

PEACE ARCH CURLING CLUB

MINUTES OF BOARD OF DIRECTORS MEETING

Held at Peace Arch Curling Club on
Monday, April 17, 2023

1. Call to Order

The meeting was called to order at 7:07 p.m.

The following Board members were present:

Christine Makasoff, Dale Bradford, Mark Thorvaldson, Greg Christofferson

Also present:

Gary MacKinnon, Manager
Kim Turnbull, Ice Plant Maintenance
Ross Scott & Janice Scott (Optimal Ice)

2. Agenda

Moved/Seconded (Christine/Mark) and Carried that the Agenda for this meeting be approved as published.

3. Approval of Minutes

Moved/Seconded (Greg/Mark) and Carried that the Minutes of the Board Meeting held on March 12, 2023 be approved as published.

4. Guest Speaker: Kim Turnbull

Kim said he had reviewed the written replies from CIMCO and Superior Refrigeration to Blaine's requests for estimates of what our ice plant needs to keep it functioning properly over the foreseeable future.

Kim considers the floor to be a major weak spot in the ice plant with header pipes cracking and leaking. Having said that, Kim did say there has been no noticeable loss of brine over the last 2 or 3 years.

Kim's assessment is we don't need a whole new ice plant as the chiller is in good shape but the condenser should be replaced.

Funding of a new floor will obviously be an issue with cost estimated at \$500,000 or so.

Kim recommends aggressive maintenance of the condenser until it can be replaced. Additionally, he recommends that the pump be converted to a remotely controlled one. Location of the new unit may be an issue.

In reply to concerns about ice melting whenever we have a power outage as occurred this past year, Kim estimated we'd have about 30 hours from the start of the outage before the ice would start melting (Ross Scott estimated only 22 hours) if all systems were out.

Another concern is the possibility of the standing water in the condenser freezing in extremely cold weather. Kim recommended he enlist the help of Jacob Gabriel (a curler at our Club) to help him build a container box for the condenser pump to reduce the possibility of freezing. Kim estimates this will cost about \$5,000.

Kim recommends we start planning for a new condenser and a new floor.

As regards replacement of the headers which the Board previously authorized, Kim expressed a concern that there is a risk of damaging the in-floor pipes when replacing the headers.

Kim said he will do a further assessment of the headers and then give us an assessment of the feasibility and cost of replacing them. In the meantime, Kim advised the header supports (wooden blocks) should be upgraded.

5. Guest Speaker: Ross Scott (Optimal Ice)

Ross, accompanied by his wife, Janice, provided the Board with a Briefing Note (attached) to provide details of the 1st year of ice preparation and maintenance, together with options for next (2023/24) season.

Ross advised one of his challenges in maintaining good ice conditions is the impurities in the City of White Rock's water. Clean water is necessary for good ice and PACC's water filtration system is unable to keep up with all the impurities. This results in a gradual buildup of minerals in the ice and those minerals are hard on the ice scraper blades.

Ross advises that bonspiels are the single most costly event for his company.

He confirmed he expects both Doug Boynton and David Loken to assist him with the ice maintenance again next season if the Board decides to renew his (Optimal Ice's) contract.

6. Manager's Report

Gary advised the Club had an ammonia leak the evening before our meeting (Sunday, April 16). The level of ammonia in our building reached 126 parts per million (ppm). Our ammonia detector alarm is triggered when the level reaches 250 ppm, consequently, the alarm did not sound.

Gary and Kim Turnbull had to bleed all of the ammonia out of the compressor.

Kim Turnbull confirmed that the sensor should trigger at 35 ppm and at 250 ppm which begs the question "why didn't the alarm sound when the level reached 35 ppm?" Kim tested the alarm system and couldn't find anything obviously wrong with it.

Unfortunately, the City of White Rock now wants to know what went wrong and how it has been fixed. Kim will replace the relay switches and will have our ice maintenance contractor check the monitoring system on a monthly basis going forward.

Kim's assessment is that the leak is emanating from the compressor (leaking seal(s)). He closed all of the valves in order to isolate the leak. We now need to have a test of the system by an outside firm who can certify all is in order and then give their report to the City of White Rock.

In the interim Kim will conduct a relay test on a weekly basis until the City is satisfied. After that he says we can go to a "bump" test every 3 months.

Gary also reported that the Day of Champions was a success but we had some extra liquor left, some of which he can return to the LDB.

Gary advised he had received a few complaints about teams being eliminated in the 1st round of playoffs and wondered about possibly having a different playoff format.

Gary feels that we do need consistency in our playoff format for all of our open leagues.

On the financial side, Gary acknowledged the \$250 donation to the Truly Novice Bonspiel by Optimal Ice. Other donations received this year were \$500 from the Senators and \$1,000 from the day Ladies leagues, both of which Gary recommends be allocated to an equipment replacement fund.

Other receipts came from John Higgins (\$500) whose donation will be noted with his name engraved on one of our rock handles, \$1,000 from the Strathcona Cup Committee (whose name will also be engraved on a rock handle), \$152 from the Sturling Bonspiel and \$720 net proceeds from the Truly Novice Bonspiel.

Gary also noted we ran six 50/50 draws this year realizing \$2,046 net funds. This does not compare favourably to the \$4,500 raised annually from our past Grey Cup draws.

Looking ahead to next season, we need to be thinking about our league fees and possible increases to same. Also, should we give a volume discount to multiple league curlers?

In our ongoing search for a Treasurer and our need for current interim financial reports, Gary advised that one of our bartenders, Jessica, helps businesses with their monthly bookkeeping using the QuickBooks program in her regular job.

Action item: Gary and/or Christine will approach Jessica to see if she would be interested in maintaining our accounting records.

7. President's Report

Christine noted we are in the process of changing our website over to a new host. It is hoped that this move will make our site more informative, easier to navigate and easier to find with search engine optimization. In particular, it is hoped there will be more information about things like our facility rental availability and rates and general marketing information to the public at large.

8. Committee Reports

a) Treasurer (Note: PACC currently does not have a Treasurer)

No report

b) Leagues (Blaine)

No report

c) Events (Christine)

Nothing new to report.

d) Capital Fundraising (Christine)

Nothing new to report.

e) Membership/Marketing (Warren/Mark)

Mark advises we need more members on our Marketing Committee.

Mark noted the limited enrollment for the Junior Boot Camp and wondered if it should be continued as a membership/marketing project of our Club?

Mark advised he hopes to create direct contacts with Surrey educators rather than having to deal through the School Board with its restrictive rules for advertising/promotion of curling in general and our Club in particular.

f) Facilities (Rod)

No report.

g) Junior & Novice (Greg)

No report.

h) Nominations (Blaine)

No report.

i) Constitution & Bylaws (Dale)

Nothing new to report.

9. New Business

Gary advised the Board that he will be retiring from his Manager`s contract upon its expiry on July 31 of this year. He did agree to stay on for a couple of extra months to assist us with finding and training a new Manager.

Given a comment by Ross Scott earlier in the meeting, it was suggested that he might be interested in assuming the Manager`s position.

Action item: Michelle and/or Gary will ask Ross Scott if he is interested in the Manager`s position.

10. Next Meeting

7:00 pm Monday, May 15, 2023 at Peace Arch Curling Club upper lounge

10. Adjournment

There being no further business, the meeting was adjourned at approximately 10:22 pm.

Topic:	Optimal Ice Board Update	
Date:	2023-02-01	
For:	Peace Arch Curling Club Board	
Purpose:	<input type="checkbox"/> Information	<input type="checkbox"/> Discussion
Prepared By:	Ross Scott	

Purpose

This report is to provide the PACC Board with the details of the first year of ice preparation and maintenance. Included with this report are options for the next 2023-2024 season.

Background / Current Situation

Optimal ice was hired in September to install and maintain the ice for the Peace Arch Curling Club. In September the ice was installed which required both Optimal Ice to prepare the surface and flood and have a 3rd party to paint. The Club doesn't have the required spray boom, paint mixer, pump and barrel to complete the work.

Peace Arch curling club experienced two plant failures early which resulted in additional work and time. This first failure resulted in a dulling of the blade to remove pitting on the ice. The second failure was after the flooding and painting had just been completed. Extra time was required to address the thawing but luckily another paint job was not required. The second failure caused the ice to melt and curling was cancelled. Additional plant failures occurred which resulted in cancellations and a change in ice conditions. The existing infrastructure is old, needs repair, and should be upgraded as it is a risk to keep the existing hardware. There are several major leaks on the floor which caused an uneven ice surface (sheet 4). A stop gap was created by filling all gaps with ice and an additional two floods later in the year helped re-level the surface to a degree.

Scraper/blade maintenance requires that the blades be removed and transported to Vancouver for bulk shipping to Manitoba for sharpening. The Scraper is old and we are only in possession of two blades. Club purchased a third blade and replaced the steel on one of the old blades. Batteries in the scraper failed and were replaced. A Reverse Osmosis system used to remove minerals for the remainder of year to clean the water for pebbling as Jet Ice Tanks were no longer removing minerals from White Rock water. Vancouver Curling Club loaned a carbon filter tank to help remove minerals. PACC will need to restock tank with carbon twice a year.

Additional ice maintenance work was requested for rentals and pop up bonspiels. The process was ad hoc at the start and often with short notice. A spreadsheet was provided so staffing could be assigned when necessary.

The following months were busy with standard maintenance, bonspiels, and rentals.

Discussion

Install of the ice requires that paint be applied to the ice surface and presently we do not have the equipment to do this ourselves. Jet Ice no longer rents the painting equipment. Jet Ice paint package would be approximately \$6331.00. The club could purchase other parts needed from other sources to reduce costs. For example the pump could be bought from Amazon for approximately \$600. There is a donated pump in the ice room but it has not been tested to see if it is in working order.

Installation of the ice		
Month	Hours	Notes
September	81 hours Optimal Ice Staff	Outsourced painting to Norm Scott and number of hours -8

Ice Maintenance Hours		
Month	Employee	Hours
October	Ross	115
	Employees	166
November	Ross	91.5
	Employees	154
December	Ross	91.5
	Employees	154
January	Ross	97.5
	Employees	123.75
February	Ross	95
	Employees	115
March	Ross	95
	Employees	104.5

Name	Bonspiels		
	Month	Hours	Notes
Ted Anderson	October	40	Staffing hours high
High Tides	November	38	Staffing hours high
Hutch Spiel	December	16	Single person
Strathcona Cup/ Bye the Sea	January	2 / 8	additional time for practice ice for free for SC

Stirling Spiel	February	4.5	Not Included in contract -discounted
Day of Champions/Novice splel	March	16.5 / 8.5	2 staff for scrape Time allowed for work

Summary		
	Total hours	Cost
Employees	817.25	17,498
Personal	585.5	17,565
Expenses		5 000
Federal taxes		?

Options for 2023-2024

Proposals			
Option 1 – Status Quo Unsustainable business model	40,000.00	Reduce the # of employees to 1 for bonspiels. This would mean an adjustment to the draw schedule to accommodate the extra time to prepare the ice. Painting would still be outsourced.	Not Viable
Option 2 – Includes Base and Bonspiels	48,000.00	Includes full install. Optimal Ice would paint. PACC would purchase paint. Optimal Ice would provide labour and equipment. 2 employees for the bonspiels when needed. Optimal Ice would provide instruction for all corporate events and learn to curl. Club would still provide volunteers to assist, registration, but the company would provide curriculum and coordination. Optimal Ice would monitor plant operations and record daily pressures etc.	Viable
Option 3 – Base + Additional Cost per bonspiel	44,000.00	Includes full install. Painting would still be outsourced. Bonspiels would be charged based on the number of staff required. \$1200 for full weekend spiel. \$1000 for a day spiel.	Viable

		Optimal Ice would monitor plant operations and record pressures etc.	
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Summary

It's been a successful first year at PACC. I have a greater understanding of the building envelope and will make adjustments to ice install and maintenance patterns.

Future planning requires that the ice maintenance contract be profitable so that you can find staff to do this important work. I currently pay a basic wage with no benefits. Employees are seasonal and I provide the training which is time consuming. This year I partially paid the employees to get certified as Ice technician assistants. I will need to find an additional employee to provide coverage for ill employees and reduce overtime during spiels.

Recommendation

Optimal Ice would continue to provide Ice Maintenance and Services at Peace Arch. In order to be a viable club, PACC will need to assess infrastructure, equipment, sponsors, and fees. Optimal Ice is open to further discussions on how to improve the relationship with PACC for the next season.

Appendix – Additional Details and Notes

Painting Equipment	Costs
Purchase	\$6331
Rental	not available
Outsource	TBA

Equipment Scraper/Blades	Costs
Purchase	Potentially need a fourth blade \$2500?
Rental	NA
Outsource	NA

Scraper	Costs
Purchase	\$26 000 - \$30 000

Equipment	Costs
Jet Ice Tanks	PACC cost
Carbon refill	TBA
Reverse osmosis filters	\$100