

CENTRE DUFFERIN RECREATION COMPLEX
BOARD OF MANAGEMENT

Minutes of the regular meeting held November 28, 2012 at the CDRC

Attendance:	Brian Besley	Amaranth (Chairman)
	Randy Chambers	Shelburne
	Geoff Dunlop	Shelburne
	Heather Foster	Amaranth
	Bill Hill	Melancthon
	Ron Webster	Melancthon
	Kim Fraser	Facility Administration Manager
	Rick Thompson	Facility Maintenance Manager

Absent with prior notice given: Laura Ryan, Michelle Austen, AJ Cavey

Meeting called to order by Chairman, Brian Besley at 7:00pm
A quorum was present

Agenda:

MOTION – Moved by R. Webster seconded by G. Dunlop. That the agenda be adopted as distributed.

Carried

Declaration of Pecuniary Interests:

Brian Besley 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 #1 – Moved by R. Chambers seconded by B. Hill. That the minutes from the CDRC Board of Management regular board meeting held October 24, 2012 be approved as presented and circulated.

Carried

Finance Committee Report:

MOTION #2 – Moved by R. Webster seconded by B. Hill. That the bills and accounts in the amount of \$43,129.38 be approved and paid.

Carried

MOTION #3 – Moved by R. Chambers seconded by B. Hill. Be it resolved that the 2013 Budget as presented on November 28, 2012 (and attached) be approved with Municipal Funding of \$165,000 being requested, and that a copy of this motion and the budget be sent the all member municipalities.

Carried

Fundraising Committee Report:

Working on posters and tickets for the St. Patrick's Day event. Contract and \$200 deposit to be forwarded to Sheridan Band.

MOTION #4 – Moved by H. Foster seconded by B. Hill. That we receive the verbal report from the Fundraising Committee.

Carried

Human Resource Committee Report:

After conducting four (4) interviews on October 31, 2012 the Committee recommends that Patty McLarty be hired for the position of Concession Booth Manager. A report will be prepared to show cost savings measures and profitability.

MOTION #5 – Moved by B. Hill seconded by H. Foster. That the CDRC Board of Management hire Patty McLarty for the position of Concession Booth Manager.

Carried

MOTION #6 – Moved by R. Chambers seconded by R. Webster. That we receive the verbal report from the Human Resource Committee.

Carried

Hall of Fame Committee Report:

A nomination form has been developed. Displayed in the Town of Shelburne newsletter and is posted on the website. Nomination open until March 31, 2013.

MOTION #7 – Moved by R. Webster seconded by R. Chambers. That we receive the verbal report from the Hall of Fame Committee.

Carried

Facility Administration Manager's Report:

See Schedule A

MOTION #8 – Moved by B. Hill seconded by H. Foster. That we receive the report from the Facility Administration Manager.

Carried

Facility Maintenance Manager's Report:

See Schedule B

- Direction has been given to replace the lights in the T&C Room washrooms
- Direction has been given to purchase two (2) new hockey nets

MOTION #9 – Moved by R. Chambers seconded by B. Hill. That in response to the altercation of the CDRC Facility Manager on Friday, November 23rd, that the Orangeville Americans player involved in the altercation be banned from the CDRC for a period of one (1) year and that a letter be sent to the Orangeville American, Shelburne Red Wings, the "League" and the Shelburne Police Services notifying them of this ban.

Carried

MOTION #10 – Moved by R. Webster seconded by H. Foster. That we receive the report from the Facility Maintenance Manager.

Carried

Confirmation by By-law

MOTION #11 – Moved by B. Hill seconded by H. Foster. Be it resolved that leave be given for the reading and enacting of by-law #10-2012 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held November 28, 2012..

Carried

Adjournment:

MOTION #12-Moved by B. Hill seconded by R. Webster. That we now adjourn at 8:05pm to meet again at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – November 28, 2012

- Continuing to work on the development of the seasonal recreation guide
- The incident with the broken glass in the reception area has been settled. Damages have been paid

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Facility Maintenance Managers Report – November 28, 2012

- Staff training provided by the County of Dufferin for violence and harassment has been scheduled: youth-Jan 15 and operators Jan 18
- Operators have all completed propane training
- Lights, walkway and signs are now installed in the new parking lot
- On Nov 2nd a patron parked his vehicle along the side of entrance way to the new parking lot and got it stuck. He claims there were damages. No further claims have been brought forward
- On Nov 23rd during the Red Wings vs Orangeville Americans game, a player was ejected from the game. As he was leaving the ice surface he threw open the door with excessive force nearly shattering the glass and potentially injuring a passerby. I approached him and acknowledged that I am the facility manger and told him to settle down. He proceeded to grab me and push me backwards. Other spectators then grabbed me and forced me to the ground. The Shelburne Police were present and assisted me. Later, while in my office, the visiting coach and a parent approached the office door and wanted me to go outside and fight. I have spoken to the owners of the Red Wings with regards to the conduct within the league
- 2 game nets need to be replaced. The bottom and centre posts are beginning to rot. Cost is \$1,850 plus HST
- As bulbs and ballasts are getting harder to source, I would like to consider replacing 9 lights in the T&C Room washrooms from T-12 to T-8 fixtures. Cost is \$1,396 plus HST
- Beginning negotiations with Wellington Comfort Systems for the preventative maintenance agreement. 2012 cost for maintenance agreement is \$5,200.
- I will be on holidays December 15th - 23rd

Rick Thompson
Facility Maintenance Manager