

Lucknow & District Joint Recreation Board



7:00 pm – Via Zoom

September 20, 2023

MINUTES

The Lucknow & District Joint Recreation Board met on the 20th day of September, 2023 at 7:00 p.m. through Zoom, an online video conferencing platform.

This meeting was 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	Absent
Wayne Forster	(X)
Scott Gibson	(X)
Jim Hanna	(X)
Glen McNeil	(X)
Jennifer Miltenburg	(X)
Carl Sloetjes – Alternate for Larry Allison	(X)

OTHERS

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

1.0 CALL TO ORDER

Jim Hanna opened the meeting and chaired as Chairperson Scott Gibson had not yet joined the meeting.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

Chairperson Scott Gibson joined the meeting and resumed the chair.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Lucknow & District Joint Recreation Board Meeting Minutes – April 26, 2023

Moved by Wayne Forster
Seconded by Glen McNeil

ADOPTION #1 OF MINUTES THAT the Lucknow & District Joint Recreation Board hereby adopts the April 26, 2023 Meeting Minutes as written. 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 2023 Pool Staff - Update

Staff interviewed and hired the following applicants which were appointed by by-law by the Township of Ashfield-Colborne-Wawanosh.

Moved by Wayne Forster
Seconded by Jennifer Miltenburg

REFUND #4 THAT the Lucknow & District Joint Recreation Board hereby agrees to
POLICY approve the revised "Refund Policy" as drafted. Carried.

6.7 Lucknow & District Recreation Department Seasonal Winter Staff

Staff has reviewed the applications received, contacted those chosen for interviews, performed the interviews, and successfully hired the following applicants for Winter Student Positions.

- Annan Moffat
- Nolan Moffat
- Morgan Rintoul
- Colton Maki
- Alyssa Moffat

Greg Morningstar will continue his employment as a Part Time Facility Operator and has worked for the Lucknow & District Recreation Department in different roles since 2019. Easton Stanley will also be returning as a Part Time Facility Operator however will only be available for periodic shifts.

STAFF COMMENTS: For your information purposes.

ACTION: Noted, with the Township of Ashfield-Colborne-Wawanosh adopting the appointment by-law for the Seasonal Winter Staff as outlined above.

6.8 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: That the Board agree to support extending the regular ice season to the end of April annually.

ACTION: The Board agreed to support the recommendation to extend the regular ice season to the end of April and approve by adopting the following resolution.

Moved by Jennifer Miltenburg
Seconded by Glen McNeil

AGREE TO #5 THAT the Lucknow & District Joint Recreation Board hereby agrees to
EXTEND ICE extend the regular ice season at the Lucknow & District Sports Complex
SEASON to the end of April annually. Carried.
ANNUALLY

7.0 **ACCOUNTS**

7.1 Revenue/Expenditure Report

Moved by Jim Hanna
Seconded by Glen McNeil

REVENUE/ #6 THAT the Lucknow & District Joint Recreation Board hereby accepts
EXPENDITURE the Revenue/Expenditure Report as presented. Carried.
REPORT

7.2 Cheque Listing – April 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 April 2023 as presented in the total amount
of \$ 34,327.00. Carried.

7.3 Cheque Listing – May 2023

Moved by Carl Sloetjes
Seconded by Glen McNeil

CHEQUE #8 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for May 2023 as presented in the total amount
of \$ 30,979.42.

Carried.

7.4 Cheque Listing – June 2023

Moved by Wayne Forster
Seconded by Jim Hanna

CHEQUE #9 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for June 2023 as presented in the total amount
of \$ 62,980.15.

Carried.

7.5 Cheque Listing – July 2023

Moved by Jennifer Miltenburg
Seconded by Wayne Forster

CHEQUE #10 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for July 2023 as presented in the total amount
of \$ 108,130.76.

Carried.

7.6 Cheque Listing – August 2023

Moved by Jim Hanna
Seconded by Carl Sloetjes

CHEQUE #11 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the cheque listing for August 2023 as presented in the total amount
of \$ 44,979.68.

Carried.

8.0 **OTHER BUSINESS**
(items to be brought forward to a future meeting)

9.0 **IN-CAMERA / CLOSED SESSION**

No items scheduled.

10.0 **ADJOURNMENT**

Moved by Jennifer Miltenburg
Seconded by Wayne Forster

ADJOURN #12 THAT the Lucknow and District Joint Recreation Board do now adjourn to
meet again on October 18, 2023 at 7:00 p.m. or at the Call of the
Chairperson.

Carried.

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