

THE CORPORATION OF THE MUNICIPALITY OF CENTRE HASTINGS

CENTRE HASTINGS RECREATION CENTRE BOARD MEETING

MEETING MINUTES

**DATE:** TUESDAY, FEBRUARY 22, 2011

**TIME:** 6:00 P.M.

**LOCATION:** MADOC & DISTRICT RECREATION CENTRE (ARENA)

**PRESENT:** Tom Simpson, Mike Kerby, Lynda McCullough, Charles Robinson, Theresa Dostaler, Gerry Chapman, Matt MacDonald – Clerk

**ABSENT:** Loyde Blackburn

**ALSO PRESENT:** None

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**Call to Order**

The Chair, Tom Simpson, called the meeting to order at 6:04.

**Approval of Agenda**

1. Kerby-Dostaler: “To amend the Agenda adding Maintenance Concerns under “New Business”, and to approve the Agenda as amended”. Carried

**Disclosure of Pecuniary Interest and the General Nature Thereof**

None.

**Accounts/Treasurers Report**

2. McCullough-Dostaler: “To approve Arena Accounts for February 2011”. Carried

3. Kerby-McCullough: “To receive and file the 2009 Audited Financial Statement”. Carried

**Approval of Minutes**

4. Robinson-McCullough: “To approve the minutes of January 25, 2011”. Carried

**Managers Report**

The Arena Manager advised the committee on updates and proposed updates to the Arena between 2005 through to 2012 and what work, from his perspective, should be completed in relation to the RInC funding and the 2011 budget. (See attached).

5. Kerby-Dostaler: “To receive the Arena Manager’s verbal report”. Carried

The Arena Manager was directed by the Board to provide the report in written format prior to the monthly meeting for their information and consideration.

**Business from Previous Meetings**

None.

## **New Business**

### **Solar Energy**

The Board was advised by the Chair of a number of contacts made by solar installation representatives after the Board received and reviewed a roof top solar panel installation proposal at the January 25<sup>th</sup> meeting.

6. Dostaler-Robinson: "That staff are directed to prepare a Request For Quotation (RFQ), which is to include the cost of an assessment of the roof for a solar panel installation". Carried

### **User Group/Customer Survey**

7. Robinson-Kerby: "That a sub-committee be established, consisting of the Arena Manager and Board members Lynda McCullough and Theresa Dostaler, to prepare a draft survey for the committee's consideration". Carried

### **Employee Classification**

8. Dostaler-McCullough: "That staff are directed to prepare a report for the committee related to the conversion of two staff members to full time permanent status and the potential impacts on items such as total cost, benefits to the municipality and the employees". Carried

### **2011 Budget Deliberations**

9. McCullough-Dostaler: "That a sub-committee be established, consisting of the Arena Manager and Board members Charles Robinson and Mike Kerby, to prepare a draft budget for the committee's consideration". Carried

### **Advertising Boards**

The Board sought clarification on the revenue and invoicing related to the advertising boards in the arena which was provided by the Arena Manager.

10. McCullough-Kerby: "That staff are directed to prepare and send a letter to local business's and/or individuals gauging their interest in having an advertising sign in the Arena including the cost and the staff contact for this purpose". Carried

### **Zamboni Advertising Revenue**

11. Dostaler-McCullough: "That the revenue from the sale of advertising space on the Zamboni be placed in a reserve account for the purpose of replacing the ice resurfacing machine in the future". Carried

### **Proposed Projects**

12. Robinson-Kerby: "That the proposed projects under the RInC funding program are to be reviewed and confirmed through the 2011 budget deliberation process". Carried

### **Maintenance Concerns/Agenda Items**

A number of maintenance concerns, including emergency lighting, general lighting, and garbage and equipment storage were raised by Board members with direction to staff to investigate and correct issues as needed.

The Board also discussed potential fundraising opportunities and the process for Board members to have items placed on the Agenda for Board consideration. Members were advised to send agenda items to the clerk to be added to the Agenda.

### **Adjournment**

13. Dostaler-McCullough: "To Adjourn". Carried



Tom Simpson  
Chair



Matt MacDonald  
Clerk