



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
THURSDAY, APRIL 16, 2020 – 3:00 P.M.
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 16th day of April, 2020 at 3:00 p.m., as an electronic meeting through ZOOM.

Those present:

Chester Tupling, Chair, Mulmur
Bert Tupling, Vice-Chair, Melancthon
Keith Lowry, Mulmur
Patricia Clark, Councillor, Mulmur
Dave Besley, Deputy Mayor, Melancthon
Heather Boston, NDCC Treasurer, Mulmur
Tracey Atkinson, CAO, Mulmur
Denise Holmes, CAO, Melancthon
Donna Funston, NDCC Secretary, Melancthon

Regrets:

Clayton Rowbotham, Melancthon
Nancy Noble, Mulmur
Debbie Fawcett, Melancthon,

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 3:30 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Clark, Seconded by Lowry the Agenda be approved as circulated. Carried.

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Clark, Seconded by Tupling, that the minutes of the North Dufferin Community Centre Board of Management held on March 11, 2020 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None.

#6 Facility Manager's Report

James Woods was not in attendance for the meeting and no report submitted for discussion.

#7 General Business

1. Financial
 1. Accounts
 2. A/R update
 3. YTD vs. Budget comparison
2. Other
3. Unfinished Business
 1. Arena Manager and Part time staff Pay Grids
 2. Generator Switch for Mobile Generator

#1.1 Discussion around keystone expense and how that is calculated. Heather explained each module used by the Arena comes with an expense. If the Township and Arena use the same module the yearly cost is split in half between the Township and Arena. Member Lowry has great concerns regarding this expense calculation, when the Township uses the module with or without the Arena why is the expense being passed on. Heather explains the agreement states Mulmur is responsible for treasury functions, because of that Heathers time is not being charged to the Arena however, any necessary supplies are charged back.

Member Lowry requests this item be placed on the Agenda to be discussed by the Board at the next in person meeting.

Member Clark noted that the hydro bill was not much less than January 2019, she found it disappointing to have such small savings after replacing the hot water tanks. Heather explained the hydro bills will now be put in the month in which they are dated. Example Feb 12, 2020 billing date will be in the February financial listing even though most of the hydro usage was in January. This will eliminate the delay with the hydro bills on the monthly financials supplied to the Board. In 2020 only 11 bills will be paid due to this change so at the end of the year hydro will be under budget.

-Moved by B. Tupling, Seconded by Clark that the accounts in the amount of \$28,669.02 be approved to be paid. Carried.

#1.2 Discussion around A/R balances. Heather confirmed notices are being sent and calls are being made to collect the outstanding monies.

#1.3 Budget numbers are now correct with the wage line being increased.

#3 Leave on as unfinished

#8 Information

#9 Closed Session

-Moved by Besley, Seconded by Clark 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 3:56 p.m. for the following reason:

Personal matters about an identifiable individual, including municipal or local board employees – Facility and Board Personnel Issues. Carried.

-Moved by B.Tupling, Seconded by Lowry that the North Dufferin Community Centre Board of Management rise from Closed Session at 4:39 p.m. with report. Carried.

-Moved by Tupling, Seconded by Besley that the NDCC BoM accept the recommendation made by the Chair and his designate with respect to negotiations made between the Chair and our Arena Manager with the intent to move toward salary based compensation from the current hour based model. A contract to be drawn up upon the Chairs request. Carried.

#10 Notice of Motion

-None

#11 Confirmation Motion

-Moved by Clark, Seconded by Tupling 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 Tupling that we adjourn the North Dufferin Community Centre Board of Management meeting at 4:43 p.m. to meet again on Wednesday May 13, 2020 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY