

VILLAGE OF POINT EDWARD
ARENA/COMMUNITY HALL COMMITTEE

MINUTES

June 8, 2010
11 a.m.

Attendance:

Chairperson MacKenzie, Mayor Kirkland, Chief MacKenzie, P. Cramp

▪ **Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

• **Approval of Minutes**

Arena/Community Hall meeting minutes of May 11, 2010

Recommendation #1

THAT the minutes of the Arena/Community Hall meeting minutes of May 11, 2010, be approved.

• **Business Arising from Minutes**

There was no business arising from the minutes.

• **Council Issues/Correspondence**

None

• **Delegations**

None

• **New Business**

- Letter from Lambton Seniors Association re: thank you for use of Arena for Senior's Fair

Recommendation #2

THAT the letter from the Lambton Seniors Association, be received and filed; and that a copy be provided to the Arena employees.

- Inspection of Arena re: deficiencies

An inspection of the Arena is scheduled following the Committee meeting to ensure that any outstanding deficiencies have been forwarded to the contractor.

- Basic Refrigeration Course – June 21-24

Three Arena employees will be attending the upcoming Basic Refrigeration Course.

- Review list of Maintenance Requirements for Arena during summer months

The listed maintenance requirements for the Arena are to be scheduled to be completed.

- Replacement of Nets

Recommendation #3

THAT the new nets be purchased at a cost of \$1,788; and that they be strung by the Arena employees; and further that the pegs be purchased at a total cost of \$258.00.

- Review of Lease Agreement for Community Hall

The lease agreement for the Community Hall was reviewed by the Committee.

- Update re: Community Hall Renovations

The Community Hall renovations are proceeding and will be completed within the designated time frame. The following items were noted:

- The sink is being installed in the bar area;
- Lambton Heating has tested all equipment;
- The roof is complete;
- Downspouts are complete;
- The new railings for the back stairs have been completed;
- Dry wall for the ceiling in the electrical room is being completed for fire separation requirements;
- The main floor area is being professionally cleaned and polished on Wednesday and Thursday;
- The roll-down shutters are being cleaned;
- The new baseboard will be installed following the cleaning of the floor;
- The north wall of the building has been sprayed clean from spider webs and dirt, etc.
- Most work should be completed by Friday by the contractor with the exception of the verification of the fire alarm;
- Vinyl sheds are being purchased for outside the Arena and the Community Hall to be used for garbage.

- Open House for Community Hall

An Open House for the Community Hall is to be held on an evening before the opening.

- Policy for petty cash

Recommendation #4

THAT a policy be established for petty cash requirements.

- Use of Arena Chairs

Recommendation #5

THAT the representatives of the Stroke Recovery Fundraiser be permitted to use the old Community Hall chairs provided they pick them up and return them in the same condition.

- Figure Skating Competition – March 4 – 6

Recommendation #6

THAT the Figure Skating Competition scheduled on March 4 – 6 be approved subject to approval from the other affected groups.

- **Review of Financial Statement**

For period ending May 31, 2010

Recommendation #7

THAT the Financial Statements for the period ending May 31, 2010, be approved.

- **Next Meeting**

The next meeting is scheduled for July 13, 2010 at 11 a.m.

- **Adjournment**

The meeting was adjourned at 11:30 a.m. to be followed by the Arena inspection.

Chairperson Larry MacKenzie

CAO/Clerk Peggy Cramp