

Belmore Arena Board Meeting MINUTES May 20, 2025

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

Attendees: Jeremy Underwood, Marvin Grimes, Mark Ireland, Brett McPherson, Jenn VanDyk, Coreen Gautreau, Kim Harris, Lindsay Underwood, Chris Inglis, Ian Inglis, Lorne Underwood, Dave Eadie

Regrets: Jamie McCallum, Randy Scott, Warren Weber, Kyra Wright, Wanda Inglis, Heidi Dupuis, Nigel Van Dyk

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 May 20, 2025 Agenda - <i>Jeremy Underwood</i>		Meeting called to order: 7:32pm Motion to approve agenda by Marvin Grimes, 2 nd Jenn VanDyk Any Additions to Agenda? Propane discussion
7:32	Approve Previous Mtg Minutes April 21, 2024 (attached) - <i>Board</i>		Motion to approve minutes by Brett McPherson, 2 nd by Lorne Underwood. Carried
Agenda Items			
7:35	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
7:50	Correspondence - <i>All</i>	Standing	None Review email list and possibly look for more members. Howick and Turnberry representatives (Community Liaisons)
7:55	Grants Update - <i>Kyra Wright</i>	Standing	No update
8:05	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	Bills to be paid \$44,338.38. Motion to pay bills by Jenn Van Dyk, 2 nd by Dave Eadie. Carried.
8:15	Belmore Homecoming Update - <i>Committee</i>	Standing	Everything is going well. Order clothing online if you're wanting it.
8:20	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Request for a wedding booking - Should they purchase liability insurance. Not necessary. - Requested the kitchen the day before for food prep. o \$105 for full day (8am to 5pm) ovens o \$55 for partial day - This will be the same for outside renters wanting to rent the kitchen.
8:30	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Dressing Room 2 has a leaking toilet.

			Kim will have Brian look at it when he is here next week. Outside washroom – one of the taps isn't working (doesn't automatically turn back to shut off). - Kim will ask Brian to give a suggestion for new
8:40	Parks Board - <i>Brett McPherson</i>	Committee Report	Clean up went well. Fence topper is installed. Looks good. Batting cage needs some work.
8:45	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Wedding on May 31st – need 6 bartenders. Friendly reminder to Mitch about making the donation box for outside washrooms. Mitch will try to get on it.
8:55	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	No update
9:00	Belmore Curling - <i>Dave Eadie</i>	Committee Report	No update.
9:05	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	No update.
9:10	South Bruce - <i>Mark Ireland</i>	Committee Report	No update.
9:15	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Absent
9:20	Howick - <i>Marvin Grimes</i>	Committee Report	No update. Marvin impressed by paint job out in the arena
9:25	Communication - <i>Lyndsay Underwood</i>	Committee Report	No update.
9:30	Belmore Chamber of Commerce - <i>Lorne Underwood / Chamber Member</i>	Committee Report	No update.

Next Meeting – June 16, 2025 at 8pm

Adjournment of Meeting: 8:00pm **Motion to adjourn by:** Mark Ireland

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren /Kim	General Maintenance	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. 20240226: Paul did measurements and is to be fixing the gap. 20240415: No update on Container

		20241118: Rubber matting in players benches needs to be replaced; also patch by door going onto the ice. Jeremy will look into it. 20241118: Glass broken along top of timekeepers' box. 20250421: Wobbly toilet in the hall washroom. Pipe may be up too high. Kim will message Brian to have a look at the toilet. 20250520: Brian will be here early next week
Kyra / Jeremy / Kim	Grants	20240415: Jeremy to email Karn's quote to Kyra Wright for grant research 20240527: No update 20240527: Suggestion made that stone be put between parking barriers and wall (<i>very difficult to cut the grass & adds a lot of weedeating</i>). If grant money available poured concrete sidewalk would be the way to go – possibility accessibility grant? Kyra may know more. 20240617: No update 20240916: Sport and Recreation Infrastructure Fund – Howick will apply for their asks and Belmore will apply for their asks and it will be lumped together. The ask will be the 50% coverage guideline. Everything to Howick by October 15th. - Need to decide what we want to apply for: - o Quote on compressor ▪ It came here in the 1970's and was rebuilt in 2006 - o New boards - o Sidewalk around the arena - o Baseball diamond lights - o Sandblasting and ceiling painting in the arena - o Asphalt at the back - o Resurfacing tennis court New boards, brine header (if can apply), ball lights, Sandblasting and Painting. - Motion to apply for new boards, brine header and ball lights and possibly Sandblasting and Painting. - o Can't move forward with our grant submissions until we know if we need to pay for Sandblasting and Painting. Motion to partnership with Howick to apply for the CSRIF by Kyra Wright, 2nd by Lindsay, carried. 20250317: Still waiting to hear back about CSRIF Grant. 20240925: Kyra plans to speak with Caitlyn about the Community Sport and Recreation Infrastructure Fund (50% funding) tomorrow. Application due to Howick by October 15. Application to Government is due October 29. Baseball Lights – total cost quoted at \$33, 000 (with labour, lift rental and parts)

		Brine Header - \$58, 000 Arena Boards – no quote yet. Boards are more of a “want” than a “need” Kyra to discuss with Howick staff tomorrow to confirm the arena board getting quotes for ceiling sandblasting/painting. 20240925: To include the following items in the Community Sport and Recreation Infrastructure Fund application: baseball lights, brine header and ceiling sandblasting/painting. 20241021: Kyra to proceed in applying for full grant. Sports Grant - Baseball Lights - \$35,000 - Brine Header - \$60,000 - Sandblasting & Painting of Arena (no curling club) - \$280,000 Max we would receive is 50%, applying for special consideration of 70%. The Arena Board is responsible for the other 50% (or 30%). Will indicate Baseball lights, Brine Header and Sandblasting & Painting in 2025. 20250224: NO UPDATE
Jeremy	Repainting of Arena	20240919: Would really like this looked after before Syrup Festival and Homecoming. Jeremy will contact Caitlin. 20241118: Waiting to hear from Howick Twp and Burnside 20250520: Painting is done and clean up has begun. Paint job looks excellent.
Gord Harris / Paul Inglis	Lobby Bench Steel	20240916: larger bench top will be too heavy to move. Will look at making aluminum legs for new top instead of installing on top on the old center bench. 20250317: Jeremy mentioned to install bench top where it is
Board	Asset Management, Procurement Policy and Budget Template <i><u>(Notes from Meeting with Municipalities/Twps)</u></i>	20241024: Under cost sharing agreement – agree to pay as a loan. \$240,000 (\$80,000 each municipality) to be repaid over 5 years (could be renegotiated if needed) in 2025 budgets. 20241024: Waiting to see if they are filing a defense or reaching a settlement 20241024: Did FD and Arena projects have to go through an engineer? - Caitlin will look into this 20241024: Take the Terms of Reference away – get a short list of sticking points and come up with suggestions. Come back together and discuss this list 20241024: Caitlin will talk to Brady and he will make arrangements to chat with a couple of our guys. 20241024: Caitlin will talk to finance and get Asset Management Plan information to us. 20241118: Nothing received. 20250317: Asset management - nothing new to report, still waiting on input from Howick, haven’t gotten procurement strategy yet from them 20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template. 20241216: No update.

		20250317: Procurement policy and budget template - move this item into the asset management, goes hand-in-hand 20250520: No update.
Kim	Summer Rates / Pickleball	20250421: The Arena Board will send an email to Dan Renwick and Brendan Crapper including outstanding invoice and summer rates. Cheque can be mailed or deposited in the lock box in the arena office. Bill to be paid prior to their new season starting. 20250520: Received letter back from Dan and Brendan. We will wait for them to come back to work together on this. Monthly payments. MOVE TO PARKING LOT
Kim	Rentals – Hall & Lounge	20250421: Microphone – fuse was blown. Something in amplifier is blowing fuses. Kim working on finding someone to repair. 20250520: utilized the amp from the arena that wasn't being used. COMPLETE
Parking Lot		
Arena Board	Propane	20250421: Check Chambers rates in August/September to potentially lock rate in. 20250520: Jenn will email Sparlings to let them know we have switched. PUT INTO PARKING LOT until August 2025
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. 20240226: Marvin reported no further word from Lawyer on this matter. 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.

		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. 20240617: Send an email to the Municipality about the status of this issue. Marvin will speak to Caitlyn and ask them to put a push on things due to Homecoming. Would Marvin ask Municipality if they could pay for sandblasting to Arena and Curling Club to be redone as the legal battle carries on. Formal request from the Arena Board for Howick to put it in their budget. Jamie made motion to send a letter to Howick, 2nd by Kim. Carried. Jenn V will draft a letter to Howick Township and cc other 2 municipality CAOs. 20240715: 3 Municipalities met in Belmore, but no update received from that meeting yet. 20240715: Lawyer has filed. 20241118: Another follow-up meeting with the Insurance Rep. Asked Jeremy dates that suit him. 20250224: Jeremy and Paul Inglis and others have been talking to local Mennonites who are doing sandblasting and painting, all the labour. We would have to supply lifts. They are willing to do the job. \$40/hr. They would supply the manpower. Man in Formosa, coating expert, would come after the sandblasting and advise what type of paint we should use to adhere properly. \$24,000 approximate in labour. We would have to supply 2 lifts. Likely close to \$5000 in rental equipment. This is something we need to consider. One concern is: do they have WSIB coverage. Could do before Homecoming but not before Syrup Festival. Jeremy will look into this further.
Group	Suggestion of Installation of Acoustic Panels in Arena – by Pickleball	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.
Jeremy / Brett	Parks Board	20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter. 20240715: Donation box to be put up on outside wall by public washrooms and put sign up in pavilion advising of the donation box. 20240819: Mitch Inglis will manufacture a box for us. Put signs up, and give key to Ellen Underwood

		20240819: Fence topper (heavier gauge) for baseball diamond to be purchased and installed. Stingers are willing to pay half. 20240916: Fence topper was ordered – cheaper than quoted \$1945 + tax Fence Topper - PUT INTO PARKING LOT
Jeremy/ Warren	General Maintenance – for Summer	20230228: 1) Brine header – preventative maintenance by 2025. ○ 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. ○ 20240617: spoke with Ben and his company should have time to repair it. Moving ahead with this. ○ 2024118: Q1-Q2 should hear whether or not we received grant money ▪ If we don't receive grant, we need to put it into a budget ○ 20250520: Jeremy will confirm with Ben if he can repair. Chamber will need to know by early June. 2) Boards around the ice surface need to be replaced. PUT INTO PARKING LOT
Adjournment:		Next Meeting - Monday, June 16, 2025 at 8:00pm