



**KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.**

**REGULAR MEETING  
Thursday, February 23, 2023  
6:30 PM Meeting Start – Keystone Main Board Room**

***Minutes***

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Present: Bruce Luebke, Glen Parker, Katie Kerkowich, Jordan Trotter, Barry Cooper, Clarke Swain

Via Teams: Spencer Day

Staff: Jeff Schumacher, Chris Cels

Regrets: Kathy Cleaver, Jaime Hall, Greg Malazdrewicz, Javier Vargas

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Call to Order **Bruce Luebke** called the meeting to order at 6:30 pm.

1. Adoption of Agenda

**Motion: Jordan Trotter / Katie Kerkowich** 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 held January 25, 2023.

**Motion: Glen Parker / Clarke Swain** to approve the minutes of the January 25, 2022 Board Meeting as amended.  
**Carried**

- ii) Adoption of Minutes of the special meeting of the Board of Directors held February 7, 2023.

**Motion: Jordan Trotter / Barry Cooper** to approve the minutes of the February 7, 2023 special meeting as presented.  
**Carried**

3. Hearing of Presentations and Delegations

- None

4. Communications & Petitions

- None

5. In-Camera (Committee of the Whole)

**Motion: Barry Cooper / Katie Kerkowich to go In-Camera at 6:33 pm.  
Carried**

**Motion: Clarke Swain / Glen Parker to go Out-of-Camera at 7:32 pm.  
Carried**

6. Administrative Reports

i) Director of Finance.

a) Demo of RETScreen Software.

- Chris Cels gave demo and report.
- Comparison of December 2019 financials to December 2022 financials given.
- Gave cashflow and capital budget update.

ii) CEO & GM.

- Jeff Schumacher gave report.
- Main topics were covered in camera.
- Update on receipt of the draft CUPE contract.
- Update given that the concert touring business appears to be ramping up for smaller markets now. Several concert holds and one offer already for Fall of 2023.

7. Reports of Committees

i) Executive Committee.

- Mostly in camera discussion.
- Update given on the Minister of Municipal Relations Tour and meeting.

ii) Finance & Administrative Affairs

- See Chris Cels Finance Report.

iii) Governance & Nominating Committee.

- Glen Parker commented about updated Terms of Reference for the Governance and Nominating Committee.

8. Enquiries

- None

9. Old Business

- None

10. New Business

i) Master Site Planning Update (Jeff)

- Update given in camera

11. Giving of Notice

- i) Updated Terms of Reference for the Finance & Administrative Affairs Committee.
- ii) Updated Terms of Reference for the Governance & Nominating Committee.

12. Announcements.

- i) Next meeting of the Keystone Centre Board of Directors is Wednesday, March 22, 2023, at 6:30 PM.

13. Adjournment

**Motion:** Glen Parker / Katie Kerkowich to adjourn at 7:57 pm.