

**TRI-TOWNSHIP ARENA
THURSDAY SEPTEMBER 12, 2019
MINUTES**

PRESENT:

Strathroy-Caradoc:	Larry Cowan John Brunet Rob Lilbourne
Chippewa:	Warren Huff Darlene Whitecalf
Manager/Coordinator:	Steve Dausett
Absent (with notice):	Neil Flegel Joel Van Bynen

Guest:

AGENDA

- The agenda was reviewed by the Board,

Moved by: J Brunet

Seconded by: L Cowan

That the Board approve the agenda as presented.

Carried:

DECLARATION OF PECUNIARY INTEREST: None

MINUTES

- The Board reviewed the minutes of the August 8, 2019 meeting.

Moved by: L Cowan

Seconded by: J Brunet

That the Board accept the August 8, 2019 minutes as printed and circulated.

Carried:

BUSINESS ARISING:

- The canteen agreement has been endorsed by the operator and will need to be approved by the Board

FINANCIAL REPORTS:

- The Board reviewed the financial reports:
 - Accounts Receivable – August 2019
 - Profit & Loss – August 2019
 - Budget vs Actual – January to August 2019
 - Bank Reconciliation- Operation and Savings – August 2019
 - Bank Balances at September 11, 2019

Moved by: R Lilbourne

Seconded by: L Cowan

That the Board approve the Financial Reports as presented.

Carried:

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ACCOUNTS

- The Board reviewed the accounts payable from August 8, 2019 through to September 11, 2019 in the amount of \$32,042.19.

Moved by: J Brunet

Seconded by: D Whitecalf

That the Board approve the accounts as presented in the amount of \$32,042.19.

Carried:

CORRESPONDENCE: None

Manager/Coordinator Report:

Ice Usage:

- The ice usage for August 2019 versus August 2018 was presented.

	<u>Non-Prime</u>	<u>Prime Youth</u>	<u>Prime Adults</u>	<u>Public Skating</u>	<u>Total</u>
August 2019	5.5	15	4		24.5
August 2018	5	25	9		39

- The facility was open only 4 days for ice rentals in August 2019 compared to 9 days in August 2018

Operations:

- On Sunday Aug. 18th a storm went through the area around 3:30pm which left the facility down a couple of phases of hydro. The plant equipment was shut down until the hydro returned to full power. When I started the plant back up the variable frequency drive (VFD) trip on the condenser fans. It was found 2 contactors plus an auxiliary were damaged. The VFD was by passed until morning when parts could be picked up and installed. It was also determined that the dehumidifiers where not working properly on the ice pad it was found that the contactors and relays were damaged as well and needed to be replaced.
- Aug. 20th condenser fans had tripped out found 2 fuses blown, south fan motor was no good so a used back up unit was installed. Quotation from Ampro Electric for new premium fan motor \$454.17 plus installation charges by Berg Chilling. Also quotation from Berg Chilling for supply and install 5 new drive belts on compressor #2 and shaft seal on compressor#1 \$1,555.00 plus taxes.

Moved by: L Cowan

Seconded by: J Brunet

That the Board authorize the repairs to be completed.

Carried:

- Over the past week we have been monitoring the brine supply which has been dropping in the expansion tank. I have check all hoses and connections in the header trench and all visible associated equipment. No leakage has been found at this point we will continue to monitor.
- Free skates that have been scheduled to date, Tim’s Hortons (3), RCL Caradoc Branch 251(2) and the Business Assoc. Christmas Open House.

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- Minor Hockey is seeking approval to hang a permanent banner approximate size 32 x 64 in the warm area for the season to recognize their sponsors. The board was ok with a pop up style banner that could be put up and taken down during their scheduled ice times.

Staff Remuneration:

Moved by: J Brunet

Seconded by: D Whitecalf

That the Board approve the recommended hourly wage increase for the 2 operators.

Carried:

Moved by: D Whitecalf

Seconded by: L Cowan

That the Board approve the requests and accept the Arena Manager's September 2019 report.

Carried:

NEW BUSINESS:

- The concession contract for the 2019-2020 ice season was reviewed by the Board.

Moved by: D Whitecalf

Seconded by: J Brunet

That the Board approve the 2019-2020 concession agreement.

Carried:

ADJOURNMENT

Moved by: R Lilbourne

Seconded by: J Brunet

That the Board adjourn to meet again Thursday, October 10th, 2019 at 6:00 p.m.

Carried:

Originally signed by – Warren Huff

Chair

Originally signed by – Steve Dausett

Recording Secretary