



**NORTH DUFFERIN COMMUNITY CENTRE BOARD OF
MANAGEMENT
MINUTES
WEDNESDAY, JUNE 10, 2020 – 7:00 P.M.
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 10th day of June, 2020 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

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

Regrets:

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:03 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Clark, Seconded by B. Tupling that the Agenda be approved as circulated. Carried.

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Besley, Seconded by Noble, that the minutes of the North Dufferin Community Centre Board of Management held on May 20, 2020 and May 27, 2020 Special Meeting 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.

The Fire Department does a yearly inspection of the Arena and James can only find a report from 2011. He has been in contact with Mulmur to look for a more recent report, a copy of the report with go to each Township, the Board and James.

James has contacted Sparlings to get the new line for the hot water tanks put underground, he has also called GFL and changed the pick ups to once per month.

Board directed James to put caution tape up at the Park to keep kids out.

James reports his managers report from last month is an ongoing report that he will be working on over the summer months.

Member Besley discusses the fence around the cenotaph and that the snow from plowing the road is causing the fence to be damaged each year. Discussion around ideas of how to lessen the damage done by the snow. Board directs James to look at the fence to see what has been repaired, what needs to be repaired and possible solutions to limit the snow damage.

Board also requests the Zamboni be cleaned and waxed as soon as possible to keep it in good condition.

James reports the water line into the tanks is very small and takes a long time to fill he requests the small pipe be replaced with one a little larger to allow faster filling and to hook up a booster.

To date James has had to cancel 5 events that would have taken place in the Norduff Room – 1 wedding and 4 stag and does. James will get the Norduff room rental numbers and send to Mulmur to be included in the Sierra Planning reports to make them more accurate. The report should include all bookings of the room not just prime time hour bookings.

Board directs James to repair the following: paint and repair the sign at the end of the road, posts need painted and the strips repaired so it's easier in the winter to hold the letters in place. The rubber on the ice surface area by the mens washroom is down to the concrete and needs repaired, the boards on the south corner and the door flies open on its own. Look to see if the door can be reinforced if not get a quote to fix it before hockey season. James requests Chair Tupling and him have a look at the other panels that are lose and decide how many need to be repaired and how many to be replaced.

#7 General Business

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

3. Keystone Software Arena Billing (Member Lowry discuss at next regular in person meeting)

#1.1 -Moved by Clark, Seconded by B. Tupling that the accounts in the amount of \$3233.38 be approved to be paid. Carried.

#1.2 Discussion on the A/R list that it is smaller and still being worked on.

#1.3 No concerns raised.

#2 Chair Tupling will reach out to the Community regarding repairs at the ball diamond and possible donations of wood and supplies.

#3 Discussion around not for profit funding grants. Is the Arena considered not for profit? Co-Chair Tupling would like clarification if the Arena is considered not for profit, board directs Donna to speak with Heather regarding this. Donna to also speak with Heather about applying for any funding that would be available to the Arena and the possibility of the loss of business grant that the Federal Government is offering due to COVID-19. It was suggested that this be run by each Council and possibly each Townships Legal Council to see if able to apply for any grants.
Re-opening – Phase 2 – will be discussed at the next meeting.

#4 Leave on as unfinished

#8 Information

-Moved by Noble, Seconded by Rowbotham Item 8.1 and 8.2 be received as information. Carried.

#10 Notice of Motion

-None

#11 Confirmation Motion

-Moved by Fawcett, Seconded by Rowbotham 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 Rowbotham that we adjourn the North Dufferin Community Centre Board of Management meeting at 7:52 p.m. to meet again on Wednesday July 8, 2020 at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY