

CENTRE DUFFERIN RECREATION COMPLEX
BOARD OF MANAGEMENT

Minutes of the Regular meeting held February 25, 2015 at the CDRC

Attendance:	Laura Ryan	Mono
	Walter Benotto	Shelburne
	Dan Sample	Shelburne
	Wade Mills	Shelburne
	Heather Foster	Amaranth
	Chris Gerrits	Amaranth
	Janice Elliott	Melancthon
	Kim Fraser	Facility Administration Manager
	Rick Thompson	Facility Maintenance Manager

Absent: AJ Cavey, Ron Webster

Meeting called to order by Chair, Laura Ryan at 6:00pm
A quorum was present.

Agenda:

MOTION #1 – Moved by W. Mills seconded by D. Sample. Be it resolved we approve the agenda dated February 25, 2015 as circulated and presented.
Carried

Declaration of Pecuniary Interests:

Laura Ryan stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Discussion of Minutes of Previous Meetings:

MOTION #2 – Moved by D. Sample seconded by W. Mills. That the minutes of the CDRC Board of Management regular board meeting held January 14, 2015 be approved as presented and circulated.
Carried

Correspondence:

- Email from Shawnette Crouse, Town of Shelburne-Special Events Coordinator requesting use of the CDRC Facility (outside and arena lobby only) for Easter Egg Hunt on Saturday, April 4, 2015 from 1:00-3:00pm. Similar to last year.
- Request from Michelle Knott, supervisor of Hyland Centre Child Care requesting a letter acknowledging that the CDRC is the primary evacuation site in event of an emergency for the child care.
- Email(s) from CJ Schneider, Head Coach and partner of the Orangeville Americans Jr A Hockey Club. Seeking permission to return the franchise back to Shelburne.

MOTION #3 – Moved by W. Benotto seconded by W. Mills. That the CDRC Board of Management approves the use of the CDRC lobby as per similar to 2014 (last year's) usage for the Easter Egg Hunt.

Carried

MOTION #4 – Moved by W. Mills seconded by W. Benotto. That the CDRC Board of Management receives the letter from CJ Schneider and directs staff to work with team management to develop the necessary contracts to allow the program to move forward.

Carried

MOTION #5 – Moved by W. Benotto seconded by W. Mills. That correspondence is received and placed on file.

Carried

Finance Committee Report:

MOTION #6 – Moved by W. Mills seconded by W. Benotto. That the bills and accounts in the amount of \$191,675.48 be approved and paid.

Carried

J. Elliott arrives at 6:35pm

MOTION #7 – Moved by W. Benotto seconded by H. Foster. Be it resolved that the 2015 Budget as presented on February 25, 2015 (and attached Schedule C) be approved with Municipal Funding of \$168,300 being requested, and that a copy of this motion and the budget be sent to all member municipalities with a covering letter of explanation.

Carried

Pool Committee Report:

The Pool Committee met Friday, January 30, 2015 and conducted four (4) interviews.

MOTION #8 – Moved by D. Sample seconded by W. Benotto. Be it resolved that the CDRC Board of Management hires the following for the 2015 contract seasonal positions: Head Lifeguard-Lauren Brett; Head Day Camp Coordinator-Hannah Francis.

Carried

MOTION #9 – Moved by W. Mills seconded by D. Sample. That we receive the verbal report from the Pool Committee.

Carried

Facility Administration Manager's Report:

See Schedule A

MOTION #10 – Moved by W. Mills seconded by W. Benotto. That we receive the report from the Facility Administration Manager.

Carried

Facility Maintenance Manager's Report:
See Schedule B

MOTION #11 – Moved by W. Benotto seconded by J. Elliott. That the Arena Manager, Rick Thompson, has been approved by the CDRC Board of Management to take the Certified Pool Operators Certification at the cost of \$495.00 plus HST.
Carried

MOTION #12– Moved by W. Benotto seconded by W. Mills. That we receive the report from the Facility Maintenance Manager.
Carried

New Business:

CDRC Front Parking Area us by School during daytime:

Concern was raised with the school utilizing a lot of the front parking area, thereby limiting parking availability to CDRC patrons. After some discussion, the Board directs staff to contact the Principal of the school.

Confirmation by By-law

MOTION #13 – Moved by W. Mills seconded by D. Sample. Be it resolved that leave be given for the reading and enacting of by-law #02-2015 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held February 25, 2015.
Carried

Adjournment:

MOTION #14-Moved by C. Gerrits seconded by W. Benotto. That we now adjourn at 7:05pm to meet again on March 25, 2015 at 6:00pm, or at the call of the chair.
Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report –February 25, 2015

- Skate Canada Shelburne has been awarded Skates Alive 2015. A competition scheduled for December 4-6th.
- Andrew Lewis from Giant Tiger, partnered with his Dundalk hockey team and Shelburne Home Hardware are considering promoting an NHL Alumni Game here on Saturday, November 14, 2015. Proceeds from the event will be shared between Shelburne and Dundalk Minor Hockey.
- I met with CJ Schneider and Ryan Zeng from Orangeville Americans on February 12, 2015 and Rick and I gave them a tour of the facility. As well as ice rentals, they may be interested in renting office space. Seasonal revenue generated from the daytime practices will be approx. \$18,240.00. Seasonal revenue generated from evening games will be approx. \$9,660.00. Our previous contracts have required a \$5,000.00 payment in consideration for the *exclusive* use of a dressing room. That \$5,000.00 payment was then credited against ice rental costs once a total amount paid reached \$25,000.00 excluding HST.

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Facility Maintenance Managers Report – February 25, 2015

- The front sidewalk has heaved again. We have put out the trip hazard signs.
- I am scheduled to renew my Certified Pool Operator (CPO) certification April 8 and 9, 2015. The cost is \$495.00 plus HST.
- I contacted Brent Freiburger from Genivar to get a cost to do a structural audit. He informed me that they could determine whether the roof is sound enough to put up solar panels. However, they would not be able to determine what type of life cycle is left on the roof. We would have to contact a roofing contractor for that information.

Rick Thompson
Facility Maintenance Manager