

# TRI-TOWNSHIP ARENA THURSDAY FEBRUARY 8, 2024 MINUTES

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**PRESENT:**

Strathroy-Caradoc: Councillor Sandi Hipple  
Deputy Mayor Mike McGuire  
Joel Van Bynen

Chippewa: Councillor Gene Hendrick

Manager/Coordinator: Steve Dausett

Absent: Terry Whelan  
Councillor Warren Huff

Guest:

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**AGENDA**

- The agenda was reviewed by the Board,

**Moved by:** M McGuire

**Seconded by:** S Hipple

**That** the Board approve the agenda as presented.

**Carried:**

**DECLARATION OF PECUNIARY INTEREST: None**

**MINUTES**

- The Board reviewed the minutes of the January 11, 2024 meeting.

**Moved by:** J Van Bynen

**Seconded by:** G Hendrick

**That** the Board accept the January 11, 2024 minutes as printed and circulated.

**Carried:**

**BUSINESS ARISING: None**

**FINANCIAL REPORTS:**

- The Board reviewed the financial reports:
  - Accounts Receivable – January 31, 2024
  - Balance Sheet – January 31, 2024
  - Profit & Loss – January 31, 2024
  - Budget vs Actual – January 2024
  - Bank Reconciliation- Operations – January 2024
  - Bank Balances at February 7 2024

**Moved by:** M McGuire

**Seconded by:** J Van Bynen

**That** the Board approve the write-off of an uncollectible debt of \$105.00 from NFTC that has been on the books since February 2022.

**Carried:**

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**Moved by:** J Van Bynen

**Seconded by:** S Hipple

**That** the Board approve the Financial Reports as presented.

**Carried:**

**ACCOUNTS:**

- The Board reviewed the accounts payable from January 11, 2024 to February 7, 2024 in the amount of \$54,458.03

**Moved by:** J Van Bynen

**Seconded by:** M McGuire

**That** the Board approve the accounts as presented in the amount of \$54,458.03.

**Carried:**

**CORRESPONDENCE:**

- **Kathy McIntosh:** Asking if the facility would consider trailing a Power Skating program for kids during the day. She is offering to find the number of students along with a skating teacher.
  - I have responded that the other than open skates the facility has not organized or ran programs. I asked for additional details on what was been proposed so I could bring to the Board. To date we have not received a response.
- I have also received 2 letters from interested parties seeking to lease the concession when existing agreement expires.

**Manager/Coordinator Report:**

**Ice Usage**

	<u>Non-Prime</u>	<u>Prime Youth</u>	<u>Prime Adult</u>	<u>Public Skating</u>	<u>Total Hours</u>
January 2024	82	189	46.75	20	337.75
January 2023	77	195	43.75	18.5	335.25

- All available prime time ice had been rented out in January.
- Sunday public skating in January had 196 persons participated for the 3 events. There was an additional Sunday event that was sponsored by the Melbourne Odd Fellows. We also had one week day event sponsored by Derbyshire Farms.
- The facility will be opened on Family Day and is booked from 9am-10:30pm. This also includes a sponsored skate.

**Operations:**

- There was a power outage on the evening of Friday January 12 in the north end of the Village. This resulted in the facility losing a phase of power. The facility came back on with full power shortly after midnight. This power loss happened during a Bulldogs game. The game was able to finish as the pad had full lighting. After power was restored, the ice plant had an issue within the electrical panel. Cimco Refrigeration was called and arrived at 7am. It was found that a contactor and relay for the water pump were damaged. We happen to have spare ones on site so we able to get the ice plant up and running. I did have to cancel the first couple of practices as there was high ice temperature which

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made the ice surface unusable. We were able to get ice surface back down to acceptable condition for games to begin at 10am.

- We also had additional power outage on January 17<sup>th</sup>. The facility was with out power from 11am-1:30pm. There were no bookings during that time frame.
- Cimco Refrigeration has completed the installation of the soft starter for the water pump. As well replaced the bearings and installed the remote grease fittings on the condenser.
- The Tri-Township Wolves Roller Hockey Association as informed me at this point they have 250 participants register.
- Will need to hire mature staffing to supervise the roller hockey and Ladies ball hockey bookings this spring/summer season.
- The Bulldogs and the Mt. Brydges Lions Club will offering alcohol sales in the facility during games on February 9 & 16. I have received all the required documentation so they can proceed.
- The Manager brought to the attention of the Board of concerns that have been received since the closure of the facility main entrance. These concerns are mainly in regards to poor lighting and signage at Lions Park Drive and Adelaide Road intersection.

**Moved by:** M McGuire

**Seconded by:** J Van Bynen

**That** the Board forward a letter to Strathroy-Caradoc Council in regards to these concerns.

**Carried:**

**Concession:**

- As discussed at last months meeting the present concession operator will not renewing their agreement with the TTA Board. I informed the board of an interested party during that meeting. It was suggested to ask that party to submit a proposal. That party has forward the Board a proposal as well we received a letter of interest from another party. After discussion it was recommended that the concession opportunity be posted on the facility website and bulletin board up until the March meeting.

**Moved by:** J Van Bynen

**Seconded by:** S Hipple

**That** the Board accepts the Arena Manager's report.

**Carried:**

**NEW BUSINESS: None**

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**ADJOURNMENT**

**Moved by:** S Hipple

**Seconded by:** J Van Bynen

**That** the Board adjourn to meet again Thursday, March 14, 2024 at 7:00 pm, unless called sooner by the Chairman.

**Carried:**

Originally signed by – Gene Hendrick  
Chair

Originally signed by – Steve Dausett  
Recording Secretary