

Belmore Arena Board Meeting MINUTES November 18, 2024

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

Attendees: Jeremy Underwood, Lindsay Underwood, Marvin Grimes, Kim Harris, Mark Ireland, Ian Inglis, Brett McPherson, Jenn VanDyk, Kyra Wright, Chris Inglis, Randy Scott, Warren Weber, Dave Eadie, Nigel Van Dyk, Jamie McCallum, Heidi Dupuis

Regrets: Wanda Inglis, Coreen Gautreau,

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 November 18, 2024 Agenda <ul style="list-style-type: none"> • <i>Jeremy Underwood</i> 		Called to order: 8:06pm Motion to approve agenda by Nigel Van Dyk, 2 nd Jamie McCallum. Any Additions to Agenda? Meeting with Twps/Municipalities
8:02	<ul style="list-style-type: none"> • Approve Previous Mtg Minutes Oct 21, 2024 (attached) • Notes from Oct 24, 2024 Meeting with Townships/Municipalities (attached) <ul style="list-style-type: none"> - <i>Board</i> 		Motion to approve minutes by Dave Eadie, 2 nd Ian Inglis. Carried Notes from Oct 24 th meeting not to be approved, as not our meeting.
Agenda Items			
Addition to Agenda	Meeting with Townships and Municipalities		Procurement Policy and Budget Templates were promised and not received. We could create our own budget and give it to them. <ul style="list-style-type: none"> - Jenn has prepared a budget and can finalize and bring to next meeting. <ul style="list-style-type: none"> ○ Operating Budget Would like to know what Burnside (Engineer) costs are for this project. <ul style="list-style-type: none"> - They have asked when the ice goes out. - Be good to be part of the discussions before they do their inspection.
8:05	Update Previous Action Items (below agenda items) <ul style="list-style-type: none"> - <i>Jeremy Underwood</i> 	Standing	Reviewed Action Items below.
8:20	Correspondence Letter - Belmore Community Worship Service (attached) <ul style="list-style-type: none"> - <i>Board</i> 	Standing	Forwarded to Chamber for their consideration.
8:25	Grants Update <ul style="list-style-type: none"> - <i>Kyra Wright</i> 	Standing	Grant was submitted. No word back yet.

8:35	Treasurer's Report - <i>Jenn VanDyk</i>	Standing	All bills have been paid – no outstanding debt. Bills to be paid: \$6057.59 Motion to pay bills by Jenn Van Dyk, 2 nd by Kim Harris. Carried Jenn has drafted an Operating Budget – will bring it to next meeting for discussion. The Arena Board will also put together a Capital List/Wish List (running list of projects and end of life). The Chamber would like a copy of the Capital Budget/Wish List.
8:40	Belmore Catering - <i>Chris Inglis/Kim Harris</i>	Committee Report	Convection Oven wasn't working and part has been ordered and will be repaired. A couple of catering events coming up. 3 of the Recycling Bins are in bad shape. - Jenn will look into getting 6 recycle bins. No stopper for doors going from kitchen into hall and door from lounge out into the vestibule.
8:45	General Maintenance - <i>Jeremy Underwood/Warren Weber</i>	Committee Report	Rubber matting in players benches needs to be replaced. Also patch by door going onto the ice. - Jeremy will look into it Glass broken along top of timekeepers' box.
8:50	Parks Board - <i>Brett McPherson</i>	Committee Report	Nothing new
8:55	Rentals - Hall & Lounge - <i>Kim Harris</i>	Committee Report	Busy time ahead. Kim will bill the Belmore Community Worship Service for the hall rental. They can submit request to the Chamber.
9:00	Ice Rentals & Installation - <i>Warren Weber</i>	Committee Report	Ice rentals are busy.
9:05	Belmore Curling - <i>Dave Eadie</i>	Committee Report	Ice going in now. Hope to start curling next week.
9:10	Belmore Figure Skating • <i>Heidi Dupuis, Andrea Warwick</i>	Committee Report	55 Skaters. Good number of volunteers. AGM will be earlier this year.
9:15	South Bruce - <i>Mark Ireland</i>	Committee Report	The referendum is over. Thanks to all who voted. Education events coming up: to OPG on December 3 rd and to Oakville.

9:20	Morris-Turnberry - <i>Jamie McCallum</i>	Committee Report	Nothing to report.
9:25	Howick - <i>Marvin Grimes</i>	Committee Report	Nothing to report. Marvin will ask Howick Twp for Procurement Policy and Budget Template
9:30	Communication • <i>Lyndsay Underwood</i>	Committee Report	Feb 28 th is Wing Night.
9:35	Belmore Chamber of Commerce - <i>Randy Scott</i>	Committee Report	Would like to see the Arena Board have a budget in place. If there is a representative from Howick Twp at the arena, would like them to advise us beforehand. Capital Spending List/Wish List would be a good tool for the Chamber of Commerce. Belmore Homecoming Kickoff tickets for sale. - Add Belmore Homecoming Update on next Agenda

Next Meeting – December 16, 2024 at 8pm

Adjournment of Meeting: 9:15pm

Motion to adjourn by:

Previous Action Items

Lead	Agenda Item/Topic	Actions for Follow Up
Jeremy/ Warren	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. 20241118: Need stoppers for doors going from kitchen into hall and door from lounge out into the vestibule.

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 (*very difficult to cut the grass & adds a lot of weedeating*). If grant money available poured concrete sidewalk would be the way to go – possibility accessibility grant? Kyra may know more.

20240617: No update

20240715: Kyra will look into grants for defibs, hand dryers and urinals

20240916: Motion to have Howick apply for the Leyland and Vance Fund on our behalf, by Nigel, 2nd by Kim.

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.

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.

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:

- Quote on compressor
 - 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

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.

- 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.

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)

		<p>Brine Header - \$58,000</p> <p>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.</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>
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>
Jeremy / Kim / Chris	Festival Maintenance Items	<p>20240819: Hand dryers are here – need to be installed. Jeremy will contact Adam Harkness to see if he has time to install.</p> <p>20240916: Adam is busy, Jeremy will contact Advance Electric.</p> <p>20241118: COMPLETED</p>
Jeremy	Correspondence – Diabetes Collection Bin	<p>20240715: Jeremy will talk to Bob and see if the bin could sit at his shop – more room and always accessible.</p> <p>20241118: COMPLETED</p>
Kim	Rentals	<p>20240919: Rental contract – Cancellation Policy to be amended: To receive deposit refund, cancellation must be made 6 months prior to booking date, with consideration for special circumstances.</p> <p>20241118: 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>
Darlene	Ice Rental Fees	<p>20240916: Correspondence to be sent to Howick Township along with approved minutes showing the increase was passed.</p> <p>20241021: Email from Amy Van Meeteren, Howick Twp Treasurer needing clarification re motion made at last meeting: <i>Warren recommends that ice rentals go up \$5/hour.</i> - Hockey \$135/hour. - Broomball \$105/hour. <i>Motion to increase ice costs by \$5/hour by Jamie McCallum, 2nd by Mark Ireland, carried.</i></p> <p>20241021: Motion that rates for November 1, 2024 will be \$135/hour for Prime Time Ice and Hockey and \$105/hour for Broomball (HST included) to October 31, 2025. In addition rates for November 1, 2025 will be \$140/hour for Prime Time Ice and Hockey and \$105/hour for Broomball (HST included). Motion by Warren Weber and 2nd by Ian Inglis, carried.</p> <p><i>We recognize Amy mentioned these rates being effective for January 1st, 2025 (instead of November 1, 2024); if our November 1st date isn't reachable for this year, we understand.</i></p>
Kim	Rental Policy	<p>20240916: Amend Rental Policy to read “Kitchen rental will only be allowed in conjunction with the rental of the small or large hall unless Belmore Catering has been hired.”</p> <p>20241118: COMPLETED</p>
Board	Hockey Sticks at Public Skating	<p>20241021: Get a sign made up. <i>Due to safety and insurance reasons pucks and sticks will not be allowed on Public Skating. Ice can be rented for Shinny.</i></p> <p>20241118: COMPLETED – signs up and have heard no disagreements</p>
Board	Notes from Meeting with Municipalities/Twps	<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>
Jenn/ Darlene	Operating Budget	<p>20241118: Jenn has drafted an Operating Budget – will bring it to next meeting for discussion. Darlene to add to December Agenda</p>

Arena Board	Capital List (Wish List)	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.
Jenn	Recycling Bins	20241118: 3 of the recycling bins are in bad shape. Jenn will look into getting 6 recycle bins.
Marvin	Procurement Policy and Budget Template	20241118: Marvin will ask Howick Twp for Procurement Policy and Budget Template.
Parking Lot		
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). 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</p>

		<p>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>
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> <p>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.ve 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. ○ 20241118: 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 - December 16, 2024 at 8pm