



**KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.**

**REGULAR MEETING**  
**Thursday, September 28, 2023**  
**6:30 PM Meeting**

***Minutes***

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Present: Bruce Luebke, Jordan Trotter, Barry Cooper, Kathy Cleaver, Greg Malazdrewicz, Katie Kerkowich, Jaime Hall, Clarke Swain, Spencer Day

Staff: Jeff Schumacher, Connie Lawrence, Chris Cels

Guests: Guy Hewlko (MCM)

Via Teams: Spencer Day, Steve Reaburn (MCW)

Regrets: Glen Parker, Javier Vargas

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Call to Order **Bruce Luebke** called the meeting to order at 6:31 pm.

1. Adoption of Agenda

**Motion: Greg Malazdrewicz / 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 June 21, 2023.

**Motion: Jordan Trotter / Greg Malazdrewicz** to approve the minutes of the June 21, 2023 Board Meeting as presented.  
**Carried**

- ii) Adoption of the Minutes of the special meeting of the Board of Directors held July 31, 2023.

**Motion: Jordan Trotter / Jaime Hall** to approve the minutes of the July 31, 2023 special Board Meeting as presented.

**Carried**

- iii) Adoption of the Minutes of the special meeting of the Board of Directors held September 5, 2023.

**Motion:** Clarke Swain / Barry Cooper to approve the minutes of the September 5, 2023 special Board Meeting as presented.

**Carried**

3. Hearing of Presentations and Delegations
- Guy Hewlko – MCM Architects and Steve Reaburn – MCW Consultants - Cooling and Dehumidification Project
    - Guy and Steve presented a timeline of the project design changes and budget increases, and discussed options available

**Motion:** Greg Malazdrewicz / Katie Kerkowich The Board of Directors approve the recommendation of management (CEO/GM) to move forward with the dehumidification/air conditioning project for the main arena at the low tender bid of \$2.56 million.

**Carried**

4. Communications & Petitions
- None
5. In-Camera (Committee of the Whole)
- None
6. Administrative Reports
- i) Director of Finance
- Chris Cels gave report.
  - Update on May-July 2023 financials.
  - Operating loss for the year was approximately \$1.1 million, but when the loss of the Arabian show and uncontrollable cost increases are factored out, the operating loss would have been less than budgeted.
  - Update regarding on-going and planned capital projects. North end chiller will require replacement in the summer of 2024 at an estimated cost of approximately \$250,000.
  - Chris to provide an updated 1-year and 5-year capital plan to the Finance Committee for review.
  - Chris Cels gave notice of his resignation. A plan for an interim replacement is already underway.
- ii) CEO & GM
- Jeff provided an update on his departure.
  - Connie Lawrence gave CEO & GM report.
  - Wheat Kings lease is signed for 5-years with an optional 5-year extension.

- Connie working on a number of existing and new naming rights contracts.
- Skid Row/Buckcherry show scheduled for October 2023 rescheduled to March 17, 2024 due to health issues with a band member.
- Keystone 50<sup>th</sup> Anniversary event planning underway.

## 7. Reports of Committees

### i) Executive Committee

- Update on GM search. Position to be advertised until October 20<sup>th</sup>, screenings in late October/early November, final candidates to be interviewed in December

### ii) Finance & Administrative Affairs.

- Greg Malazdrewicz gave report and talked about the operating statements and capital plan review.

### iii) Governance & Nominating Committee.

- Kathy Cleaver reported that there are three Board of Directors members at large who have terms expiring in January 2024. The Governance & Nominating Committee will advertise for interested parties and ask the incumbent members if they would like to have their names stand for another term.

## 8. Enquiries

- None.

## 9. Old Business

- None.

## 10. New Business

### i) Prospective Environmental Assessment 1, Survey and Geotechnical Evaluation of the Keystone Centre site.

- Review of the estimate for an Environment Assessment
- Action on the estimate will be deferred until prospective projects are further along in the planning process.

### ii) Discuss date for October meeting at 6:30 PM.

- Meeting set for Wednesday, October 25<sup>th</sup>, 2023 at 6:30 PM.

## 11. Giving of Notice

- None.

## 12. Announcements.

- i) Next meeting of the Keystone Centre Board of Directors is Wednesday, October 25<sup>th</sup>, 2023 at 6:30 PM.

## 13. Adjournment

**Motion: Jordan Trotter / Jaime Hall to adjourn at 8:15 PM.**

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

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