

# Newcastle Memorial Arena Management Board

## Municipality of Clarington

### Minutes of Meeting – Tuesday, November 9, 2021

(Not yet approved by committee)

**In Attendance** – Dave Bouma - Chair                      Bryan Wiltshire – Arena Manager Councillor  
Granville Anderson, Shane Armstrong, Shea-Lea Latchford, Gary Oliver, Todd Taylor, Jim  
Vison, Councillor Margaret Zwart

**Regrets** – Sue White

**Meeting opened at 7:01 with the Land Acknowledgement**

1. **Agenda - Motion #21-026**

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

**CARRIED**

2. **Acceptance of Minutes- Motion #21-027**

Moved by Dave Bouma, seconded by Jim Vison **THAT:** The minutes of October 19, 2021, be approved.

**CARRIED**

**Manager's Report – Safety:** Staff was trained on winter protocols such as snow removal from exits and salting walkways and how to complete the documentation of all work completed. **Risk Management:** Bryan will resend the email (work order) for the replacement of the dressing room hallway exit and lobby doors. A sensor on the furnace has been replaced. **Rentals/Revenue:** We have full capacity for our public skating, but users still must be booked through the website to be in compliance with contact tracing. Two free public skates will take place during the Christmas holidays with funds received from the Municipal grant. The outstanding issues with Futuresign and Tim Hortons have not yet been resolved.

2.

**Manager Report continued:**

**Repairs/Maintenance:** Cimco replaced the condenser belts on November 5<sup>th</sup>. The Municipality has informed the Board that they will be taking over the cost of our snow removal as well as the lawn maintenance for the upcoming season.

**Staff:** Bryan wanted the Board to be aware that his staff is doing an excellent job especially with the added responsibilities and cleaning protocols. **Inspections/Municipal Operations:**

No inspections for November 2021. **Other:** The website has been updated with the ice schedule to the end of March 2022. We also have booked the Home & Lifestyle show and the Sea Cadets for the summer of 2022. Men's ball hockey league has also indicated they will be returning for the summer of 2022.

3. **Financial Report**

Todd Taylor presented a financial update. Q4 revenues – Ice rental currently sufficient to support operations. Further ice rental capacity reductions due to covid-19 will impact our 2021 & 2022 financials.

4. **Risk Management**– No report currently.

5. **New Business -GIC - Motion #21-028**– Moved by Gary Oliver, seconded by Jim Vison  
**THAT:** the GIC be rolled over for another term.

**CARRIED**

**Olympia** – Deferred until the floor is replaced. **Christmas Dinner**–A dinner will be planned for the Board members and guests at a local restaurant.

6. **Round Table** – A round table discussion followed.

7. **Adjournment –Motion #21-029** -Moved by Todd Taylor, seconded by Shane Armstrong  
**THAT:** the meeting be adjourned.

**CARRIED**

**Next Board Meeting – Tuesday, December 14, 2021**

Meeting adjourned at 7:30 p.m.