

COMPLEX OPERATIONS
February 4, 2010 at 12:00 p.m.
REPORT

PRESENT: Deputy Mayor Heather Botelho
Councilor Louise Lawrie
Albert Meijering, Chief Administrative Officer
Rebecca Allen, Executive Assistant

ALSO PRESENT: Kevin Affleck, Government Services
Karen McCall
Liz Sousa
Katherine Wainio

1. CALL TO ORDER

Deputy Mayor Heather Botelho called the meeting to order at 12:03 p.m.

2. APPROVAL OF AGENDA

The agenda was approved as presented with the addition of (5.4) Development of the Retail and Food Service space for Nanuk Entertainment.

3. APPROVAL OF REPORTS

3.1 November 3, 2009

The minutes of the Complex Operations Committee meeting of January 13, 2010 were reviewed and the action items discussed for updates.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Recreation Report

In the absence of a Coordinator of Recreation, the Executive Assistant, Rebecca Allen presented a verbal report. The following items were noted:

- The Coordinator of Recreation, Stephen Terichow Parrott, resigned from his position and left the community on January 30, 2010. The position has been posted and Becky will resume the responsibilities until the position is filled.
- The bowling alley grand opening was a huge success with approximately 80 people in attendance. Lenore Johnson has taken the lead on arranging a Women's League and a Mixed League. Shane Hutchins has taken the lead on arranging a Men's League. Unfortunately, we are unable to start the YBC League until the fall, but the Coordinator of Recreation will be starting a fun youth league in March just to get the kids started.
- Regular programming has remained the same, with the exception of having to cancel Tuesday and Thursday night public swimming due to the pool change room renovations.
- The stats for programming will be available for the March meeting.

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in the absence of a Complex Manager, the CAO presented a verbal report. The following points were noted:

- The engineers for the complex are busy with preventative maintenance.
- Park West is here and the pool change room renovations have begun and should be completed by the end of June. The final 2 weeks the pool will be closed for upgrades. It will have its own heating systems, the filters will be changed, and it is being changed over to a salt system which will get rid of the chlorine smell in the building.
- Tamarack Flooring has begun installing the mondo flooring in the hockey change rooms. One set has been closed to the public and once completed they will move on to the next set.

There was discussion on the mondo flooring and how to keep it clean. Kevin Affleck stated that it is an intense process for about the first six months in order for the natural waxes to come out. He stated you need to mop it wet and roll a machine over it. This needs to be done about every six weeks to break it in.

There was discussion on the washer and dryer and whether it has been ordered. Becky stated that it was ordered, but the new girl did not pass the message on and we have missed the sale. We are in discussions with Sears on getting the best deal possible, but it is going to be more than what was originally passed through resolution.

There was discussion on the security strips and time clock. The CAO stated that we have hired Trouble Shooter Computers to program for us.

There was discussion on the lighting in the arena. The bulbs need to be changed. The CAO stated he will make sure this is done.

ACTION: Administration to arrange to have the lights in the arena changed.

5. NEW BUSINESS

5.1 Karen McCall – Outdoor Play Area

Karen McCall came forth to the committee with regards to an outdoor play area right behind the daycare where there are 3 cement pads. She is requesting permission to use the area. This area would be a shared space between daycare and summer program. It would be a safe outdoor area for children.

The CAO stated there would need to be an entrance at the bottom in addition to a door at the top.

RECOMMENDED TO COUNCIL FOR APPROVAL

Karen also requested the use of one of the planters in the Complex for the kids to be able to plant things. The committee was in favor and instructed administration to provide Daycare with access to one of the complex's planters.

Liz Sousa, licensing coordinator for the province, spoke in regards to the indoor

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Minister has put new safety regulations in place that it would be good to have mirrors around the playground so the workers can see when the children are in areas that cannot be seen with the visible eye. She also indicated a netting be set up while daycare is in the playground blocking access between the lower and upper levels. Kevin Affleck stated that he will purchase the mirrors, but special permission would be required from the Fire Commissioner for the netting due to fire codes.

Kevin indicated that the Indoor Playground has been identified as requiring updates, but there is no set time line in place yet. Liz requested that when it is being redone, that it is age appropriate.

5.2 Kim McCullough – Plasma Cars & Sled Storage

Karen McCall spoke on behalf of Kim McCullough. She stated that the plasma cars need to be more accessible and the sleds that were purchased at the same time need to be stored and made available to the public. There was discussion and the committee requested that the Recreation Department come up with a schedule to provide more access to the plasma cars. They indicated that the shed should be brought to Council for further discussion.

ACTION: Recreation Department to meet with Daycare to discuss a more accessible schedule for the use of the Plasma Cars.

RECOMMENDED TO COUNCIL FOR DISCUSSION

5.3 Katherine Wainio – Get Fit Challenge

Katherine Wainio came forth to the committee to discuss the Get Fit Challenge. She stated that the program will be very inclusive and people can join whenever they want. She is requesting support from the town in the form of fitness incentives as the challenge will be offering quarterly prizes. She also requested that the current walking route of the Complex include a stroller versus stairs section.

There was discussion and the committee requested that the Recreation Department work with Katherine to come up with suitable prizes for the Get Fit Challenge and amending the Complex Walking Route to include strollers.

ACTION: Recreation Department to work with Katherine Wainio to provide suitable prizes for the Get Fit Challenge and to change the current Complex Walking Route to include strollers.

5.4 Issue Sheet – Development of the Retail and Food Service Space for Nanuk Entertainment

An issue sheet was presented to have the Town Centre Cafeteria developed into retail and food space for Nanuk Entertainment. Nanuk has approached administration to have for the ability to have sewer and water installed in the space they currently occupy for the sale of beverages to the public. In the past the town has been looking at ways to develop the space in the Complex and offer food service to the public again. By moving Nanuk upstairs we utilize the Town Cafeteria again and free up the space she currently occupies for something else.

RECOMMENDED TO COUNCIL FOR DISCUSSION



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9. ADJOURNMENT

The meeting adjourned at 12:55 p.m.