23c	22c
3pm	Hallway	family Change rooms	Mens	Womens
Tempiture	21c	23c	23c	22c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture				

Date February 22nd				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	22c	23c	23c	22.5c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	22c	23c	23c	23c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	22.5c
3pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	23c	24c	23c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	24c	22c

Date February 23rd				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	24c	23c	No Gaurd	26c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	25c	No Guard	26c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	26c	No Guard	26c
3pm	Hallway	family Change rooms		Womens
Tempiture	26c	26c	No Guard	26c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	26c	25c	26c	27c
9pm	Hallway	family Change rooms	Mens	Womens
Tempiture	23c	24c	26c	26c

Date February 24th				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	25c	26c	25c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	25c	26c	25c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	26c	26c	25c
3pm	Hallway	family Change rooms		Womens
Tempiture	26c	26c	26c	26c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	26c	25c	26c	25c

Date February 24th				
6am	Hallway	family Change rooms	Mens	Womens
Tempiture	24c	24c	No Guard	25c
9am	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	25c	No Guard	25c
12pm	Hallway	family Change rooms	Mens	Womens
Tempiture	25c	26c	No Guard	25c
3pm	Hallway	family Change rooms		Womens
Tempiture	26c	24c	26c	26c
6pm	Hallway	family Change rooms	Mens	Womens
Tempiture	26c	24c	26c	26c
9pm	Hallway	family Change rooms	Mens	Womens
Tempiture	26c	24c	26c	26c