



Jack Byrne Regional Sport & Entertainment Centre

Minutes

Board Meeting- March 28th, 2023

In attendance: Shannon Power (Chair), Tony Pollard (Treasurer), Laurie Furlong, Tony Palmer, David Hearn, Terry Edwards,

Regrets: Mark Vardy (Vice Chair), Darrin Thorne, Ward Gosse, Terry Humber

1. Meeting called to order 6:58 pm- Shannon Power
2. Adoption of Minutes from December 1, 2022 meeting  
No errors or omissions noted  
Moved by David Hearn, seconded by Tony Pollard

Business Arising

- a. 2 new lights were installed per request to town
  - b. Governance and strategic planning-  
Majority available May 13<sup>th</sup>, booked half day session
3. Financials to March 2023  
Items of note:
    - a) February weather resulted in 24 hours of lost ice time
    - b) on the books
    - c) Tony to follow up with Cathy on numbers, need to be reviewed, especially with change over of management.
    - d) Water deliveries continue due to ongoing issues with well

Move to accept financials tabled by Terry Edwards, seconded by Tony Pollard

#### 4. Operational Update Current/ Ongoing Maintenance

##### 1. Pump in Well #1

In 2022, upgrade to the pump in well #1 were completed at a cost of approximately \$27,000.

In December, one of the pumps failed. Electric Motor & Pump has since pulled the pump and replaced it under warranty.

The additional expense incurred between the failure and replacement included:

\$7400 for water delivery to keep the building systems operational

\$600 to provide safe water for public consumption

\$16,000 invoice from Electric Motor & Pump to pull old pump and place new one

The invoice for Electric Motor & Pump is still outstanding as we are preparing to dispute some of the charges

##### 2. Accessible door motor replaced and push button repaired \$1300

##### 3. Front foyer door, damage from wind storm

a. repaired in February \$600

b. repaired again in March

c. Suggested by tech that we explore option of installing a wind break as the frame may have to be replaced if damaged again

#### Off-season Maintenance

General painting: dressing rooms, community room, bleacher area

Compressor: 1 rebuild, 1 oil change

Parking Lot Line repainting

Replace lights on Digital Sign

Quotes for repairs have been provided by:

Pro Audio: the sound system need significant work, several of the speakers are not working, the main sound board is not in proper working condition

Baker Flooring: rubberized flooring in washrooms between Dressing Rooms (3 areas)

McLoughlans: lighting upgrade for over ice surface, track and lower level

McLoughlans: heat trace over main entrance, community room window and side corner; snow and ice build-up is a safety concern every year

Community Room Repairs: General contractor was to provide a quote for repair of the main wall which suffered damage last summer; he requires a mold assessment before looking at the job. Belfor was on site and will provide a quote for the assessment.

#### 4. Policy on Air Horns

While JBR has had a policy in place since 2017, it has not been strictly enforced, but has recently become a serious problem.

Eastern Arena Managers met and voiced their concerns. Several have a policy in place currently (attached). They are hoping that all facilities will adopt and enforce a similar policy.

5. Staff has expressed concerns with the number of children hanging out under the bleachers, behind the stacked tables and chairs. It is a serious safety concern. Is there a possibility of installing some type of gate to block the area?

#### 6. Summer Ice

Ice rentals for the summer are beginning to fill in.

Return of Vision hockey, Growlers Academy, Shield Goaltending, Danny Cleary Hockey, regular hourly rentals

7. Off season Layoff for at least one employee when ice is removed

#### 5. Hospitality Room

Request for a room came through for an exception for the provincials.

Board decided to allow Cathy to reach out and co-ordinate Robins and Scott in a conversation, and if they are not able to provide what Scott is looking for, we will make a decision from there.

Robin's has first right of refusal in contract.

6. Advertising

Laurie and Terry to work together and review package and options to increase revenue.

7. Discussion of Operations Supervisor

Decision to analyze gaps needed to support Cathy's current role and potentially hire internally if they are able to be filled.

Original role proposed was more on the technical front, but what gaps truly exist and are needed.

We will advertise role as well once defined.

8. PCSP funding request update

Check in mail

9. Other Business- N/A

10. Meeting Adjournment at 8:59 PM

Moved by Darrin, seconded by Terry.