

Belmore Arena Board Meeting MINUTES December 18, 2023

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

Attendees: Kim Harris, Corrine Gautreau, Mark Ireland, Marvin Grimes, Chris Inglis, Ian Inglis, Warren Weber, Lindsay Underwood, Jeremy Underwood, Jenn VanDyke

Secretary/Recorder: Chris Inglis *(in Darlene's absence)*

<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 December 18, 2023 Agenda <i>Jeremy Underwood</i>		Jeremy called the meeting to order at 7:55 Agenda – motion to approve by Kim Harris, 2nd by Jenn VanDyk
8:02	Approve Previous Mtg Minutes November 20, 2023 (attached) - <i>Team</i>		Motion to approve minutes by Mark Ireland, 2nd by Marvin Grimes.
Agenda Items			
8:05	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	
8:15	Delegations for Council Budgets for Brine Header Replacement - Asking for Funds - <i>Jenn Van Dyk</i>		Will not proceed with a delegation until Maintenance/Facility Committees come up with a formal plan and potential costs. When a plan is made we may approach Belmore Chamber and possibly councils if Belmore needs more funding at that time. This item can be considered closed.
8:25	Review Rates for Arena Floor Rental - <i>Kim/ Entire Board</i>	Discussion	Will be discussed at January Meeting.
8:35	Correspondence - <i>Board</i>	Standing	Nothing to report
8:45	Grants Update - <i>Kyra Wright</i>	Standing	Grant has been completed and forwarded to Trillium Foundation.

8:55	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	All bills are paid and cheques cashed.
9:05	Belmore Catering - <i>Chris Inglis/Catering Member</i>	Committee Report	Kitchen passed health inspection. Trusscore has to be put on walls and ceiling of cooler...one year to complete. Jeremy is going to contact area Pest Control companies regarding monitoring our facility...hasn't been maintained since Covid. New traps are a must.
9:15	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Urinal in mens washroom needs to be repaired. Water pump in furnace above storage room has been replaced and the leak into this room has stopped. Jeremy will talk to Paul Inglis regarding closing in gap in table storage container.
9:25	Parks Board - <i>Jamie Dickson</i>	Committee Report	Absent
9:35	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Very busy. Will need to replace the outdated pop, and order new for upcoming events.
9:45	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	Ice rentals bookings are very busy and ice crews working well. In 2021-22 season ice rentals for month of November were 91, November 2023 was 127 hours
9:55	Belmore Curling - <i>Bill Devos</i>	Committee Report	Absent
10:05	Belmore Figure Skating - <i>Mary Inglis, Heidi Dupuis, Sharon Hofman</i>	Committee Report	Ice Carnival will be March 3 from 1-3.
10:15	South Bruce - <i>Mark Ireland</i>	Committee Report	Working on budgets for next year.
10:25	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Absent
10:35	Howick - <i>Marvin Grimes</i>	Committee Report	Howick has a new insurance company - Cowan. No reporting will be needed starting January 1, 2024.

10:45	Communication - Team	Committee Report	Nothing to report
10:55	Belmore Chamber of Commerce - Kyra Wright/Nigel VanDyk	Committee Report	Annual General Meeting will be held on March 1, 2024. Harry and Debbie Busby will be guest speakers.
Next Meeting - January 15, 2024			
Adjournment of Regular Meeting		8:25pm Motion to adjourn by Kim Harris	
Previous Action Items			
Lead	Agenda Item/Topic	Actions for Follow Up	
Jeremy/Jenn	General Maintenance	<p>20230918: Motion made to replace the hall/lobby toilets as well as the toilets outside (total of 16) by Lindsay (1), Kim (2) PENDING that the quote to do this work is reasonable. Kim is going to get toilet prices.</p> <p>20231016: 3 prices – Brian (Kohler – 15 toilets \$8055 + HST), Watsons (Ravena 3 – American Standard \$5127 + HST), Hodgkins (Marina \$3795). Installation for \$1200 + HST. Also, now need 3 more toilets for Curling Club. Total of 18 toilets needed. Motion by Randy to order from Hodgins and have Brian install, second by Warren. Carried. ** Quote will increase by 3 toilets and labour</p> <p>20231016: Submit request to Municipalities for roofing and brine headers (two large capital costs). A delegation to go to the Municipalities – Jenn V volunteered</p> <p>20231120: Jenn V needs to have a discussion on whether we have a quote. Add to next agenda</p> <p>20231218: In process of getting quotes. Leave on next meeting agenda</p> <p>20231218: Urinal in mens washroom needs repaired.</p> <p>20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container</p>	
	Lobby Bench Steel	<p>20230717: Arena Board paid Mr. Martin for lobby bench steel, not picked up yet. o 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>	
Nigel/ Jeremy	Delegations for Council Budgets for Brine Header Replacement - Asking for Funds	20230918: Nigel brought up it would be prudent to get letters/and attend council meetings to submit delegation for funds for brine header replacement. Would need quote to get this letter together properly. Jeremy going to work on.	

		20231120: Add to next agenda – as above (under General Maintenance). 20231218: On this agenda. COMPLETED
Jeremy/ Maintenance	Belmore Catering - Health Inspection	20231218: Trusscore has to be put on walls and ceiling of cooler...one year to complete. 20231218: Jeremy is going to contact area Pest Control companies regarding monitoring our facility...hasn't been maintained since Covid. New traps are a must.
Parking Lot		
Jeremy/ Warren	General Maintenance – for Summer	20230228: 1) Brine header – preventive maintenance by 2025. <ul style="list-style-type: none"> ○ 20230821: Need to let Municipalities 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	20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting 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. 20221121: Jeremy will advise J-K that Board will pay for lift but will not be paying more money for the job quoted. 20221219: Nothing to Report – defer to next meeting 2023016: Supposed to come – we look. May charge interest on balance owing. 20230228: No further communication. 20230417: Next step is, we need to speak with Howick and see if they will back us if this goes to court. - 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. Motion to continue to hold payment and speak to Howick Twp as to next steps. 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 20230821: No further update.
Adjournment:		Next Meeting: January 15, 2024

