

Belmore Arena Board Meeting MINUTES September 15, 2025

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

Attendees: Jeremy Underwood, Marvin Grimes, Brett McPherson, Jenn VanDyk, Kim Harris, Lindsay Underwood, Chris Inglis, Ian Inglis, Lorne Underwood, Warren Weber, Nigel Van Dyk, Kyra Wright, Wanda Inglis, Coreen Gautreau, Jamie McCallum, Dave Eadie, Randy Scott, Paul Inglis

Guests:

Regrets: Heidi Dupuis, Mark Ireland

Secretary/Recorder: Darlene Loos

<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 September 15, 2025 Agenda - <i>Jeremy Underwood</i>		Meeting called to order: 8:02pm Motion to approve agenda by Jamie McCallum, 2 nd Kim Harris Any Additions to Agenda? None.
8:02	Approve Previous Mtg Minutes August 18, 2025 (attached) - <i>Board</i>		Motion to approve minutes Dave Eadie, 2 nd Ian Inglis
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	Dave Eadie was contacted about the Women's Institute Stone. Should be set on a concrete base as it's sinking. - There is a time capsule under the stone so base cannot be permanent o Dave Eadie will look into pricing for next meeting. Meeting with Howick Twp and Morris Turnberry – Caitlin, Trevor, Jeremy, Jenn and Randy (Darlene sent regrets). - Wondered if we as a board would be interested in purchasing/leasing this building from Howick o Hope is to alleviate the stress of going back and forth and confrontations of the past ▪ Best to work on Terms of Reference and massage it to work for both Belmore and Howick Twp. Other organizations that lease from other Townships would be a good source of info to check out: - Kyra will check into how Teeswater Medical Clinic works.

			- Randy to check with Belgrave and see how they run.
8:25	Grants Update - <i>Kyra Wright</i>	Standing	Vance grant application is ready. Need a few pictures. Meeting with Amy on Wednesday. Project cost: \$14,400 (materials and labour) Applying for \$7200 for materials. Motion that we apply for this grant through Howick by Randy Scott, 2 nd Wanda Inglis. Carried.
8:35	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	Bills to be paid \$686.07 Motion to pay bills by Jenn Van Dyk, 2 nd by Jamie McCallum. Carried. Draft budget needed by end of October for Howick. If anyone has any suggestions of projects/costs for things that should be included on the draft budget let Jenn know.
8:45	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Very busy. Emails for help will be coming out.
8:55	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Plan to get benches put back in.
9:05	Parks Board - <i>Brett McPherson</i>	Committee Report	Not much for this year.
9:15	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Bookings are busy. Still looking for bartenders for a couple of shifts. Another Mass Email will be coming out.
9:25	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	Ice should be starting November 1 st . Plant should be started around time of October Meeting. A lot of bookings coming in. From different areas – ie Port Elgin. Ice is now \$140/hour Public Skating sponsorships – still requesting \$100/hour.
9:35	Belmore Curling - <i>Dave Eadie</i>	Committee Report	Nothing to report.
9:45	Belmore Figure Skating - <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	Heidi submitted report via email. Skating is running a Saturday morning program. Nicole Lenselink will be coaching all 3 levels (PreCan, CanSkate and StarSkate). They plan to start on Saturday, November 8 th . Registration opened on Sept 14 th and they already have 12 skaters registered.
9:55	South Bruce - <i>Mark Ireland</i>	Committee Report	Absent – nothing to report.

10:00	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Nothing to report.
10:05	Howick - <i>Marvin Grimes</i>	Committee Report	Nothing to report
10:10	Communication - <i>Lyndsay Underwood</i>	Committee Report	Nothing to report
10:15	Belmore Chamber of Commerce - <i>Lorne Underwood / Chamber Member</i>	Committee Report	March 6 th – AGM. Gord Lang, chair of Plowing Match will be speaking.

Next Meeting – October 20, 2025 at 8pm

Adjournment of Meeting: 9:22pm **Motion to adjourn by:** Coreen Gautreau

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. 20250818: Brady (Howick Twp) getting a price for rubber flooring from their suppliers. Used for players benches. 20241118: Glass broken along top of timekeepers' box. 20250818: Softener Salt is needed. Jeremy will get some. COMPLETED 20250818: Tap in Ladies Washroom needs repair. Jeremy will ask Ron Baird if he has time to look at it. COMPLETED
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 20250616: To be completed this week. 20250818: No update
Chris/ Lindsay/ Darlene	Review Email List/Board Representation/Org Structure	20250616: Chris and Lindsay will look for a copy of the Org Structure as needs to be updated. Add to July AGENDA 20250721: ON JULY AGENDA 20250721: Chris will update structure document and bring forward updated copy to next meeting.

		20250818: We will keep our Membership at 15, plus three Municipal Members. Chris will update list. Copies to be distributed.
Arena Board	Terms of Reference	20250721: Everyone to take home, review and bring back feedback and suggestions to next meeting 20250721: Committee will be established to review the Draft Terms of Reference and bring suggestions back to this group. 20250818: Committee is still reading through policies and procedures. This will take time. Making a list of questions to discuss with Caitlin and Amy.
Kyra	Grants	20250818: Kyra will begin the grant application process for the Vance Grant. Will need 3 quotes for materials. Will be applying for 100% (<i>will proceed with project if receive 50% or more from the grant</i>). 20250818: Motion made to apply for this grant through Howick.
Warren	Missing Chair Carts	20280818: Warren will check with Teeswater to see if chair carts are still there from when chairs were returned. 20250915: Found and returned. COMPLETED.
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 20250818: Jeremy will call and see what current propane prices are. 20250915: Will give us \$0.499 if we lock in. Our floating price is lower than this price. Won't lock in. COMPLETED
Dave Eadie	Women's Institute Memorial Stone	20250915: Dave will look into getting pricing for a concrete base for the Women's Institute Memorial stone and moving it to a more desirable location.
Kyra /Arena Board	Organizations Which Lease from their Townships	20250915: Kyra will reach out to Teeswater Medical Clinic. 20250915: Randy to check with Belgrave to see how they run.
Parking Lot		
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.

Jeremy / Brett	Parks Board	20240715: Willow tree in back corner needs to be taken down before it crashes down. Should do this before winter.
Jeremy/ Warren	General Maintenance – for Summer	20230228: 1) Brine header – preventive maintenance by 2025. ○ 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 ▪ 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. 20250915: BRINE HEADER will be going ahead now and will be completed within a month. - Will need new boards over the Curling Header. Kyra will look for Gord's drawings from a few years ago. Then Kim will ask Gord to look at it. 2) Boards around the ice surface need to be replaced. PUT INTO PARKING LOT
Adjournment:		Next Meeting - Monday, October 20, 2025 at 8:00pm