

AGENDA for Pass Community Swimming Pool Board Meeting

Wednesday, August 3, 2022

@ 10:00 AM Council Chambers

1. Approval of Agenda
2. Minutes of July 20, 2022 Meeting
Minutes of July 22, 2022 Special Meeting
3. Old Business/Business Arising from the minutes
 - A. Renovations - pressure washer, showers
 - B. Trophy Case
 - C. Hot Tub, tables, shed, cement pad
 - D. Reimbursements - refunds/courses
 - E. Respirator fit testing
 - F. Heritage Day event
5. New Business
 - A. Variance Report
 - B. Manager's report
 - C. Stored Items
 - D. New Schedule/year-end plans
 - E. Council Budget presentation
6. Next Meeting
7. Adjournment

Pass Community Swimming Pool Board Meeting
August 3, 2022 (10:00 AM)
Council Chambers

IN ATTENDANCE: Judy Sciarra, Lesley Margetak, Sherri Gleave, Pauline Beech, Dave Filipuzzi, Doreen Glavin

Called to order: 10:00 am

1. **Agenda:** Chair presented the Agenda. Chair would like to add under 4 New Business, F. In-camera.

Judy MOVED that the agenda be accepted with additions. Sherri SECONDS. CARRIED.

2. **Minutes of July 20, 2022 Regular Meeting**

Minutes of July 22, 2022 Special Meeting.

Judy MOVED that the minutes of July 20, 2022, be adopted as read. Doreen SECONDS. CARRIED.

Judy MOVED that the minutes of July 22, 2022 Special Meeting, be adopted as read. Dave SECONDS. CARRIED.

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

A. Renovations

- **Pressure Washer** – Manager has received a couple of quotes, but has not proceeded any further until there is a storage solution.
- **Showers** – The women’s showerhead works but continues to come off the wall.

B. Trophy Case

- **Trophy Case** – reinstallation should be requested by the swim club.

Dave MOVED to table trophy case installation discussion until Board receives correspondence from Swim Club. Pauline SECONDS. CARRIED.

C. Hot Tub, tables, shed, cement pad

- **Hot tub** – has been opened off and on, there is an issue with the pump getting airlocked. Manager and Carey are going to try some fixes before they contact Western Recreation.
- **Tables** – unfortunately picnic tables had been sold out before we were able to get to Lethbridge. Board will continue to look for picnic tables to replace broken wood ones at pool.
- **Shed** – Chair has seen some sheds for about \$1000.00, but will continue to look until end of season.
- **Cement Pad** – Derek is ready to go, but would like to meet with Board to stake out exact spot for placement.

D. Reimbursements - refunds/courses

- **Refunds** – 3 refund requests have been submitted and they should receive those cheques within 2 weeks. In the fall Board should review this season's refund issues (season passes) and outline a policy regarding refunds. Board currently does not have a set refund policy as refunds have not been an issue in the past.
- **Course Reimbursement** - only 1 has been submitted to this date. Reimbursement form and receipts must be given to Chair and she will forward to municipal accounting staff.

E. Respirator Fit Testing

- Respirator fit testing is scheduled for August 10, 2022
- Schedule has been set by Christine; Manager will confirm times with his staff.
- Follow-up with Christine on future need for fit testing and if this information needs to be added to the pool binders.

F. Heritage Day Event

- Event went well and was well attended, 4 hours free public swim.
- Thank you, Judy, for getting sponsorship for the event.

4. New Business

A. Variance report - unavailable

B. Manager's Report - Attached

C. Stored Items

- Several items from the pool have been stored in the municipal garage by the water treatment plant since the initial renovation. Board would like to know what protocols are to retrieve and go through items remaining there.
- Dave and Doreen will ask at their next meeting.
- Darcy's plaque – some confusion as to whether the family would like to have the plaque or have it reinstalled. Judy will contact family member asking that they write a formal request to the Board with their wishes.

D. New Schedule/year-end plans

- Manager redid staff schedule.
- Judy, Kim U. and Manager have been posting the daily schedule to Facebook.
- Judy and Manager updating weekly schedule on website.
- Year-end – dependent on staffing would like to see pool remain open until September 4th, 2022.

E. Council Budget Presentation

- Board has been notified of the date for Council presentation: Thursday, October 13th, 2022 at 1:45 pm.
- Chair will look if its possible to have a later time slot so she can attend.
- Judy and Pauline have volunteered to present

F. In-camera

Lesley Moved to go in-camera at 10:48 am

Lesley Moved to come out of in-camera at 11:26 am

6. Next Regular Meeting: Wednesday, August 17, 2022 Time TBD

7. Sherri MOVED to adjourn at 11:27 am



CROWSNEST PASS
Naturally Rewarding

Pass Community Pool

Managers Report for August 3rd

Manager: Ethan Ballak

Assistant Manager: Alexandra Harrington

General

Staffing

Assistant guards have started guarding mostly during public swim.

A few are taking NL next week August 8 – 12 in Pincher Creek

Programs

Hours have been reduced with the absence of 2 guards.

Most days have a public swim cap of 80 or 90.

Aqua Yoga has started.

Maintenance

Hot tub chlorine pump keeps getting airlocked, a different injector is being installed.

Stall partition fell off in the men's changeroom, it is being put back up.

Purchases

Chlorine order.

New hose.