

Minutes of Regular North Peace Leisure Pool Commission Meeting



Date: August 16, 2016

Time: 09:00 am – 11:00 am

Place: North Peace Leisure Pool Meeting Room

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

Present: Commissioner Brad Sperling, Director Area C, PRRD
 Commissioner Willi Couch, Alternate for Director Sperling, PRRD
 Commissioner Arlene Boon, Alternate Director, Area B, PRRD
 Commissioner Karen Goodings, Director, Area B, PRRD
 Commissioner Gord Klassen, Councillor, City of Fort St. John
 Ross deBoer, Director of Recreation and Leisure Services, City of Fort St. John
 Trish Morgan, General Manager of Community Services, PRRD
 Dan Kazymyskiy, Director of Finance, City of Fort St. John
 Robin Langille, Facilities Manager, City of Fort St. John
 Ryan Harvey, Recreation Programmer, City of Fort St. John
 Maxine Blennerhassett, Recording Secretary, City of Fort St. John

Absent: Karin Carlson, Pool Manager, City of Fort St. John

1. Call Meeting to Order:

The meeting was called to order at 09:01 a.m.

The Director of Recreation and Leisure Services informed the Pool Commission that the City's Director of Facilities and Grounds has resigned and the position is currently vacant. The Facilities Manager will be looking after all facilities related issues in the interim.

2. Additions to the Agenda:

None.

Action

3. Adoption of the Agenda:

Resolution No.12/16

MOVED by Commissioner Goodings

SECONDED by Commissioner Couch

"THAT, the agenda be adopted as presented."

CARRIED

Action

4. Adoption of the Minutes:

Resolution No.13/16

MOVED by Commissioner Goodings

SECONDED by Commissioner Sperling

"THAT, the minutes of the North Peace Leisure Pool Committee Meeting of June 7th, 2016 be accepted as presented."

CARRIED

Action

5. Business Arising from the Minutes:

None.

Action

6. Delegation:

None.

Action

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Minutes of 16/08/2016

NPLP is Owned by the Peace River Regional District – Operated by the City of Fort St. John

7. Old Business:

Action

a) Accessibility Equipment – Ryan Harvey, Recreation Programmer, City of Fort St. John;

- At the previous Pool Commission meeting, a member of the public attended to discuss accessibility options and highlighted some issues at the pool due to lack of proper equipment and infrastructure for people with disabilities;
- Ryan Harvey gave his report on accessibility options highlighting the following:
 - Staff were able to take corrective action on the mechanical lift and the trunk support on the hot tub transfer chair, however both will need to be replaced in the short-term;
 - Staff obtained quotes for the necessary equipment and provided a timeline for how these items can fit within the existing operating budget for the next three years without additional funding;
 - The items have been prioritized based on needs and budget allowance;
 - Updating the change table, pool wheelchair, and hammock sling would allow SD. 60 to bring students with disabilities to use the facility;

Discussion:

- The Facilities Manager provided some additional information on the specific equipment and how the changes would be conducted;
- Commissioner Christensen suggested that there are a number of local community groups that could be approached for financial contributions, or applying for grants as alternative funding options;
- The Commission discussed the options and equipment, emphasizing new equipment that has to potential to be moved to a new facility, if needed.

Resolution No. 13/16

MOVED by Commissioner Sperling

SECONDED by Commissioner Boon

“THAT, the North Peace Leisure Pool Commission directs Staff to purchase accessibility equipment including a change table, pool wheelchair/shower chair, and hammock sling out of the 2016 operating budget.”

CARRIED

b) 20th Anniversary Celebration – Ryan Harvey, Recreation Programmer, City of Fort St. John;

- Ryan Harvey gave a brief update on the plans for celebrating the NPLP's 20th anniversary that falls on October 26, 2016, which include:
 - Games and activities during the evening free public swim time;
 - Decorations and a slide show of photos from the last 20 years;
 - Media invitation and a meet and greet with the Pool Commission;
- The scheduling for the celebration will impact both the aquafit users and the Inconnu Swim Club;

Discussion:

- Commissioner Klassen suggested that if the event is impacting two user groups, perhaps the celebration should occur on a different night;
- Ryan Harvey commented that aquafit classes run every night of the week so there is no alternative, and staff has working with Inconnu Swim Club to find an alternative time to make up the lost time;
- The Facilities Manager stated that he is hopeful the building envelope repair project will be completed by Oct. 26 in time for the celebration;
- Staff will keep the Pool Commission updated on any changes for the celebration and send more information regarding specific times for attendance at a later date;

Resolution No. 14/16

MOVED by Commissioner Couch

SECONDED by Commissioner Boon

“THAT, the North Peace Leisure Pool Commission receives this report for information.”

CARRIED

M2

c) Building Envelope Repair Funding Allocation – Robin Langille, Facilities Manager, City of Fort St. John;

- The Facilities Manager presented his report highlighting the following:
 - The successful proponent for the building envelope repair project came well under the budgeted amount, meaning there is \$345,330 left over for the budget;
 - There are a number of maintenance items that are critical to the operation of the NPLP that could be completed with the remaining funds;
 - Many of the items listed are original to the building and in need of repair;
 - The required contingency amount is still unknown at this time, however subject to available funds, Staff is requesting direction from the Pool Commission to complete these priority items;
 - The building envelope repair takes priority for the addition funding, should it be needed to complete unforeseen complications outside of the regular scope of repair;
 - The cost of replacing the filters for the basins would be a substantial amount, however how much each item will cost to replace is unknown at this time;
 - Maintenance staff is working on developing a regular maintenance cycle, as opposed to waiting until items are no longer working;
- The Facilities Manager also gave a brief update on the building envelope project thus far, stating:
 - Staff will be receiving regular reports from the engineers, which can also be sent to the Commissioners;
 - At this point, there are no major concerns or issues that have been discovered, only some poor construction that will require fixing;
 - A site visit with engineers is occurring later today, and a report will be completed once the building envelope has been completely opened up, which will provide an idea of how much funding will be needed to address contingencies;

Resolution No. 15/16

MOVED by Commissioner Sperling

SECONDED by Commissioner Couch

"THAT, the North Peace Leisure Pool Commission directs Staff to expend remaining financial resources from the building envelope repair projects on priority maintenance items, subject to available funds upon receipt of the report from engineers."

CARRIED

The Commissioners expressed interest in receiving the engineer's report via email once it is completed.

Facilities Manager: Send engineering report to Commissioners

8. Correspondence:

a) Miscellaneous Thank-You Notes:

- The Commission received miscellaneous thank-you notes from the following groups, thanking the Commission for their support and donations:
 - Lake Shore 4-H Members and Leaders;
 - The staff and students of the Senior Alternate Program, North Peace Secondary School;
 - The Carlson family.

Action

9. New Business:

a) Request for Free Family Swim, Fort St. John Loves Families Week – Karin Carlson, City of Fort St. John;

- A request to host a free swim during the Fort St. John Loves Families Week from October 1 – 8, 2016 has been made to the Pool Commission by the Family Friendly Coalition;
- The pool participated in the event last year with 92 families attending a free swim, coming to a total cost of \$1,380 of the \$1,560 allocated in the special events budget for free swims;

Action

Resolution No. 16/16

MOVED by Commissioner Sperling

SECONDED by Commissioner Klassen

"THAT, the North Peace Leisure Pool Commission grants families free admission to swim during public swim on Sunday, October 2, 2016."

CARRIED

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