# Minutes of Regular North Peace Leisure Pool Commission Meeting



Date: August 11, 2020 Time: 9:07am – 10:08am Place: Conference Call

Chair: Commissioner Becky Grimsrud, Councillor, City of Fort St. John

Present: Commissioner Trevor Bolin, Councillor, City of Fort St. John

Commissioner Willi Couch, PRRD

Commissioner Arlene Boon, Director Area B, PRRD Commissioner Karen Goodings, Director Area B, PRRD Moira Green, General Manager, City of Fort St. John

Karin Carlson, Director of Recreation and Leisure Services, City of Fort St. John

Shirley Collington, Deputy Treasurer/Collector, City of Fort St. John Charity Nelson, Recreation Programmer, City of Fort St. John Vanessa Cumming, Pool Manager, City of Fort St. John Carrie Harder, Administrator II, City of Fort St. John

Trish Morgan, General Manager, PRRD

**Absent:** Teri Vetter, Chief Financial Officer, PRRD

Commissioner Brad Sperling, Director Area C, PRRD Stacey Miranda, Facilities Manager, City of Fort St. John

# 1. Call Meeting to Order:

The meeting was called to order at 9:07am

# 2. Additions to the Agenda:

New facility/pool update - Trish Morgan, PRRD

Staffing update and introduction - Karin Carlson, City of Fort St. John

3. Adoption of the Agenda:

Resolution No. 18/20

MOVED by Commissioner Couch

SECONDED by Commissioner Goodings

"THAT, the agenda be adopted as presented."

**CARRIED** 

## 4. Adoption of the Minutes:

Resolution No. 19/20

MOVED by Commissioner Bolin

SECONDED by Commissioner Goodings

"THAT, the minutes of the North Peace Leisure Pool Committee Meeting of June 2, 2020 be

accepted as presented."

CARRIED

### 5. Business Arising from the Minutes:

None

Action

Action

Action

Action

### 6. Delegation:

None

**Action** 

#### 7. Old Business:

None

Action

Correspondence: Action None **New Business:** Action None 10. Reports: Action a) Pool Manager Report - Vanessa Cumming, Pool Manager: Pool opening date: Sept. 14, 2020 Pool Presentation - Covid-19 Guiding Principals to Recreation Recovery Facility flow/opening pool processes Capacity Limits **Building guidelines** 0 Progressive programming Staffing levels and training Community benefits of physical activity and recreation Resolution No. 20/20 MOVED by Commissioner Goodings SECONDED by Commissioner Boon "THAT, the North Peace Leisure Pool Commission receives the Pool Managers Report for information." CARRIED b) Facility Manager Report - Stacey Miranda, Facilities Manager: Operational updates: Project and Shutdown Information review. Ventilation, plan to Sandblasting paint from pool deck - repaint and clean, stripping all historical coats of paint replace air handling Exhaust fan repair – complete this week unit at later date. No heaters added to Chlorine room upgrades - AME Group is the lead contractor on this project warm changerooms? Bulkhead Removal Project - completed within budget Valve replacement Valve replacement and flushing - upgraded valves in the existing system, system flush and flush of air completed handling unit should allow better temp and air flow to these Recommendation No. 21/20 areas. MOVED by Commissioner Bolin SECONDED by Commissioner Goodings "THAT, the North Peace Leisure Pool Commission receives the Facility Managers Report for information." CARRIED c) Recreation Programmer Report – Charity Nelson, Recreation Programmer: Students will begin PE lifequard course interest is very high (24 current applicants, 16 enrolled – due to Covid with online learning restraints) and skills Swimming lessons to begin slowly - to allow staff and patrons to get used to new processes and assessments -Sept. procedures. 8, 2020 o Pool re-opening plans - phase 3 When will scheduling Programming/Scheduling resuming be avail to public? Will go out to public Recommendation No. 22/20 via social MOVED by Commissioner Bolin SECONDED by Commissioner Boon media/brochures "THAT, the North Peace Leisure Pool Commission receives the Recreation Programmer avail in facility etc.

Report for information."

**CARRIED** 

Page 2 of 3

Minutes of 08/11/2020

d) Financial Report – Shirley Collington, Deputy Treasurer/Collector, City of Fort St. John:  o Capital Purchases – description; new ventilation equipment, bulkheads, sandblasting equipment	
etc.  Rebuilding the current system is capital vs. consumables in supplies Revenues; donation/sponsorship from NorthRiver Midstream – 2020 is posted as 24k.  Overtime costing – Staff worked hard to replace/fix facility bulkhead/ventilation/sandblasting etc. Events contributed to overtime also, BC Winter Games, preparing facility.  Electrical cost over budget; due to upgrades and installation of bulkhead/upgrades	Will look into this donation/sponsorship in 2019 to see where donation/sponsorship was captured.
Recommendation No. 23/20  MOVED by Commissioner Couch SECONDED by Commissioner Boon  "THAT, the North Peace Leisure Pool Commission receives the Finance Reports for	
information." CARRIED	
Additions:	
PRRD Update – Trish Morgan, General Manager of Community Services:  New Facility Update; Resolution to include Commissioners in PRRD Meeting, went forward with Terms of Reference and Steering Committee to include 2 representatives from Taylor, 2 from Fort St. John, and Directors from Area B and C.  Staffing Update – Karin Carlson, Director of Recreation and Leisure Services, City of Fort St. John; Stacey Miranda, rejoined the City of Fort St. John as new Director of Facilities and Grounds. Facility Manager position currently vacant Vanessa Cumming has been awarded the new Recreation Manager position Pool Manager position currently vacant	PRRD draft presented to include representatives from Taylor, Fort St. John and Area B and C.
11. Adjournment:	Action
The meeting was adjourned at 10:08am.	
·	
Becky Grimsrud, Chairperson Carrie Harder, Recording Secretary	
Date/Year Date/Year	
12. Next Meeting:  North Peace Leisure Pool – Pool Meeting Room  Tuesday, October 6, 2020 at 9:00am	Action Clerk book the Meeting room.