

**TRI-TOWNSHIP ARENA  
THURSDAY SEPTEMBER 8, 2024  
MINUTES**

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**PRESENT:**

Strathroy-Caradoc: Mike McGuire  
Sandi Hipple

Chippewa: Gene Hendrick  
Warren Huff

Manager/Coordinator: Steve Dausett

Absent: Terry Whelan  
Joel Van Bynen

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 August 8, 2024 meeting.

**Moved by:** M McGuire

**Seconded by:** W Huff

**That** the Board accept the August 8, 2024 minutes as printed and circulated.

**Carried:**

**BUSINESS ARISING: None**

**FINANCIAL REPORTS:**

- The Board reviewed the financial reports:
  - Accounts Receivable – August 31, 2024
  - Balance Sheet – August 31, 2024
  - Profit & Loss – August 2024
  - Budget vs Actual – January to August, 2024
  - Bank Reconciliation- Operations – August 2024
  - Bank Balances at September 12, 2024

**Moved by:** S Hipple

**Seconded by:** W Huff

**That** the Board approve the August 2024 Financial Reports as presented.

**Carried:**

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**ACCOUNTS:**

- The Board reviewed the accounts payable from August 8 to September 12, 2024 in the amount of \$41,061.37

**Moved by:** M McGuire

**Seconded by:** W Huff

**That** the Board approve the accounts as presented in the amount of \$41,061.37.

**Carried:**

**CORRESPONDENCE:**

- Email: Received from Diabetes Canada asking the facility to host an outside Textile Recycling Bin. The Board declined the offer.
- Email: Delaware, Komoka-Kilworth, Mt. Brydges Minor Ball Association thanking us for our assistance during their ball tournament over the weekend.

**Manager/Coordinator Report:**

**Dry Pad Usage**

	<u>Roller Hockey</u>	<u>Ladies Ball Hockey</u>	<u>Total Hours</u>
August 2024	0	3	3
August 2023	10	6	16

**Ice Usage**

	<u>Non-Prime</u>	<u>Prime Youth</u>	<u>Prime Adult</u>	<u>Public Skating</u>	<u>Total Hours</u>
August 2024	5	18	3	0	26
August 2023	2	9	2	0	14

**Operations:**

- At this point we have only 29 hour of prime time ice available from September 3 to the end of March. These available hours do not include the Friday evening 10-11pm time that is now available after Minor Hockey turned that slot back.
- Community skating programs will begin starting in October. At this point, we have 6 dates sponsored for public skating.
- Mt. Brydges Business Association is seeking the Boards continued support for their annual Christmas Open House by hosting a free skate on Sunday November 17th.

**Moved by:** S Hipple

**Seconded by:** M McGuire

**That** the Board support the event with a free skate.

**Carried:**

- The Bulldogs are going to add NFTC fibre cable internet to the meeting room in their designated area of the building. This will allow them to meet League requirements for streaming home games. I have authorized the consent form so the process for hookup can begin. This service will be in the Bulldogs name and all related cost including monthly service fees will be covered by the Bulldogs.

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- There is one fixture over the pad that is only partial illuminating. That exact fixture is no longer available unless special ordered; 6-8 weeks at cost of \$725.00. There is a replacement fixture available but has a slight different appearance; 3-4 weeks for delivery cost \$495.00. The Board suggested to order the replacement fixture.
- The new Zamboni on order is scheduled to be built the first part of January and delivered the week of January 20th.
- Will need to consider a new floor scrubber when we are preparing our 2025 capital budget. Presently our main unit (2017) has not been operational now for a few weeks waiting on parts. The back-up unit (2010) also needs a new vacuum motor and is not in use.
- The one set of nets needs replacement due to metal fracture. I have obtained 2 quotes for frames and netting package. The lowest is from Riley Sports \$1,990.00 plus taxes and shipping. The shipping cost of \$450.00 can be eliminated as we can pickup in Woodstock. They also offer a pre-stringing service at cost of \$450.00.

**Moved by:** S Hipple

**Seconded by:** W Huff

**That** the Board accept the quotation from Riley Sports for nets and pre-stringing services.

**Carried:**

- The range hood in the concession has had its annual cleaning and inspection completed for the upcoming season
- At the end of August, I forwarded to the board the announcement of funding available through the Community Sport & Recreation Infrastructure Fund (CSRIF). This announcement was forwarded to me by Rob Lilbourne Director of Community Services S-C. Since then Rob has reached out to me to develop a list of improvements or replacement items that would be eligible for grants. Rob is in the process of preparing a report for S-C Council. Rob also provided an overview of the grants and associated projects that may qualify along with a report he previously formulated for S-C Council.
- The manager reviewed the list of items with the TTA Board that was compiled and forwarded to Rob.

**Staff:**

- I informed the TTA Board by email on August 20th in regards to the resignation of the recently hired facility operator. In addition, I send by email to the board an update on that process on September 4th. Further to those emails, we conducted 4 interviews with selected candidates. Based on those interviews we are prepared to make a job offer to the selected candidate unless the board has any concerns. The manager reviewed the applications of the candidates who were interviewed with the board and was authorized to proceed based on recommendation.
- We have 6 returning facility attendants (students) plus an additional 2 new hires for the 24-25 ice season.

**Moved by:** M McGuire

**Seconded by:** W Huff

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

**Carried:**

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**NEW BUSINESS:**

- The board discussed the Capital Improvement Plan and application for funding that Strathroy-Caradoc will be making to the CRSIF.

**ADJOURNMENT**

**Moved by:** S Hipple

**Seconded by:** W Huff

**That** the Board adjourn to meet again Thursday, October 10, 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