

Belmore Arena Board Meeting MINUTES March 17, 2025

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

Attendees: Jeremy Underwood, Marvin Grimes, Mark Ireland, Brett McPherson, Jenn VanDyk, Jamie McCallum, Coreen Gautreau, Kim Harris, Kyra Wright, Wanda Inglis, Lorne Underwood, Dan Renwick,

Regrets: Randy Scott, Darlene Loos, Lindsay Underwood, Warren Weber, Heidi Dupuis, Chris Inglis, Ian Inglis, Nigel Van Dyk, Dave Eadie

Secretary/Recorder: Kyra Wright (*in Darlene's absence*)

Time	ITEM	(Discussion, Approval, Information Sharing)	Meeting Notes/Action Items
8:00	Call to Order Approval of March 17, 2025 Agenda - <i>Jeremy Underwood</i>		Called to order: 8:08pm Motion to approve agenda by Jamie, 2 nd Marvin Any Additions to Agenda? Pickleball – Dan Renwick
8:02	<ul style="list-style-type: none"> • Approve Previous Mtg Minutes February 24, 2024 (attached) - <i>Board</i> 		Motion to approve minutes by Wanda, 2 nd Brett
Agenda Items			
8:05	Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i>	Standing	Reviewed Action Items below.
8:20	Correspondence - <i>All</i>	Standing	Howick email: - Discussion about when to remove the paint above the ceiling (decking ONLY) - prior to Syrup Festival? Beams would be sandblasted and treated POST Syrup Festival - Discussion on how to send a response to Howick regarding the quote from Burnside - separate the ceiling (cosmetic issues) vs painting on beams (which is the structural issues), Engineering input would be required on the structural issues - Decision to draft a letter to Howick regarding removal of paint prior to Syrup Festival and to request a meeting with Burnside and Howick to clear up issues surrounding scope of work
Added to Agenda	Pickleball - <i>Dan Renwick</i>	Information Sharing	- \$3,460.00 from Pickleball received from Dan Renwick, he mentioned they were a little short of the year prior as they missed a tournament - Discussion of how to close the gap between Pickleball rental fees owed vs how much donation was given, perhaps Pickleball would go to Chamber for a donation to close the gap, Wanda suggests that at next meeting rate of Pickleball be discussed and summer rate entirely **ADD TO AGENDA FOR NEXT MEETING** - Lorne and Dan going to take back the Pickleball difference owed to

			the Chamber at their next meeting to see whether Chamber would cover the owed rental fees
8:30	Grants Update - <i>Kyra Wright</i>	Standing	<ul style="list-style-type: none"> - AED to be installed in hall, delivered to Jeremy - Did not receive Vance grant - Waiting on CSRIF grant still
8:40	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	<p>Jenn gave summary of bills to be paid. Motion to pay bills by Jenn, 2nd Jamie.</p> <p>Discussion regarding pricing Chalmers for propane supply, going to feel them out at Syrup Festival of this year and will see how it goes</p>
8:50	Belmore Homecoming Update - Committee	Standing	<ul style="list-style-type: none"> - 50/50 tickets for sale - event tickets for sale - golf tournament sold out
9:00	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	<ul style="list-style-type: none"> - Dishwasher issues, have had a work-around with filling it with pails but didn't work for the AGM, dishwasher repair guy came, dishwasher was plugged solid again with calcium, he recommended special detergent and then his fees are lowered, also highly recommended a water softener - have a "quote" for refurbished water softener with install \$1000 to be located in the furnace room for kitchen/bar/lounge/showers water - Motion to go ahead with water softener: 1st - Kyra, 2nd - Mark
9:05	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Nothing to report
9:10	Parks Board - <i>Brett McPherson</i>	Committee Report	<ul style="list-style-type: none"> - A few items to look after prior to Homecoming (fence, bleachers, etc.) - Discussion for after Syrup Festival, having a work bee for outdoor facility work
9:15	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Canadian Red Cross wanting to rent Lounge for a Home Alone course and maybe other courses eventually, waiting to hear back.
9:20	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	<ul style="list-style-type: none"> - Last day for ice is March 23rd - Bill from Teeswater Agroparts for parts for \$28.00 - Amend motion to pay this additional bill by Jenn , 2nd: Mark
9:25	Belmore Curling - <i>Dave Eadie</i>	Committee Report	Nothing to Report
9:30	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	Nothing to Report

9:35	South Bruce - <i>Mark Ireland</i>	Committee Report	Nothing to Report
9:40	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Nothing to Report
9:45	Howick - <i>Marvin Grimes</i>	Committee Report	Haven't heard anything really from the Lawyer regarding the ongoings with JK Whitewashing. No other updates
9:50	Communication - <i>Lyndsay Underwood</i>	Committee Report	Nothing to Report
9:55	Belmore Chamber of Commerce - <i>Randy Scott / Chamber Member</i>	Committee Report	New Directors: Colleen Inglis, Sheryl Robertson and Al Detzler - Lorne is Chair - Tom is Treasurer

Next Meeting – April 21, 2025 at 8pm

Adjournment of Meeting: 9:46 pm **Motion to adjourn by:** Kim Harris

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren	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 measurements and is to be fixing the gap.</p> <p>20240415: No update on Container</p> <p>20241118: Rubber matting in players benches needs to be replaced; also patch by door going onto the ice. Jeremy will look into it.</p> <p>20241118: Glass broken along top of timekeepers' box.</p> <p>20241118: Need stoppers for doors going from kitchen into hall and door from lounge out into the vestibule.</p> <p>20250317: COMPLETE</p>

<p>Kyra / Jeremy / Kim</p>	<p>Grants</p>	<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 & 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.</p> <p>20240617: No update</p> <p>20240715: Kyra will look into grants for defibs, hand dryers and urinals</p> <p>20250317: COMPLETE</p> <p>20240916: Motion to have Howick apply for the Leyland and Vance Fund on our behalf, by Nigel, 2nd by Kim.</p> <p>20240916: CHRIS SUGGESTION. Could use this to replace the brine header. Jeremy to get the quote to Kyra. Need to be a Twp to apply.</p> <p>20240925: Marvin shared that the Vance Grant was discussed at Howick Council last night September 24, 2024 and it was motioned and approved to go ahead with the grant. Kyra plans to apply for \$20, 000 for brine header costs. The grant is 100%, no cost sharing.</p> <p>20250317: Kyra advised we were unsuccessful in receiving Vance Grant. COMPLETE</p> <p>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.</p> <ul style="list-style-type: none"> - Need to decide what we want to apply for: <ul style="list-style-type: none"> o Quote on compressor <ul style="list-style-type: none"> ▪ 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 <p>New boards, brine header (if can apply), ball lights, Sandblasting and Painting.</p> <ul style="list-style-type: none"> - Motion to apply for new boards, brine header and ball lights and possibly Sandblasting and Painting. <ul style="list-style-type: none"> o Can't move forward with our grant submissions until we know if we need to pay for Sandblasting and Painting. <p>Motion to partnership with Howick to apply for the CSRIF by Kyra Wright, 2nd by Lindsay, carried.</p> <p>20250317: Still waiting to hear back about CSRIF Grant.</p>
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		<p>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.</p> <p>Baseball Lights – total cost quoted at \$33, 000 (with labour, lift rental and parts)</p> <p>Brine Header - \$58, 000</p> <p>Arena Boards – no quote yet. Boards are more of a “want” than a “need”</p> <p>Kyra to discuss with Howick staff tomorrow to confirm the arena board getting quotes for ceiling sandblasting/painting.</p> <p>20240925: To include the following items in the Community Sport and Recreation Infrastructure Fund application: baseball lights, brine header and ceiling sandblasting/painting.</p> <p>20241021: Vance Grant applied for \$20,000 for Brine Header. If receive this grant, must complete work in 2025.</p> <p>20241021: Kyra to proceed in applying for full grant.</p> <p>Sports Grant</p> <ul style="list-style-type: none"> - Baseball Lights - \$35,000 - Brine Header - \$60,000 - Sandblasting & Painting of Arena (no curling club) - \$280,000 <p>Max we would receive is 50%, applying for special consideration of 70%. The Arena Board is responsible for the other 50% (or 30%).</p> <p>Will indicate Baseball lights, Brine Header and Sandblasting & Painting in 2025.</p> <p>20250224: NO UPDATE</p>
Kyra/Marvin	Defibrillators	<p>20241021: We received \$2300 from TMI to buy defibrillators for hall. We need to purchase first and then TMI will reimburse. Kyra will talk to Huron County about purchase of defibrillator.</p> <p>20241118: Kyra called the Huron County guy – on holidays</p> <p>20241216: Quote for \$2300. Jamie McCallum motion to proceed as per quote, 2nd by Ian Inglis. Carried</p> <p>20250317: AED to be installed in hall, delivered to Jeremy COMPLETED</p>
Jeremy	Repainting of Arena	<p>20240919: Would really like this looked after before Syrup Festival and Homecoming. Jeremy will contact Caitlin.</p> <p>20241118: Waiting to hear from Howick Twp and Burnside</p>
Gord Harris / Paul Inglis	Lobby Bench Steel	<p>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.</p> <p>20250317: Jeremy mentioned to install bench top where it is</p>

Board	Asset Management, Procurement Policy and Budget Template <i>(Notes from Meeting with Municipalities/Twps)</i>	<p>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.</p> <p>20241024: Waiting to see if they are filing a defense or reaching a settlement</p> <p>20241024: Did FD and Arena projects have to go through an engineer? - Caitlin will look into this</p> <p>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</p> <p>20241024: Caitlin will talk to Brady and he will make arrangements to chat with a couple of our guys.</p> <p>20241024: Caitlin will talk to finance and get Asset Management Plan information to us.</p> <p>20241118: Nothing received.</p> <p>20250317: Asset management - nothing new to report, still waiting on input from Howick, haven't gotten procurement strategy yet from them</p> <p>20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template.</p> <p>20241216: No update.</p> <p>20250317: Procurement policy and budget template - move this item into the asset management, goes hand-in-hand</p>
Jenn/ Darlene	Operating Budget	<p>20241118: Jenn has drafted an Operating Budget – will bring it to next meeting for discussion.</p> <p>20241216: ON THIS AGENDA</p> <p>20241216: Will discuss at a future meeting.</p> <p>20250224: Jen officially was asked by Howick Twp to submit 2025 Budget. They asked to include new capital - Jen included the brine header in that.</p> <p>20250317: Sent. COMPLETED</p>
Arena Board	Capital List (Wish List)	<p>20241118: Arena Board will also put together a Capital List/Wish List (running list of projects and end of life). Once completed The Chamber would like a copy.</p> <p>20250317: Sent. COMPLETED</p>
Jenn	Recycling Bins	<p>20241118: 3 of the recycling bins are in bad shape. Jenn to look into getting 6 recycle bins.</p> <p>20241216: Jenn received prices for 6 - 95 gallon bins – \$293/each (Rubbermaid), \$193/each Uline, \$160/each IPL Rona.</p> <p>20241216: Jeremy will stop in at Wing Night</p> <p>20250224: Waste Management is not going to replace. Jenn made a motion to purchase 4 recycle bins and spend up to \$800, 2nd by Dave. Carried.</p> <p>20250317: Recycling bins - paid for from RONA COMPLETED</p>
Parking Lot		
Arena Board/ Howick	Sandblasting & Painting	<p>20221017: Due to unsatisfactory work, Board passed motion to hold back payment to J-K Sandblasting</p>

Twp	<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> <p>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.</p> <p>20240715: 3 Municipalities met in Belmore, but no update received from that meeting yet.</p> <p>20240715: Lawyer has filed.</p> <p>20241118: Another follow-up meeting with the Insurance Rep. Asked Jeremy dates that suit him.</p> <p>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.</p>
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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>
Jeremy / Brett	Parks Board	<p>20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter.</p> <p>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</p> <p>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</p>
Jeremy/ Warren	General Maintenance – for Summer	<p>20230228:</p> <ol style="list-style-type: none"> 1) Brine header – prevent a 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. ○ 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 <ul style="list-style-type: none"> ▪ If we don't receive grant, we need to put it into a budget 2) Boards around the ice surface need to be replaced. <p>PUT INTO PARKING LOT</p>
Adjournment:		Next Meeting - April 21, 2025 at 8pm