



KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.

**REGULAR MEETING
Thursday, September 26th, 2024
7:00 PM Meeting Start**

Minutes

Present: Bruce Luebke, Jordan Trotter, Barry Cooper, Glen Parker, Greg Malazdrewicz, Spencer Day, Jamie Rose, Glen Parker, Clarke Swain, Tami Rourke

Via Teams: Javier Vargas

Guests: N/A

Staff: Connie Lawrence, Dan Robertson

Regrets: Angela Pearen

Call to Order **Bruce Luebke** called the meeting to order at 6:58pm.

1. Adoption of Agenda

**Motion: Glen Parker/Clarke Swain to adopt the Agenda as amended.
Carried**

2. Confirmation of Minutes

- a) Adoption of the Minutes of the regular meeting of the Board of Directors for June 27, 2024.

Motion: As Amended Spencer Day/Greg Malazdrewicz to approve the minutes of the June 27th, 2024 Board Meeting.

Carried

- b) Adoption of the Minutes of the special meeting of the Board of Directors on July 24, 2024.

Motion: Spencer Day/Jordan Trotter to approve the minutes of the July 24th, 2024 Special Board Meeting.

Carried

3. Hearing of Presentations and Delegations – N/A
4. Communications & Petitions
 - a) Province of Manitoba (Minister Bushie) X 3
 - b) Province of Manitoba (Nick Kulyk)
 - c) James Chambers (Chez Angela) Re: Keystone Catering
 - d) Andrew Frankie (Pizza Hut); Re: Vending in Main Arena

5. Committee of the Whole In-Camera

Motion: Tami Rourke/Spencer Day “to move in camera.”

Carried

Motion: Jordan Trotter/Spencer Day “that the Board move out of camera.”

Carried

Motion: Glen Parker/Jamie Rose “Board of Directors authorizes our CEO/GM to do further exploration on cell tower opportunities on Keystone grounds.”

Carried

Motion: Spencer Day/Greg Parker “Board of directors to approve the CEO/GM Performance review as recommended by the executive committee”

Carried

6. Administrative Reports
 - a) Director of Finance.
 - Robertson presented the unaudited Financial Statements for the year ended July 31, 2024 with a net loss on operations of \$547, 923. Audit work is ongoing and it is likely that there will be changes to the net loss as audit work continues.
 - Robertson also presented the Financial Statements for the one month ended August 31, 2024 with a net operating loss of \$(219,178), for information
 - b) CEO & GM.
 - Lawrence gave update on Main arena renovations.
 - North End Chiller replacement
 - Update on Arabian meeting
 - Informed board 3 bid proposals have been sent out
 - Home opener and Attendance report was given
 - “Truth and Reconciliation Chair” was unveiled
 - Update on CFO position

- Incentive on Business Lighting Program rebate
- Further detail provided in written CEO report

7. Reports of Committees

- a) Executive Committee.
- b) Finance & Administrative Affairs.
- c) Governance & Nominating Committee.

8. Old Business

- a) Site Master Plan.

MOTION: The Board of Directors receive the Site Master Plan as produced by OC Leadership Group and authorize Executive Committee to discuss next steps, with any recommendations to be brought back to the Board of Directors for discussion and approval.

**Motion: Greg Malazdrewicz/Barry Cooper
Carried**

- b) Line of Credit Extension Request to Funding Partners.

MOTION: That the Keystone Centre send a letter to the Province of Manitoba and the City of Brandon, thanking them for their response to the request to extend the Keystone Centre's line of credit and indicate that we are unable to fulfill the conditions required for the extension and as a result must decline the offer.

Further, the Keystone Centre request emergency funding in the amount of an additional \$750,000 to cover expected losses in the 2024/25 fiscal year to allow the Keystone Centre meet it's financial obligations.

**Motion: Greg Malazdrewicz/Tami Rourke
Carried**

- c) Transfer of funds from Capital to Operating account.

MOTION: The Board of Directors authorize the transfer of funds in the amount of \$500,000 from the Capital account to the Operating account until October 31, 2024.

**Motion: Greg Malazdrewicz/Spencer Day
Carried**

9. New Business

- a) 2023-2024 Fiscal Year Unaudited Financial Statements

MOTION: That the unaudited financial statements for the 2023-2024 fiscal year (August 1, 2023, to July 31, 2024) with a net loss on operations of \$(547, 923) be received.

**Motion: Jordan Trotter/Spencer Day
Carried**

- b) Insurance

MOTION: That management be authorized to proceed with a request for proposal to engage a qualified insurance broker to review the insurance needs of

the Keystone Centre, and, if deemed appropriate, to go to the market to arrange and purchase the appropriate coverage to be in place for May 1, 2025.

Motion: Greg Malazdrewicz/Spencer Day

Carried

c) Greenspace Conceptual Design

MOTION: Authorize Keystone Centre Management to produce a tender for a conceptual design for the greenspace area known as the Patmore Forest (Southeast Corner of the Keystone Centre property) and stretching up the Northeast side of the property toward Park Avenue.

Motion: Greg Malazdrewicz/Spencer Day

Carried

10. Giving of Notice – N/A

11. Announcements.

- a) Next meeting of the Keystone Centre Board of Directors is Thursday, October 24, 2024, at 7:00 PM.

12. Adjournment -

Motion: Jordan Trotter to adjourn at 8:41 pm.