



KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.

REGULAR MEETING

Wednesday, June 21, 2023

6:00 PM – Dinner (optional – Keystone Board Room)

6:30 PM Meeting

Minutes

Present:	Bruce Luebke, Jordan Trotter, Barry Cooper, Kathy Cleaver, Greg Malazdrewicz, Katie Kerkowich, Glen Parker, Javier Vargas
Staff:	Connie Lawrence, Chris Cels
Regrets:	Jaime Hall, Clarke Swain, Spencer Day, Jeff Schumacher

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

1. Adoption of Agenda

Motion: **Greg Malazdrewicz / Jordan Trotter** to adopt the Agenda as presented.

Carried

2. Confirmation of Minutes

- i) Adoption of the Minutes of the regular meeting of the Board of Directors held May 25, 2023.

Motion: **Barry Cooper / Javier Vargas** to approve the minutes of the May 25, 2023 Board Meeting as presented.

Carried

3. Hearing of Presentations and Delegations

- None

4. Communications & Petitions

- i) Jeff Schumacher sent a request to Nick Kulyk, Assistant Deputy Minister at the Department of Municipal Relations requesting permission to release the MCM facility report from the Long Term Sustainability Study to OC Leadership as

reference material for the Master Site Plan. As of the date of this meeting, there has not been a response.

5. In-Camera (Committee of the Whole)

Motion: Greg Malazdrewicz / Katie Kerkowich to move In-Camera at 6:36 pm.
Carried

Jordan Trotter declared a potential conflict of interest in the in-camera matter and left the Board Room without further discussion.

Motion: Greg Malazdrewicz / Katie Kerkowich to move Out-of-Camera at 7:11 pm.
Carried

Following the return to open session, Jordan Trotter re-entered the boardroom.

6. Administrative Reports

i) Director of Finance

- Chris Cels gave report.
- Update on April 2023 financials, ice rentals were up due to closure at the Sportsplex, utilities were over budget due to a colder than expected March.
- Operating loss for the month was \$172,616.
- Our applications for the Coop Community Spaces and Building Sustainable Communities grants were unsuccessful.

ii) CEO & GM

- Connie Lawrence gave report.
- Molson pouring rights agreement has been extended 1 year as per discussions held during the pandemic.
- OC Leadership contract signed for Master Site Plan and the project kickoff meeting has taken place.
- Agreement reached with Provincial Exhibition on the Manitoba Ag Ex modified layout.
- Keystone 50th Anniversary event planning underway.

7. Reports of Committees

i) Executive Committee

- Discussed Board of Director Strategic Planning sessions. Will either plan our own or incorporate into the Master Site Plan project. Executive Committee seeking approval of the Board to move forward with planning.

Motion: Glen Parker / Kathy Cleaver to allow the Executive Committee to decide on a path forward for strategic planning, whether through the consultant for the Master Site Plan or through a third party facilitator.

Carried

- ii) Finance & Administrative Affairs.
 - Greg Malazdrewicz gave report and talked about the operating and capital budgets review.
 - Finance Committee did not have quorum, so the Budget and 5 Year Capital plan will be put forward as having been reviewed, not recommended by the committee, but the committee feels the budget was appropriately reviewed at the May Finance Committee meeting.
- iii) Governance & Nominating Committee.
 - Kathy Cleaver reported that the committee did not meet, but has been corresponding about a policy for addressing concerns of board members.

8. Enquiries

- None.

9. Old Business

i) Fiscal 2023-24 Budget

- There have been no enquiries from Board members, updates or edits to the draft budget that was presented in May.
- Jordan asked about the impact of the Sportsplex closure on ice bookings. The budget already included a full ice schedule, and there is not likely to be a substantial increase as all prime hours for bookings are accounted for in the existing budget.
- Glen asked if there was preference being given to youth bookings for ice time over adult groups who could book at later times in the day. Connie confirmed that this was being taken into consideration and adult rec bookings were shifted to later times to accommodate the youth bookings.

ii) 5-year capital plan

- There have been no enquiries from Board members, updates or edits to the draft plan that was presented in May.
- No questions.

10. New Business

- i) Motion to approve the Keystone Centre Fiscal 2023-24 Operating Budget.

Motion: Greg Malazdrewicz / Katie Kerkowich That the Keystone Centre Board of Directors approve the Fiscal 2023-2024 Operating Budget as prepared by management and reviewed by the Finance and Administrative Affairs Committee.

Carried

- ii) Motion to approve the Keystone Centre 2022-2027 5-Year Capital Plan.

Motion: Greg Malazdrewicz / Katie Kerkowich That the Keystone Centre Board of Directors approve the 2022-2027 5-Year Capital Plan as prepared by management and

reviewed by the Finance and Administrative Affairs Committee, subject to the availability of external grants.

Carried

11. Giving of Notice

- i) Bruce intends to introduce an update to the Executive Committee Terms of Reference to address the timing of the CEO/GM performance review.

12. Announcements.

- ii) Next meeting of the Keystone Centre Board of Directors is Thursday, September 28, 2023 at 6:30 PM. Optional Dinner served at 6:00 PM.
 - Discussion on the possible change to the date of the October Board meeting due to conflict with Ag Ex. Update to be provided at a later date.

13. Adjournment

Motion: Barry Cooper to adjourn at 7:51 PM.

Reviewed and Approved by: _____

Printed Name: _____