

AGENDA for Pass Community Swimming Pool Board Meeting
Wednesday, June 22, 2022
@ 6:00 PM Council Chambers

1. Approval of Agenda
2. Minutes of May 25, 2022 Meeting
3. Old Business/Business Arising from the minutes
 - A. Renovations - counter, pressure washer, cement, showers
 - B. Spring Promotion/advertisements
 - C. Trophy Case
 - D. Bike rack
4. New Business
 - A. Variance Report
 - B. Manager's report
 - C. Canada Day
 - D. Respirators
 - E. New schedule?
 - F. In Camera
5. Next Meeting
6. Adjournment

Pass Community Swimming Pool Board Meeting
June 22, 2022 (6:00 PM)
Council Chambers

IN ATTENDANCE: Judy Sciarra, Lesley Margetak, Sherri Gleave, Pauline Beech, Dave Filipuzzi (absent), Doreen Glavin, Ethan Ballak, Lexi Harington

Called to order: 6:01 pm

1. **Agenda:** Chair presented the Agenda. Under New Business add; F. Lawn Maintenance, G. Hot Tub, H. Donation, I. Incident, and J. In-camera

Pauline MOVED that the agenda be accepted with additions. Judy SECONDED the motion. CARRIED

2. **Minutes of May 25, 2022 Regular meeting.**

Judy MOVED that the minutes of May 25, 2022, be adopted as read. Pauline SECONDED the motion. CARRIED.

3. **Old Business/ Business arising from the minutes**

- A. Renovations – counter, pressure washer, cement, showers**

- Counter – Pool Manager will contact Derek about switching the tall and short counters around.
- **Pressure Washer** – perhaps use leftover grant money to purchase a pressure washer for the pool, so we are not dependent on whether or not the municipality's is available. If the board purchases the pressure washer there is still the issue of storage. Is there the possibility of buying another shed? Pool Manager will ask Carey about shed placement to avoid underground sprinkler lines.
- **AED's** – another possible use of grant money is for the 2 AEDs needed for the training course coming up.
- AEDs have arrived

Judy MOVED to approve the purchase of 2 AEDs up to \$200.00 each plus gst and shipping for training purposes for the Bronze courses to be offered at the Pass Pool this season. Sherri SECONDED the motion. CARRIED by email vote.

- **Cement Pad** – Board has approved the Municipality quote of \$2500.00 for the placement of a cement pad on the northwest side of the pool for the lane ropes. Member inquired whether sidewalk blocks would be a more feasible solution? Chair will inquire with Johan.

Doreen MOVED for the Municipal staff construct the cement pad for the lane ropes at a cost of \$2500.00. Judy SECONDED the motion. CARRIED by email vote (June 3, 2022).

- **Showers** – Both showerheads in the handicap showers in each changeroom have been fixed. The men's showerhead has been attached to wall, but the ladies has not. It may be necessary to permanently fix to the wall at a lower height to prevent reoccurring damage to the showerheads. Board will continue to look for solutions.

B. Spring Promotions/Advertising

- Ad in the Pass Herald should be placed with the July/August schedule.
- Promote lessons on website and pool sign.
- Update ad placards and place at businesses throughout the area.

C. Trophy Case

- There has been no new information about the trophy case.

E. Bike Rack

- Old bike rack has not been removed from the property.
- If the new bike rack that is being donated is placed on the pool site it becomes a Municipal asset, therefore Patrick needs to see and approve it.
- Public Works would probably remove old one and place new one.
- Complaints have been received about parking lot by the tennis courts. During the winter snow was piled on the lot and it is now covered in gravel combined with broken glass. The lot needs to be swept. Chair will inquire with Patrick on how to rectify parking lot sweeping.

4. New Business

A. Variance report - Attached

- Unavailable at the time of meeting.

B. Manager's Report - Attached

C. Canada Day

- Pool will hold a Canada Day event, cost to be determined.
- Councillor Glavin has Canada themed decorations she will drop off at the pool.
- Place ad in paper about the event.

D. Respirators

- Respirators at pool have never been fit tested for the pool staff, this is a safety concern.
- Lexi has contacted the Assistant Fire Chief and he is able to do these fittings if the machine is rented.
- Cost to rent fit test machine is \$1030.00 plus shipping both ways.

Doreen MOVED to spend up to \$1500.00 for fit testing of respirators for pool staff. Judy SECONDED the motion. CARRIED.

E. New Schedule?

- New schedule is ready.
- Place new schedule in the paper with the Canada Day ad.
- Ensure that all schedules and signs include that covid pricing is in effect.

F. Lawn Maintenance

- Douglas Applications has completed application and has suggested a second application in the fall as the weeds were quite bad. If this is done then once a year application should be sufficient in the future.

Doreen MOVED to approve the Douglas Applications grass treatment at a cost of \$200.00. Judy SECONDED the motion. CARRIED by email (June 3, 2022).

- Final cost came in at \$210.00
- Suggested that picnic tables be placed on the outside of building on grass area.
- Sidewalk themes to decorate outside.
- Manager noted that picnic tables on pool lawns have deteriorated, some beyond repair.

G. Hot Tub

- Painting of hot tub may not be able to be done until fall, due to cure times.
- Manager will not open the hot tub for the season if it is not refinished with the new paint. The current paint is very slippery and there have been several slips and falls last year, it is a safety concern.
- Member suggested that we be prepared for numerous complaints should the hot tub not open for the season.
- Chair will inquire with Johan about painting and why the hot tub cover was removed.

H. Donation

- Sole Survivor Run has requested a donation from the pool for their run.

Judy MOVED to donate 2 youth flex passes to the Sole Survivor Run. Pauline SECONDED the motion. CARRIED.

I. Incident

- Resident noticed that people were in the pool at 1:30 am
- The ability for people to climb the fence at service gate on the northeast side has been an issue for years. The fence is too short and has been brought forward previously. Even if the fence is heightened people will still attempt to climb.
- Motion light that was installed previously but was removed when new pool was built. Would replacing a motion light be a deterrent.
- Manager's concern is if people get into the pool and the vacuum is in use, that people could be electrocuted.
- Placing cameras may work, but if they know they are there they will damage them.
- Board will continue to consider alternatives to prevent after hour pool use.

J. In-Camera

Lesley MOVED to go In-Camera at 7:55 pm.

Doreen MOVED to come out of In-Camera at 8:29pm.

6. Next Regular Meeting: Wednesday, July 6, 2022 6pm In-person

7. Judy MOVED to adjourn at 8:30 pm



CROWSNEST PASS
Naturally Rewarding

Pass Community Pool

Managers Report for June 22nd

Manager: Ethan Ballak

Assistant Manager: Alexandra Harrington

General

Staffing

Availability of staff has improved later in June due to students getting out of school. Two juniors can work near full time.

Many cashiers are taking first steps towards lifeguarding in signing up for bronze cross. In the future cashiers with bronze medallion and cross as well as first aid can assistant guard (basically shadow a senior guard) which can help with daily patron limits. Still undecided on the implementation of assistant guards at this point.

Programs

Schedule is changing in July. More lane swim times are being implemented and public swim hours are being increased. Capping patrons is expected to be an issue in July as daily numbers will likely go up.

Lessons are being offered just not nearly as many as previous years. The schedule of lessons has also changed from Monday to Friday for 2 weeks to Monday/Wednesday and Tuesday/Thursday for 3 weeks each. The higher-level swim lessons (8,9,10) are currently not available as they have the lowest registration rate throughout the years. Given the total amount of lessons has dropped (from 10 to 6) they have been priced lower at the same cost per day rate.

Currently our bronze medallion course is full at 8 students, and we are charging \$200 per registrant. It costs under \$140 per student (includes materials and guard time).

Maintenance

The hot tub remains closed. Good weather is required to repaint.

Many smaller fixes have been done (wobbly railing, jamming door, etc.).

The pool boiler went down Sunday June 19th some point after 4:00 pm. Monday morning the pool had dropped 10 degrees Fahrenheit. Boiler was restarted immediately and was back to normal temperatures on June 21st before opening.

Public Relations

Overall, the public seems to understand staffing issues and the problems they cause. Fortunately, we have yet to reach capacity meaning no one has been turned away.

Ads are being placed in the papers for admissions and the pools schedule.

Closures are being put up in advance on Facebook and our own site, as well posted at the front desk on either the whiteboard or a piece of paper.

Purchases

Staff clothing has arrived totalling near \$1,600, some additional clothing has also been ordered costing around \$400. This puts us at the cap of \$2,000 for staff uniforms.

Other essential chemicals were ordered for \$2,400 and are expected to last the remainder of the year.

Books for bronze medallion were ordered for a little under \$150. The AED trainers also required for the course were around \$425.

Weed control was completed totalling \$180.

Posters were made at copy magic for around \$10.

Other smaller purchases have been made from the Red Apple.

Concession

The items at the concession are going to be like previous years with small additions as we see fit such as sunscreen. In general snacks, swim gear, and drinks will be offered.

Goggles, snorkels, beach balls and a few other items have become available for purchase at the front desk.

Various snacks are coming in this week.

Sales

All Programs

See below (concession items not included):

Adult - Daily	\$447.44
Child - Daily	\$218.96
Family - Daily	\$400.05
Senior - Daily	\$57.10
Youth - Daily	\$890.76
Total	\$2,014.31

Adult - Season	\$800.03
Child - Season	\$228.56
Family - Season	\$6,857.20
Senior - Season	\$952.40
Youth - Season	\$190.48
Total	\$9,028.67

Adult - Flex	\$190.50
Child - Flex	\$0.00
Family - Flex	\$76.19
Senior - Flex	\$68.58
Youth - Flex	\$114.30
Total	\$449.57

Swimming Lessons	\$399.97
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Bronze Medallion	\$571.44
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Grand Total **\$12,463.96**

Does not include GST

Swimming lesson registration has been open for 2 days at this point