



Mariners Centre Management Authority

Meeting Minutes

**March 29, 2023, 5:30 p.m.
Mariners on Main
275 Main Street**

Members Present: Councillor Wade Cleveland, Linda Gallagher, Daniel Allen, Glenn Diggdon,
Darcy DeSutter, Julien Boudreau, Lori Sigfridson, Wendy Dupley

Staff Present: Dorgam Hideib, Judy Durkee, Gerry Verran

1. Call to Order

The Chair called the meeting to order at 5:35 pm.

2. Land Acknowledgement - Board Chair

3. Record of Attendance

4. Declarations of Conflicts of Interest

There were no declarations of conflicts of interest.

5. Approval of Agenda (Additions/Deletions)

Moved by Daniel Allen

Seconded by Linda Gallagher

That the agenda be approved with the following deletions:

- Year End Financial Summary
- CEOs Report
- Draft Employee Handbook
- Proposed 2023-24 Budget

MOTION CARRIED

6. Approval of Consent Agenda

Moved by Daniel Allen

Seconded by Linda Gallagher

That the consent agenda be approved with the deletion of Draft Employee Handbook

MOTION CARRIED

6.a Approval of December 14th, 2023 Minutes - Board Chair

6.a.1 Approval of December 14th, 2023 In-Camera Minutes

6.b Capital Fundraising Directors Report

7. Proposed MC Board Governance Binder - Policy & Governance Committees

It was mentioned that the employee handbook contains policies that should be removed and placed in a policy document.

It was further suggested that the policy document should be brought to the board for approval and then the employee handbook can be designed from the policies.

It was agreed that the CEO would identify those items that are policies and bring the handbook back at a later date.

Moved by Wendy Dupley

Seconded by Linda Gallagher

That the Mariners Centre Board of Directors accepts the recommendation of their Policy and Governance Committees to approve draft Governance Binder in its current form, recognizing edits will follow the new Intermunicipal Agreement for the Mariners Centre in progress between our three funding partners.

MOTION CARRIED

8. Status: Inclusive Dressing Room Challenge - Linda Gallagher, Darcy DeSutter

The CEO spoke on the status and next step document that is attached to this agenda.

Members were in agreement with the points in the document.

9. Proposed Motion: Signing Authority Banking Set Up

Moved by Daniel Allen

Seconded by Julien Boudreau

That Mariners Centre Board of directors approves the following "Authorized Persons"; officers, agents and employees of the corporation (acknowledging they may be replaced from time to time to do any one or more of the following on behalf of the Corporation:

- Open or close any deposit or other account(s) with the Bank and to sign authorization, set-up or other documentation and agreements with the bank regarding any of the Accounts, any services (Including without limitation, cash management services) or any other matter as such Authorized Person(s) in his, her or their sole discretion deem advisable or as the Bank may request including, without limitation, providing for ratification of any signature or action on behalf of the corporation.

The Authorized Persons can be any two (2) of the following:

- Chair, Mariners Centre Board of Directors
- Director, Mariners Centre Board of Directors
- Mariners Centre Director of Finance & Administration
- Mariners Centre Chief Executive Officer

MOTION CARRIED

10. Request from Department of Communities Cultures & Heritage

It was explained that the Department of Communities Cultures and Heritage would like the opportunity to meet with the board to review the current status of Youth and Community Well-Being, and how Recreation Facilities can support.

It was agreed to meet with them on May 8th, 2023. Time to be determined.

11. In Camera Session with the CEO

Moved by Linda Gallagher

Seconded by Daniel Allen

It was agreed to go In-Camera at 6:45pm.

MOTION CARRIED

12. In Camera Session without the CEO

13. Out of Camera

Moved by Wendy Dupley

Seconded by Linda Gallagher

It was agreed to come out of camera at 7:25 pm.

MOTION CARRIED

14. CEO's New Contract

Moved by Wendy Dupley
Seconded by Linda Gallagher

That the board support the recommendation of the HR Committee to accept the new contract and remuneration package for the CEO.

MOTION CARRIED

15. Adjourn

The meeting was adjourned at 7:30 pm.

Mayor

Clerk