

TOWN
OF

Outlook



IRRIGATION CAPITAL OF SASKATCHEWAN

Report Type: Recreation Manager's Report

For Meeting Date: Wednesday December 15th, 2021

Report Date: Tuesday December 14th, 2021

Prepared by: Megan Anthony

The Recreation Department has been in full swing hockey since October. Curling has started up as well and we are navigating our way through the ice maintenance for the curling ice.

The Recreation Staff are working on installing our new wifi equipment and we will also be receiving a new cell booster that will hopefully help with the cell service in our facility.

The Recreation Staff and I had a staff meeting two weeks ago to go over our facility maintenance checklists, cleaning checklists, and our new scheduling app.

We will be having another staff meeting on December 15th at 3:00 to discuss emergency and fire protocols. There has not been a fire protocol or emergency safety plan in place since before I became the Recreation Director but I have completed our fire protocol books and I am continuously working on the Emergency Safety Plan.

During the Christmas break, we will be closed to the public for one day so we can all come in at 8:00am-5:00pm to complete training that we have not been able to do since the season started and do some minor repairs that cannot be done while the public is in the facility.

Moving forward, a staff meeting will take place once every two weeks to discuss operations and we will also be starting personal and professional development discussions to keep our staff motivated.