



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
AGENDA
WEDNESDAY, SEPTEMBER 8, 2021
7:00 P.M.**



AGENDA

1. Call to order by Chair

2. Additions/Deletions/Approval of the Agenda

Moved by _____ Seconded by _____ That the Agenda be approved as circulated/amended. Carried.

3. Declaration of Pecuniary Interest or Conflict of Interest

4. Approval of Draft Minutes – August 17, 2021

Moved by _____ Seconded by _____ the minutes of the North Dufferin Community Centre Board of Management held on August 17, 2021 be approved as circulated. Carried

5. Business Arising from the Minutes

1. Roof Leak Update

6. Facility Manager's Report

7. General Business

1. Financial
 1. Accounts Payable

Moved by _____ Seconded by _____ the accounts in the amount of \$2,740.54 be received as presented. Carried.

2. A/R update
3. YTD vs. Budget comparison
2. Site Visit of the Monument
3. Other

8. Information

9. Closed Session

Moved by _____ Seconded by _____ that the NDCC Board of Management move into a Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons: Personal matters about an identifiable individual, including municipal or local board employees – Payroll Time Sheets. Carried

1. Approval of Draft Minutes – June 29, 2021

Moved by _____ Seconded by _____ the minutes of the North Dufferin Community Centre Board of Management Closed Session Meeting held on June 29, 2021 be approved as circulated. Carried

2. Rise from Closed Session with/without Report

Moved by _____ Seconded by _____ that the NDCC Board of Management rise _____ from Closed Session at ____:____ p.m. Carried

10. Notice of Motion

11. Confirmation Motion

Moved by _____ Seconded by _____ that all actions of the Members and Officers of the NDCC Board of Management with respect to every matter addressed and/or adopted by the Board on the above noted 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 and Date of Next Meeting - Wednesday October 13, 2021 - 7:00p.m.

Moved by _____ Seconded by _____ that we adjourn the NDCC Board of Management meeting at ____:____ p.m. to meet again Wednesday October 13, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

Accounts Payable

August AP Listing

Vendor 000000 Through 999999

Invoice Entry Date 2021-08-01 to 2021-09-01 Paid Invoices Cheque Date 2021-08-01 to 2021-09-01

Vendor Number Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000060 2239198 ONTARIO INC	2081	BALL DIAMOND PREP,SCREENING 01-2000-7220	000520	2021-08-10	2021-08-25	904.00
		BALL DIAMOND PREP,SCREENING				904.00
000062 GFL ENVIRONMENTAL INC.	SD0000329323	JULY - 1 Lift 01-2000-7220	000517	2021-07-31	2021-08-09	63.43
		JULY - 1 Lift				63.43
000051 HIGHLAND SUPPLY	297780	INDUSTRIAL BELT 01-2000-7220	000518	2021-07-09	2021-08-09	17.81
		INDUSTRIAL BELT				17.81
000001 HURONIA/MED-E-OX LTD	192955	ARENA FURNACE PROPANE 01-2000-7210	000519	2021-04-06	2021-08-09	62.01
		ARENA FURNACE PROPANE				62.01
000016 HYDRO ONE	AUG 13 2021	AUG ARENA BLDG HYDRO 01-2000-7200	000000	2021-08-13	2021-08-25	214.38
		AUG ARENA BLDG HYDRO				214.38
000016 HYDRO ONE	JULY 14 2021	JULY BUILDING HYDRO 01-2000-7200	000167	2021-07-14	2021-08-10	267.88
		JULY BUILDING HYDRO				267.88
000016 HYDRO ONE	JULY 23 2021	JULY ICE PLANT HYDRO 01-2000-7200	000167	2021-07-23	2021-08-10	426.53
		JULY ICE PLANT HYDRO				426.53
					Vendor Total	908.79
000011 SPARLINGS PROPANE	88725066963465	WATER HEATER PROPANE 01-2000-7230	000521	2021-08-18	2021-08-25	606.55
		WATER HEATER PROPANE				606.55
000020 TD BANK	JULY 2021	AUG EFT S/C 01-2000-7150	000168	2021-07-31	2021-08-25	109.75
		AUG EFT S/C				109.75
000006 TELIZON INC	03500420210813	ACCT #35004 - ARENA AUG/SEP 01-2000-7110	000169	2021-08-13	2021-08-25	68.20
		ACCT #35004 - ARENA AUG/SEP				68.20
					Unpaid Invoices	214.38
					Paid Invoices	2,526.16
					Invoices Total	2,740.54
					Selected G/L Account Total	2,740.54

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31 2021 - From Period 1 To Period 8 Ending AUG 31,2021

Account	Description	Previous Year Total Actual	Previous Year Total Budget	Current Year To Date Actual	Current Year To Date Budget	Budget Remaining	Total Budget
Fund: 01 OPERATING FUND							
Category: 2???							
2000 INCOME STATEMENT							
Revenue							
01-2000-4000	MULMUR GRANT	54,410.44	54,410.66	40,614.48	40,614.48	12,734.08	53,348.56
01-2000-4010	MELANCTHON GRANT	54,410.44	54,410.66	40,614.48	40,614.48	12,734.08	53,348.56
01-2000-4100	MINOR RATE ICE RENTAL REVEN	46,708.48	54,000.00	14,885.12	15,300.00	15,714.88	30,600.00
01-2000-4110	ICE RENTAL REVENUE (PRIME)	41,956.38	51,000.00	19,347.65	14,790.00	10,232.35	29,580.00
01-2000-4115	ICE RENTAL REVENUE (NON-PRIM	1,736.28	500.00	1,832.74	510.00	(1,322.74)	510.00
01-2000-4120	NON-RESIDENT USER FEES	4,215.30	3,250.00	722.77	0.00	(722.77)	0.00
01-2000-4200	BOOTH RENTAL REVENUE	1,173.52	2,100.00	0.00	999.99	2,000.00	2,000.00
01-2000-4210	HALL RENTAL REVENUE	0.00	4,000.00	0.00	500.01	1,000.00	1,000.00
01-2000-4230	SIGN RENTAL REVENUE	4,250.00	3,800.00	3,400.00	3,580.00	180.00	3,580.00
01-2000-4300	PENALTIES & INTEREST	901.70	850.00	470.73	566.68	379.27	850.00
01-2000-4500	PR YR SURPLUS/DEFICIT	(5,860.31)	(5,860.31)	0.00	0.00	33,947.44	33,947.44
Total Revenue		203,902.23	222,461.01	121,887.97	117,475.64	86,876.59	208,764.56
Expense							
01-2000-7000	WAGES	58,971.93	70,000.00	38,505.37	46,000.00	33,494.63	72,000.00
01-2000-7005	BENEFITS-EI/CPP/WSIB/EHT	5,181.65	5,600.00	3,346.72	3,577.79	2,253.28	5,600.00
01-2000-7010	BENEFITS-OMERS	4,569.22	4,950.00	3,425.04	3,502.68	1,828.96	5,254.00
01-2000-7012	MILEAGE	303.91	300.00	43.57	200.00	256.43	300.00
01-2000-7015	STAFF TRAINING/DUES, FEES, SL	185.44	1,000.00	165.00	750.00	835.00	1,000.00
01-2000-7100	OFFICE/COMPUTER SUPPLIES	1,888.59	2,000.00	2,067.33	1,500.00	(67.33)	2,000.00
01-2000-7110	COMMUNICATION	876.54	2,000.00	1,486.10	1,333.32	513.90	2,000.00
01-2000-7115	INSURANCE	15,418.69	13,300.00	17,191.04	16,000.00	(1,191.04)	16,000.00
01-2000-7120	HEALTH & SAFETY	2,540.84	2,000.00	19.31	250.00	2,480.69	2,500.00
01-2000-7125	PROF FEES - AUDIT	600.00	611.01	589.44	610.56	21.12	610.56
01-2000-7130	PROF FEES - WATER TESTING	258.50	400.00	161.00	200.00	239.00	400.00
01-2000-7150	BANK CHARGES	1,370.47	500.00	801.25	800.00	398.75	1,200.00
01-2000-7200	HYDRO	28,532.14	50,000.00	20,589.14	25,600.00	19,410.86	40,000.00
01-2000-7210	FURNACE FUEL/ PROPANE	9,750.40	15,000.00	7,941.60	6,400.00	2,058.40	10,000.00
01-2000-7220	BLDG & GROUNDS MAINTENANCI	27,462.60	18,500.00	5,869.04	10,200.00	14,130.96	20,000.00
01-2000-7230	BOOTH MAINTENANCE	371.80	3,300.00	798.98	200.00	(398.98)	400.00
01-2000-7240	ICE PLANT/MACH MAINTENANCE	11,147.41	18,000.00	10,179.57	5,640.00	1,820.43	12,000.00
01-2000-7400	BAD DEBT	524.66	0.00	0.00	0.00	0.00	0.00
01-2000-7500	CAPITAL PURCHASES	0.00	15,000.00	10,700.00	8,750.00	6,800.00	17,500.00
01-2000-7800	AMORTIZATION	1,560.40	0.00	0.00	0.00	0.00	0.00
Total Expense		171,515.19	222,461.01	123,879.50	131,514.35	84,885.06	208,764.56
Dept Excess Revenue Over (Under) Expenditures		32,387.04	0.00	(1,991.53)	(14,038.71)	1,991.53	0.00
Category Excess Revenue Over (Under) Expenditures		32,387.04	0.00	(1,991.53)	(14,038.71)	1,991.53	0.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 8 Ending AUG 31,2021

Account	Description	Previous Year Total		Current Year To Date		Budget Remaining	Total Budget
		Actual	Budget	Actual	Budget		
REPORT SUMMARY							
01-2000	INCOME STATEMENT	203,902.23	222,461.01	121,887.97	117,475.64	86,876.59	208,764.56
	Fund 01 Total Revenue	203,902.23	222,461.01	121,887.97	117,475.64	86,876.59	208,764.56
01-2000	INCOME STATEMENT	171,515.19	222,461.01	123,879.50	131,514.35	84,885.06	208,764.56
	Fund 01 Total Expenditure	171,515.19	222,461.01	123,879.50	131,514.35	84,885.06	208,764.56
	Fund 01 Excess Revenue Over (Under) Expenditures	32,387.04	0.00	(1,991.53)	(14,038.71)	1,991.53	0.00
	Report Total Revenue	203,902.23	222,461.01	121,887.97	117,475.64	86,876.59	208,764.56
	Report Total Expenditure	171,515.19	222,461.01	123,879.50	131,514.35	84,885.06	208,764.56
	Report Excess Revenue Over (Under) Expenditures	32,387.04	0.00	(1,991.53)	(14,038.71)	1,991.53	0.00