



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
WEDNESDAY, AUGUST 17, 2021 – 7:00 P.M.
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 17th day of August, 2021 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

Chester Tupling, Chair, Mulmur
Clayton Rowbotham, Melancthon
Dave Besley, Deputy Mayor, Melancthon
Patricia Clark, Councillor, Mulmur
Debbie Fawcett, Melancthon
Emma Holmes, Melancthon
Keith Lowry, Mulmur
Nancy Noble, Mulmur
Janet Horner, Mayor, Mulmur
Darren White, Mayor, Melancthon
Heather Boston, NDCC Treasurer, Mulmur
Donna Funston, NDCC Secretary, Melancthon
James Woods, Arena Manager

Regrets:

#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 Lowry, Seconded by Noble 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 Clark, that the minutes of the North Dufferin Community Centre Board of Management held on June 9, 2021 be approved as circulated. Carried.

#5 Business Arising from the Minutes

1. Unfinished Business
 1. Brine Pump

James Woods discussed quotes for replacing the Brine Pump, he notes Carmichael currently does start up and closing for the Facility. Quotes were attached to the June agenda.

-Moved by Lowry, Seconded by Besley, that the Board of Management authorize Carmichael to replace the brine pump and repair the rooftop condenser unit for the quoted prices of \$12,000 plus \$6,670. Further; this is subject to confirming Carmichael's quote to be less than the competitor quote with a discount for doing both jobs. Carried.

#6 Facility Manager's Report

Discussion around relocating the monument, it was suggested when the Board could do in person meetings a walk out to the monument to see where and how it could be relocated for historical purposes would be beneficial.

Discussion around Veterans names being placed on the wall and possibly including the surviving Veterans as well. Shelburne Memorials could quote on adding these names. Discussion on the leaky roof and a request for James to remove some ceiling tiles and inspect for water issues. James reports he is working 2 days a week cutting all the grass and does building maintenance when he is at the Arena. James will get quotes from contractors to repair the roof and bring to the September meeting for consideration. Discussion regarding cameras being placed around the Arena, in June the Board directed James to purchase 4 cameras to be placed on each corner of the Facility at a maximum cost of \$1,000, but since the cameras have not yet been purchased the Board has decided against this expense for now. The purchase of a leaf blower will also be put on hold and revisited in the spring. James reports he has purchased an air compressor and it was under \$500. The COVID-19 Vaccine Clinic was very successful with the turnout being higher than expected. On September 8, 2021 from 5:30 – 8:30 p.m. they will run a second clinic at the NDCC and everything is still setup from the first clinic.

#7 General Business

1. Financial
 1. Accounts Payable

-Moved by Clark, Seconded by Fawcett the accounts in the amount of \$23,220.39 be received as presented. Carried.

2. A/R update

Discussion on outstanding amounts and that no ice will be rented to these individuals until the amounts are paid in full.

3. YTD vs. Budget comparison
2. Ball Diamond Rental Inquiries

-Moved by Clark, Seconded by Besley that the Board of Management approved the rates of \$11 for adults and \$8 for kids baseball to rent the Honeywood Baseball Diamond. Carried.

Discussed renting a porta potty and the Board decided to wait and see if the diamond is going to be rented before ordering the porta potty.

3. Report from Roseann Knechtel regarding Support for the Installation of Cycling Station Infrastructure at the Honeywood Park

This is a great addition to the Arena and Chair Tupling and James will determine the best location for the station which will need to be far enough away from the ball diamond to avoid injuries.

-Moved by Lowry, Seconded by Holmes THAT the NDCC Board of Management approve the installation of a cycling station at the location to be determined by the Board of Management.

AND THAT; the NDCC Board of Management authorize the EDC to purchase and install a cycling station through the Dufferin County Economic Development Implementation Fund. Carried.

4. KPMG Auditors Letter regarding NDCC Board of Management

Mayor Horner read the report that relates to the NDCC, she explains that "risk" needs to be looked at. Vulnerability and liability are a politicians responsibility. It's noted that good things have happened since the Board was created. Inventory control and other issues are specific and can be addressed. Processes need to be in place to remove risk and each issue can be addressed instead of lumping together. No agreements have been reached yet with the two Township lawyers, as updates happen the Board will know. Discussion regarding Board of Management or an Advisory Committee and that both still have say and able to make decisions. An Advisory Committee makes recommendations to council and includes community members so the voice of the public is still heard. The hope is to align Mulmur and Melanthon recreation as a whole. Some members of the current Board of Management prefer to stay as such and not be changed to an Advisory Committee. The two Townships are trying to do something new that doesn't currently exist in other Municipalities which is the reason for the agreement taking extra time to complete. The goal is to keep everyone wanting to participate, reduce risk and move forward with Township collaboration by making it

bigger and more powerful by working together. Access to recreation in both Municipalities is important. A suggestion was given to add community member(s) to the joint recreation sub-committee to allow for more discussion.

5. Report from Denyse Morrissey, CAO, Town of Shelburne regarding Service Delivery Review – Recommendations specific to indoor recreation

Shelburne’s decision to dissolve board of managements has no bearing on the NDCC, activities and funding are very different for Shelburne and the NDCC. County does not recommend on recreation that is up to each Municipality. Mulmur and Melancthon support the community and the Board by contributing levies to run each Facility. Both Townships are committed to recreation and supporting the community with funding being part of the Budget each year.

6. Other

#8 Information

#9 Notice of Motion

-None

#10 Confirmation Motion

-Moved by Clark, Seconded by Fawcett 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.

#11 Adjournment

-Moved by Clark, Seconded by Besley, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:32 p.m. to meet again on Wednesday September 8, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY