

**MACHIN RECREATION AND WOODLAND ARENA COMMITTEE
MINUTES**

April 12, 2019

In Attendance: Garry Parkes, Tony Blair, Peter Moody, Brent Wood, John Bratland,
Louis Robichaud

Absent: Sherri Spanjers, Felecia McNally, Norbert Bruyere

Recording Secretary: Tammy Rob, Clerk Treasurer

1. Call to Order:

The meeting was called to order at 2:00 p.m. by Garry Parkes.

2. Approval of Agenda

MOVED BY: P. Moody

SECONDED BY: B. Wood

THAT the Agenda for the Recreation Committee Meeting, Friday, April 12, 2019
be accepted as presented. **CARRIED**

3. Declaration of Conflict or Pecuniary Interest:

None

4. Approval of Previous Minutes:

MOVED BY: B. Wood

SECONDED BY: P. Moody

THAT the Minutes of the previous meeting of March 14, 2019 be accepted as
presented. **CARRIED**

5. New Business

5.1 Review operations for the Arena 2018-2019 Season

- *the Committee needs to take a close look at the operations at the arena that are causing the large deficits*

5.2 Plan Summer Activities

- *Felicia is planning activities for the summer – kids baseball and soccer*
- *may offer clinics for kids to learn how to play*
- *Felicia is doing posters*
- *Seniors are a charitable organization maybe they could hold a lottery and donate funds for recreation activities – Garry will check with the executive for the seniors to see if this is something they would be interested in doing*

5.3 Arena – Work to be done – Louis – Summer clean up, Lights

Work to done:

- *a second sink needs to be installed in the kitchen cannot wash hands in the same sink that you wash dishes*
- *need no smoking or vaping within 20 metres (60 feet) signs and no animals allowed signs, other than working dogs. Need signs for all exterior doors. Garry will check into signs for smoking.*
- *no smoking or vaping signs are posted at the bathroom*
- *carpet must be removed from the kitchen*
- *there is a new back splash installed in the kitchen*
- *the back room needs to be cleaned up, there are parts and books that only Tony can use so Louis wants like to box it up and give to Tony*

LED Lighting:

- *Council is looking into the cost to install LED lighting at the Arena*
- *after rebates each light will cost \$215.25 from Gescan as long as the funding program is still running, installing LED lighting will save money on hydro*
- *there are 4 lights out right now that need to be replaced no matter what*
- *Tony suggested looking into other arenas that have LED lighting to see if they like the lights*
- *Garry will try to bring more information on the lights to the next meeting.*

5. New Business (con't)

5.4 What can we do Better Next Season – Arena

- *the Committee would like to reduce the amount of the deficit before going into the next season*
- *look at the previous years to see where the changes need to be made*

Advertising:

- *Louis has 12 businesses that have committed to purchase 4x8 billboards at \$850 for 3 years (includes the cost to make the sign) after 3 years its \$200*

5.5 Plant Information

- *P. Moody looked into the following information:*
- *TSSA governs arenas in Ontario and all re refrigeration units are registered with them*
- *Machin's plant is an unattended plant but the person who is in charge of the plant must be classed as 'competent' as defined under the Health and Safety Act*
- *Mr. Moody defined 'competent' as per the Health and Safety Act and as defined by the TSSA, he noted that the acting arena manager has the required knowledge to be defined as 'competent' but continued training will be done*
- *Mr. Moody stated that Council should be aware that they are the owners of the refrigeration equipment and as such are responsible for the proper operation of the equipment*
- *Louie needs the Basic Refrigeration course*
- *need to see what courses Louie needs to run the plant*

The Committee would like direction from Council as to what Council would like the Committee to accomplish.

Tony would like to add the 2019 Budget for the Arena to the next Committee agenda.

Next meeting May 17, 2019 at 2 pm

Adjourn at 3:55 pm