

SUNDRIDGE, STRONG, JOLY
ARENA & HALL, OPERATING

The arena meeting was held at the Village of Sundridge Office, on Wednesday February 1, 2017 at 5:30 p.m.

Present: Kelly Elik, Jason Cottrell, Chris Nicholson, Brian McCabe, Ryan Jeffers, Jason Newman, Arena Manager Myles Pepin and recording secretary Tera Pinkerton.

Guest: Linda Maurer

The Chair called the meeting to order at 5:30 p.m.

Linda attended the meeting to bring the committee a copy of the Capital Asset Management Plan and explained how it should be used for future budgeting.

When going over an agreement with the Ag Society, it states that repairs to the ball fields are to be done by the arena. The Arena Committee agreed that they would reach out the Ag Society as a curtesy to let them know what work they are planning to do.

Linda also gave the Arena Manager copies of Strong Townships new employee policies that are to be followed.

Health & Safety books obtained by Linda at a recent meeting were given to Myles as well. Linda touched on the importance of monthly inspections and who was in charge of doing them. She would like the completed inspection sheets handed into the Strong Township office for safe keeping.

17-01: Jason Cottrell – Brian McCabe

Be It Resolved that the Committee move into closed session at 5:50 p.m. under Subsection 239(2) (b) of the Municipal Act to consider a matter involving “personal matters about an identifiable individual, including municipal or local board employees”.

Carried

The committee for the SSJ Arena resumed the regular meeting at 6:00 p.m. The Chair reported that the committee discussed the matters it was permitted to under the resolution authorizing the public exclusion.

17-02: Brian McCabe – Jason Cottrell

Be it resolved that we the committee approve the amended agenda for the Feb. 1, 2017 meeting.

Carried

17-03: Ryan Jeffers – Jason Cottrell

Be it resolved that we the Committee do hereby agree to accept the 2017 revised pay ranges presented by Strong Township.

Carried

SSJ Arena and Hall, Operating

17-04: Kelly Elik – Brian McCabe

Be it resolved that we the Committee approve the minutes of the December 7, 2016 meeting.

Carried

17-05: Ryan Jeffers – Kelly Elik

Be it resolved that we the Committee approve the accounts payable in the amount of \$29,051.22 for the month of December, 2016 and \$48,322.85 for the month of January 2017.

Carried

New Business

- New part time position: Linda gave the committee some information on creating a new position as this is something the committee had been previously talking about.

17-06: Jason Cottrell – Ryan Jeffers

Be it resolved that we the Committee do hereby agree that there is need for a second part-time arena attendant. We agree to post an ad internally to be effective March 1, 2017.

Carried

17-07: Kelly Elik – Jason Cottrell

The SSJ Committee is aware that the arena receives some invoices that must be paid prior to Committee meetings because of penalties for late payments.

The Committee is also aware that the Secretary pays invoices bi-weekly and employee's wages every second Wednesday.

The SSJ Committee authorizes the Secretary to issue cheques for the above as and when required throughout the year.

Carried

Correspondence

- Clothing giveaway letter

17-08: Brian McCabe – Ryan Jeffers

Be it resolved that we the Committee do hereby agree to let Dawn Barry (Free Clothing Exchange) use the arena hall free of charge for their clothing exchange a date that the arena hall is free, to be determined with the arena manager.

Carried

Managers Report

- (1) Spring programs.
- (2) Summer camp programs. (4 weeks): Hoping to run the program July 3-7, 17-21 and August 8-12, 21-25 for 2017.
- (3) End of winter tourneys and playoffs. (Women's/Men's and Midgets.)
- (4) Operation and staffing of building, and programs through this winter, spring and summer.

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- (5) Myles mentioned to the committee that he has been using his personal vehicle to do arena business. It recently broke down. The committee suggested that they each go back to their municipalities and recommend that Myles be able to use one of the municipal vehicles when he needs to travel out of town on arena business.

17-09: Kelly Elik – Jason Cottrell

Be it resolved that we the Committee do hereby acknowledge that the SSJ Arena & Hall secretary has submitted a 2017 Canada Summer Jobs Application for a Summer Student Position. The application was completed and based on the previous year's numbers as the deadline was before the next committee meeting.

Carried

17-10: Kelly Elik – Ryan Jeffers

Be it resolved that we the committee do hereby appoint Brian McCabe as Vice Chair for 2017.

Carried

The arena seems to be having some issues with the internet crashing when large crowds are all trying to use the wi-fi at once. It was suggested that purchasing a modem and router with QOS could fixed this problem. The secretary will call Northern Business Machines and have them come set this up.

The committee discussed the possibility of maybe sharing one arena between a few neighboring towns. They thought it would be worth having a conversation with the South River/Machar Arena committee members at some point.

17-11: Kelly Elik – Ryan Jeffers

Be it resolved that we now adjourn at 6:55 p.m. until the next meeting Mar. 1, 2017 or at the call of the Chair.

Carried

Chairperson