

Belmore Arena Board Meeting MINUTES February 26, 2024

Time: 7:30pm Location: Lounge, Belmore Community Centre

Attendees: Jeremy Underwood, Lindsay Underwood, Jenn Van Dyk, Marvin Grimes, Warren Weber, Randy Scott, Kim Harris, Jamie McCallum

Regrets: Chris Inglis, Ian Inglis, Mark Ireland, Heidi Dupuis, Krya Wright

Secretary/Recorder: Darlene Loos

<i>Time</i>	<i>ITEM</i>	<i>(Discussion, Approval, Information Sharing)</i>	<i>Meeting Notes/Action Items</i>
7:30	Call to Order Approval of February 26, 2024 Agenda <i>Jeremy Underwood</i>		Jeremy called the meeting to order at 7:31pm Agenda – motion to approve by Warren Weber, 2 nd Marvin Grimes. Carried
7:32	Approve Previous Mtg Minutes January 15, 2023 (attached) - <i>Board</i>		Motion to approve minutes by Kim Harris, 2 nd by Randy Scott. Carried
Agenda Items			
7:35	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
7:45	Correspondence - <i>Board</i>	Standing	Kim received 2 requests to use the pavilion this summer. It needs to be cleaned up. Picnic tables, tarps and stove need to be cleaned up. - Use is done by donation.
7:55	Grants Update - <i>Kyra Wright</i>	Standing	Absent, no report.
8:05	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	Cuneo's bill coming in \$400 + HST more due to extra prep work. - This charge isn't reasonable. Group agreed to only pay original quoted price of \$1749.22 Bills to pay = \$19,850.40 Motion to pay bills with the revision to Cuneo's bill made by Jenn Van Dyk, 2 nd by Randy Scott
8:15	Belmore Catering - <i>Chris Inglis/Catering Member</i>	Committee Report	Jenn reported, there are plastic bins in the kitchen that do not fit in the dishwasher. A hassle for anyone in the kitchen – need to be washed by hand. Used for Wing Night and Syrup Festival.

			<p>Would like to replace with bins which fit in the dishwasher: new bins would still be food grade and break resistant.</p> <p>Randy Scott made a motion to purchase necessary totes. 2nd by Warren Weber.</p>
8:25	<p>General Maintenance - <i>Jeremy Underwood/Warren Weber</i></p>	Committee Report	Nothing to report.
8:35	<p>Parks Board - <i>Jamie Dickson</i></p>	Committee Report	Absent, no report.
8:45	<p>Rentals - Hall & Lounge - <i>Kim Harris</i></p>	Committee Report	<ul style="list-style-type: none"> • Cupboards are done. One issue – hinges are a bit different so don't match up perfectly, some of the doors don't close. <ul style="list-style-type: none"> ○ Could someone go up one door with a planer and we could touch up the door <ul style="list-style-type: none"> ▪ Warren Weber has a planer and will look at the doors. • Bar supplies for Friday's AGM are on hand.
8:55	<p>Ice Rentals & Installation - <i>Warren Weber</i></p>	Committee Report	<ul style="list-style-type: none"> • Rentals are still going exceptionally well. • Walkerton Skating Club has rented the who facility this coming weekend for a Figure Skating Competition. (8am to 4pm) • Ice will be shut down on March 24th.
9:05	<p>Belmore Curling - <i>Bill Devos</i></p>	Committee Report	Absent, no report.
9:15	<p>Belmore Figure Skating - <i>Mary Inglis, Heidi Dupuis, Sharon Hofman</i></p>	Committee Report	<p>Heidi absent – submitted report via email</p> <ul style="list-style-type: none"> • Plan to extend season by one week to make up for 2 snow days. Last skating day will now be March 20th. • Carnival is Sunday March 3rd at 1pm. Theme is Through the Decades. • Saturday, March 2nd. Walkerton is hosting a skating competition and the Belmore Skating Club is running the booth for the competition. They expect 100 skaters.
9:25	<p>South Bruce - <i>Mark Ireland</i></p>	Committee Report	<p>Absent due to South Bruce Council Meeting.</p> <p>No Report</p>
9:35	<p>Morris-Turnberry - <i>Jamie McCallum</i></p>	Committee Report	Nothing to report.
9:45	<p>Howick - <i>Marvin Grimes</i></p>	Committee Report	<p>Trying to get some information from lawyers on the JK Whitewashing issue.</p> <p>- still no word back from Lawyer</p>
9:55	<p>Communication - <i>Team</i></p>	Committee Report	Nothing to report.

10:05	Belmore Chamber of Commerce - Kyra Wright/Nigel VanDyk	Committee Report	Absent, nothing to report. AGM is Friday.
Next Meeting - March 18, 2024 at 8pm <i>(Darlene will be absent for March 18th meeting) Jenn will do minutes in Darlene's absence</i>			
Adjournment of Meeting at 8:20pm, motion by Kim Harris			
Previous Action Items			
Lead	Agenda Item/Topic	Actions for Follow Up	
Jeremy/Jenn	General Maintenance	20231218: Urinal in mens washroom needs repaired. 20240115: Urinal was repaired but needs to be repaired again 20240226: Jeremy repaired the urinal again and has been working for a week. COMPLETED 20231218: Jeremy will talk to Paul Inglis regarding closing in gap in table storage container 20240115: A plan has been set to close the gap in the table storage container. 2020226: Paul did measuring and is to be fixing the gap.	
Jeremy/ Maintenance	Belmore Catering - Health Inspection	20231218: Trusscore has to be put on walls and ceiling of cooler...one year to complete. 20240226: Warren will look after putting Trusscore up once he can do the cutting outside. May not be done before Maple Syrup Festival 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. 20240115: Jeremy spoke to Rural Route about coming out to do a walk through. 20240226: Jeremy will be meeting with Rural Route this week. Will hire Rural Route if comparable to past rates.	
Chris/Parks Board	Parks Board – Grass Cutting	20240115: Need to find someone to cut grass. Chris will speak to Derek Elliott to see if he is interested and what he would charge. 20240226: Chris spoke to Derek Elliott and he is not interested in the job. 20240226: Jeremy has a group of boys (students) who are willing to cut the grass. Jeremy will oversee the group. Board agreed Jeremy could assemble grass cutting crew. COMPLETED	
Parks/ Maintenance	Pavilion Clean-up	20240226: Pavilion needs to be cleaned up. Tables repaired, tarp removed, stove need to be cleaned up/cleared out.	
Jenn	Kitchen – replace large bins	20240226: Replace current bins with bins which fit in the dishwasher: new bins would still be food grade and break resistant.	
Warren	Kitchen – Cupboard touch up	20240226: Plane one door of each pair. Paint touch up will be done once Warren planes doors.	
Parking Lot			

Jeremy/ Warren	General Maintenance – for Summer	<p>20230228:</p> <ol style="list-style-type: none"> 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	<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>
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>

	<p>Lobby Bench Steel</p>	<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>
<p>Adjournment:</p>		<p>Next Meeting: March 18, 2024 at 8:00pm <i>(Darlene will be absent for March 18th meeting)</i></p>