



# Roblin Park Community Centre

640 Pepperloaf Crescent – Winnipeg – Manitoba – R3R 1E8

**Board Meeting June 3rd , 2025 at 7:00pm**

## MINUTES

**Present:** Alex Heese, Heather Kovacs, Wayne Tichon, Lori Churpalo, Michelle Skafffeld, Braden Cohoe, Keri Renouf, Pamela Gareau, Natalie Peloquin, Lindsay McLenehan, Heidi Ouellette, Meghan Crawford, Jason Sheardown

**Regrets:** Geoff Renouf, Tyler Walsh, Alyssa Squirrell

**Guests:** Natasha Keith

**Call to Order at: 7:09PM**

### Review and Approval of Minutes of Last Meeting

- Minutes from the May 6<sup>th</sup>, 2025 board meeting were circulated prior to the meeting.
- **Motion to approve the May 6<sup>th</sup> 2025 meeting minutes as circulated. ( Keri.R .) Seconded by ( Braden.C. ). All in favor, CARRIED.**

June meeting agenda sent out prior to meeting. **Motion to approve the agenda as presented for May meeting (Keri.R.) Seconded by (Pam.G.), All in favor, CARRIED.**

### **Children's Program Report:** Natasha Keith

Tiny Tots: 12 openings

Preschool: Full

Kinder: Full

School Age: full

- Industrial 2-way Radios vs regular use. Needing to strengthen communication and minimize risk where someone in need or an emergency cannot get a hold of anyone due to signal fails or poor audio.
- IDC COMMUNICATIONS highly recommends the Hytera BD502i this is a commercial radio that is very popular with childcare and educational facilities. It is very durable and offers 5-watt output and IP54 rating for water intrusion and does not share frequencies.
- The BD502i sells for \$308.00 each comes with a desktop charger and full three-year warranty.
- Seeking a motion to purchase 14 radios (1 extra) for \$4829.44



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- Short Term Added to benefits, no additional cost to the employer to ensure it remains a tax-free benefit to the employee. This has many additional benefits for employees and upon discussion with the parent reps I did include it as it can be valuable regarding retention.
- All documents have been submitted to Curbridge HR Consultants for the employee Policy manual and the Parent Manuals.
- Discussion on current staffing plans
- Discussion on serious incident
- Seeking a motion to sign up all permanent full-time educators in WEVAS training at a cost of \$400 per person or \$450 online. Will seek other trauma informed training such as bringing in someone to our centre for a workshop at a cost of approximately \$1500 plus tax. All staff will receive bank time for this time that exceeds regular working hours unless I can send staff during their regular shift.
- ELCC wage increases for staffing as well as 2% increase to our operating budget retroactive to April 1<sup>st</sup>, 2025. Wage Scale discussion. Developed using MCCA 2024 and the current Wage Grid in mind. Any retroactive pay will be for current employees of the organization as of the next payroll date.
- Seeking a motion to advance with renovations up to \$150,000 for the office, storage in upper hall, laundry area and basement. This will include updating the small kitchenette area and hopefully baffling/acoustic panels in the upper hall and basement if possible.
- Seeking motion to enroll for the upcoming Directors Conference, registration opens mid-June, and it sells out within minutes.
- The sink soap dispenser is broken, look to fix it or replace? The paper towel dispensers have been replaced at no charge to accommodate the proper larger rolls as supplied by Bee Clean.



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<b>ROBLIN PARK CHILDREN'S PROGRAMS</b>				
<b>WAGE SCALE 2025 (ELCC TARGETS AND 2024 MCCA SCALE)</b>				
	<b>CURRENT</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
<b>EXECUTIVE DIRECTOR ECE III</b>	49.26	51.72	54.18	56.64
<b>ASSISTANT DIRECTOR ECE III</b>	n/a	32.66	34.16	35.66
<b>ASSISTANT DIRECTOR ECE II</b>	29.55	30.81	32.11	33.41
<b>PEDAGOGY/PROGRAM LEADS ECE III</b>	n/a	29.41	30.44	31.47
<b>PEDAGOGY/PROGRAM LEADS ECE II</b>	25.05-26.68	29.06	30.09	31.12
<b>ECE III FRONT LINE</b>	n/a	29.41	30.28	31.15
<b>ECE II FRONT LINE</b>	23.51	27.56	28.51	29.46
<b>ECE IN TRAINING</b>	n/a	22.37	23.37	24.37
<b>CCA WITH 40 HOUR</b>	18.56	19.4	20.27	21.14
<b>CCA (SUMMER AND NO 40 HR)</b>	N/A	16.5		
<b>CCA (SUMMER WITH 40 HR)</b>	N/A	17.64		

*Natasha is seeking a motion to buy 14 industrial radios for better/reliable communication. Wayne.T. makes a motion to spend up to \$5,000 for the radios. Natalie.P. Seconds, All in favor, CARRIED.*

*Natasha seeking a motion to spend funds on trauma training/workshop. Pam.G. makes a motion to spend up to \$7,500 on training for CP staff in this trauma workshop/program. Lori.C. Seconds, All in favor, CARRIED.*

*Natasha seeking a motion to spend up to \$150,000 on the renovation for CP cabinets, kitchenette, office area. Pam.G. makes a motion to spend up to \$150,000 on CP renovations , Michelle.S. Seconds, All in favor, CARRIED.*



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*New wage scale presented by Natasha ( see attached). Pam.G. Makes a motion to approve the wage scale as presented for the new 2025 wage scale as presented, backpay included to April 1<sup>st</sup> 2025, will be in effect as of June 16, 2025 paycheque/pay period that starts, for current/active employees, Braden.C., All in fovar, CAERRIED.*

### Board Reports:

#### Hockey Committee

- Received a cheque from the APHA for 165 kids registered in the amount of \$4,125.

#### Community Relations

- Huge success for the drop-off collection items for the MB fire evacuees. Had many donations come to the centre!!

#### Program Coordinator

- No report

#### Treasurer

- Review December 2024 & January, February, March, April 2025, financials.
- Review Fiscal year 2023-2024.
- *Wayne.T. makes a motion to approve fiscal year financials for 2024/25 as presented (Jason.S.) Seconds, All in favor, CARRIED.*
- *Wayne.T. makes a motion to approve the December 2024 Financials as presented , (Braden.C. ) Seconds, All in favor, CARRIED.*
- *Wayne.T. makes a motion to approve the January 2025 Financials as presented. (Braden.C. ) Seconds, All in favor, CARRIED.*
- *Wayne.T. makes a motion to approve the February 2025 Financials as presented. ( Heather.K.) Seconds, All in favor, CARRIED.*
- *Wayne.T. makes a motion to approve the March 2025 Financials as presented. ( Jason.S.) seconds, All in favor, CARRIED.*
- *Wayne.T. makes a motion to approve the April 2025 Financials as presented. ( Braden.C.) seconds, All in favor, CARRIED.*



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### Buildings and Grounds

- Minor door fix on the bar door.
- City wants the furnace room cleaned out now that the hoarding is gone.
- City has set up “permanent” hoarding in the skate change and will be checking regularly for dampness in the crawl space. Liner will be put in as soon as it is dry enough. Estimate is within the next few weeks.
- Ice machine install needs electrical work. Natasha to contact the health inspector about placement for garbage (needs new location) and health/cleaning requirements for ice machine.

### Facilities/Operations

- Pickle Ball interest from Toronto keeps contacting Lori.
- Socials done for the season.
- AED discussion. Quote for a second AED for the skate change area. Also a quote to update/maintenance on our current AED unit.
- *Pam.G. makes a motion to spend up to \$4,500 on a new AED unit for the skate change and update old unit, (Natalie.P.) Seconds, All in favor, CARRIED.*

### President

- No report

### Vice President

- Team up with the Monarchs hockey team for the winter carnival instead of the Hawks idea was brought forward by a community member.

### Parent Reps

- No report

### New Business:

*Lori.C. makes a motion to asphalt one of the rinks (#1) for pickle ball as the next CCRGP Fall 2025 intake. Pam. G Seconds, All in favor, CARRIED.*



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Fall Festival Discussion: Presentation given and ideas discussed for the festival (3 days at the end of September. Vote will occur for budget etc once more info is gathered. Raise money for a new slide???)

### **Old Business Updates:**

- Kitchen fridge is leaking
- Sump Pit Pipe Relocation is done. Landscaping to be done summer 2025 by Beaucage.
- Fall Intake Grant (\$100,000) ideas: sound proofing main hall, outside lights front/back, better light for the garage and repairs to garage, road sign. Pro Wires for xmas lights.
- Outdoor Toboggan Run: The West slide was at end of life (by city hired engineer) and was removed December 23, 2024. The remaining slide will be assessed and fixed this coming Spring. Parks will be covering the cost for this repair and believe it will then last for years to come.

**Meeting adjourned at: 9:08PM**

**Next meeting: Tuesday, September ,9<sup>th</sup> at 7PM.**