

Belmore Arena Board Meeting MINUTES May 27, 2024

Time: 8:00pm Location: Lounge, Belmore Community Centre

Attendees: Jeremy Underwood, Lindsay Underwood, Jenn Van Dyk, Marvin Grimes, Warren Weber, Randy Scott, Kim Harris, Mark Ireland, Coreen Gautreau, Dave Eadie, Wanda Inglis, Chris Inglis, Ian Inglis, Jamie McCallum, Nigel Van Dyk

Regrets: Krya Wright, Heidi Dupuis

Secretary/Recorder: Darlene Loos

<i>Time</i>	<i>ITEM</i>	<i>(Discussion, Approval, Information Sharing)</i>	<i>Meeting Notes/Action Items</i>
8:00	Call to Order Approval of May 27, 2024 Agenda - <i>Jeremy Underwood</i>		Jeremy called the meeting to order at 8:00pm Agenda – motion to approve by Randy Scott, second by Kim Harris. Additions to Agenda - none
8:02	Approve Previous Mtg Minutes April 15, 2023 (attached) - <i>Board</i>		Motion to approve minutes by Ian Inglis, second by Marvin Grimes.
Agenda Items			
8:05	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
8:15	Defibrillators – Hall and Curling Club - <i>Chris Inglis</i>	Discussion	Chamber of Commerce is wondering about putting defibrillators into curling club and hall (there is already one in the arena lobby). - If this happens, we need to communicate out to the community where these are located. Marvin will speak to Caitlyn at Howick Twp to see if perhaps they would install these?
8:20	Correspondence - <i>Board</i>	Standing	NO UPDATE
8:25	Grants Update - <i>Kyra Wright</i>	Standing	NO UPDATE
8:30	Treasurer’s Report - <i>Jenn VanDyk</i>	Standing	Bills to be paid \$13239.62 Motion to pay Randy Scott, 2 nd Jamie McCallum. Carried
8:35	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Catering has been very busy. Month of June continues to be busy. Good compliments coming back in.
8:40	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Charlie came in and fixed the walk-in cooler door. Trusscore installed in the walk-in cooler. Thanks Warren, it looks great!!

8:50	Parks Board - <i>Jamie Dickson</i>	Committee Report	Homecoming questioning if ball diamond lights are working. - No update
8:55	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	May & June are busy. Pavilion – two rentals in August. Kim still hasn't heard if Inglis Stag & Doe will be on the arena floor or in the hall. Suggestion made that that stone be put between parking barriers and wall. Very difficult to cut the grass and adds a lot of weedeating. If we can get grant money poured concrete sidewalk would be the way to go – possibility accessibility grant? Lounge vacuum cleaner is pretty much done. Randy Scott made motion to purchase new vacuum cleaner, 2 nd Jenn VanDyk
9:05	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	Nothing to report
9:10	Belmore Curling - <i>Dave Eadie</i>	Committee Report	Nothing to report
9:15	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	No report
9:20	South Bruce - <i>Mark Ireland</i>	Committee Report	Referendum scheduled for Oct 28 th .
9:25	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Nothing to report
9:30	Howick - <i>Marvin Grimes</i>	Committee Report	Spoke to Caitlyn re: paint. She contacted Lawyer and they indicated they are pulling everything together. Jeremy will deliver a copy of the invoice for removing flaking paint.
9:35	Communication - <i>Lyndsay Underwood</i>	Committee Report	Nothing to report
9:40	Belmore Chamber of Commerce - <i>Randy Scott</i>	Committee Report	Meeting with Festival Committee Tuesday, May 27, 2024. Nothing else to report.

Next Meeting - June 17, 2024 at 8pm

Adjournment of Meeting at 8:43pm. Motion to adjourn by Warren Weber

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/Jenn	General Maintenance	<p>20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container</p> <p>20240115: A plan has been set to close the gap in the table storage container.</p> <p>20240226: Paul did measuring and is to be fixing the gap.</p> <p>20240318: Outside bathroom light not working again.</p> <p>20240415: No update on Container or Bathroom Light. Jeremy will message Advanced Electric</p>
Kyra / Jeremy / Kim	Grants	<p>20240415: Jeremy to email Karn's quote to Kyra Wright for grant research</p> <p>20240527: No update</p> <p>20240527: Suggestion made that stone be put between parking barriers and wall (<i>very difficult to cut the grass and adds a lot of weedeating</i>). If we can get grant money poured concrete sidewalk would be the way to go – possibility accessibility grant? Kyra may know more.</p>
Chris/Marvin	Defibrillators	<p>20240527: Marvin to check with Howick Twp if they install defibrillators in public facilities.</p>
Parks/ Maintenance	Pavilion Clean-up	<p>20240226: Pavilion needs to be cleaned up. Tables repaired, tarp removed, stove need to be cleaned up/cleared out.</p> <p>20240415: Outlets at back of pavilion aren't working. Kim will mention to Advance Electric.</p> <p>20240415: Need to arrange a work bee to clean this up for summer usage.</p> <p>20240527: Pavilion is cleaned up. Gord is going to belt sand the tables, Kim will stain them.</p> <p>20240527: Kim suggested we purchase Solar Motion Lights (approx \$50/each)</p> <p>20240527: Jeremy will check hydro after meeting.</p>
Kim	Rentals – Hall & Lounge	<p>20240515: Would like to suggest that Festival put the recycle bins/ beer can bins and garbage bins all beside each other, so bags aren't mixed.</p> <p>20240527: Lounge vacuum cleaner is pretty much done. Kim to purchase new vacuum cleaner.</p>
Jenn / Board	Pickleball	<p>20240515: Communication to Pickleball Group</p> <ul style="list-style-type: none"> - Rates \$40/hour - Bookings for done through Kim Harris <ul style="list-style-type: none"> o Including special events – such as tournaments - Insurance – should consider private insurance <p>Jenn will draft a letter and send out to a few board members for review. Once approved will go out to Pickleball.</p> <p>20240527: Letter was sent out to Pickleball and they have responded. They have agreed to all rates and stipulations as per normal rentals guidelines. They will be billed monthly.</p> <p>COMPLETED</p>

Jeremy / Kim / Chris	Festival Maintenance Items	<p>20240415: Kim Harris and Chris Inglis will look after getting quotes for new urinals and hand dryers.</p> <p>20240415: Chris Inglis will notify Jane they are approved to order 25 more bucket chairs.</p> <p>20240527: Kim got quotes for hand dryers (PBJ -approx. \$1000/each and Elaine Fisher – approx. \$568/each).</p> <p>20240527: Chris motion to purchase 6 from Elaine Fisher – for arena and curling club. Two of the older dryers will go to the outside washrooms. Second by Dave Eadie</p> <p>20240527: Brian Dobbyn – provided a quote for 6 urinals for \$3349.00 plus HST. He may have to snake drains prior to install.</p>
Jeremy	Parks Board	<p>20240515: Jeremy Underwood will ask Jamie Dickson if there is a Parks Board Committee. If not, we will have to bring forward names for nomination to the Parks Committee.</p> <p>20240527: No update.</p>
Parking Lot		
Jeremy/ Warren	General Maintenance – for Summer	<p>20230228:</p> <ol style="list-style-type: none"> 1) Brine header – preventa.ve maintenance by 2025. <ul style="list-style-type: none"> ○ 20230821: Need to let Municipali.es know (in November/December) about Brine Header replacement project before their budgets are made. ○ 20231016: working on a couple of quotes for brine headers. 2) Rooves in tractor room need to be repaired – leaking. Currently flat roof, want to change to sloped rooves. <ul style="list-style-type: none"> ○ 20230821: Warren made some calls but never heard back from anyone 3) Boards around the ice surface need to be replaced.
Arena Board/ Howick Twp	Sandblasting & Painting	<p>20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting</p> <p>20221121: Jeremy contacted J-K and advised of partial payment and once he returned to do touchups and around door. J-K advised he could come back in spring but more money would be due.</p> <p>20221121: Jeremy will advise J-K that Board will pay for lift but will not be paying more money for the job quoted.</p> <p>20221219: Nothing to Report – defer to next meeting</p> <p>2023016: Supposed to come – we look. May charge interest on balance owing.</p> <p>20230228: No further communication.</p> <p>20230417: Next step is, we need to speak with Howick and see if they will back us if this goes to court.</p> <p>- Speak to CAO and Operations Manager to see if they can reach out to J-K regarding the contract and our (Belmore and Twp) concerns.</p> <p>Motion to continue to hold payment and speak to Howick Twp as to next steps.</p>

		<p>20230515: J-K will not speak with Jeremy. Only wants to speak to Howick Twp. Howick Twp is in support of us. J-K is 100% at fault for the poor workmanship. Three townships are onboard and have their lawyers working on it. The lawyers want Burnside (Engineers) to come in and assess the work again. The matter is now out of our hands. MOVE TO PARKING LOT</p> <p>20230821: No further update.</p> <p>20240226: Marvin reported no further word from Lawyer on this matter.</p> <p>20240226: Jeremy reported something will have to be done with the loose paint before Syrup Festival. Paint is falling off. Would be good to do between shut down and Syrup Festival. Marvin will report this back to Howick Township.</p> <p>20240318: No updates regarding the bubbling/peeling paint in the arena. Marvin acknowledges something needs to be done before the syrup festival. Marvin will speak with Caitlyn (CAO). Jeremy spoke with Caitlyn today, told her the plan to remove peeling paint; was told to take pictures before doing the work.</p>
Group	Suggestion of Installation of Acoustic Panels in Arena – by Pickleball	<p>200115: Dan Renwick attended Board Mtg on behalf of Pickleball. He raised the suggestion of putting up Acoustic Panels to control the sound on the arena side. Board suggested the Pickleball group will have to do more research on the panels and get pricing. Putting in Parking Lot, will look back at this after the Whitewashing and Painting is looked after on the arena side.</p>
	Lobby Bench Steel	<p>20230717: Arena Board paid Mr. Martin for lobby bench steel, not picked up yet. Gord Harris and Paul Inglis are looking after this project. Follow-up at August 21st meeting</p> <p>20230821: No update on the steel</p> <p>20230918: No update.</p> <p>20231016: Lobby benches arrived yesterday. Just needs to be attached.</p> <p>20231120: No update</p> <p>20240115: Will do after syrup festival – move to PARKING LOT</p> <p>20240115: Moved to Parking Lot</p>
Adjournment:		Next Meeting: Next Meeting - June 17, 2024 at 8pm