

CENTRE DUFFERIN RECREATION COMPLEX
BOARD OF MANAGEMENT

Minutes of the regular meeting held February 13, 2013 at the CDRC

Attendance:

Brian Besley	Amaranth
Geoff Dunlop	Shelburne
A.J. Cavey	Shelburne
Randy Chambers	Shelburne
Laura Ryan	Mono
Heather Foster	Amaranth
Bill Hill	Melancthon
Ron Webster	Melancthon
Kim Fraser	Facility Administration Manager
Rick Thompson	Facility Maintenance Manager

Absent: M.Austen

Meeting called to order by Chairman, B. Besley at 6:00pm
A quorum was present.

Agenda:

MOTION – Moved by L. Ryan seconded by R. Webster. 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 G. Dunlop seconded by AJ Cavey. That the minutes from the CDRC Board of Management regular board meeting held January 23, 2013 be approved as presented and circulated.

Carried

Finance Committee Report:

MOTION #2 – Moved by AJ Cavey seconded by G.Dunlop. That the bills and accounts in the amount of \$67,643.92 be approved and paid.

Carried

SCHEDULE 'A'

Facility Administration Managers Report – February 13, 2013

- Since learning that SMHA is hosting the Local League All Star Game in April, Skate Canada Shelburne has requested consideration to hold their annual skating carnival that same weekend. This opportunity may be advantageous to SMHA as they since learned that they cannot perform rep tryouts that week to utilize the 20 hours they have committed to. We are currently working to see if the All Star Game can be moved to Sunday, April 7th to allow the skating club to have their carnival on the Friday night and Saturday morning.
- I have received information that there will be a cost of \$1,500 to produce and distribute. I have attached the explanation from Karin Rossi, London Publishing
- SMLA (lacrosse) recently forwarded information from CLA regarding new net regulations. SMLA has asked that the CDRC purchase these new nets. I have attached an email from SMLA. An estimated cost is \$1,400/set. Although this is not a budget item, I feel this is a cost to do business.
- The CDRC Pool Committee conducted Seasonal Summer Employment interviews on February 1st for the Head Life Guard and Camp Coordinator positions
- During the interview process, the pool committee discussed the need to extend the camp program and incorporate an assistant or secondary camp coordinator position. I have attached a report
- The CDRC Concession Booth Manager has successfully completed the In Good Hands-food safety course

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Facility Maintenance Managers Report – February 13, 2013

- Would like to renew maintenance agreement with Wellington Comfort Systems. Cost is \$5,516 a 6% increase from last year. I have contacted four (4) other contractors. Two have not returned my call and two have had site visits but not yet forwarded a proposal.
- I have contacted Steve Murphy from the County of Dufferin regarding the additional cost of \$3,000 to wire the Town of Shelburne generator from 208 volt to 600 volt. Suggested we send a request for funding to be reviewed.
- John Telfer is currently working on the SaveOEnergy grant. We should know the outcome within a couple of weeks. John has also included replacement of both compressors and a time extension. \$30,000 is currently budgeted in 2014 to replace compressor #1. If we are successful at receiving the grant we may be able to replace both compressors at the same time for \$30,000
- I would like to take an ORFA course in April within the Professional Development Workshops in Guelph. The cost is \$840. I am looking at two courses. Advanced Recreation Facility Energy Management and Managing People at Work
- By making a few adjustments, we are now successfully diverting recyclable waste to reduce our waste disposal charges

Rick Thompson
Facility Maintenance Manager