



**KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.**

**REGULAR MEETING**  
**Thursday, September 22, 2022**  
**6:00 PM – Dinner (optional – Board Room)**  
**6:30 PM Meeting**  
**Minutes**

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Present: Bruce Luebke, Jordan Trotter, Javier Vargas, Glen Parker, Kathy Cleaver, Spencer Day, Katie Kerkowich

Via Teams: Greg Malazdrewicz

Staff: Jeff Schumacher, Connie Lawrence, Chris Cels

Regrets: Gerald Cathcart, Jaime Hall

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Call to Order **Bruce Luebke** called the meeting to order at 6:33 pm

1. Adoption of Agenda

**Motion: Glen Parker / Jordan Trotter to adopt the Agenda as amended.**  
**Carried**

2. Confirmation of Minutes

- i) Adoption of the Minutes of the regular meeting of the Board of Directors for June 22, 2022.

**Motion: Glen Parker / Kathy Cleaver to approve the minutes of the June 22, 2022 Board Meeting as presented**  
**Carried**

- ii) Adoption of the Minutes of the special meeting of the Board of Directors for September 12, 2022.

**Motion: Glen Parker / Jordan Trotter to approve the minutes of the September 12, 2022 special meeting of the Board of Directors as presented**  
**Carried**

3. Hearing of Presentations and Delegations
  - None
  - Bruce Luebke discussed going back to having vendors, tenants and/or staff presentations at future meetings
4. Communications & Petitions
  - None
5. Committee of the Whole In-Camera

**Motion:** Javier Vargas / Spencer Day to go In-Camera at 6:36 pm.

**Carried**

**Motion:** Spencer Day / Katie Kerkowich to go Out-of-Camera at 7:00 pm.

**Carried**

**Motion:** Glen Parker / Jordan Trotter to approve personnel matter as discussed In-Camera.

**Carried**

6. Administrative Reports
  - i) Director of Finance.
    - Chris Cels gave report
    - Financial update
    - Arts, Culture, Sports Grant update
    - New security camera system live access demonstration
    - Ticketmaster live access demonstration
  - ii) CEO & GM.
    - Jeff Schumacher gave update
    - Further clarification about the change to Ticketmaster and benefits
    - CUPE (union) bargaining completed Monday, September 19. Summary of deal points presented, discussion on next steps including vote to ratify by employees followed by the actual contract.
    - Brandon Curling Club 5 year lease executed.
    - Manitoba Ag Days 5 year lease executed.
    - Still working on the multi-event and multi-year lease for Provincial Exhibition events.
    - Touring business is still slow but sales department events are coming back.
7. Reports of Committees
  - i) Finance & Administrative Affairs.
    - Greg Malazdrewicz gave report.
    - Tabled changes to purchasing policy at the last meeting
    - Discussed capital as well as MCM Architects as potential project manager for the cooling project.

ii) Governance & Nominating Committee.

- Glen Parker gave report.
- Gerald Cathcart not returning after the end of his term. Jordan Trotter is interested in another term.
- Discussion on timeline for new members being brought forth.

iii) Executive Committee.

- Bruce Luebke – Executive Committee was covered In-Camera.

8. Enquiries

- None

9. Old Business

- None

10. New Business

i) Motion to appoint MCM Architects Inc. as consultant/project manager for the Cooling/Dehumidification project for the main arena (Westoba Place).

- Discussion and update on the cooling project from management and discussion on prior approvals as listed in the 5 year capital plan.

**Motion:** Spencer Day / Katie Kerkowich that as per the request from Jeff Schumacher, CEO & General Manager and in accordance with the Keystone purchasing policy that the Keystone Board of Directors approve/appoint MCM Architects as project manager for the cooling and dehumidification project for Westoba Place.

ii) Discussion on filling the vacant Vice-Chair position.

**Motion:** Glen Parker / Spencer Day to elect Jordan Trotter as Vice-Chair to finish the term through January 2024.

iii) Motion to approve the Keystone Centre grant application for the Arts, Culture and Sports in Community Fund (ACSC).

**Motion:** Javier Vargas / Kathy Cleaver that the Keystone Board of Directors approve the ACSC small capital grant funding request for the ice resurfacer, entrance upgrades and LED lighting replacement and further approve the ACSC large capital grant funding request for air conditioning and dehumidification, arena washroom accessibility upgrades, arena seat replacement and additional items as per the pending project listing from the MNP Long-Term Sustainability Study to be provided by the province.

11. Giving of Notice

12. Announcements.

- i) Next meeting of the Keystone Centre Board of Directors is Tuesday, October 25, 2022, at 6:30 PM.
  - Kathy Cleaver announced Clarke Swain is the new appointee from Provincial Exhibition – he will be attending the October meeting.

13. Adjournment

**Motion:** Glen Parker to adjourn at 8:03 pm.

Reviewed and Approved by: \_\_\_\_\_

Printed Name: \_\_\_\_\_