

Minutes of Regular North Peace Leisure Pool Commission Meeting



Date June 13, 2017

Time: 9:00 a.m. – 10:00 a.m.

Place: NPLP – Meeting Room

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

Present:

Commissioner Gord Klassen, Councillor, City of Fort St. John
 Commissioner Brad Sperling, Director Area C, PRRD
 Commissioner Karen Goodings, Director Area B, PRRD (9:10)
 Commissioner Arlene Boon, Alternate Director Area B, PRRD (9:13)
 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
 Karen Prouse, Clerk III, City of Fort St. John

Absent:

Commissioner Willi Couch, Alternate for Director Sperling, PRRD
 Ross deBoer, Director of Recreation and Leisure Services, City of Fort St. John
 David Joy, General Manager Corporate Services

1. Call Meeting to Order:

The meeting was called to order at 9:15 a.m.

2. Additions to the Agenda:

None

Action

3. Adoption of the Agenda:

Resolution No. 09/17

MOVED by Commissioner Gooding

SECONDED by Commissioner Boon

"THAT, the agenda be adopted as presented."

CARRIED

Action

4. Adoption of the Minutes:

Resolution No. 10/17

MOVED by Commissioner Klassen

SECONDED by Commissioner Boon

"THAT, the minutes of the North Peace Leisure Pool Committee Meeting of March 7, 2017 be accepted as presented."

CARRIED

Action

5. Business Arising from the Minutes:

• Pool Replacement Discussions:

- Projected cost recovery after ten (10) years, capital reserve fund is available for replacement;
- Conversations about replacement with stakeholder groups should begin soon;
- Referendum will be required for a new facility/building;
- City has two (2) master plans and a facility assessment is being completed, and indicated the pool's lifespan is declining.

Action

- An invitation to a special meeting with the parties involved needs to be initiated via letter.

Resolution No. **11/17**

MOVED by Commissioner Klassen

SECONDED by Commissioner Boon

“THAT, the North Peace Leisure Pool Commission forward a letter with a recommendation to City Council, the Peace River Regional District, the District of Taylor, Areas C, & B to invite them to a special meeting to discuss the planning of a new Pool facility.”

CARRIED

6. Delegation: None	Action
7. Old Business: None	Action
8. Correspondence: • 2017 Financial Plan/Budgets – PRRD ○ Pool Manager described actual budget year-to-date report in detail; ○ It is not based on actuals but on average; ○ Swimming lessons have decreased – this lowered income; ○ Summer and fall sessions will increase revenue; ○ System reconciliation on daily accounts was reported incorrectly, but finance is aware of the issue and is working to rectify. ○ Director of Facilities stated there did not seem to be a separation between facility and pool budget. • Request separated budget report for facility budget and pool budget. Resolution No. 12/17 MOVED by Commissioner Boon SECONDED by Commissioner Christenson <i>"THAT, the North Peace Leisure Pool Commission receive the budget report for information as presented."</i> CARRIED	Action
9. New Business: None	Action
10. Reports: a) Pool Manager Report – Karin Carlson, City of Fort St. John: • The Pool Manager reviewed her report highlighting the following: ○ Increased programming activities; ○ The District of Taylor has sought some help with recruiting lifeguards for their pool staff; ○ Currently there are six (6) staff members who will be on or are presently on maternity leave; ○ The Pool has implemented a lifeguard boot camp program to try and generate an increase in lifeguards. This created a lot of interest in lifeguarding but due to the physical nature of the position many were not successful. ○ Staff is focussing on summer and fall swim lessons and hoping to increase lessons; ○ The pool has been using the Taylor pool facility to run some of the courses free of charge. It has been a very good relationship.	• Action

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

- The Facilities Manager reviewed his report highlighting the following:
 - Provided an update on the upcoming annual pool shutdown;
 - Attended a conference and a company called Master Pools was also in attendance. Master Pools works out of Edmonton; the Facilities Manager learned that they have two (2) employees living in the Fort St. John area. The Facilities Manager is waiting to hear if they can provide possible work in September; this would be a cost savings to the City.
 - There is a small leak on the heat exchanger and it is slowly getting worse. The heat exchanger is 20 years old and to replace would be an approximate cost of \$8000. Facility Manager advised that it needs replacing and is providing this as item as information.

Resolution No. 13/17

MOVED by Commissioner Sperling

SECONDED by Commissioner

"THAT, the North Peace Leisure Pool Commission receive the information as presented from the Facilities Manager to replace the aging heat exchanger at the lowest price."

CARRIED

Discussion

Commissioner Goodings asked why the heat exchanges were not included in the previous budget. The Facilities Manager advised that there have been three (3) heat exchangers replaced over the years and this is the last original one. This information is provided only to inform the commission of the replacement plan.

c) Director of Facilities and Grounds Report – Robin Langille, City of Fort St. John;

- The Director of Facilities and Grounds reviewed his report highlighting the following:
 - There have been a lot of projects within facilities' and parks.

Discussion:

It was asked that a possible alternate location for the next pool commission meeting be looked into as some members would like to participate via tele-conference and the pool does not have the technology to accommodate. Karen Prouse will confirm a location for the August 1 meeting.

- Alternate room for August 1 meeting.

11. Adjournment:

Resolution No. 14/17

MOVED by Commissioner Klassen

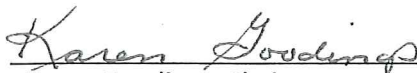
SECONDED by Commissioner Goodings

"THAT, the regular meeting of the North Peace Leisure Pool Committee be adjourned."

CARRIED

The meeting was adjourned at 9:55 a.m.

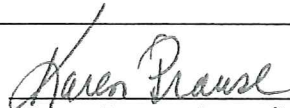
Action



Karen Goodings, Chairperson

Aug 1, 2017

Date/Year



Karen Prouse, Recording Secretary

Aug 1, 2017

Date/Year

12. Next Meeting:

**North Peace Leisure Pool – Meeting Room to be determined
Tuesday, August 1, 2017 at 09:00 am.**

Action

**Pool Clerk
book City
Hall Meeting
room.**