

COMPLEX OPERATIONS
Wednesday, November 9, 2011 at 12:00 p.m.
REPORT

PRESENT: Councillor Heather Botelho
Councillor Jennifer Massan
Albert Meijering, Chief Administrative Officer
Tom Hill, Facility Manager
Nazar Mazovsky, Coordinator of Recreation
Rebecca Allen, Executive Assistant

ALSO PRESENT: Louise Lawrie

1. CALL TO ORDER

Councilor Heather Botelho called the meeting to order at 12:06 p.m.

2. APPROVAL OF AGENDA

The agenda was approved with additions of:

- 5.1 Painting dividers for Churchill Arts Council
- 5.2 Churchill Arts Council Policy
- 5.3 Recreation Committee
- 6.7 Noon and After Program
- 7.1 In-Camera

3. Approval of Reports

3.1 October 2011

The minutes from October's meeting were approved with one change.

4. DEPARTMENTAL REPORTS, CORRESPONDENCE AND/OR PRESENTATIONS

4.1 Recreation Report

Nazar Mazovsky, Coordinator of Recreation presented a written report and the following items were noted:

- Pool opened and from October 29th to November 5th all activities were free of charge. There has been nothing but positive feedback about the water. There were two complaints about kids playing in the pool change rooms and a solution will be discussed in camera.
- The arena opened on October 28th and that day was free activities. There was positive feedback about the ice and the new fresh look.
- There was a discussion regarding arena board advertisements. Nazar presented a draft Arena Advertising Agreement. There could be up to 20 advertisements on the boards, the cost of the advertisement would be paid by the company and the installation would be in kind. Nazar checked with Thompson and Gilliam and the money they make off the advertisements go into a zamboni reserve fund. The Complex Operations Committee will go back to Regular Council and get suggestions from them on how to use the money.
- The curling ice is still in progress and they are discussing with the Churchill

Curling Club regarding scheduling.

- Churchill Joint Group Committee, Churchill Youth Drop In and Recreation Department had a kids Halloween party. Which they had games, contests, food and drinks. Local businesses donated the food and drinks. The Recreation Department donated 10 pool and 10 arena one time use passes. In total there were 60 kids in attendance. The event was a success.

ACTION: The Complex Operations Committee to present the arena advertisements to council as whole and to get their thoughts as to what to do with the money from them.

4.2 Complex Report

Tom Hill, Facility Manager, presented a written report. The following items were noted:

- Pool had been commissioned; engineers are trained on operation of the systems. No issues to report and received positive feedback on the water.
- HD Supply Litemor is working on a lighting solution for the Polar Bear Slide that can be tamper proof and meet code.
- Arena ice is complete and some programs are underway.
- Curling ice will be ready by Friday, floods are complete it is just a matter of shaping the ice sheets.
- New safety netting is installed.
- Engineering staff have been trained in the operation of the new DDC system for the CRHA HVAC systems. Some deficiencies still outstanding from mechanical upgrade, MIT is coordinating with the contractors to address these items.
- Still waiting on a firm date from MIT regarding sending a Security Consultant up to further research locations for the CCTV and panic stations.
- The CAO stated that Government Services is saying March will be the date to re-service the pool; the retiling could take up to 6-8 weeks. They will ensure all materials will be here in advance.
- It was asked by Councillors how the bleacher project was coming along and the Facility Manager stated that the contractor is not ready yet, and has not confirmed a date.
- It was asked by the Councillors if there were baby change tables in all the bathrooms. The Facility Manager stated in the main bathrooms there is. In the pool change rooms there is not, it was stated that there should be in all bathrooms because there are no family bathrooms in the facility and also in men's bathrooms as well.
- Front entrance signage was discussed and the Facility Manager stated that it is on MIT's list of projects to do.
- They will also be assessing all lighting of entrances of facility.

ACTION: Facility Manager to look into getting baby change tables installed in all bathrooms. Also to follow up with MIT regarding the front entrance lighting, signage, Security consultant, and follow up with the bleacher project contractor.

5. NEW BUSINESS

5.1 Painting of dividers

It was stated by the Councillors that the dividers that are co-shared with the Churchill Arts Council is in need of a fresh coat of paint. It was suggested that it be painted a light grey color. The facility Manager will get maintenance department to paint them.

ACTION: Facility Manager to arrange for the dividers to be painted.

5.2 Churchill Arts Council Policy

This item will be tabled to December so the Councillors to review the policy.

5.3 Recreation Committee

Councillors suggested that a recreation committee be created which would consist of volunteers. It would help broaden the recreation schedule and programs. They could discuss what they would like to see and help create a yearly calendar. The committee will have to develop a terms of reference. This item will be tabled till December meeting.

6. OLD BUSINESS

6.1 Policies – Hours of Operation & Child Abandonment

The Hours of Operation and Child Abandonment Policies were presented to the Committee for review. The Committee discussed these Policies in depth. The CAO stated he will have a draft of the Hours of Operation to go to Regular Council for approval. The CAO stated that the Child Abandonment Policy will be hard to change; The CAO will talk to the school and get their input. There was a discussion regarding two lifeguards to 30 to 40 kids, this will have to be changed. Nazar will look into what other community swimming pool policies is as well Look into what the pool act and daycare act state. This policy is tabled till December meeting.

ACTION: Present Council with revised Hours of Operation Policy. The CAO to have a discussion with the school regarding the child abandonment policy. Nazar to research the pool act and daycare act and bring to December's Meeting.

6.2 Summer Program Survey

The results were reviewed by the Councillors and they asked if the recommendations that were made were going to be done. The CAO stated yes they will. Councillor Massan stated that when she worked in the Daycare they had a summer program and the students that were hired would be in a 1 or 2 day training session. Councillor Massan will bring the information forward to December meeting.

ACTION: Councillor Massan to bring the training information from Daycare to the December's meeting.

6.3 Facilities Marketing

This was discussed in the Recreation Report. This item is tabled till December.

6.4 2012 Corporate Curling Bonspiel

This was discussed in the Facility Manager's report and a letter was sent to the Fire Department regarding the 2013 Redman's Curling Bonspiel. This item is tabled till December.

6.5 Wishing Well

A letter was sent to Churchill Joint Group Committee regarding ownership of the Wishing Well. This item is tabled till December.

6.6 Indoor Playground Plans

The CAO stated he would like to set up a date for an open house with Stan from MIT to

present and hear from community their thoughts on Indoor Playground Plans. He stated he would like it done in January.

6.7 Noon & After Program

It was asked that Recreation bring a detailed schedule of this program along with the costs.

ACTION: Recreation to present at December meeting the plans for the program.

7 IN CAMERA

7.1 The committee convened in-camera at 12:52 pm.

7.2 The Committee adjourned the in-camera session at 1:25 pm.

8. NEXT MEETING

8.1 December 6, 2011

9. ADJOURNMENT

9.1 The meeting adjourned at 1:26 p.m.