

TOWN
OF

Outlook



IRRIGATION CAPITAL OF SASKATCHEWAN

Report Type: Recreation Director's Report

For Meeting Date: January 5th, 2022

Report Date: January 4th, 2022

Prepared by: Megan Anthony

Operations Report:

Over the Christmas Holidays the RecPlex saw a lot of issues.

1. The Curling Rink Ice Plant had major refrigerant leaks and when the refrigerant got too low the plant shut off. When the staff checked the plant the next day the ice had already separated from the pad. We were unable to repair the ice as is so we removed all the ice and will be restarting to make ice the week of January 3rd. My recommendation is to hook the curling ice plant up to our computer program to allow us the opportunity to be notified if there are high temperatures so we can resolve any issues quicker. I have reached out to our Delta Controls company to receive a quote to implement this.
 2. We had a water pipe freeze in the Olympia room and could not get a hold of multiple plumbing companies. We had KALM Mechanical in to solder the pipe back together which was successful. My recommendation to prevent this from happening again is to get all of our water lines insulated, add weather stripping to the overhead door and possibly replace our heater with a bigger garage heater if the weather stripping and insulated pipes don't solve the problem.
 3. A pump in our boiler room started sparking and smoking during an ice hawks game. We have Living Skies coming out Tuesday January 4th, 2022 to assess the issue but I foresee us needing a new pump. This should hopefully be covered under insurance.
*Update: Living Skies replaced the motor and it is working great now!
- Adult Recreational Sports have started as of January 3rd. We have Rec Volleyball on Monday and Wednesday nights. Mondays from 8:00-10:00 pm at LCBI and Wednesdays from 7:00-9:00 pm at OHS. Pickleball will start up at OES on Fridays from 7:00-9:00 pm. There is a \$5.00 drop in fee which we will donate back to the Schools.

Management Report:

- I have started staff development with each of my full time employees. We will be working on identifying their strengths and weaknesses as well as their interests so I can better help them be successful in our department. We will continue having staff meetings once every two weeks to discuss all cleaning/maintenance lists, fire protocols and any other topics that may need to be discussed.
- The summer season is right around the corner so I have started organizing staff requirements, to do lists and schedules.
- Grants are starting to open up again so I am preparing to apply for the Parks for All Action Grant, Framework in Action Grant and the Leadership Development Grant. I am working on getting quotes for multiple projects we could potentially do in 2022 funded by grants.
- I am still working on the emergency procedure plan for the Rec Plex and I am hoping to have it done by February. The Fire Procedure plan has been completed and we will be doing a test run with user groups by the end of January to early February. We will do another test run in October prior to the hockey season starting up.
- I will be putting out our summer job ads mid February and will be conducting interviews mid April.