



Jack Byrne Regional Sport & Entertainment Centre

Minutes

Board Meeting- December 1, 2022

In attendance: Shannon Power (Chair), Mark Vardy (Vice Chair), Tony Pollard (Treasurer), Tony Palmer, Darrin Thorne, Terry Humber, Laurie Furlong, David Hearn, Terry Edwards

Regrets: Ward Gosse

1. Meeting called to order 6:53pm- Shannon Power

2. Adoption of Minutes from June 23, 2022 meeting
No errors or omissions noted
Moved by Terry Edwards, seconded by Tony Pollard

Business Arising

- a. Update on financial contribution letters
Letters have been given to 6 towns; Chair will follow up
 - b. Traffic Light sensor
MHA continuing to work on having the timing changed
Discussion on possibility of second entrance/ exit or addition of second lane
 - c. Request to send letter to Town of Torbay, requesting street lights for Kennedys Brook Drive
3. September 2022 meeting package, which was emailed to Board members after September meeting was cancelled resulted in discussion about advertising options and networking to increase sales opportunities
Board members to help with networking

Staff to follow up with potential opportunities
Send advertising package to Towns for distribution through their contacts
Send advertising package to Board members

4. Financials to October 31, 2022

Tony Pollard gave an overview; look positive for the year
Turning point in financials was the special events in November
Discussion about consideration for another special event weekend
Board gave permission to staff to explore options

2023 budget will be completed in the new few weeks
Motion to adopt financials as presented
Moved by Mark Vardy, seconded by Terry Edwards

5. Chair's Update

- a. Shannon gave a report on meeting with NEM President
- b. Asked for information on second ice surface to be circulated to Board members

6. Operational Update

Lorne gave an update on the operations

- a. Browning Harvey- advertising agreement to begin January 1, 2023
Motion to accept proposal from Browning Harvey
Moved by Darrin, seconded by Terry Humber

b. RBC Loan

Lorne has discussed a loan agreement with RBC in the amount of \$60,000 on a 6-year term for the balance due on the purchase of an electric Zamboni in 2023.

Resolution

Whereas North East Avalon Arena Regional Board Inc (Jack Byrne Regional Sport & Entertainment Centre) is in need of a new ice cleaning machine

And Whereas North East Avalon Arena Regional Board Inc has successfully secured \$121,000 from the Climate Change Program

Be it resolved that the North East Avalon Arena Board has agreed to borrow from RBC the remaining amount of \$60,000 for the total cost of \$181,000.

Moved by Darrin Thorne
Seconded by Terry Humber
Unanimously passed

- c. Robins Donuts Canteen Lease
Discussion about renewal of canteen lease

Motion to accept new 3-year term with Robins to provide canteen service, with monthly rental rate [REDACTED]

Moved by Terry Humber, seconded by Tony Pollard

Motion to write off receivable [REDACTED], incurred during time at which canteen was not permitted to be in operation, due to COVID-19 restrictions

Moved by Laurie, seconded by Terry Humber

- d. Facility Maintenance Update
Overview of maintenance which took place over the past 5 months.
- e. Hospitality Suites
Discussion of negative effects of hospitality suites on operation of canteen services.

Motion to have policy stating Hospitality suites are not permitted, while canteen is in operation

Moved by Mark, seconded by Tony Pollard

- f. Governance & Strategic Planning Sessions
Staff will discuss possible dates in early 2023 to schedule dates for both Board Governance sessions and Strategic Planning sessions; staff will provide dates to Board members
- g. Event Update
Discussion of upcoming special event schedule

7. Other Business

- a. Election of Officer: Secretary
Laurie volunteered to move into the Secretary role
Motion to accept moved by Tony Pollard, seconded by Mark Vardy

8. Meeting Adjournment at 8:55pm

Moved by Tony Pollard