



***KEYSTONE AGRICULTURAL & RECREATIONAL CENTRE INC.***

**REGULAR MONTHLY BOARD OF DIRECTORS MEETING**

**Thursday, March 12, 2026**

**6:30 PM Meeting Start**

**Note: Dinner service at 6:00 PM**

***Minutes***

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Present: Bruce Luebke, Clarke Swain, Jamie Rose, Barry Cooper, Bud Keys, Glen Parker

Via Teams: Connie Lawrence, Chris Leforte, Christine McCorrister

Guests: N/A

Staff: Steven Gabriel, Dan Robertson,

Regrets: Greg Malazdrewicz, Angela Pearen, Carla Milne, Tami Rourke, Carson  
McConnell,

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

1. Adoption of Agenda

**Motion: Barry Cooper/Clarke Swain** to adopt the agenda. **Carried**

2. Confirmation of Minutes

a. Adoption of the Minutes of the regular meeting of the Board of Directors for  
February 12, 2026.

**Motion: Barry Cooper/Bud Keys** to approve the minutes of the February 12<sup>th</sup>, 2026  
Board Meeting. **Carried**

3. Hearing of Presentations and Delegations **N/A**
4. Communications **N/A**
5. Committee of the Whole In-Camera
  - a. Brandon Curling Club.
  - b. Keystone Centre Insurance Policy.
  - c. Outdoor Aquatic Complex  
**Motion to go into camera: Barry Cooper/Clarke Swain**  
**Motion to go out of camera: Clarke Swain/Barry Cooper**
6. Administrative Reports
  - a. CEO & GM.  
**Connie Lawrence – CEO gave update on:**
    - **past, present and future events**
    - **bids for Telus cup and NAHC have been sent**
    - **Treaty 1- 11 to return in August**
  - b. Director of Finance.  
**Dan Robertson:**
    - **Insurance coverage finalized and in place for March 1, 2026 with Guild Insurance**
    - **Q2 financial data and reports are being finalized**
    - **Budget work for the upcoming fiscal year has commenced**
    - **Work is being done to prepare options for the funds due from the Capital Fund to be presented to the Finance Committee.**
  - c. Keystone Centre Foundation.  
**Barry Cooper – Executive Director gave update on:**
    - **Foundation Dinner numbers**
    - **Amphitheatre Future of Young leaders**
    - **Events he has attended**
7. Reports of Committees
  - a. Executive Committee.
    - **Updates on site masterplan – potential placement of new arena – use of old arena**
    - **Strategic Plan update moved to June**
  - b. Finance & Administrative Affairs. **N/A**
  - c. Governance & Nominating Committee.
    - **Update in section 10 . (a)**

8. Enquiries N/A

9. Old Business N/A

10. New Business

a. Updated policy for appointment of Directors to the Keystone Centre Board of Directors (recommended by the Governance & Nominating Committee)

**MOTION: Barry Cooper/Bud Keys “ I move that the updated policy on the Appointment of Directors to the Keystone Centre Board, dated March 4, 2026, and including the Skills Assessment Matrix put together by the Governance and Nominating Committee, be adopted by the Board of Directors.” Carried**

b. Updated Terms of Reference for the Finance and Administrative Affairs Committee (recommended by the Finance and Administrative Affairs Committee).

**MOTION: Clarke Swain/Glen Parker “The board authorize the Finance Committee to make the suggested changes to the Terms of Reference as presented in the Rationale. “Carried**

c. Request from Keystone Centre Foundation for funds for purchasing of promotional items.

**MOTION: Barry Cooper/Bud Keys “I move that the Keystone Board allocates \$5,000 from Board Consulting Fees to be used by the Foundation for incidental expenses. These expenses will include promotional items used for advertising the Foundation. All expenses will be approved jointly by CEO of the Keystone and Executive Director of the Foundation. “Carried**

d. Authorization management to proceed with HTFC – campus masterplan scenario.

**MOTION: Barry Cooper/Glen Parker “\_The board authorize management to proceed with the campus master plan scenario proposal as submitted by HTFC and as attached.” Carried.**

11. Giving of Notice N/A

12. Announcements.

a. Next meeting of the Keystone Centre Board of Directors is Tuesday, May 12, 2026, at 6:30 p.m.

13. Adjournment

**Motion: Barry Cooper/Clarke Swain to adjourn at 7:18pm.**