

Belmore Arena Board Meeting MINUTES April 21, 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, Lindsay Underwood, Warren Weber, Chris Inglis, Ian Inglis, Lorne Underwood

Guest: Dan Renwick

Regrets: Kyra Wright, Wanda Inglis, Heidi Dupuis, Nigel Van Dyk, Dave Eadie, Randy Scott

Secretary/Recorder: Darlene Loos

| <i>Time</i> | <i>ITEM</i> | <i>(Discussion, Approval, Information Sharing)</i> | <i>Meeting Notes/Action Items</i> |
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| 8:00 | Call to Order Approval of April 21, 2025 Agenda - <i>Jeremy Underwood</i> | | Meeting called to order: 8:01pm Motion to approve agenda by Ian Inglis, 2 nd Marvin Grimes Any Additions to Agenda? Propane discussion |
| 8:02 | Approve Previous Mtg Minutes March 17, 2024 (attached) - <i>Board</i> | | Motion to approve minutes by Jamie McCallum, 2 nd Brett McPherson. Carried |

Agenda Items

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| 8:05 | Update Previous Action Items (below agenda items) - <i>Jeremy Underwood</i> | Standing | Reviewed Action Items below. |
| 8:20 | Summer Rates (including Pickleball) - <i>All</i> | Discussion | <p>A Pickleball member did not attend the Chamber Meeting (held before this meeting. Chamber has decided it will not subsidize the remaining \$1735 rental fee owed by Pickleball.</p> <p>Arena Board is to decide course of action.</p> <p>Kim reviewed the letter sent to Pickleball in April 2024.</p> <p>Highlighted points:</p> <ul style="list-style-type: none"> - Must contact Kim to book floor - Hourly rate will apply - Belmore Pickleball invited to have member on the Board <p>Response back from Dan Renwick – “no issues with the proposal and would go forward as planned.”</p> <p>Pickleball never contacted Kim to book the floor, just showed up each week. Pickleball has not paid their final invoice.</p> <p>Hanover Pickleball also came over and used the Belmore Arena Floor without booking it – Dan had indicated he would pay for those two bookings. No payment has been received.</p> |

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| | | | <p>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.</p> <p>Dan joined meeting after previous discussion. He agreed to what was said above, however feels that the Arena Board should be willing to subsidize Pickleball. The Board reiterated that although they appreciate the arena being used, every other organization/club/team pay posted rental rates.</p> |
| Addition to Agenda | Propane | Discussion | <p>Chambers have been donating propane for wing night. Mike McDonald of Chambers Fuels wanted to provide a quote for propane.</p> <ul style="list-style-type: none"> - Chambers gave price of .495/L if floating rate or .499/L if we lock in. <p>Current stats with Avenir Energy Ltd (formerly Sparlings):</p> <ul style="list-style-type: none"> - used 28000 Litres, average price .4795/L - 2025 price is .4763/L - last delivery was .5702/L <p>Kim Harris made a motion to switch to floating rate with Chambers, 2nd Chris Inglis. Carried.</p> <p>We will check Chambers rates in August/September to potentially lock rate in.</p> |
| 8:30 | Correspondence - <i>All</i> | Standing | <p>Pepsi sent us a letter to let us know that prices will be increasing.</p> <p>Some correspondence from Howick Twp regarding a meeting with Arena Board, Burnside and Howick Twp.</p> <ul style="list-style-type: none"> - Meeting is not necessary as there is no structural failure; just paint failure. |
| 8:30 | Grants Update - <i>Kyra Wright</i> | Standing | No update |
| 8:40 | Treasurer's Report - <i>Jenn VanDyk</i> | Standing | <p>Bills to be paid \$30,514.17 Motion to pay bills as presented by Jenn Van Dyk, 2nd Chris Inglis. Carried. Chamber has provided a cheque for \$30,000 (to be deposited).</p> |
| 8:50 | Belmore Homecoming Update - <i>Committee</i> | Standing | <p>Homecoming Committee needs to be a committee of Howick Council. Tickets are going fast. Homecoming Meetings happening frequently.</p> |
| 9:00 | Belmore Catering - <i>Chris Inglis/Kim Harris</i> | Committee Report | Dishwasher is working quite well. |

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| 9:05 | General Maintenance - <i>Jeremy Underwood/Warren Weber</i> | Committee Report | Wobbly toilet in the hall washroom. Pipe may be up too high. Kim will message Brian to have a look at the toilet. Sandblasting is going well. Will be quite a mess to clean up. Jeremy met with Murray Stephan, paint specialist and will help us establish the proper paint. |
| 9:10 | Parks Board - <i>Brett McPherson</i> | Committee Report | Howick Minor Ball inquired about having practices throughout the week. Brett will send out a mass email looking for a clean up crew before end of May. Roger is willing to cut grass again this summer. |
| 9:15 | Rentals - Hall & Lounge - <i>Kim Harris</i> | Committee Report | Microphone – fuse was blown. Something in amplifier is blowing fuses. Kim working on finding someone to repair. Kim is looking for bartenders for late shift this Saturday and late shift next Saturday. Also need 3 sets of bartenders for May 31 st wedding. |
| 9:20 | Ice Rentals & Installation - <i>Warren Weber</i> | Committee Report | Down ice rental this year due to 55 hours being cancelled due to stormy weather. Plant ran well this year. |
| 9:25 | Belmore Curling - <i>Dave Eadie</i> | Committee Report | No update |
| 9:30 | Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i> | Committee Report | Ice cream fundraiser at Homecoming. Float for Homecoming Parade. Still looking for a coach. |
| 9:35 | South Bruce - <i>Mark Ireland</i> | Committee Report | Mark noted there are other avenues of how organizations can opt to run withing a municipality. |
| 9:40 | Morris-Turnberry - <i>Jamie McCallum</i> | Committee Report | Budget was passed. - Belmore loan is in the budget |
| 9:45 | Howick - <i>Marvin Grimes</i> | Committee Report | Wroxeter – 4 wheelie bins will be lent out to Belmore for Homecoming. |
| 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 | Nothing new |

Next Meeting – **TUESDAY**, May 20, 2025 at **7:30pm**

Adjournment of Meeting: 9:29pm

Motion to adjourn by: Warren Weber

Previous Action Items

| Lead | Agenda Item/Topic | Actions for Follow Up |
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| Jeremy/ Warren /Kim | 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>20250421: Wobbly toilet in the hall washroom. Pipe may be up too high. Kim will message Brian to have a look at the toilet.</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 & 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>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"> ○ Quote on compressor <ul style="list-style-type: none"> ▪ It came here in the 1970's and was rebuilt in 2006 ○ New boards ○ Sidewalk around the arena ○ Baseball diamond lights ○ Sandblasting and ceiling painting in the arena ○ Asphalt at the back ○ 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"> ○ 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: 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> |
| 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 | <p>Asset Management, Procurement Policy and Budget Template</p> <p><i><u>(Notes from Meeting with Municipalities/Twps)</u></i></p> | <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> |

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| | | <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> |
| Kim | Summer Rates / Pickleball | <p>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.</p> |
| Kim | Rentals – Hall & Lounge | <p>20250421: Microphone – fuse was blown. Something in amplifier is blowing fuses. Kim working on finding someone to repair.</p> |
| Parking Lot | | |
| Arena Board | Propane | <p>20250421: Check Chambers rates in August/September to potentially lock rate in.</p> <p>PUT INTO PARKING LOT until August 2025</p> |
| 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).</p> |

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| | | <p>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. 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.</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> |
| 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.</p> <p>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.</p> <p>20240916: Fence topper was ordered – cheaper than quoted \$1945 + tax</p> |

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| | | Fence Topper - PUT INTO 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. ○ 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 - TUESDAY, May 20, 2025 at 7:30pm |