

Newcastle Memorial Arena Management Board

Municipality of Clarington

Minutes of Meeting – Tuesday, April 13, 2021

(Via telephone conference - Not yet approved by committee)

In Attendance – Dave Bouma - Chair Bryan Wiltshire – Arena Manager
Councillor Granville Anderson, Gary Oliver, Todd Taylor, Jim Vison, Sue White, Councillor
Margaret Zwart

Regrets – Shane Armstrong, Shea-Lea Latchford

1. **Agenda - Motion #21-008**

Moved by Gary Oliver, seconded by Todd Taylor **THAT:** The Agenda be accepted as proposed.

CARRIED

2. **Acceptance of Minutes - Motion #21-009**

Moved by Gary Oliver, seconded by Jim Vison **THAT:** The minutes of March 9, 2021 be approved as presented.

CARRIED

3. **Manager's Report** – The ice was removed April 7th with no issues. The staff has been laid off for the season and there will be no part-time summer staff. The Chair meet with Bryan on Friday, April 16 for a progress review and plans moving forward. Bryan is preparing a list of ongoing projects and timeframe for completion. Chiller replacement contract has been approved and should be completed by the end of June.

4. **Financial Report**

Council approved and issued a Municipal COVID19 Relief Grant in the amount of \$41/K. The support and advocacy by Councillors on the Board and Council is greatly appreciated. The municipality grant provides the necessary funding buffer needed to stay on track until September. We had extraordinarily strong community support for ice rentals in March. Olympia maintenance costs are trending up. Bryan to discuss with Ken what is causing this increase and if we can operate it more efficiently.

5. **Risk Management** – Follow up from previous walk/discussions- there are still open items that the Municipality is responsible for which had not been completed: vents leaking during rain, exterior door to electrical room. Lens covers for lighting 2nd floor dance area have been ordered. Cages for lighting in refs room can be deferred until they are needed. Also, Olympia circle checks have not been completed recently. Exit door from lobby area closes but does not latch. Bryan now has the information on how to handle the brine levels when they drop and will mark the tank to identify these trigger spots. He also requires a new log book for the safety plan monthly checks. Bryan to provide a timeframe as to when the issues will be fixed or replaced. Also requested that pictures be taken of concerns, so we have a better representation for our files. It was suggested to have an “expert” from South Courtice Arena to visit our arena and review our refrigeration practices and record keeping. Also, review how the Municipality performs their daily checks of their arenas.

6. **New Business** – **Ice Rates:** Deferred until May’s Agenda. **Farmer’s Market:** They have reached out to Councillor Zwart as one of their participants is refusing to wear a mask. A letter will be posted clearly stating that all participants and users must wear a mask on Newcastle Memorial Arena property. **IB Storey Report:** On March 19th. with George Acorn, Ken Ferguson, Sue White, Todd Taylor, Bryan Whitshire and Dave Bouma. The following issues were discussed: With the Chiller and associated parts being replaced in June, nothing else from the report is “urgent” regarding safety to staff and the community. Both George and Ken reported that the repairs/upgrades listed are in fact warranted and will be scheduled. It was also reiterated there are certain aspects that will need attention ASAP, ie the ice floor as it is beyond the life expectancy. The plan is to complete these projects in 3-5 years. However, we were informed that plans for a new arena for 2026 have now be moved to 2032. Councillors Anderson and Zwart and the Chair to discuss the next steps and how to present our case to Council.

3.

7. **Round Table** – A round table discussion followed. Appreciation was expressed to all Board members for adjusting to a telephone meeting. Also, to express our appreciation to Granville and Margaret for their work and support in acquiring the COVID grant.

8. **Adjournment – Motion #21-010**– Moved by Sue White, seconded by Todd Taylor **THAT:**
The meeting be adjourned.

CARRIED

Next Board Meeting – Tuesday, May 11, 2021

Meeting adjourned at 8:15 p.m.