

## Village of Hines Creek Council Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 25, 2021
Originated By:	Delayna Lund – Executive Assistant
Title:	Reports – Fitness Center Meeting January 14, 2021
File:	0908

### BACKGROUND

#### Refund Policy 900-05

The Fitness Center Refund Policy was created as a guideline for administration to follow when a patron asks for a refund. The policy was reviewed by the Hines Creek Fitness Center Board, the Board made the following motion:

**F-05-21      MOTION by Member Dionne to recommend that Hines Creek Village Council adopt Refund Policy 900-05 as presented. CARRIED.**

Fitness Center Refund Policy #900-05 is attached.

#### Update on New Equipment

At the Regular Meeting July 14, 2020, Council made the following motion:

**C-239-20      RESOLUTION by Deputy Mayor Zavisha to authorize the additional costs incurred above the \$5,525.03 that the Fitness Center has in their Capital Budget to purchase the Rogue RML-690, Inotec NL 17 Pec/Rear Delt Machine, Olympic bars, and Plates for the Hines Creek Fitness Center. CARRIED.**

The Fitness Depot where we ordered the Inotec NL 17 Pec/Rear Delt Machine from are unsure if they can still order from Inotec Fitness, and are unsure of timelines. The Fitness Depot said we may want to start sourcing for another product from another company. The Fitness Center Board would like to purchase the Atlantis Pec/Rear Delt Fly Combo from Lucki's Equipment, since we have been waiting for this piece of equipment since July.

5.b.1.

Fitness Center Capital Budget:	\$ 5,525.03
Expenditures:	
Rogue RML-690	\$ 2,511.40
Weights & Bars	\$ 1,550.80
Weights & Bars	\$ 294.80
Total Expenditures:	<u>\$ 4,357.00</u>
Total left over:	<u>\$ 1,168.03</u>
Atlantis Pec/Rear Delt Fly Combo	\$ 4,061.40
Overall Total Cost of Equipment:	\$ 8,418.40
Total costs incurred above FC Capital Budget:	<u><b>\$(2,893.37)</b></u>

Original Estimated Cost of Equipment	
Rogue RML-690	\$ 2,944.73
Plates	\$ 598.60
Olympic Bars	\$ 1,003.00
Pec/Rear Delt Machine	\$ 3,218.00
Shipping	<u>\$ 1,000.00</u>
Total :	<u>\$ 8,764.33</u>

RECOMMENDED ACTION

For Council to review the Fitness Center Refund Policy #900-05 and provide feedback and receive the update on the Equipment as information.

Initials show support- Reviewed by:	Exec Assist:	C.A.O.	CW
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**MINUTES OF THE REGULAR MEETING of the Hines Creek Fitness Centre Board held in the Hines Creek Fitness Center, January 14, 2021 at 7:00 p.m.**

Present: Members Candice Blake, Dallas Bjornson, Megan Bjornson, Sharilynn Dionne

Attending: Secretary, Delayna Lund

**MEETING TO ORDER**

Chairperson M. Bjornson called the meeting to order at 7:10 p.m.

**AGENDA**

**F-01-21 MOTION by Member Blake that this board adopt the agenda for the Regular Meeting of the Hines Creek Fitness Center Board, January 14, 2021. CARRIED.**

**MINUTES**

a. Minutes of the Regular Meeting of the Hines Creek Fitness Center Board September 24, 2020

**F-02-21 MOTION by Member Dionne that this board adopt the minutes of the Regular Meeting of the Hines Creek Fitness Center Board, November 19, 2020 as presented. CARRIED.**

**BUSINESS ARISING FROM MINUTES**

a. Inotec NL 17 Pec Fly/Rear Delt Machine

**F-03-21 MOTION by Member D. Bjornson to purchase the Atlantis Pec/Rear Delt Fly PE-156 from Lucki's Equipment, instead of the Inotec NL 17 Pec Fly/Rear Delt Machine From the Fitness Depot due to manufacturers being delayed by COVID-19. CARRIED.**

b. Rodney Bjornson Fitness Center Name Change

**F-04-21 MOTION by Member D. Bjornson to accept the Village of Hines Creek Council recommendation to rename the Hines Creek Fitness Center the Rodney Bjornson Fitness Center, rather than the Rodney Bjornson Recreation Center. CARRIED.**

**NEW BUSINESS**

a. Refund Policy 900-05

**F-05-21 MOTION by Member Dionne to recommend that Hines Creek Village Council adopt Refund Policy 900-05 as presented. CARRIED.**

**FINANCIAL**

a. Financial Statement Month Ending December 31, 2020

**F-06-21 MOTION by Member Dionne to accept the Financial Statement Month Ending December 31, 2020 as information. CARRIED.**

**MINUTES OF THE REGULAR MEETING of the Hines Creek Fitness Centre Board held in the Hines Creek Fitness Center, January 14, 2021 at 7:00 p.m.**

**ADJOURMENT**

Chairperson M. Bjornson adjourned Meeting at 7:29 p.m.

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Megan Bjornson, Chairperson

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Delayna Lund, Secretary  
Village of Hines Creek

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VILLAGE OF HINES CREEK  
POLICIES AND PROCEDURES MANUAL  
FITNESS CENTER

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TITLE: Refund Policy

POLICY NUMBER: 900-05

EFFECTIVE DATE:

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POLICY STATEMENT:

All drop in purchases and fob memberships are non-refundable. The Fitness Center Board will not issue refunds if a patron does not use their membership, or change the dates of activation if the membership was not used.

If a fob was not activated properly by administration, the dates of activation will be changed to reflect the correct duration of the membership purchased.

Defective fobs will be replaced free of charge. Any fob that a patron has lost, or requires replacement due to own damage will be charged a replacement fee of \$15.00.

If a situation arises that is not outlined in this Policy, a patron can request a refund by submitting a written request to the Fitness Center Board for review.

1. The written request will go to the next scheduled Fitness Center Meeting to be reviewed.
2. The Fitness Center Board will determine whether a refund is valid.
3. The secretary of the Fitness Center Board will notify the patron of the Board's decision.

END OF POLICY

APPROVED

AMENDED



9309-106 A Avenue Edmonton, AB T5H 0S6  
 P (780) 423-1155 F (780) 426-2845  
 TF (866) 423-3777 **luckis.com**  
**Business No.:** 123459331

**QUOTE**

**Quote No.:** 50488  
**Date:** 1/15/2021  
**Page:** Page 1 of 1

**Sold To:**

**Ship To:**

Village of Hines Creek  
 212 10 Street  
 Hines Creek AB T0H 2A0

**Deliver Date:**

Item Number	Qty.	Units	Description	Tax	List	Discount	Amount
<b>Current Atlantis Production Lead Time- 11-12 Weeks</b>							
<b>Standard Stack Option - 205 Pounds</b>							
<b>Atlantis Pec/Rear Delt Fly Combo</b>							
AT PE-156	1.00	EA	AtlantisSelectorizedPec/Rear DeltFly Combo	G	4,155.00	\$580.00	<b>3,575.00</b>
Standard Weight Stack - 205lbs							
<b>Shipping to Hines Creek</b>							
S-H	1.00	EA	ShippingEstimate- Edmontonto Hines Creek	G	248.00		248.00
S-H	1.00	EA	TransportCarrier's Power TailgateCharge	G	45.00		45.00

**RETURN POLICY**

15 Days  
**Cardio and Strength Equipment** are subject to a 35% Restocking Fee and are for exchange or in-store credit only.  
**All other products** must be brought back in original packaging and are for exchange only or in-store credit.

COD Invoices are due on installation date in full.

If the agreed installation date is delayed, 90% of the Invoice is payable as at the agreed installation date, with the balance payable upon delivery.

**NOTE: A monthly storage fee of 3% of the total invoice will be applied to all orders delayed by the customer from the agreed installation date.**

<b>Sub Total</b>	<b>\$3,868.00</b>
<b>GST 5%</b>	<b>\$193.40</b>
<b>Total</b>	<b>\$4,061.40 CAD</b>

**APPROVED BY:**

X \_\_\_\_\_

**QUOTE VALID FOR 15 DAYS**

**Financing Options Available!**

**PE-156**

## **Pec / Rear Delt Fly**



PE-156 ↗



### **Description:**

- Self-aligning lever arms mounted on sealed bearings automatically adjust to user-defined path.
- Seat pad adjusts to accommodate different user heights.
- Range of motion adjustments on overhead cams allow users to select desired starting point and change function of unit.

### **Specifications :**

- Width 42"(107cm)
- Height 76"(193 cm)
- Length 48"(122 cm)
- Weight 451 lb (205 kg) *With optional weight stack (H model): 556 lb (252 kg)*
- Weight Stack 205 lb (93 kg) *Optional heavy stack (H model): 310 lb (141 kg)*

**NOT AN INVOICE**

**Fitness Depot Commercial Inc.**  
P.O. Box 1748  
700 Wallrich Ave.  
Cornwall, ON K6H 5V7  
Tel: 888-245-7871  
GST 140493685 RT0001  
www.FitnessDepot.ca

**SOLD TO:**  
Village of Hines Creek  
Client #: B4000041  
Cornwall, ON  
Tel: (780) 494-3690



**QUOTATION**  
**B401000175**

Payment term: Pay in Advance  
Sales Rep. BRENT R.

Date : Jul 23, 2020 - 12:30 pm  
QUOTATION # : B401000175

ITEM DESCRIPTION	QTY	PRICE	TOTAL PRICE
<b>NSITEM</b> NON STOCK ITEM 0723 Inotec NL17 Pec Fly / Rear Delt, 225 lb	1	\$3,218.00	\$3,218.00
<b>ZZSHIP</b> Shipping Charge	1	\$286.56	\$286.56
		Subtotal:	\$3,504.56
		GST 5%:	\$175.23
		ONHST 13%:	\$0.00
		Total CAD:	<u>\$3,679.79</u>

Received/Approved on dd/mm/yy: \_\_\_\_/\_\_\_\_/\_\_\_\_ Print : \_\_\_\_\_ Signature : \_\_\_\_\_

Reçu/Approuvé sur jj/mm/aa: \_\_\_\_/\_\_\_\_/\_\_\_\_ Imprimé : \_\_\_\_\_ Signature : \_\_\_\_\_

QUOTATION # : B401000175                      Jul 23, 2020 - 12:30 pm                      **BALANCE:**                      \$3,679.79

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QUEBEC SALES TAX: 102293 3155TQ001, MANITOBA SALES TAX: 140493685MT0001, BC SALES TAX: PST-1000-3867  
Order and Quote prices valid for 3 days.

Les prix sur les soumissions et les commandes sont valides pour 3 jours.  
**IMPORTANT NOTE: ALL PRODUCT REMAINS THE PROPERTY OF FITNESS DEPOT COMMERCIAL INC. UNTIL FULLY PAID FOR.**  
Please Note: All sales are final. No exchanges or refunds.  
Note important: Tous les produits demeurent la propriété de FDCi j'usqu'au paiement final.  
S'il Vous Plait Noter: Vente finale. Aucun retour. Aucun remboursement. Merci! 120419

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