

# Cargill & District Community Fund (CDCF)

## Cargill Community Centre Entrance Committee Minutes

**Meeting Date:** January 9, 2019

**Location:** Cargill Community Centre

**Present:** Brian Dales, Carman Lippert, Kevin Schmidt, Liz Fry, Lynne Davidson, Gail Lippert, Brian Raper (arrived 7:30 pm)

**Municipal Representation:** James Lang

**Absent:** Dave Barrett, Jairus Maus, Becky Maus, Mike Weber

### 1. Call to Order

C. Lippert called meeting to order at 7:08 pm.

### 2. Minutes of Previous Meetings

Moved by: L. Fry

Seconded by: K. Schmidt

That the December 4, 2018 minutes be adopted. Carried.

### 3. Finance Report

- L. Fry reported revenue of \$6,400.50 (Ladies Social donation) and expense of \$135.60 (Bluewater Sanitation). Current Financial Statement balance is -\$31,775.17.
- She spoke to M. Weber and T. Serratore about transferring of CDCF reserve funds to cover deficit. Year end accounting for CDCF has not been completed so no action at present.

### 4. Project Update

- B. Dales provided update.
- Drywalling has started. Sound (W. Hinsperger) and security system (First Line Security) have been installed. Projected cost is \$9,700.00.
- Due to hall capacity (over 300 people), M. Murphy advised a fire alarm system is required for centre. The cost is quoted at \$15,5k - \$16k. B. Dales is working with Georgian Bay Fire & Safety.
- Modifications have been done in the bar to accommodate pouring table i.e., utility room reduced.
- For boiler room and two outside washrooms price requested from Domm Construction (Domm) for trusscore or puck board. Since request, committee learned puck board is more durable. **ACTION 85:** C. Lippert to contact M. Weber to follow up with Domm on cost and installation of puck board.
- Committee reviewed tender pricing and want a copy of change orders and a breakdown of savings and extra costs to date. **ACTION 86:** C. Lippert to ask M. Weber to obtain from Domm.
- J. Lang informed committee, due to the resignation of J. Morgan, C. Peabody, Brockton Mayor, will take on oversight of the project and will attend committee meetings. He will work directly with T. Serratore.

### 5. Fundraising

FUNDRAISER	DATE	DETAILS
Taste of Local Celebration	Saturday, April 6, 2019	Contact: D. Barrett
Barn Dance Show	Sunday, April 14, 2019	Contact: C. Abell (PBTP Committee)
Cargill Open	Saturday, June 8, 2019	Contact: B. Raper
Passion for Fashion (tentative)	Friday, November 1, 2019	Contact: L. Fry
Ladies 'Social'	Friday, December 13, 2019	Contact: P. Wilhelm

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Taste of Local Celebration – D. Barrett plans to tour the CCC this month with Chef Bevan. Regarding the Passion for Fashion event, L. Fry voiced concern whether targeting same audience for this event and the Ladies ‘Social’, therefore tentative status.

Public Letter Campaign – Refer to New Business for further discussion.

In regard to a Catch the Ace fundraiser, K. Schmidt stated Jenn Mulcaster, WES for Youth, met with Brockton staff and had no success in obtaining a lottery license. He attended a meeting with the Chepstow Lions Club and Brockton staff. Again, due to interpretation of Alcohol and Gaming Commission regulations no license will be applied for. It was noted the Walkerton Legion will be hosting a Catch the Ace raffle.

**6. Action List Review**

58	L. Fry	Contact T. Serratore - Brockton NWMO Community Wellbeing (\$40k) funds	13MAR18	Requirement to fill out form – J. Morgan to contact T. Serratore. Funds received. Complete.
61	D. Barrett	Partnering with Georgian College for a “Field to Fork” or “Pop-Up Restaurant” event – 06APR19	13MAR18	Taste of Local Celebration – Dave working with Chef Bevan.
62	D. Barrett/ G. Lippert	Grants - Bruce Power, Hydro One, New Horizons, Organization of Canadian Nuclear Industries	13MAR18	Applications submitted to Bruce Power -\$10k, New Horizons - \$25k. OCNI – D. Barrett met companies – they are working on process
68	B. Raper	Contact Cargill – Chepstow Knight of Columbus for fundraising support – Catch the Ace	11SEP18	K. Schmidt working with Wes for Youth and Chepstow Lions. Meetings held with Municipality of Brockton staff – not able to proceed. Action closed.
70	K. Schmidt	Contact C. Mercanti, Bruce Power Sponsorship Program, about funding.	11SEPT18	Talked to C. Mercanti who advised focus is on health care for this funding round.
79	G. Lippert	Send letter requesting waiving building permit fee to Brockton Council (c.c. J. Morgan / J. Lang).	ASAP	Letter sent 06DEC18. Council meeting 17DEC18 – build permit fee will not be waived.
80	B. Dales	Inform Schmidt’s Paving no snow removal needed around construction area and parking lot.	ASAP	Complete
81	J. Morgan	Advise P Toews - 4 toilets from old washroom to be used in new build.	ASAP	L. Davidson to follow-up.
82	J. Morgan	Contact P. Toews to request if fire alarm system can be completed in house. Advise B. Dales of outcome.	ASAP	Approved to be done in-house. Complete
83	B. Dales	Contact M. Murphy, Firstline Security and W. Hinsperger about fire alarm system installation	ASAP	Contacted all parties. Complete.

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84	J. Morgan	Contact Kincardine Cable for cost of internet service and add to Brockton budget for consideration.	08JAN19	Internet \$119.99 + taxes unlimited/free install (500 MB down & 20 MB up). Fiber on road and coaxial cable to building. No phone available. Cost in 2019 budget.
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**7. New Business**

- Building Permit – Letter dated December 20, 2018 from Fiona Hamilton, Municipality of Brockton, on behalf of Council reviewed. B. Dales explained the \$7,100.00 building permit fee is not included in the \$805,400.00 project cost; thus, the Municipality will not be paying 40% but CDCF will be responsible for the total. In the tender document, dated May 24, 2018, it states “Owner to pay for the building permit. Contractor to submit building permit application to Municipality.”

Motion: Moved by B. Dales; Seconded by K. Schmidt

That a letter be sent to the Brockton Council to have the Municipality, owner of the building, to pay for and not waive the \$7,100.00 building permit fee. Carried. **ACTION 87:** G. Lippert to send letter and c.c. J. Lang and C. Peabody.

- L. Davidson provided she would approach Kitsupply in regard to a donation for soap, paper towel and toilet paper dispensers (**ACTION 73**).
- B. Dales indicated First Line Security may be able to provide wireless internet service.
- Public Campaign Letter was reviewed. The current format contains the Municipality of Brockton logo and the CDCF logo. L. Davidson stated she was sent an email with instructions the Municipal logo only should be on the letter. Committee was quite troubled with this order. It is understood CDCF is a committee of Council, however, it is felt CDCF should have its own identify. ‘CARGILL’ is the reason for public support. Donation levels for recognition piece were revised as follows: Friend: \$250 - \$499; Supporter: \$500 - \$999; Provider: \$1,000 - \$4,999; Patron: \$5,000 - \$9,999; Builder: \$10,000 - \$24,999; and Visionary: \$25,000 - \$50,000. **ACTION 88:** G. Lippert to revise letter and send to J. Lang who will meet with S. Watson to voice committee concerns.
- B. Dales suggested changes in the bar area. Cost savings of \$2,323. realized by eliminating shelves under serving bar and in ticket booth. Cabinet to be built for PA system (cost quoted - \$750) and rolling drink table with storage (cost quoted - \$2020.). Also, would like to have stainless steel countertops on bar, rolling table, serving window to meeting room and outside bar in hall. He has contacted Price Schonstrom for pricing. Changes tabled until next meeting.

**8. Next Meeting**

The next meeting was scheduled for **Wednesday, February 13, 2019** at 7:00 pm at the Cargill Community Centre. Entrance Meeting adjourned at 9:00 pm.