

Lucknow & District Joint Recreation Board

AGENDA



7:00 p.m.

May 19, 2021

AGENDA

The Lucknow & District Joint Recreation Board will meet on the 19th day of May 2021, 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 #52-2020, Section 3.10 which allows for Electronic Participation of Board Meetings.

MEMBERS

Lillian Abbott	()
Jim Hanna	()
Glen McNeil	()
Jennifer Miltenburg	()
Don Murray	()
Anita Snobelen	()

OTHERS

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

1.0 CALL TO ORDER

Chairperson Lillian Abbott.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Lucknow & District Joint Recreation Board Minutes – April 21, 2021

Moved by
Seconded by

ADOPTION
OF
MINUTES

THAT the Lucknow & District Joint Recreation Board hereby adopts the April 21, 2021 Meeting Minutes as written.

4.0 DELEGATIONS

No items scheduled.

5.0 REPORT OF THE CHAIRPERSON

Chairperson Lillian Abbott.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 2021 Early Ice Removal – Estimate

Due to the provincial lock down, the Lucknow & District Joint Recreation Board directed staff to remove the ice from the Lucknow & District Sports Complex on January 20th. Staff estimates that removing the ice early reduced electricity costs by approximately \$ 13,000, as well as approximately \$ 2,000 in part time staff wages were not required. Had the ice been kept in, rentals from Minor Hockey, the Lucknow Men's Recreational Hockey League, Learn to Skate, and other regular ice renters would have been approximately \$ 15,000.

STAFF COMMENTS: For your information purposes.

6.2 Canada Summer Jobs Grant

In 2020, the Canada Summer Jobs grant temporarily expanded its program to include winter employment, which the Lucknow & District Recreation Department was able to take advantage of prior to the December Stay-at-home order. The 2021 Canada Summer Jobs program has also included winter employment and staff has received notification that the following positions been approved for funding:

- 1x Seasonal Sports and Recreation Attendant (Summer)
- 1x Aquatic Supervisor
- 2x Lifeguards
- 1x Summer Sports Camp instructor
- 1x Seasonal Sports and Recreation Attendant (Winter Operator)
- 2x Seasonal Sports and Recreation Attendant (Winter)
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Each position has been approved for funding of \$10.69 per hour for various hours of employment through different timeframes.

STAFF COMMENTS: For your information purposes.

6.3 Moffitness Health & Fitness Centre

We have provided the Board with a copy of the letter received from Moffitness Health & Fitness Centre on April 28th as well as a copy of their proposal sent May 11th. We have also provided the Board with a copy of the report prepared by Steve Bushell, Facility Manager / Recreation Co-ordinator in this regard.

STAFF COMMENTS: We seek your direction.

6.4 Huron-Kinloss Parks & Recreation Service Delivery and Modernization Opportunities Review

At the last Board Meeting it was agreed to have staff initiate a discussion with the Huron-Kinloss Community Services Department, with staff bringing back a report with associated costs, outcomes, and possible recommendations to a future meeting for consideration. We have provided the Board with a copy of the report prepared by Steve Bushell, Facility Manager / Recreation Co-ordinator in this regard.

STAFF COMMENTS: We seek your direction.

7.0 ACCOUNTS

7.1 Revenue/Expenditure Report

Moved by
Seconded by

REVENUE/
EXPENDITURE
REPORT

THAT the Lucknow & District Joint Recreation Board hereby accepts the Revenue/Expenditure Report as written.

7.2 April 2021 Cheque Listing

Moved by
Seconded by

CHEQUE
LISTING

THAT the Lucknow & District Joint Recreation Board hereby accepts the April 2021 cheque listing as presented in the total amount of \$ 25,753.96.

8.0 OTHER BUSINESS

No items scheduled.

9.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

10.0 ADJOURNMENT

Moved by
Seconded by

ADJOURN

THAT the Lucknow and District Joint Recreation Board do now adjourn to meet again on June 16, 2021 at 7:00 p.m. or at the Call of the Chairperson.

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7:00 p.m.

April 21, 2021

MINUTES

The Lucknow & District Joint Recreation Board met on the 21st day of April 2021, 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 #52-2020, Section 3.10 which allows for Electronic Participation of Board Meetings.

MEMBERS

Lillian Abbott	(X)
Jim Hanna	(X)
Glen McNeil	(X)
Jennifer Miltenburg	(X)
Don Murray	(X)
Anita Snobelen	(X)

OTHERS

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

1.0 CALL TO ORDER

Chairperson Lillian Abbott.

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 Minutes – February 17, 2021

Moved by Jennifer Miltenburg
 Seconded by Don Murray

ADOPTION #1 OF MINUTES THAT the Lucknow & District Joint Recreation Board hereby adopts the February 17, 2021 Meeting Minutes as written.

Carried.

4.0 DELEGATIONS

No items scheduled.

5.0 REPORT OF THE CHAIRPERSON

Nothing to report.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 Tractor Quotations

We have received three quotations for the replacement of the Recreation Departments Tractor. Originally, staff had planned to sell the tractor on GovDeals.com, but after following recent sales and receiving updated trade in values, staff recommends trading the tractor in rather than risking the value on GovDeals.com. A recent sale on Govdeals.com that was comparable to our current tractor, sold in mid-March for \$10,100. The tractor being sold did not have a loader attachment; however, it came with a mower deck, snowblower, sweeper, and additional set of Turf tires on rims. We have budgeted \$ 30,000 as a net value after trade-in allowance is applied.

The following are the quotations received. Please note that the total is plus H.S.T.

Connect Equipment:

Massey Ferguson 2850 48 HP:	\$ 38,525
Trade in:	<u>\$ 11,700</u>
Total:	\$ 26,825

Roberts Farm Equipment:

Kubota L4701 47 HP:	\$ 38,100
Trade in:	<u>\$ 11,000</u>
Total:	\$ 27,100

Huron Tractor:

John Deere 4044M 43 HP:	\$ 40,945
Trade in:	<u>\$ 8,750</u>
Total:	\$ 32,195

STAFF COMMENTS: Staff recommends purchasing the tractor from Roberts Farm Equipment as they are local, supportive, have provided good service in the past, and are the most convenient option for ordering preventative maintenance parts or completing service.

ACTION: The Board agreed to proceed with the staff recommendations and adopt the following resolution.

Moved by Anita Snobelen
Seconded by Glen McNeil

ACCEPT TRACTOR QUOTE	#2	THAT the Lucknow & District Joint Recreation Board hereby agrees to accept the quotation received from Roberts Farm Equipment in the amount of \$ 27,100.00 plus H.S.T. for a Kubota L4701 47 Horse Power Tractor which includes the trade in of the Massey Ferguson Tractor.	Carried.
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6.2 Ball Diamond Fence Quotations

We have received quotations to extend high fence at the Caledonia Baseball Diamond for spectator safety. We contacted a third company but did not receive a submission. We have budgeted \$ 8,000 for the ball diamond fencing.

Elliott Fencing:	\$ 4,140.00 plus H.S.T
Fortress Fencing:	\$ 8,437.67 plus H.S.T

STAFF COMMENTS: Staff recommends having Elliott Fencing complete the required work on the Caledonia Baseball Diamond.

ACTION: The Board agreed to proceed with the staff recommendations and adopt the following resolution.

Moved by Jennifer Miltenburg
Seconded by Anita Snobelen

BALL DIAMOND FENCING	#3	THAT the Lucknow & District Joint Recreation Board hereby agrees to accept the quotation received from Elliott Fencing in the total amount of \$ 4,140.00 plus H.S.T. for the Caledonia Baseball Diamond Fencing.	Carried.
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6.3 Employment Opportunities

We have extended the deadline to apply for summer employment in hopes to receive more applications.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.4 Swimming Lessons

The Lucknow Outdoor Pool has historically offered Red Cross swimming lessons. In 2017, most indoor and outdoor pools in the area switched to lifesaving society; however, the Lucknow and District Recreation Department stayed with Red Cross to stay consistent with a local private indoor pool that operates under Red Cross. With most of the surrounding pools switching to Lifesaving Society programs, lifeguards applying for employment at the Lucknow Outdoor Pool are only certified in the Lifesaving Society programming and therefore, the Lucknow Outdoor Pool will also be making the switch from Red Cross to Lifesaving Society.

Persons taking Lifesaving Society swimming lessons offered at the Lucknow Pool will still be able to participate in Red Cross swimming lessons offered at the local indoor pool with no issue crossing over from one program to the other.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.5 OTF (Ontario Trillium Foundation) Grant Completion

We have received the final payment from the OTF for the renovations done last year to the Pool and Fitness Centre. The holdback was released once all reporting and final criteria was met.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.6 Moffitness Revenue/Expenditure

We have provided the Board with a copy of the Revenue/Expenditure Report received from Moffitness. We have received a copy of their insurance policy for Moffitness as well for our files. In 2020, the Board approved an annual rental increase of 5% for the use of the gym. This year the rental fee is \$ 732.10, which has been paid.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.7 Huron-Kinloss Parks & Recreation Service Delivery and Modernization Opportunities Review

We have provided the Board with a copy of the letter received from Huron-Kinloss as well as a copy of the final report. We have also provided the Board with a copy of the report prepared by Steve Bushell, the Facility Manager / Recreation Co-ordinator in this regard.

STAFF COMMENTS: We seek your direction.

ACTION: The Board supports the Facility Manager / Recreation Co-ordinators recommendations to initiate a discussion with the Huron-Kinloss Community Services Department. Staff will bring back a report with associated costs, outcomes, and possible recommendations to a future meeting for consideration.

7.0 **ACCOUNTS**

7.1 Revenue/Expenditure Report

Moved by Jennifer Miltenburg
Seconded by Don Murray

REVENUE/ #4 THAT the Lucknow & District Joint Recreation Board hereby accepts
EXPENDITURE the Revenue/Expenditure Report as written.
REPORT

Carried.

7.2 February 2021 Cheque Listing

Moved by Anita Snobelen
Seconded by Glen McNeil

CHEQUE #5 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the February 2021 cheque listing as presented in the total amount of
\$ 16,915.41.

Carried.

7.3 March 2021 Cheque Listing

Moved by Jennifer Miltenburg
Seconded by Anita Snobelen

CHEQUE #6 THAT the Lucknow & District Joint Recreation Board hereby accepts
LISTING the March 2021 cheque listing as presented in the total amount of
\$ 24,730.96.

Carried.

8.0 OTHER BUSINESS

Don Murray requested a report for a breakdown on the cost savings that the Lucknow Arena may have occurred with hydro costs due to the fact that we agreed to pull out the ice early this year.

Staff will bring a report back to a future meeting.

9.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

10.0 ADJOURNMENT

Moved by Jennifer Miltenburg
Seconded by Jim Hanna

ADJOURN #7 THAT the Lucknow and District Joint Recreation Board do now adjourn
to meet again on May 19, 2021 at 7:00 p.m. or at the Call of the
Chairperson.

Carried.

~

April 28, 2021

Dear Members of the Recreation Board,

We kindly ask that the following information stay strictly confidential at this time.

As you are all very aware the global Covid-19 pandemic we have been facing since early 2020 has taken its toll on everyone including many small businesses. Moffitness Health & Fitness Centre has been feeling the effects of having to close our doors for 123 days in 2020 and having to keep them closed for most of 2021 thus far.

We have worked hard to keep the gym impeccably clean, organized and sanitized. We have followed all the Grey Bruce Health Unit guidelines and have kept all our members informed of the Covid-19 safety measures and have enforced them. We have been honouring all gym memberships by extending all current gym memberships every time we are shut down. Financially, this approach is taking its toll on the business but morally we feel it's the right thing to do.

The gym plays an important role in our community for not just our physical health but mental health as well. Knowing how important this facility is to so many in our community has been weighing heavily on us, especially as we move ahead in making the difficult decision to close down Moffitness Health & Fitness Centre as of July 31, 2021.

We are extremely grateful to you, the Recreation Board for our partnership in the gym facility lease agreement over the years. However, our time has come to give our official 3 months' notice to end the lease agreement.

Our hope is over the next 3 months we can find a way for someone else to continue this much needed service in our community. The future of Lucknow and the surrounding area is looking promising with the addition of a subdivision and many young families currently settling down here, however, with the struggling times of operating a small business, this may not be an easy time to purchase a business.

While discussing this amongst ourselves over the past few months, we have often wondered if this is something that the Recreation Board would be interested in taking on. Many surrounding municipalities have services such as this and we wanted to reach out to the Recreation Board before pursuing other options.

We are more than willing to provide advice, lessons learned and further details if this opportunity is of any interest.

Sincerely,
Ean & Amanda Moffat
Moffitness Health & Fitness Centre

Please accept the following proposal for consideration,

If the Recreation Board is interested in taking on the operation of the gym and looking at possibly hiring staff, I would be interested in looking after the gym as an employee. Since 2014, approximately 20 hours per week is what I would put in doing various tasks such as cleaning, maintaining equipment, looking after memberships, promotions, and everything else that falls under the large umbrella of operating a small business. On top of this time, I would also spend approximately 10 hours a week planning and running a variety of fitness classes. Some classes were very well attended, and others not depending on time of year. Overall an average of 8 to 10 people would participate per class.

The estimated value of the equipment in the gym is \$40,000.00. Some equipment is fairly new, and other equipment may need replaced in the next 5-10 years, but all equipment is currently in good condition. If the Recreation Board is interested in taking over the gym, I would be open to selling the business including the equipment for a discounted price if employment were included. I would estimate that I would need 20 hours to continue the day-to-day operations and another 10 hours to run classes for a total of 30 hours per week. In addition to myself running classes, I have spoken with Mindy Porter who also runs evening fitness classes out of the gym the same as I do, and she would also be willing to discuss employment options if the Recreation Board is interested in taking on additional fitness classes.

If the Recreation Board is interested in this opportunity, I would be happy to discuss it further.

Kind Regards,

Amanda Moffat

Moffitness Health & Fitness Centre



JOINT RECREATION BOARD REPORT

From: Steve Bushell, Facility Manager / Recreation Co-ordinator
Date: May 19 2021
Subject: Moffitness Health and Fitness Centre

RECOMMENDATION:

That the Lucknow and District Joint Recreation Board further discuss acquiring Moffitness Health and Fitness Centre from Ean and Amanda Moffat. Staff also recommends that if the Board is interested in acquiring the Gym, that Amanda Moffat be hired as a permanent full-time Fitness Centre Supervisor/Instructor for 30 hours per week at a rate of \$20.00/hr., to conduct the day-to-day operations, and instruct fitness classes as she had previously done as the owner. Staff also recommends hiring Mindy Porter as a permanent part-time Fitness Centre Maintainer/Instructor for 15 hours per week at a rate of \$20.00/hr., to assist in the daily operations, instruction and demand for fitness classes.

BACKGROUND:

Moffitness Health and Fitness Centre has been a successful operation since opening in 2014. Unfortunately, Covid-19 restrictions have caused the current owners to announce the closing of this community valued asset.

COMMENT:

While it is unfortunate that Moffitness Health and Fitness Centre is set to close, an opportunity for the Lucknow and District Recreation Department to expand their services has occurred. Past financial statements indicate that approximately 20 hours per week was the baseline for hours required to operate the Gym. Average annual gym memberships prior to the pandemic were approximately \$28,000 with approximately \$9,000 in operating costs excluding equipment purchases and wages. Many of the Gym's current operating expenses such as insurance and internet, could be reduced by adding them to the Lucknow and District Recreation Department accounts that are already in place, similar to how heat, hydro and water expenses are bundled with the operating costs of the Lucknow and District Sports Complex. In addition to this, other expenses such as donations, rent, and banking could also be eliminated to reduce operating costs further.

Due to the sporadic hours required for cleaning the gym and the demand for morning and evening fitness classes, a permanent part-time Fitness Centre Maintainer/Instructor would be required. In addition to regular wages for day-to-day operation of the Gym, an estimated 10 hours would be required to run 5 evening or 5 morning fitness classes. Amanda Moffat and Mindy Porter have both created a large cliental base that attend their classes which make the fitness class portion of the gym a large asset. Having both Amanda Moffat and Mindy Porter run fitness classes through the Lucknow and District Recreation Department would allow for both morning and evening classes, which is similar to their current operations. Estimated revenue for fitness classes with an average of 10 registrants in each class would be \$50,000. Annual wages for one full-time Fitness Centre Supervisor/Instructor and one part-time Fitness Centre Maintainer/Instructor would be approximately \$50,000.

OTHERS CONSULTED:

Mark Becker, CAO/Deputy-Clerk

Respectfully submitted,

Steve Bushell,
Facility Manager/Recreation Co-ordinator



JOINT RECREATION BOARD REPORT

From: Steve Bushell, Facility Manager / Recreation Co-ordinator
 Date: May 19 2021
 Subject: Expanded Joint Recreation Board Agreement

RECOMMENDATION:

That the Lucknow & District Recreation Department submit a proposal to the Township of Huron Kinloss that would see the Lucknow & District Recreation Department maintain the grounds at the Parks and Trails noted in Schedule A, billable to Huron-Kinloss at a rate of \$60/hr. Furthermore, that the Board also discuss cutting grass at the Boulevards, Public Works and Other areas as listed in Schedule A.

BACKGROUND:

As per a previous recommendation and direction, Staff has discussed possible scenarios with the Huron-Kinloss Director of Community Services that would see the Lucknow and District Recreation Department responsible for areas in which the Huron-Kinloss Community Services Department currently maintain in Lucknow.

COMMENT:

While already maintaining other Municipal Facilities, Athletic Fields, Parks and Grounds throughout the town, Lucknow & District Recreation Department Staff pass by many of the areas listed in Schedule A on a daily basis. With assuming the additional responsibilities associated with the areas in Schedule A, the Lucknow & District Recreation Department could maintain the areas on a more flexible and/or as required schedule. This approach will provide for better service, eliminate inefficiencies, ensure that areas in Lucknow are maintained as required or as needed, and create a safer environment for patrons using the areas. Similar to the Boulevards, many of the Trail Stops are areas that can be cut in short periods of time when already travelling to and from other areas that the Lucknow & District Recreation Department currently maintain.

In 2020, one part-time summer position was established to offset the work load full-time staff currently have. Due to Covid-19 restrictions, many programs did not run and therefore this position was not filled; however, as we begin to approach a new normal, this position is still required. Taking into consideration the location and time required to maintain the areas in Schedule A, the Lucknow & District Recreation Department would be available to maintain these areas with two full-time staff and one part-time staff. For greater clarity, maintenance of grounds in each area would include grass cutting and trimming only. Other expenses such as any weed control, portable toilets, garbage removal, playground maintenance as well as capital expenses, would continue to be the responsibility of Huron-Kinloss.

Estimated revenue to the Lucknow & District Recreation Department for maintaining the Parks and Trails as noted in Schedule A is approximately \$5,300 with \$3,300 in wages, benefits and future increases. This would leave \$400 for fuel, and future fuel prices as well as \$1,600 for additional equipment maintenance such as sharpening blades, cleaning, repairs, wear and tear and possible early replacement of parts and equipment.

OTHERS CONSULTED:

Mark Becker, CAO/Deputy-Clerk

Respectfully submitted,

Steve Bushell,

Facility Manager/Recreation Co-ordinator

SCHEDULE A

Areas in Lucknow that are currently maintained by the Huron-Kinloss Community Services Department:

Parks and Trails

- Kinsmen Park (Old Fire Hall)
- Waterworks Park (including Trail Stop # 8)
- Victoria Park (includes Trail Stop # 5)
- Community Center Hill
- Rail Trail (Beside Soccer Fields to County Rd #1)
- Community Greenway Trail
 - o Trail Stop # 1 and Kin Trail
 - o Trail Stop # 4 at Stauffer and Gough Street
 - o Trail Stop # 6 at end of Wolsley Street
 - o Trail Stop # 7 and Chickadee/Graceland Trail

Boulevards, Public Works and Other Areas

- Snobelen's
- Montgomery Lane
- Walter Street West side
- Waterworks Bridge (Campbell Street)
- Ross Street Hill/Sidewalk
- Lucknow Hill
- Water Tower and Water Tower House
- Town Entrance Signs
- Town Hall/Lucknow Library

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

7.1

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
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Fund: 01 Township General Account

Category: 9???

9500 Lucknow & District Recreation - Admin & General

Revenue

01-9500-3025	Donations		2,113.10	0.00
01-9500-3030	Advertising Board Rentals		0.00	10,000.00
01-9500-3040	Grass Cutting / Watering Revenue		0.00	11,000.00
01-9500-3050	Catering Events		40.00	1,000.00
01-9500-4000	Penalty & Interest - Accounts Receiv		9.76	0.00

Total Revenue

2,162.86 22,000.00

Expense

01-9500-7100	Wages		50,364.20	132,000.00
01-9500-7200	Benefits		15,482.84	35,000.00
01-9500-7251	Service Charges		0.00	500.00
01-9500-7252	Administration Fee		0.00	5,000.00
01-9500-7254	Office Supplies		0.00	700.00
01-9500-7255	Household Supplies		13.72	1,750.00
01-9500-7256	Office Equipment - R & M - Services		0.00	300.00
01-9500-7257	Office Equipment - R & M - Supplies		30.52	300.00
01-9500-7260	Telephone		501.88	1,500.00
01-9500-7261	Advertising		19.87	1,000.00
01-9500-7265	Association Memberships		503.70	750.00
01-9500-7266	Insurance		0.00	12,000.00
01-9500-7268	Audit		0.00	1,100.00
01-9500-7271	Meetings - Travel		0.00	100.00
01-9500-7273	Web Site Design		549.50	250.00
01-9500-7275	Miscellaneous		25.37	1,500.00
01-9500-7305	Training - Registration		559.68	2,500.00
01-9500-7306	Training - Accomodations		0.00	500.00
01-9500-7307	Training - Travel & Parking		0.00	500.00
01-9500-7308	Training - Meals		0.00	200.00
01-9500-7320	Utiilities - Hydro		5,550.40	60,000.00
01-9500-7321	Utilities - Water		120.00	6,000.00
01-9500-7322	Utilities - Sewage		0.00	700.00
01-9500-7323	Building - R & M - Services		2,318.17	18,000.00
01-9500-7324	Building - R & M - Supplies		1,055.04	7,500.00
01-9500-7325	Socan Fees		202.08	200.00
01-9500-7326	Elevator Lift - R & M - Services / Sup		76.00	500.00
01-9500-7327	Elevator Lift - Contract		1,001.00	1,150.00
01-9500-7330	Catering Events		12.83	400.00
01-9500-7348	Vehcile R & M - Services / Supplies		0.00	750.00
01-9500-7349	Vehicle Fuel - Gas		66.45	1,000.00
01-9500-7350	Equipment Fuel - Diesel		212.55	1,200.00
01-9500-7357	Equipment - R & M - Services		25.24	1,200.00
01-9500-7358	Equipment - R & M - Supplies		829.20	3,500.00
01-9500-7362	Yard & Parking Lot - Services / Supp		6,135.08	7,500.00
01-9500-7400	Transfer to Reserve		0.00	0.00

Total Expense

85,655.32 307,050.00

Dept Excess Revenue Over (Under) Expenditures

(83,492.46) (285,050.00)

9501 Lucknow & District Recreation - Arena Winter

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Revenue				
01-9501-3803	Ice Rental Receipts		0.00	25,000.00
01-9501-3804	Public Skating Receipts		0.00	2,500.00
01-9501-3820	Time Clock Wage Recovery		0.00	150.00
01-9501-3825	Hockey Insurance Recovery		0.00	1,500.00
01-9501-3831	Minor Hockey Ice Rental / Sub		0.00	25,000.00
01-9501-3835	Learn to Skate Receipts		0.00	4,000.00
Total Revenue			0.00	58,150.00
Expense				
01-9501-7100	Wages		2,685.30	40,000.00
01-9501-7200	Benefits		1,022.26	8,500.00
01-9501-7266	Insurance		0.00	0.00
01-9501-7318	Utilities - Propane		7,886.69	15,000.00
01-9501-7323	Ice Plant - R & M - Services		755.20	10,000.00
01-9501-7324	Ice Plant - R & M - Supplies		59.23	2,800.00
01-9501-7352	Olympia - R & M		0.00	500.00
01-9501-7353	Olympia - Propane		30.09	1,800.00
01-9501-7354	Health & Safety		0.00	250.00
01-9501-7356	Learn to Skate		0.00	2,500.00
Total Expense			12,438.77	81,350.00
Dept Excess Revenue Over (Under) Expenditures			(12,438.77)	(23,200.00)
9502 Lucknow & District Recreation - Arena Summer				
Revenue				
01-9502-3800	Rental Receipts		0.00	500.00
Total Revenue			0.00	500.00
Expense				
01-9502-7100	Wages		3,798.76	23,000.00
01-9502-7200	Benefits		1,013.12	4,000.00
01-9502-7301	Paid Duty OPP		0.00	300.00
01-9502-7354	Health & Safety		0.00	250.00
Total Expense			4,811.88	27,550.00
Dept Excess Revenue Over (Under) Expenditures			(4,811.88)	(27,050.00)
9504 Lucknow & District Recreation - Upstairs				
Revenue				
01-9504-3800	Rental Receipts		0.00	500.00
Total Revenue			0.00	500.00
Expense				
01-9504-7100	Wages		600.80	2,500.00
01-9504-7200	Benefits		186.52	500.00
Total Expense			787.32	3,000.00
Dept Excess Revenue Over (Under) Expenditures			(787.32)	(2,500.00)
9505 Lucknow & District Recreation - Fitness Centre				
Revenue				
01-9505-3810	Donations		162.67	700.00
Total Revenue			162.67	700.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Expense				
01-9505-7100	Wages		347.48	200.00
01-9505-7200	Benefits		70.87	50.00
01-9505-7323	Building - R & M - Services/Supplies		312.67	350.00
Total Expense			731.02	600.00
Dept Excess Revenue Over (Under) Expenditures			(568.35)	100.00
9506 Lucknow & District Recreation - Multi-Purpose Rm				
Revenue				
01-9506-3800	Rental Receipts		570.00	2,500.00
Total Revenue			570.00	2,500.00
Expense				
01-9506-7100	Wages		1,260.48	1,250.00
01-9506-7200	Benefits		318.52	250.00
Total Expense			1,579.00	1,500.00
Dept Excess Revenue Over (Under) Expenditures			(1,009.00)	1,000.00
9510 Lucknow & District Recreation - Hockey				
Revenue				
01-9510-3500	Transfer from Reserve		0.00	0.00
Total Revenue			0.00	0.00
Expense				
01-9510-7515	Sweater Purchases		0.00	0.00
Total Expense			0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00
9520 Lucknow & District Recreation - Bar Sales				
Revenue				
01-9520-3025	Beer Sales		876.12	25,000.00
01-9520-3800	Liquor Sales		0.00	2,500.00
01-9520-3805	Cooler Sales		0.00	500.00
01-9520-3810	Pop Sales		0.00	50.00
01-9520-3820	Alcohol Ticket Sales Unused		0.00	250.00
Total Revenue			876.12	28,300.00
Expense				
01-9520-7100	Wages		76.50	3,000.00
01-9520-7200	Benefits		41.08	450.00
01-9520-7261	Advertising		0.00	100.00
01-9520-7266	Insurance		0.00	900.00
01-9520-7326	Chips		0.00	50.00
01-9520-7346	Refrigeration Trailer Rentals		0.00	600.00
01-9520-7357	Equipment - R & M - Services		0.00	750.00
01-9520-7358	Equipment - R & M - Supplies		0.00	200.00
01-9520-7510	Beer		69.34	18,000.00
01-9520-7511	Liquor		0.00	500.00
01-9520-7512	Bar Supplies		0.00	500.00
01-9520-7513	Coolers		0.00	500.00
01-9520-7514	Pop		0.00	300.00
01-9520-7515	Smart Serve Training		0.00	100.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-9520-7525	Profit Share - Lancers		0.00	1,500.00
01-9520-7530	Profit Share - Service Clubs		0.00	1,000.00
Total Expense			186.92	28,450.00
Dept Excess Revenue Over (Under) Expenditures			689.20	(150.00)
9525 Lucknow & District Recreation - Base/Softball				
Revenue				
01-9525-3800	Registration Receipts		4,845.00	3,500.00
Total Revenue			4,845.00	3,500.00
Expense				
01-9525-7511	Association Fees		0.00	700.00
01-9525-7513	Tournament Expenses		0.00	1,000.00
01-9525-7514	Equipment		0.00	650.00
01-9525-7517	Umpires		0.00	800.00
Total Expense			0.00	3,150.00
Dept Excess Revenue Over (Under) Expenditures			4,845.00	350.00
9535 Lucknow & District Recreation - Soccer				
Revenue				
01-9535-3025	Donations		0.00	0.00
01-9535-3800	Registration Receipts		9,110.00	7,000.00
01-9535-3805	Field Rentals		0.00	100.00
Total Revenue			9,110.00	7,100.00
Expense				
01-9535-7266	Player Insurance		0.00	750.00
01-9535-7510	Referees		0.00	1,000.00
01-9535-7511	Association Fees		0.00	100.00
01-9535-7513	Tournament Expenses		0.00	300.00
01-9535-7514	Equipment		0.00	500.00
Total Expense			0.00	2,650.00
Dept Excess Revenue Over (Under) Expenditures			9,110.00	4,450.00
9540 Lucknow & District Recreation - Summer Camp				
Revenue				
01-9540-3800	Registration Receipts		0.00	5,000.00
Total Revenue			0.00	5,000.00
Expense				
01-9540-7100	Wages		0.00	3,000.00
01-9540-7200	Benefits		0.00	250.00
01-9540-7261	Advertising		0.00	200.00
01-9540-7326	Materials & Supplies		0.00	1,000.00
Total Expense			0.00	4,450.00
Dept Excess Revenue Over (Under) Expenditures			0.00	550.00
9542 Lucknow & District Recreation - Splash Pad				
Expense				
01-9542-7100	Wages		118.34	300.00
01-9542-7200	Benefits		32.03	100.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
01-9542-7326	Materials & Supplies		0.00	500.00
01-9542-7514	Equipment		0.00	100.00
Total Expense			150.37	1,000.00
Dept Excess Revenue Over (Under) Expenditures			(150.37)	(1,000.00)
9545 Lucknow & District Recreation - Swimming Pool				
Revenue				
01-9545-3800	Registration Receipts		0.00	5,500.00
01-9545-3805	Gate Receipts		0.00	3,000.00
01-9545-3810	Public Swimming Sponsorship		0.00	4,000.00
Total Revenue			0.00	12,500.00
Expense				
01-9545-7100	Wages		0.00	34,000.00
01-9545-7200	Benefits		0.00	4,000.00
01-9545-7260	Telephone		91.65	300.00
01-9545-7261	Advertising		79.49	150.00
01-9545-7266	Insurance		0.00	4,000.00
01-9545-7271	Swim Meets - Travel		0.00	100.00
01-9545-7318	Utilities - Propane		0.00	2,000.00
01-9545-7320	Utilities - Hydro		175.73	2,250.00
01-9545-7321	Utilities - Water		0.00	750.00
01-9545-7322	Utilities - Sewer		0.00	700.00
01-9545-7323	Building - R & M - Services/Supplies		0.00	2,500.00
01-9545-7326	Materials & Supplies		0.00	5,000.00
01-9545-7354	Health & Safety		0.00	100.00
01-9545-7511	Association Fees		0.00	150.00
Total Expense			346.87	56,000.00
Dept Excess Revenue Over (Under) Expenditures			(346.87)	(43,500.00)
9550 Lucknow & District Recreation - Ball Hockey				
Revenue				
01-9550-3800	Ball Hockey Receipts		1,020.00	0.00
Total Revenue			1,020.00	0.00
Dept Excess Revenue Over (Under) Expenditures			1,020.00	0.00
9554 Lucknow & District Recreation - Fitness / Zumba				
Revenue				
01-9554-3800	Fitness / Zumba Receipts		0.00	2,500.00
Total Revenue			0.00	2,500.00
Expense				
01-9554-7351	Class Services		0.00	1,800.00
Total Expense			0.00	1,800.00
Dept Excess Revenue Over (Under) Expenditures			0.00	700.00
9555 Lucknow & District Recreation - Lucknow Parks				
Revenue				
01-9555-3800	Slo-Pitch Receipts		0.00	9,000.00
Total Revenue			0.00	9,000.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
Expense				
01-9555-7266	Caledonia Ball Diamond & Park		1,664.06	9,500.00
01-9555-7267	Kinsmen Ball Diamond & Park		1,289.46	9,000.00
01-9555-7268	Kinsmen Soccer Field		2,322.88	13,000.00
01-9555-7269	Dungannon North Ball Diamond		234.37	5,000.00
01-9555-7270	Skate Board Park		229.71	500.00
Total Expense			5,740.48	37,000.00
Dept Excess Revenue Over (Under) Expenditures			(5,740.48)	(28,000.00)
9560 Lucknow & District Recreation - Capital Projects				
Revenue				
01-9560-4900	Grants/Donations		17,576.90	20,000.00
Total Revenue			17,576.90	20,000.00
Expense				
01-9560-9000	Replace Furnace & Water Heater		0.00	14,000.00
01-9560-9035	Replace Ceiling Tiles		4,119.95	5,500.00
01-9560-9085	New Doors		0.00	0.00
01-9560-9120	Sprinkler System		0.00	0.00
01-9560-9125	Surveillance System		0.00	3,000.00
01-9560-9135	Arena Lighting		0.00	0.00
01-9560-9170	Sand for Pool Filtration System		0.00	0.00
01-9560-9180	Washroom Renovations		0.00	0.00
01-9560-9255	Ball Diamond Shelters / Upgrades		0.00	8,000.00
01-9560-9260	Pool Changeroom Upgrades		0.00	0.00
01-9560-9280	Chain Hoist		0.00	0.00
01-9560-9285	Lawn Mower		0.00	0.00
01-9560-9290	Arena & Board Repairs		1,212.54	7,500.00
01-9560-9295	Elevator		1,245.14	1,500.00
01-9560-9300	Chairs		0.00	5,000.00
01-9560-9305	Natural Gas Conversion		0.00	10,000.00
01-9560-9310	Tractor		0.00	40,000.00
Total Expense			6,577.63	94,500.00
Dept Excess Revenue Over (Under) Expenditures			10,999.27	(74,500.00)
9595 Lucknow & District Recreation - Contributions				
Revenue				
01-9595-3040	Contributions - Ashfield-Colborne-Wa		19,094.35	238,900.00
01-9595-3045	Contributions - Huron-Kinloss		19,094.36	238,900.00
Total Revenue			38,188.71	477,800.00
Dept Excess Revenue Over (Under) Expenditures			38,188.71	477,800.00
Category Excess Revenue Over (Under) Expenditures			(44,493.32)	0.00

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 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 5 Ending MAY 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
REPORT SUMMARY				
01-9500	Lucknow & District Recreation - Admin & General		2,162.86	22,000.00
01-9501	Lucknow & District Recreation - Arena Winter		0.00	58,150.00
01-9502	Lucknow & District Recreation - Arena Summer		0.00	500.00
01-9504	Lucknow & District Recreation - Upstairs		0.00	500.00
01-9505	Lucknow & District Recreation - Fitness Centre		162.67	700.00
01-9506	Lucknow & District Recreation - Multi-Purpose Rm		570.00	2,500.00
01-9510	Lucknow & District Recreation - Hockey		0.00	0.00
01-9520	Lucknow & District Recreation - Bar Sales		876.12	28,300.00
01-9525	Lucknow & District Recreation - Base/Softball		4,845.00	3,500.00
01-9535	Lucknow & District Recreation - Soccer		9,110.00	7,100.00
01-9540	Lucknow & District Recreation - Summer Camp		0.00	5,000.00
01-9545	Lucknow & District Recreation - Swimming Pool		0.00	12,500.00
01-9550	Lucknow & District Recreation - Ball Hockey		1,020.00	0.00
01-9554	Lucknow & District Recreation - Fitness / Zumba		0.00	2,500.00
01-9555	Lucknow & District Recreation - Lucknow Parks		0.00	9,000.00
01-9560	Lucknow & District Recreation - Capital Projects		17,576.90	20,000.00
01-9595	Lucknow & District Recreation - Contributions		38,188.71	477,800.00
Fund 01 Total Revenue			74,512.26	650,050.00
01-9500	Lucknow & District Recreation - Admin & General		85,655.32	307,050.00
01-9501	Lucknow & District Recreation - Arena Winter		12,438.77	81,350.00
01-9502	Lucknow & District Recreation - Arena Summer		4,811.88	27,550.00
01-9504	Lucknow & District Recreation - Upstairs		787.32	3,000.00
01-9505	Lucknow & District Recreation - Fitness Centre		731.02	600.00
01-9506	Lucknow & District Recreation - Multi-Purpose Rm		1,579.00	1,500.00
01-9510	Lucknow & District Recreation - Hockey		0.00	0.00
01-9520	Lucknow & District Recreation - Bar Sales		186.92	28,450.00
01-9525	Lucknow & District Recreation - Base/Softball		0.00	3,150.00
01-9535	Lucknow & District Recreation - Soccer		0.00	2,650.00
01-9540	Lucknow & District Recreation - Summer Camp		0.00	4,450.00
01-9542	Lucknow & District Recreation - Splash Pad		150.37	1,000.00
01-9545	Lucknow & District Recreation - Swimming Pool		346.87	56,000.00
01-9554	Lucknow & District Recreation - Fitness / Zumba		0.00	1,800.00
01-9555	Lucknow & District Recreation - Lucknow Parks		5,740.48	37,000.00
01-9560	Lucknow & District Recreation - Capital Projects		6,577.63	94,500.00
Fund 01 Total Expenditure			119,005.58	650,050.00
Fund 01 Excess Revenue Over (Under) Expenditures			(44,493.32)	0.00
Report Total Revenue			74,512.26	650,050.00

General Ledger

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Account	Description	Previous Year Total	Current Year To Date Actual	Total Budget
	Report Total Expenditure		119,005.58	650,050.00
	Report Excess Revenue Over (Under) Expenditures		(44,493.32)	0.00

Lucknow Recreation Invoices Paid April 2021

Vendor Name	Invoice #	Cheque #	Description	Amount
ADAMSON, CHELSEA	Adamson - April 2021	28215	BALL HOCKEY REFUND	\$ 60.00
ADVANTAGE INSULATION INC	3080	28216	SPRAY FOAM-ARENA BOARDS	553.70
BELL MOBILITY	19-Mar-21	997	SERVICE BILLED TO APRIL 18	22.88
CIBC CREDIT CARD SERVICES	Feb 25-Mar 24, 2021	992	CANADIAN TIRE- HOCKEY BALLS	28.18
CIBC CREDIT CARD SERVICES	Feb 25-Mar 24, 2021	992	ARMSTRONGS BAKERY-SNOBELEN	14.50
CIBC CREDIT CARD SERVICES	Feb 25-Mar 24, 2021	992	LCBO#0440 BUD LIGHT	139.50
CIMCO REFRIGERATION	90765125	1913	BRINE LEAK ON HEADERS	849.19
CLIFF'S PLUMBING & HEATING	39813	1914	SEWER LINE FROM GYM BACKED UP	337.87
COOPER, CORRIE	Cooper - April 2021	28222	BALL HOCKEY REFUND	30.00
CUNNINGHAM, LISA	Cunningham-April'21	28223	BALL HOCKEY REFUND	60.00
DESCO PLUMBING & HEATING	8848902	998	AIR FILTERS (PLEATED)	46.68
ENTANDEM	99328	28226	SOCAN LICENSING FEES 2020	224.40
GEORGIAN BAY FIRE & SAFETY LTD.	903543	1921	SERVICE CALL- SPRINKLER PANEL	305.10
GEORGIAN BAY FIRE & SAFETY LTD.	908870	1921	SEMI-ANNUAL INSPECTION	460.48
HENDERSON RONA	290299	1925	SCREW WOOD FH 8X1 JAR750	27.39
HENDERSON RONA	701081	1925	PT WOOD/ HARDBOARD/SCREW/SEALN	531.19
HODGINS HOME HARDWARE	73411	1926	PAINT, SEALANT, BRUSHES	219.11
HODGINS HOME HARDWARE	73457	1926	GALV WIRE, ROLLERS, FRAME	60.99
HODGINS HOME HARDWARE	73506	1926	EXT PAINT ARUBA BAY	94.85
HODGINS HOME HARDWARE	90039	1926	GFI RECEPT. DRAIN AUGER	65.69
HODGINS HOME HARDWARE	90045	1926	LIQUID DRAIN CLEANER	10.16
HODGINS HOME HARDWARE	90071	1926	SPRY PNT, WALL PLATE WHITE	19.98
HODGINS HOME HARDWARE	90078	1926	BRUSHED NKL PULL/SPRY PNT	34.92
HODGINS HOME HARDWARE	90150	1926	BUNGEE CORDS.SWITCH.CLNR	67.71
HODGINS HOME HARDWARE	90169	1926	ANCHORS	4.50
HODGINS HOME HARDWARE	90275	1926	PAINT BRUSHES, SEALANT	18.62
HODGINS HOME HARDWARE	90333	1926	CAULK	5.64
HODGINS HOME HARDWARE	90341	1926	CAULK, WHT 300 ML	5.64
HODGINS HOME HARDWARE	90414	1926	BRUSHES/HANDLES/ROLLER/GLOVES	37.76
HURON TELECOMMUNICATIONS	4/1/2021	999	ARENA: TELEPHONE/INTERNET APR	142.45
HYDRO ONE NETWORKS INC.	Mar03-Apr01,2021	1000	0 KWH USAGE	30.03
JOHNSTON, JENNA	Johnston - April'21	28229	BALL HOCKEY REFUND	60.00
LEBLANC, SHANNON	Leblanc - April 2021	28230	BALL HOCKEY REFUND	60.00
LLOYD COLLINS CONSTRUCTION LTD.	8251683	1932	ARENA:SNOW CLEARING FEB	3,729.00
LUCKNOW AUTO PARTS	38614	1933	INT SRM-31	338.89
LUCKNOW AUTO PARTS	39138	1933	TRANS HYDRAULIC/10W30 OIL	107.28
LUCKNOW DISTRICT CO-OPERATIVE INC.	842088	1934	10 L DYED DIESEL CARDLOCK	38.65
LUCKNOW DISTRICT CO-OPERATIVE INC.	860314	1934	36.68 L DYED DIESEL CARDLOCK	41.85
LUCKNOW DISTRICT CO-OPERATIVE INC.	862939	1934	PRICE ADJUSTMENT #860314	(8.37)
MCLEAN, SARAH	McLean - April 2021	28234	BALL HOCKEY REFUND	60.00
MICROAGE BASICS	473042	1935	USB 15' CABLE AB	33.89
MOFFAT, EAN & AMANDA	Moffat - April 2021	28236	BALL HOCKEY REFUND	15.00
PBJ CLEANING DEPOT	10005628	1938	AUTOMATIC SANITIZER DISPENSERS	384.20
PICKARD, ALEX	Pickard - April 2021	28238	BALL HOCKEY REFUND	30.00
POSTMEDIA NETWORK INC.	484662	1939	AD: EMPLOYMENT OPPORTUNITIES	110.33
ROBERT'S FARM EQUIPMENT SALES INC.	P9442B	1942	FITTINGS, 3/8 HYD HOSE	28.03
SCHNURR, JEREMY	Schnurr - April 2021	28240	BALL HOCKEY REFUND	30.00
SCOTT, LEANNE	Scott - April 2021	28241	BALL HOCKEY REFUND	30.00
SHETLER, KIM & DAN	Shetler - April 2021	28243	BALL HOCKEY REFUND	30.00
SPARLINGS PROPANE	88250064941601	1947	ANNUAL TANK RENTAL	67.74
SPARLINGS PROPANE	88250064941602	1947	1268.50 L PROPANE	733.34
SPARLINGS PROPANE	88550008974614	1947	ANNUAL TANK RENTAL	33.84
TOWNSHIP OF HURON-KINLOSS	41692	1949	ARENA: Q12021 METERED WATER	120.00
VAN MEETEREN, STEVE	Van Meeteren-Apr'21	28247	BALL HOCKEY REFUND	30.00
VERHAEGHE, ANDREA	Verhaeghe - April'21	28248	BALL HOCKEY REFUND	60.00
WASTE MANAGEMENT	0710455-0677-2	1001	ARENA:04/01/2021-04/30/2021	214.85
WESTARIO POWER INC.	300309039	993	FEB 1-MAR 1, 2021 (0 KWH)	24.82
WESTARIO POWER INC.	300309042	993	FEB 1-MAR 1 2021 (0 KWH)	24.82
WESTARIO POWER INC.	2104623130	993	FEB 1-MAR 1, 2021 (6480KWH)	1,057.18
WESTARIO POWER INC.	2104624548	1002	MAR 1-APR 1, 2021 (343 KWH)	70.29
RECREATION PAYROLL APRIL 2021				13,689.22
TOTAL INVOICES PAID, APRIL 2021				\$ 25,753.96