



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF  
MANAGEMENT  
MINUTES  
THURSDAY, JUNE 13, 2019 – 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 13<sup>th</sup> day of June, 2019 at 7:00 p.m., in the Norduff Room at The North Dufferin Community Centre. Those present:

*Those present:*

Chester Tupling, Chair, Mulmur  
Bert Tupling, Vice-Chair, Melancthon  
Nancy Noble, Mulmur  
Keith Lowry, Mulmur  
Clayton Rowbotham, Melancthon  
Patricia Clark, Councillor, Mulmur  
Debbie Fawcett, Melancthon  
Donna Funston, NDCC Secretary, Melancthon

*Regrets:*

Dave Besley, Deputy Mayor, Melancthon

**#1 Call to Order by Chair**

Chair Tupling called the meeting to order at 7:08 p.m.

**#2 Additions/Deletions/Approval of Agenda**

-Moved by Rowbotham, Seconded by Fawcett the Agenda be approved as amended. Carried.

Addition: General Business Financial 1.3 Approval of December 2018 Financials

**#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 May 9, 2019 be approved as circulated. Carried.

## **#5 Business Arising from the Minutes**

None

## **#6 Facility Manager's Report**

James Woods was in attendance for this portion of the meeting.

A health & safety report came to James which showed the harnesses on the skyjack are outdated. They are dated 2008 and 2009, five years is the inspection cycle on these harnesses which means they should have been inspected in 2013 and 2014 and these dates are previous to the Board of Management.

Board directed Donna to ask Heather who owns the skyjack.

James also mentions he needs to be re-trained to use this device.

Currently James has one quote for hot water tank which includes removal of old tank, supply and install the new system. James will work on getting two more quotes.

James was directed to change the sign after Mulmur Day to advertise for the Strawberry Supper.

James also mentions he will get quotes for replacing the caulking around the floors.

## **#7 General Business**

1. Financial
  1. Accounts
  2. YTD vs. Budget comparison
  3. Approval of December 2018 Financials
2. Strawberry Supper Update
3. Beef BBQ Update
4. Other
5. Unfinished Business
  1. Snow Removal and Booth Tender
  2. Heather Boston, Treasurer response from May 9 meeting
  3. Feasibility Plan – Township Support Update and Community Development and Planning Committee Update
  4. Possible Activities Available at the Arena

#1.1 -Moved by Fawcett, Seconded by Tupling, be it resolved that the accounts in the amount of \$8,816.35 be approved to be paid. Carried.

#1.2 Discussed the YTD figures.

#1.3 -Moved by Lowry, Seconded by Noble, be it resolved that the NDCC B of M receive the 2018 financials and defer decision until members have had an opportunity to review the data, and bring the item forward for decision at the next meeting or at the call of the Chair. Carried.

#2. Food has all been ordered and arrangements made with James to enter the Arena to prepare prior to the Supper. Member Fawcett reports that Crystal Lucas will now be in charge of the Strawberry Supper Event.

#3. Janice Aldcorn will be organizing the Beef BBQ again this year. The meat and some other foods have been ordered.

-Moved by Lowry, Seconded by Noble, be it resolved that the NDCC B of M approve and thank Tupling Farms offer to provide men, equipment, and materials to remediate the BBQ pit area adjacent to the Arena. Carried.

#4 Discussion around hiring a part-time employee and hoping to have that person start in October to help with the start up this year – to be discussed further at the next meeting.

Donna is directed to ask Heather to send a copy of the survey to Member Rowbotham.

Discussion around vendors setting up tables at fundraising events being held at the Arena – to be discussed further at next meeting.

#5.1 One tender was received and accepted from Lori Go Round for the booth 2019/2020 season:

-Moved by Fawcett, Seconded by Rowbotham, be it resolved that the tender for the booth rental for the 2019-2020 season for the amount of \$100 per month plus the \$250 utility cost per month for a total of \$350 per month be accepted by the Board. Carried.

One tender was received and accepted from 2239198 Ont Inc for the snow removal 2019/2020 season:

-Moved by Noble, Seconded by Clark, be it resolved that NDCC approve the quote from Company 2239198 Ont Inc. for snow removal at a cost of \$99/hr flat rate and salt supplied and applied at \$.092/kg for the 2019-2020 season. Carried.

#5.2 No questions regarding Heather Boston, Treasurer response.

#5.3 Defer to July meeting

#5.4 Discussion around a list of events submitted by Member Lowry – to be discussed further at next meeting.

**#8 Information**

-Moved by Clark, Seconded by Lowry Items 8.1 and 8.2 be received as information.  
Carried.

**#9 Delegation**

-None

**#10 Notice of Motion**

-None

**#11 Confirmation Motion**

-Moved by Lowry, Seconded by Clark 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 Clark, Seconded by Lowry that we adjourn the North Dufferin Community Centre Board of Management meeting at 8:34 p.m. to meet again on Thursday July 11, 2019 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

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**CHAIR**

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**SECRETARY**