



Monthly Activity Report

TO: Mayor and Council

FROM: Jocelyn Holowaty, Community Recreation Coordinator
Caitlin Fox, Community Recreation Coordinator

DATE: April 7th 2021

RE: **Monthly Activity Report – April 2021**

MARCH ACTIVITIES:

- Received acceptance for Communities in Bloom competition for summer – will be receiving signs and product this next month.
- Ordered 4 garbage cans – received 1 waiting on other 3, should be here end of month.
- Received resumes for Playground Program (5).
- Received resumes for Aquatic Centre Lifeguard (5) & Instructors (1) positions, none for Pool Manager. At this point this is not enough qualified staff to run swimming lessons.
- Drafted Advertising Policy
- Invoice March User Groups. Lots of clubs are finishing up and will be done by May.
- Completed Final Report for Sask Lotteries Grant 2020-2021.
- Sent out 2021-2022 Sask Lotteries Grant Applications.
- Applied for the FCC grant for LED Lighting upgrades to Recreation Centre.
- Updated Aquatic Safety Plan – needs approval from Health Authority yet.
- Cleaned and updated Aquatic Centre documents and teaching supplies.
- Attended Aquatic webinar and researching Covid guidelines.
- Drafted Wadena Aquatic Centre Covid-19 Response Plan.
- Began discussions with Minor Sports/Rosebud Royals about upcoming Ball season.
- Continuing to monitor SHA health Covid-19 Guidelines and make appropriate changes.

PRIORITIES FOR APRIL 2021:

- Train CRC Caitlin Fox.
- Interview for Aquatic Staff and Playground Program Staff.
- Advertise for Sponsor Rooms for Recreation Centre.
- Begin discussions for flowerpots for May with Volunteers.
- Updated information on Tourism sites about Wadena Campground.

REQUEST FOR ACTION/DIRECTION/CLARIFICATION

Interviews for Playground Program and Aquatic Centre will not be booked till Caitlin starts on the 26th of April. Consideration about only hiring 1 playground program student, 1 seasonal/playground program and Caitlin taking a larger role for the Program to be considered. Council has suggested more ideas for

getting the community involved during the summer months, if this is the case, and depending on the events, Caitlin would not be able to take a larger role.

Also, consideration about adding an incentive for applicants this year for the Aquatic Centre for training.