



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
TUESDAY, AUGUST 14, 2018 – 7:00 P.M.
NORTH DUFFERIN COMMUNITY CENTRE**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 14th day of August, 2018 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

Chester Tupling, Chair, Mulmur
Bert Tupling, Vice-Chair, Melancthon
Nancy Noble, Mulmur
Debbie Fawcett, Melancthon
Dave Besley, Councillor Melancthon
Keith Lowry, Councillor Mulmur
Clayton Rowbotham, Melancthon
Tracey Atkinson, CAO/Planner/Deputy Clerk, Mulmur
Denise Holmes, CAO/Clerk, Melancthon
Donna Funston, NDCC Secretary, Melancthon

Regrets:

Heather Boston, NDCC Treasurer, Mulmur

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:07 p.m.

#2 Additions/Deletions/Approval of Agenda

Additions:

- 4.2 Parkette Proposal – Deaken bequest
- 4.3 Dufferin Board of Trade - request to use Arena for Mulmur Election Forum
- 4.4 Vacant seat for Mulmur Representative

-Moved by Noble, Seconded by Lowry the Agenda be approved as amended. Carried.

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Tupling, Seconded by Rowbotham that the minutes of the North Dufferin Community Centre Board of Management held on July 10, 2018 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None.

#6 Facility Manager's Report

No report.

#7 General Business

1. Financial
 1. Accounts
2. Treasurer Report for Strawberry Supper & Beef BBQ
3. Letter from Zamboni Company – Safety Features for Zamboni Ice Resurfacers
4. Memorandum of Understanding (MOU) Emergency Sheltering
5. New/Other Business/Additions
 1. Arena Grill
6. Unfinished Business
 1. RFQ – Risk Management Policy Quotes
 2. Survey Quotes

#1 Chair Tupling asks Member Lowry if it would be possible to have invoices listed on the accounts page sooner so the Board is kept as up to date as possible. Some bills ie. hydro – are paid directly from the bank account. Chair Tupling requests when the amounts come out of the bank account that invoices be listed on the accounts page in the same month. Vice-Chair Tupling requests from Tracy Atkinson, the Year to Date totals so The Board can compare 2017 to 2018. Would like to see this each month to know exactly how the Arena is doing financially.

#1.1 -Moved by Besley, Seconded by Lowry be it resolved that the accounts in the amount of \$12613.64 be approved to be paid. Carried.

#2 -Member Fawcett says when she picked up the carts for the Arena she was paid mileage and wants to donate the money back to The Board. She kept money to cover her gas and donated a \$100 cheque back to the Arena. Chair Tupling congratulates the Board for the profit of the Beef BBQ. He reports 710-720 adult meal tickets were sold and 46-47 kids meal tickets. All volunteers and extra helpers worked very hard and was pleased to see extra people showing up offering to help.

-Moved by Noble, Seconded by Lowry be it resolved that the NDCC BoM recognize the contribution of Janice Aldcorn to the success of the Honeywood Beef BBQ by means of a gift certificate in the amount of \$100.00. Carried.
Chair Tupling requests Denise to get gift card.

- #3 -Moved by Besley, Seconded Lowry be it resolved that the NDCC Board of Mgmt engage the Zamboni Company Ltd to service our machine for the upcoming 2018-2019 season. And further that the board engages Barry Grant to check out the ice plant to ensure it is ready for the 2018-2019 and assist in the start-up operations. Carried.

Chair Tupling will arrange to have CIMCO come and go over the system before the ice surface is started if we have no manager hired to arrange this. Curtis has offered to help with the transition until new staff is up to speed.

- #4 Chair Tupling asks Member Lowry to check with Mulmur if the Arena is mandated as a shelter and if a generator is needed to be an emergency shelter. The motion will be brought forward in the September meeting to Mulmur Council.

- #5.
1. Chair Tupling will speak with Lynn regarding the grill and report back in Sept.
 2. Park Proposal – Member Lowry put together a proposal to take to Mulmur Council (proposal attached). Member Lowry has agreed to attend a Cemetery Board meeting to request the Boards work together. The request will be directed to Mulmur Township.
 3. Dufferin Board of Trade requesting the use of the Arena for the Mulmur Election Forum-
-Moved by B Tupling, Seconded by Noble be is resolved that the NCDD Board of Management donates to the Dufferin Board of Trade the use of the Arena for the Mulmur Election Forum on Sept 20, 2018 from 5:00 pm – 10:00 pm. Further the Dufferin Board of Trade will be responsible for setting up the tables and chairs and removal of the tables and chairs under the supervision of a member of the NDCC Board. Carried.
 4. Mulmur Representative – Vice Chair Tupling requests by December the position be filled. There has been no response from the Mulmur website to fill the vacant seat.

- #6 1. RFQ – The Board looked over the quote from OSONS Solutions Consulting and agreed that it is more detailed than what is required. Chair Tupling request Donna ask OSONS to re-quote based on facility and property only.

- #5. 2. Member Rowbotham presented a letter he had written for Mulmur Council in regards to cost sharing of the survey, the letter will include different options for Council aswell as the quotes that have been collected. Mulmur Council meeting is Sept 5.

#8 Delegation

-No Delegation

#9 Closed Session

-Moved by Noble, Seconded by B Tupling be it resolved that The North Dufferin Community Centre Board of Management move into Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, at 8:35 p.m. for the following reason: Section 239 (2) (b) of the Municipal Act , 2001 as amended, - Personal matters about an identifiable individual, including municipal or local board employees – Facility and Board Personnel Issues. Carried.

-Moved by Noble, Seconded by Rowbotham be it resolved that the North Dufferin Community Centre Board of Management rise from Closed Session at 9:10 p.m. with report. Carried.

Report – As per the directions in Closed Session.

#10 Notice of Motion

-None

#11 Confirmation Motion

-Moved by B Tupling, Seconded by Rowbotham be it resolved that: all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

#12 Adjournment

-Moved by Lowry, Seconded by Besley that we adjourn the North Dufferin Community Centre Board of Management meeting at 9:13 p.m. to meet again on Tuesday, September 11, 2018 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY