

**Leaside Memorial Community Gardens
Board of Management Meeting Minutes
May 28th, 2025 @ 7:15pm by Zoom and in-person**

Minutes #847

Attendees: Matt Baker (Chair), Dan Teguh (Vice-Chair), Edmund Chan (Treasurer), Lani Uyeno (by Zoom), Karin Hwang-Lew, Brandon Parent, David Martin, Brendan Brooks (by Zoom), Councillor Rachel Chernos Lin, Shawn Mackay (LMCG Management), Andrew Grams (by Zoom, PF&R Representative), Jennifer Smith (by Zoom, LMCG Management).

Regrets: Lisa Villeneuve

Call to Order:

Mr. Baker called the meeting to order at 7:18PM

Request for Conflict of Interest

- No conflicts declared.

Adoption of Minutes of Prior Meeting

- Mr. Baker called for any questions on, or corrections to, the minutes of the board meeting held April 23, 2025.

Motion to approve the Board of Management meeting minutes from April 23, 2025. Moved by
Mr. Teguh and seconded by Mr. Chan

CARRIED

Report of the Chair

- Mr. Baker welcomed the four new board members – Mr. Brooks, Ms. Hwang-Lew, Mr. Martin, and Mr. Parent – and introductions were made.
- A brief outline of the two committees was shared – finance & hr; community relations & operations. New members to be provided more information on committees, and appointments to be made in due course.
- Mr. Baker shared the board's goal for a strategic planning session in September 2025

Report of the Treasurer and Director of Business & Finance

- Mr. Chan updated members on the April financial package.

Motion to receive the April 2025 monthly financial reports moved by Mr. Chan and seconded by Mr.
Teguh.

CARRIED

- Mr. Chan presented the Finance Committee's recommendation that we notify the City of our intent to apply the 2023 surplus as a one-time payment to our loan, as follows: *"the Board of Management of Leaside Memorial Community Gardens is, pursuant to section 7.1(b) of its loan agreement with the City of Toronto and Infrastructure Ontario, and in light of the Debt Reserve Fund Limit being reached, seeking to apply the Excess Revenue from its 2023 fiscal year (per audited financials) as a prepayment under subsection 4.5 to both Loans on a pro-rata basis. With respect to subsection 4.5 (b) of the loan agreement, the Board may make payments in respect of any amount of the Loans up to a maximum amount of 15% of the principal outstanding on each Loan in any year. The principal balances of the Loans at March 31, 2025, are \$5,350,580.21 (City) and \$479,988.16 (IO); inclusive of a one-time payment of \$112,909.90 made already in this fiscal. The application of the Excess Revenue from FY2023 - \$178,626 - combined with the earlier payment of \$112,909.90, for a total of \$291,535.90, is below the threshold of 15% of principal at the commencement of the fiscal year which would be \$891,521.74. "*

Motion to notify the City of the Board's intention to apply the 2023 surplus to the loan, moved by Mr. Chan and seconded by Mr. Baker.

CARRIED

- The finance committee's recommendation to adjust our staffing complement in the City's system to properly reflect our current staffing levels, was presented by Mr. Chan. Ms. Smith confirmed that these adjustments will have a net 0 impact on our wages/benefits lines in the budget.

Motion to proceed with staff complement adjustments moved by Mr. Chan and seconded by Mr. Parent.

CARRIED

- Continuing with items related to the 2026 budget, Mr. Chan presented the recommendation from the finance committee for increases to our advertising and space rental (Banquet Hall and Boardroom) rates for 2026. Ms. Smith confirmed that it was approved at the previous meeting that ice rates would not increase. In response to questions about other ad space and revenue opportunities, Ms. Smith agreed to share the recent proposal to Gatorade/PepsiCo.

Motion to approve increases to advertising and space rental rates moved by Mr. Chan and seconded by Mr. Parent.

CARRIED

- Mr. Chan presented the finance committee's recommendation that the arena no longer collect damage deposits, and return funds currently held on deposit. Mr. Mackay verified

that damages from vandalism are being paid for by teams, leagues, and families directly, and that the funds on deposit are not serving the originally intended purpose.

Motion to cease the collection of damage deposits, revise contracts, and refund monies held on deposit, moved by Mr. Parent and seconded by Mr. Martin.

CARRIED

In reference to her report, Ms. Smith advised that the pool payment of \$109K had arrived following the report's submission, and that the LSC and Branksome had paid their past due invoices. No past due AR. In response to a question about ice contracts for 25/26, Mr. Baker advised that following consultation with the board and management, the three major user groups now have their final allocations.

Report of the Director of Operations.

- Mr. Mackay provided an update on the progress with the Capital project, confirming that all is going as planned and that the team is very agreeable to work with
- Confirmed that boring found a second pad under the first both of which will be jackhammered out
- Councillor Chernos Lin noted that some concerns have been raised about trucks using Southvale Road, which is a no-truck zone. Mr. Mackay will raise with the contractors, but it is also possible that these are Metrolinx vehicles.
- Mr. Mackay confirmed that the flooring work in the offices will be completed this week, and the work on main staircase, shortly thereafter.

Ms. Uyeno departed the meeting at 8:16.

New Business

- Mr. Baker provided an update on the Safety Committee, noting that the Pashby Sport Safety Fund had donated \$500,000 to the East York Foundation for the sole purpose of safety improvements here at the facility. A portion of these funds (~\$329K) is being used to upgrade the new rink boards on the Bert F. Grant rink, to the safest board/glass combo available. In the near term, Mr. Baker will chair the Safety Committee, however board members are encouraged to consider the role. Ms. Smith committed to sharing the gift agreement and the description of the committee's role.
- Ms. Hwang-Lew raised the idea of including the City of Toronto's Land Acknowledgement at the opening of each board meeting as a show of commitment to a first step in reconciliation. The land acknowledgement reads as follows:

Land Acknowledgement for Toronto: We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

Motion to include the land acknowledgement on future agendas for LMCG board meetings moved by Ms. Hwang-Lew and seconded by Mr. Chan.

CARRIED

Next Meeting

The next board meeting to be held Wednesday June 25, 2025

Motion to adjourn meeting at 8:41PM, moved by Mr. Chan and seconded by Mr. Martin.

CARRIED