

Lucknow & District Joint Recreation Board



7:00 pm – Via Zoom

September 21, 2022

MINUTES

The Lucknow & District Joint Recreation Board met on the 21st day of September, 2022 at 7:00 p.m. through Zoom, an online video conferencing platform.

This meeting is being held electronically as per the Township of Ashfield-Colborne-Wawanosh By-Law 83-2021, Section 3.10 which allows for Electronic Participation of Board Meetings.

MEMBERS

Glen McNeil	(X)
Lillian Abbott – Arrived at 7:16 p.m.	(X)
Jim Hanna	(X)
Don Murray	(X)
Jennifer Miltenburg	(X)
Anita Snobelen	(X)

OTHERS

Steve Bushell, Facility Manager / Recreation Co-ordinator	(X)
Mark Becker, CAO (Board Secretary)	(X)

1.0 CALL TO ORDER

Chairperson Glen McNeil.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Lucknow & District Joint Recreation Board Meeting Minutes – June 22, 2022

Moved by	Jennifer Miltenburg
Seconded by	Jim Hanna

ADOPTION #1	THAT the Lucknow & District Joint Recreation Board hereby adopts the	
OF	June 22, 2022 Meeting Minutes as written.	
MINUTES		Carried.

4.0 DELEGATIONS

No delegations scheduled.

5.0 REPORT OF THE CHAIRPERSON

No report.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 2022 Pool Season

We have provided the Board with a copy of the report prepared by Facility Manager/Recreation Co-ordinator Steve Bushell in this regard.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.2 Pool Break Ins

We have provided the Board with a copy of the report prepared by Facility Manager/Recreation Co-ordinator Steve Bushell in this regard.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.3 Future Expansion Project

We have provided the Board with a copy of the report prepared by Facility Manager/Recreation Co-ordinator Steve Bushell in this regard as well as a copy of the quote submitted by B.M. Ross & Associates.

STAFF COMMENTS: That the Board accepts the proposal as submitted by B.M. Ross & Associates in the amount of \$24,100.00 plus H.S.T for their services in obtaining conceptual designs and drawings for future renovations to the Lucknow & District Sports Complex.

ACTION: The Board agreed to accept the proposal as submitted and adopt the following resolution.

Moved by Anita Snobelen
Seconded by Don Murray

ACCEPT #2 THAT the Lucknow & District Joint Recreation Board hereby agrees to
QUOTE accept the quote of \$24,100.00 plus H.S.T. received from B.M. Ross &
Associates for their services in obtaining conceptual designs and
drawings for future renovations to the Lucknow & District Sports Complex.
Carried.

6.4 Lucknow & District Recreation Department Seasonal Staff – Winter

Staff is in the process of hiring winter arena students. Greg Morningstar and Easton Stanley will be returning as seasonal operators however we are hopeful to hire one more seasonal operator to fill the remaining shifts that were covered by our third seasonal operator who will not be returning this year.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.5 2022 Summer Programs

We have provided the Board with a copy of the report prepared by Facility Manager/Recreation Co-ordinator Steve Bushell in this regard.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.6 2022-2023 Winter Programing

We have provided the Board with a copy of the report prepared by Facility Manager/Recreation Co-ordinator Steve Bushell in this regard.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.7 Baseball Equipment Sponsorship

With the increase of registration numbers in younger age groups, more baseball equipment was required to accommodate additional age groups/teams. Many of the existing baseball helmets and jerseys that are supplied by the Lucknow & District Recreation Department were also showing their age and nearing replacement.

Similar to previous jersey donations, staff spoke with local businesses and was able to secure jersey donations for four sets of jerseys as well as enough new helmets for six teams.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.0 ACCOUNTS

7.1 Revenue/Expenditure Report

Moved by Jennifer Miltenburg
 Seconded by Anita Snobelen

REVENUE/ #3 THAT the Lucknow & District Joint Recreation Board hereby accepts
 EXPENDITURE the Revenue/Expenditure Report as written.
 REPORT Carried.

7.2 Cheque Listing – June 2022

Moved by Jim Hanna
 Seconded by Don Murray

CHEQUE #4 THAT the Lucknow & District Joint Recreation Board hereby accepts
 LISTING the cheque listing for June 2022 as presented in the total amount of
 \$ 21,823.82.
 Carried.

7.3 Cheque Listing – July 2022

Moved by Jennifer Miltenburg
 Seconded by Don Murray

CHEQUE #5 THAT the Lucknow & District Joint Recreation Board hereby accepts
 LISTING the cheque listing for July 2022 as presented in the total amount of
 \$ 59,849.97.
 Carried.

7.4 Cheque Listing – August 2022

Moved by Jennifer Miltenburg
 Seconded by Anita Snobelen

CHEQUE #6 THAT the Lucknow & District Joint Recreation Board hereby accepts
 LISTING the cheque listing for August 2022 as presented in the total amount of
 \$ 37,641.04.
 Carried.

8.0 OTHER BUSINESS

(items to be brought forward to a future meeting)

None.

9.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

10.0 ADJOURNMENT

Moved by Jennifer Miltenburg
 Seconded by Lillian Abbott

ADJOURN #7 THAT the Lucknow and District Joint Recreation Board do now adjourn at
 7:24 p.m. to meet again on October 19, 2022 at 7:00 p.m. or at the Call of
 the Chairperson.
 Carried.
 ~