

Minutes of Regular North Peace Leisure Pool Commission Meeting



Date: June 7, 2016

Time: 10:00 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
 Craig Stanley, Director of Facilities & Grounds, City of Fort St. John
 Dan Kazymyrskiy, Director of Finance, City of Fort St. John
 Karin Carlson, Pool Manager, City of Fort St. John
 Robin Langille, Facilities Manager, City of Fort St. John
 Brad Kerr, Inconnu Swim Club
 Jason Brockman, Head Coach Inconnu Swim Club
 Annette Lang, President of the Stingray Swim Club
 Shauna-Marie Phillips, Member of the Public
 Maxine Blennerhassett, Recording Secretary, City of Fort St. John

Absent:

Commissioner Gord Klassen, Councillor, City of Fort St. John
 Commissioner Karen Goodings, Director, Area B, PRRD

1. Call Meeting to Order:

The meeting was called to order at 09:24 a.m. and roundtable introductions were made.

Chairperson Christensen welcomed Dan Kazymyrskiy, the City of Fort St. John's new Director of Finance.

2. Additions to the Agenda:

- Accessibility Options for Elderly and Disabled Patrons under Delegations.
- Request for Current Status on Pool Amenities, including the tot pool, wave pool, and tarp slippage under New Business.

Action

3. Adoption of the Agenda:

Resolution No.09/16

MOVED by Commissioner Boon

SECONDED by Commissioner Couch

"THAT, the agenda be adopted as amended."

CARRIED

Action

4. Adoption of the Minutes:

Resolution No.10/16

MOVED by Commissioner Boon

SECONDED by Commissioner Couch

"THAT, the minutes of the North Peace Leisure Pool Committee Meeting of March 22, 2016 be accepted as presented."

CARRIED

Action

5. Business Arising from the Minutes:

None.

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6. Delegation:

a) Shauna-Marie Phillips, Member of the Public

- Mrs. Phillips was present at the meeting to discuss accessibility options for elderly and disabled patrons, highlighting the following:

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- Mrs. Phillips would like to raise awareness about access to the pool for elderly patrons or patrons with disabilities who could physically benefit from use of the facility, but cannot due to lack of proper equipment and infrastructure;
- A local physiotherapist visited the pool and completed a review of accessibility, stated that there are a number of minor updates that can be made to make the facility more accessible, including, but not limited to:
 - Installing a mat on the ground underneath the change table;
 - Having a roll in mesh wheelchair available for patron use;
 - Installing an additional support belt on the pool lift;
- However, Mrs. Phillips stated that she hasn't seen any changes since the review was completed and would like to discuss options on how to move forward;

Discussion:

- Chairperson Christensen suggested that Mrs. Phillips share the list of upgrades and their associated costs with staff to look into feasibility of making the changes and impacts;
- The Pool Manager indicated that Staff did receive the report from the physiotherapist as well, and have already made a few of the recommendations that were small in scale and fell within the pool's operating budget, and are currently looking into grant options for specific equipment like the changing table;
- Commissioner Sperling mentioned that there may be additional grants available to help with funding through Accessibility BC or similar organizations;
- The Commission requested for Staff to provide a report on the best options for increasing accessibility options, as well as full cost implications and funding options for the next meeting;
- The Commission thanked Mrs. Phillips for bringing awareness to the issue and Staff will work with her moving forward.

Pool Manager –
Look into
accessibility
recommendations
and report.

7. Old Business:

a) Building Envelope Repair Update – Craig Stanley, City of Fort St. John:

- The Director of Facilities and Grounds distributed a hard copy of his report outlining the current status of the building envelope repair project, which is currently out to tender;
- Procedure indicates that in order to award the contract, the Pool Commission will need to make a recommendation to the PRRD Board;
- However, as the next Pool Commission meeting does not occur until Aug. 16, Staff will need to obtain a recommendation from the Commissioners via email to be presented at the next PRRD Board meeting so that the contract can be awarded in a timely manner;

Discussion:

- The Commission discussed the repair and how it will impact operations;
 - As the repairs consist mostly of exterior upgrades, they won't directly impact operations;
 - Repairs may impact PRRD Staff offices and require them to vacate the premises for a few days.

At 9:50 a.m. Shauna-Marie Phillips left the meeting and the Commission thanked her for her attendance.

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8. Correspondence:

a) None.

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9. New Business:

a) Stingrays Swim Club Overview – Annette Lang, President

- Mrs. Lang was present at the meeting to give the Commissioners an overview of the Stingrays Swim Club and their membership, highlighting the following:
 - The Stingrays Swim Club is a summer swim club running from May 1 – Aug 16, typically with 65- 75 swimmers participating and usually host a swim meet once a season;
 - They have a strong coaching roster of 1 head coach, 3 assistant coaches, and 3 junior assistant coaches;
 - This summer, only had 32 registrants and will not be hosting a swim meet;
 - Inconnu swim club runs in the fall/winter seasons, with the two groups complimenting each other,

Action

sharing staff and equipment; - Commissioner Couch thanked Mrs. Lang for the information and expressed her appreciation for offering the option of a summer swim club to the community. b) Weeds; - Commissioner Goodings, who was unable to attend the meeting, sent an email sharing her concerns about the condition of the flower beds and landscaping on the south side of the building, requesting that Staff can look into cleaning up the weeds; - The Facilities Manager stated that Facilities Staff looks after the landscaping on the exterior of the building, however it is unfortunately a low priority item after general pool maintenance; - Facilities Staff will now be on a regular weekly cycle of checking the area and performing maintenance as needed; - Staff will be educated internally to help identify proper plant species, ensuring that weeds are removed and other plants will remain. Discussion: - The Director of Facilities and Grounds stated that the building envelope repair scope includes an overhaul of exterior landscaping; - The new landscaping will be designed to be aesthetically pleasing yet low maintenance for Staff. c) Parks and Recreation Master Plan; - The Pool Manager gave an update on the Parks and Recreation Master Plan process, which is currently being developed by the City of Fort St. John, in participation with the PRRD and the District of Taylor; - The consultant is hosting a series of workshops during the week of June 13 – June 16 with stakeholder groups including user groups, members of the public, staff, and local elected officials; - The consultation also includes an online survey and pop-up information booths at local events throughout the summer months; d) Request for Current Status on Pool Amenities; - Commissioner Couch requested an update on the current operational status of the waves, tot pool, and tarp slippage on the slide; - The Facilities Manager provided an update, highlighting the following: - The wave machine is operational and running, mostly during public swim times; - The tot pool is also operational and has been open since June 4, with Staff continuing to monitor the water level, which seems to have improved; - Issues with tarp slippage will be fixed during pool shut down in September; - Commissioner Couch also asked if there was also any way to add lighting to the inside of the slide so it isn't so dark; - The Facilities Manager stated he has never seen lighting inside a slide but can look to see if there are any options to address the issue;	Clerk: Send out Parks and Rec Master Plan Consultation Poster
10. Reports: a) Pool Manager Report – Karin Carlson, City of Fort St. John - The Pool Manager reviewed her report, highlighting the following: - Lessons – In the fall of 2016, the pool will be moving to a 10 week Red Cross swim program, as opposed to a 5 week program; - Lessons still have the same format, however the extended period of time allows for more flexibility for learners and addresses registration concerns; - Red Cross Swim at School Program – Programming will be updated to include more general safety-oriented dryland training, but will still have the same program delivery; - NPLP 20-Year Celebration – Programming Staff will be organizing a small celebration to celebrate 20 years of operation in October; - Staff will keep the Pool Commission up to date on programming and plans for the event; - Concession Lease Agreement – The concession operator's one year lease was renewed as of May 1, 2016, however the operator is having personal concerns that impact her ability to run the concession; - At this point, unsure whether she can continue as operator although there may be options to	Action

work out a solution;

- The Commission understands the difficult nature of the situation and supports the Pool Manager in working to find a solution.

b) Facilities Manager Report – Robin Langille, City of Fort St. John

- The Facilities Manager reviewed his report highlighting the following:
 - After the previous Pool Commission meeting, the Facilities Manager obtained an estimate to lower the wall-mounted radiant heater in the change room area hallways to help address the issues with cold temperatures;
 - The estimate for the repair is only \$900 and therefore, will be completed;
 - Facilities Staff is unsure of how to fix the issues with the slippery entrance area;
 - The entranceway is sloped and constructed of paving stones, therefore is not an easy fix;
 - The Director of Facilities and Grounds suggested that it could be included as a priority item in the landscaping scope for the building envelope repair to engineer a better option;
 - Following a routine water inspection, the hot tub had to be closed on May 3 due to the finding of an indicator of pseudomonas, and subsequent treatment process took place with the hot tub reopening on May 16;
 - Issues with scheduling testing of samples caused delays for reopening;
 - Test results indicated a low amount of bacteria, and the inspector indicated that they typically do not enforce shut downs for those levels;
 - The health inspector completed a full inspection of the pool and was impressed at the level of staff knowledge and only made a few minor recommendations that do not affect operations;
 - The health inspector will now be completing inspections on a regular six-month basis.

c) Director of Finance Report – Dan Kazymyrskiy, City of Fort St. John

- The Director of Finance introduced himself to the Commission and gave a brief background of his professional experience and discussed his role as new Director of Finance, highlighting the following;
 - Will be encouraging managers and directors keep close watch on budgets, tracking daily expenditures and revenues;
 - Current YTD values are on par with no major concerns, some revenues are ahead of budget.

10. Adjournment:

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Resolution No. 11/16

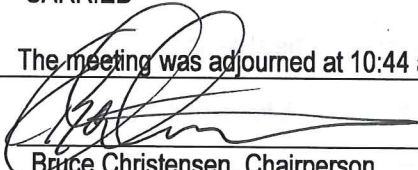
MOVED by Commissioner Klassen

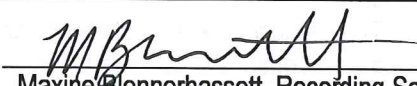
SECONDED by Commissioner Couch

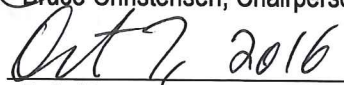
"THAT, the regular meeting of the North Peace Leisure Pool Committee be adjourned."

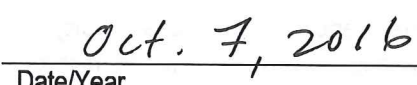
CARRIED

The meeting was adjourned at 10:44 am.


Bruce Christensen, Chairperson


Maxine Blennerhassett, Recording Secretary


Date/Year


Date/Year

11. Next Meeting:

Action

**North Peace Leisure Pool – Pool Meeting Room
Tuesday, August 16th, 2016 at 09:00 am.**

**Pool Clerk book the
Council Committee
Room**