

Lucknow & District Joint Recreation Board



7:00 pm – Via Zoom

March 22, 2023

MINUTES

The Lucknow & District Joint Recreation Board met on the 22nd day of March, 2023 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

Larry Allison	(X)
Wayne Forster	(X)
Scott Gibson	(X)
Jim Hanna	(X)
Glen McNeil	(X)
Jennifer Miltenburg	(X)

OTHERS

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

1.0 CALL TO ORDER

Chairperson Scott Gibson.

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 – January 18, 2023

Moved by	Larry Allison
Seconded by	Wayne Forster

ADOPTION #1	THAT the Lucknow & District Joint Recreation Board hereby adopts the	
OF	January 23, 2023 Meeting Minutes as written.	
MINUTES		Carried.

4.0 DELEGATIONS

No items scheduled.

5.0 REPORT OF THE CHAIRPERSON

No report.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 Lucknow & District Sports Complex – Door Replacements Quotations

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

STAFF COMMENTS: That the Board accepts the price quoted by Hometown Custom Builders in the amount of \$ 30,273.75 plus H.S.T for the replacement of various doors throughout the Lucknow & District Sports Complex.

ACTION: The Board agreed to accept the quote as recommended.

Moved by Glen McNeil
Seconded by Jim Hanna

ACCEPT #2
QUOTE FOR
DOOR
REPLACEMENTS

THAT the Lucknow & District Joint Recreation Board hereby agrees to accept the price quoted by Hometown Custom Builders in the amount of \$ 30,273.75 plus H.S.T. for the replacement of various doors throughout the Lucknow & District Sports Complex.

Carried.

6.2 Refrigeration Plant - Electrical Panel Quotations

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

STAFF COMMENTS: That the Board accepts the price quoted by Cimco Refrigeration in the amount of \$ 79,025.00 plus H.S.T for the replacement of the Refrigeration Plant Electrical Panel.

ACTION: The Board agreed to accept the quote as recommended.

Moved by Wayne Forster
Seconded by Jim Hanna

ACCEPT #3
ELECTRICAL
PANEL
QUOTE

THAT the Lucknow & District Joint Recreation Board hereby agrees to accept the price quoted by Cimco Refrigeration in the amount of \$ 79,025.00 plus H.S.T. for the replacement of the Refrigeration Plant Electrical Panel.

Carried.

6.3 Extended Ice Season

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

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.4 Summer Programs

Registration for Minor Soccer and Baseball closes on Mach 24, 2023. At the time of this report, registration numbers are similar to last year's registration numbers at this time. Depending on registration numbers for certain age groups, we may extend the registration deadline.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.5 Summer Staff

We have extended the deadline for pool staff applications in hopes to receive additional resumes. Youth Summer Sports Camp instructor interviews are currently underway.

STAFF COMMENTS: For your information purposes.

ACTION: The Board agreed to increase the pool staff wages to attempt to attract more interest in these positions. Staff will readvertise and include the wages and incentives for these positions.

Moved by Jennifer Miltenburg
Seconded by Glen McNeil

POOL #4
STAFF
WAGES

THAT the Lucknow & District Joint Recreation Board hereby agrees to amend the following wages as follows:

Pool Supervisor - \$21.00 per hour
Pool Head Lifeguard - \$19.50 per hour
Pool Lifeguard - \$18.50 per hour

Carried.

7.0 **ACCOUNTS**

7.1 Revenue/Expenditure Report

Moved by Jennifer Miltenburg
Seconded by Jim Hanna

REVENUE/ #5 THAT the Lucknow & District Joint Recreation Board hereby accepts
EXPENDITURE the Revenue/Expenditure Report as presented.
REPORT
Carried.

7.2 Cheque Listing – January 2023

Moved by Glen McNeil
Seconded by Larry Allison

CHEQUE #6 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for January 2023 as presented in the total amount
of \$ 87,500.31.
Carried.

7.3 Cheque Listing – February 2023

Moved by Jennifer Miltenburg
Seconded by Wayne Forster

CHEQUE #7 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for February 2023 as presented in the total amount
of \$ 34,268.07.
Carried.

7.4 Lucknow & District Joint Recreation - Final 2022 Summary Revenue/Expenditure Report

We have provided the Board with a copy of the final report for the year ending
December 31, 2022.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

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 Wayne Forster

ADJOURN #8 THAT the Lucknow and District Joint Recreation Board do now adjourn to
meet again on April 26, 2023 at 7:00 p.m. or at the Call of the Chairperson.
Carried.
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