

PEACE ARCH CURLING CLUB

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at Peace Arch Curling Club March 15, 2026

1. Call to Order

The meeting was called to order at 3:05

The following board members were present: Christine Makasoff, Doug Holmyard, Bruce Buchanan, John Bogar, Gary MacKinnon, Paul Mathias, Aleta Andrew, Mark Evans, Joel MacDonald

The following board members were not present: Greg Christofferson

Also present: Ross Scott, Adrian Phillips

2. Agenda:

Moved/seconded (Paul, Aleta) Motion carried that the agenda for this meeting be approved.

3. Approval of Minutes of Board Meeting February 15, 2026: Moved/seconded (Joel, Bruce) Motion carried that the minutes be approved as published.

4. Presentation by Mary Lang and Lesley Zhou. Members of the newly formed Dragon League would like to establish a junior curling program, Peninsula Youth Curling Academy (PYCA), for high-school students that are focused on attending university and would like to also become a competitive junior curler. This program would be similar to hockey programs currently running in high schools. The academic side of the program would be run through an institution that would help students with their studies and post-secondary goals. This program would be independently run and be a separate entity from PACC. This group would rent ice time from PACC and hire Optimal Ice to do ice – no extra cost to PACC. Obtaining ice time from PACC was the prime request. This is at its infancy stage but initial conversations with parents of teenagers in the community have provided positive feedback.

Dragon league was created to attract new members from the local Chinese community. Learn- to- curl 8 week program has now completed. Very positive experience. 21 people have confirmed that they will register in September.

5. Previous business:

(a) Adrian Phillips has been hired as the new manager. Official start date is May 1, 2026 but he will be at the club shadowing Ross prior to that date.

(b) Ross proposes to start 2026 season league play a bit later, October 1, 2026, to allow opening week to be available for open houses, learn-to-curl and practice. Season league play would end on April 3, 2027. Starting later aligns better with people returning from holidays. Ice is easier to establish later in September when the weather cools. There is also a benefit to start later in September to give PACC a buffer for the new construction of the floor.

Motion to amend the calendar for league play to start October 1, 2026 and ending April 3, 2027. First and seconded: (Gary/Aleta), all in favour.

(c) What can we do to improve communication? Proposal to have a director of communication on the board. Do we ask the membership for someone to volunteer for this position? Proposal to have a mid-season meeting with membership to update members. We will post to the membership for a volunteer – new manager, Adrian Phillips will stand in for now. Add link to approved minutes in the monthly newsletter. The best way to communicate directly with the membership is through email. PACC is working on establishing emails for the board which would be linked to the website.

(d) Roster update. Curling io will ask people registering if they want to opt in for contact info to be available on a club roster.

6. President's report

See full report attached.

Need to find someone to be backup to Adrian Phillips in an emergency – what does this person need to know and be able to do?

City has come back with a proposal for a change to the user agreement. Continued negotiations are required.

Bruce proposed a motion for the Board to appoint him as the point of contact with the City concerning the new user agreement. Having one single point of contact would be more efficient and provide clearer communication. Aleta seconded. All in favour.

7. Manager's report

See full report attached.

Curl BC paid for ice time for the adaptive curling workshops. There is a proposal to start up an adaptive league. PACC will need to find space. The new calendar will need to be approved soon.

8. Facilities -Mark

We will need volunteers to help remove lockers on March 28.

See full report attached.

9. City of White Rock – Bruce nothing to add.

10. Membership and Marketing - John

Novice curlers need a volunteer mentor to skip. Coaching clinic is to be set up in September.

See full report attached.

11. Treasurer – Joel.

In process of preliminary budget planning.

See full report attached.

12. Ladies League – Aleta. AGM was held on March 12. Not great attendance, spots need to be filled.

13. Social Committee – a chair for this committee has not been assigned. Membership and Marketing is looking into further events.

14. Leagues – Gary. League rep meeting is scheduled for two weeks after end of season.

15. Kitchen – Christine. Nothing new.

16. Five-year plan – Paul. Talked to Lily Holmyard. Curl BC has provided a nine-page questionnaire. Motion to move ahead with Curl BC for a strategic planning facilitation at a cost of \$3000. Joel seconded. All in favour.

17. New business.

Request was made to have someone look at PACC's Policy Manual and clean up any policy that is not appropriate. Gary will start on that.

Date and location of next meeting April 13, 2026 at 6pm, PACC

Adjourned 6:15pm

President's Report

PACC Board Meeting, Mar 15, 2026

Masters Curling

Masters teams from PACC had success at the PCMCA Zone 2 playdowns. Two teams in the Over 80 category and 1 team in the Over 70 category advanced from the Fraser Valley Championships to the BC Provincial Championships. The Club provided \$400/team to help with expenses.

Don Moe has provided us with a blueprint for the transition of the Senators Board of Directors to a Masters Committee to oversee the participation of PACC curlers over the age of 60 in the FVMCA bonspiels and PCMCA playdowns. Stan Turner is the current president of the Senators league. I have asked him to take on this task. We will need to recruit volunteers from other leagues (day ladies, evening men, day and evening open leagues) to participate in the committee.

Don Moe's transition plan:

Transition Senators Board to PACC Masters

With the 2023 FVMCA deletion of the day time designation for leagues positive changes are happening in the club's membership in the FVMCA and PCMCA. In 2023 we had the evening Tuesday and Thursday Men's league join. With the addition of ladies membership we have an opportunity expand our involvement in bonspiels and playdowns. To do so we should look at involving and educating all PCMCA members. This no longer should fall under the Senators Board. Propose to form a new Board Committee (PACC Masters) responsible for masters curling involvement in the FVMCA and PCMCA. The committee would consist of a representative from each PCMCA sanctioned league. This includes all Men's, Ladies, Mixed and Open sanctioned Leagues and a selected member would represent Peace Arch in the FVMCA. The committee would communicate and be responsible to ensure all the policies and rules as set down by the Fraser Valley Masters Association (FVMCA) and the Pacific Coast Masters Curling Association (PCMCA) are understood and followed. Responsibilities would be to inform all members of FVMCA meetings, Zone Playdowns and any policy changes within. A Masters website would be added to the PACC website and include all Policies, Bylaws and meeting minutes of the FVMCA and PCMCA. The Senators League would continue to operate as present with a random selection league only. Senators would continue with a reduced committee consisting of a representative to the PACC Masters, Draw Master, Spare Master plus any other positions that may be deemed necessary. They would also have autonomy as to spare rules and running of their league within the rules of the Peace Arch Curling Club, FVMCA and PCMCA. The Senators website could exist as is by deleting any FVMCA or PCMCA minutes etc or could be integrated into the PACC website.

Advertising

Reg Mulligan has offered to help the club sell advertising space in the ice and on billboards around the rink. Ross Scott has provided him with our price list. He has been in contact with the M&M Committee.

New Manager Recruitment

Adrian Phillips has been hired as the new Curling Services Manager. The hiring committee had posted job ads on the Curl BC and Curling Canada websites and on LinkedIn. We received 4 replies through the curling websites. One came in after we had offered Adrian a contract. One other candidate was interviewed. The remaining candidate from the curling sites ads declined to be interviewed without explanation. There were 9 applications through LinkedIn. None of these had relevant job experience.

We will need to make decisions on bookkeeping help, lounge and bar management, lead instructor for learn-to-curl and backup to cover any time off Adrian requires.

Communications

Martha McArthur has requested help with managing the club website. At present she is receiving updates from multiple sources and does not have a point of contact on the Board. She has suggested the board name a communications liaison who could review the website weekly, forward updates from the Board, and oversee the newsletter and the information on the TVs around the club.

User Agreement

The City has proposed a change to the current user agreement. They will cancel the common area charges. This would save the Club approximately \$37k/year. They want the Club to retain ownership of the refrigeration plant and rink floor. The term of the user agreement would remain the same, expiring in 2034. Further negotiations are planned.

Doug Holmyard
President
Peace Arch Curling Club

2026-03-15 PACC Revitalization Project Status

Complete:

Added to scope:

- Dehumidifier Replacement – still recommending desiccant unit despite no references – turns out unit has only been on market for 5 years. No one has done a wheel replacement yet. (Soon to be installed at both Richmond Curling and Kitsilano Ice Rink)

Taped new floor perimeter to get feedback pre season end 2/16 – no feedback on floor size.

Hand off investigation of Rink Liners (Paul) and new Rocks (Gary). (We weighed 22 rocks – Average was within spec 38.7lbs vs \geq 38.5lbs. 4 of 22 were underweight.)

Floor Permit Applications submitted 2/17. City questions to architect 3/12. Responses 3/13. Anticipate approval within 10 days.

BC Gaming indicated that they will announce Grant recipients by March 27. We can publicize then.

Used equipment sales. Separately both FVRL and JSRE indicated there would be little value (think “0”) for our used equipment. Spent time with RKT identifying items to save as spares for future.

Next Steps:

Vent stack Building Permit appointment completed 2/17. Require a stamped drawing and Field Inspection report to get permit. Waiting on FVRL.

FVRL to price out:

- new (secondary) ammonia detection system as part of new code compliance
- a remote sump for water supply to new evaporative condenser – idea is a to avoid freezing issues and simplify management of water treatment.
- Additional piping to allow a “blade cooler” for scraper in ice storage room
- Likely treat these items as Change Orders

Receive Stipulated Price info for completion, move to CCDC2 contract – by ~~February 14~~, ~~March 2~~, March 20 (Horie is comfortable we are on track). Delays due to finalizing permit, insurance, re-gasket costs. (Jack Zimmer (PACC Curler) is helping with alternative insurance quotes.)

DRAFT Schedule has not changed. Awaiting FVRL timeline.

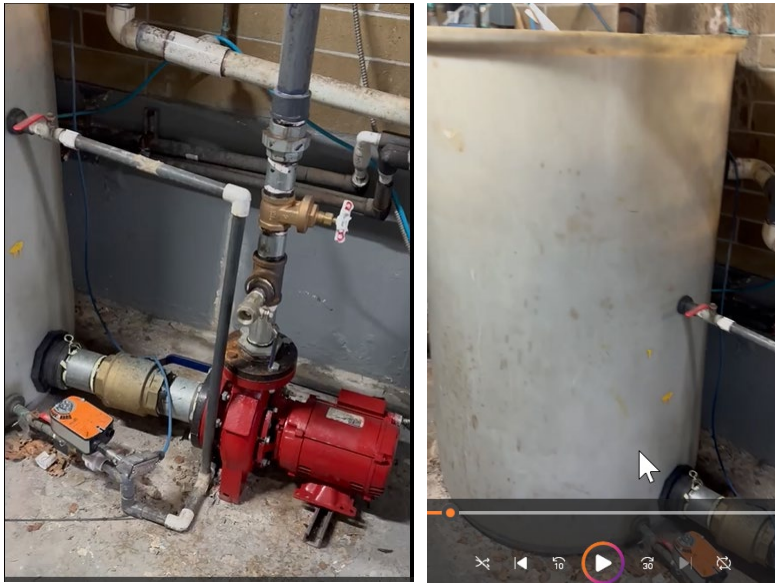
JSRE site visit 3/16

Begin water treatment vendor selection.

PACC Revitalization **DRAFT** Timeline

Peace Arch Curling Centre Replacement				
1475 Anderson Street, White Rock, British Columbia V4V 0A8				
ID	Task Name	Duration	Start	Finish
1	General Schedule	127 Days	04.16.26	08.20.26
2	AHC Mobilization	02 Days	04.16.26	04.17.26
3	Demolition and Sand Base Removal	24 Days	04.20.26	05.22.26
4	Patercon - Slab Prep Header Trench	08 Days	05.13.26	05.22.26
5	WestCoast Arena Slab - Gastaldo	07 Days	05.25.26	06.02.26
6	Patercon - Apron Curbs	05 Days	06.03.26	06.09.26
7	WestCoast Arena Slab - Gastaldo	10 Days	06.11.26	06.23.26
8	Slab Pour	01 Day	06.24.26	06.24.26
9	Wet Cure	07 Days	06.25.26	07.01.26
10	Dry Cure	21 Days	07.02.26	07.21.26
11	Expansion Caulking	02 Day	07.02.26	07.03.26
12	Trench Covers and Apron Curbs / Bumpers	05 Days	07.06.26	07.10.26
13	Flooring (Re-Install)	05 Days	07.13.26	07.17.26
14	Cove Moulding and Curbs / Bumpers	02 Days	07.20.26	07.21.26
15	Rent Floor Machine (United Rentals)	03 Days	07.22.26	07.24.26
16	Wash Rink Slab	02 Days	07.23.26	07.24.26
17	Arena Final Cleaning	03 Days	07.27.26	07.29.26
18	Apron Bumper Caulking	02 Days	07.30.26	07.31.26
	Fraser Valley Refrigeration (Ice Plant SoW)			
	TBD			
19	Fraser Valley Refrigeration (Plant Start Up)	01 Days	08.10.26	08.10.26
INF O	PACC - Down Schedule	10 Days	08.10.26	08.19.26
INF O	PACC - Build Ice	TBD	08.20.26	08.20.26

Remote Condenser Water Pump & Tank (Royal City)



Blade Cooler Example (Abbotsford)



Optimal Ice - Manager's Report for Peace Arch Curling Club

March 2026

RENTALS

- **Lounge –**
- **Rentals – Ice:**
 - **6 school visits Feb - March**
 - **12 sheets of ice rentals in March**
 - **Adaptive curling event 3 on ice sessions**

CLUB ACTIVITIES

- **League Schedules**
 - Dragon league is full
 - Overall club is very busy with not a lot of space except in second draw at night.
 - Working with Curl BC and stroke group to bring in adaptive curling. Feb 3 lounge and inflatable training then Feb 14 21 28 on ice from 12-2 - we potentially could start a new league in that time slot next year before the dragon League.
 - Adaptive group is interested in starting their own league on Saturday -Adrian was part of the discussion

- **Pro Shop –** sold a dozen safety toques to Dragons
- **Bar**
 - 11k in sales in the month of Feb –

- **Financial –** Joel –

BUSINESS

- Nifty 50's Starts March 23 -26 4 day event.
- Rotary contract sent
- Adaptive curling event success – Curl bc paid for it \$1500 billed

KITCHEN –

- Kitchen door broken – saw controller dangling and arm looks bent. Informed president. They have not reported damage. Cost should be theirs to repair.
- Rent paid March 14th. Omar 1000 Sam 2000 and other party (campbell trading) 581

EMPLOYEES

-will all be laid off end of march. New manager will have to rehire and interview

FACILITY - recommendations

1. Rip out carpet and put hardwood laminate downstairs and in lounge - easy to clean and makeshift dance floor
2. Rotate pool table to get more space
3. Hire professional bartender and extra task will be to run events, purchase confection and alcohol, run banquets and staff. Cover other bartenders when sick. Either salaried or hourly rate.
4. Hire bookkeeper to do monthly reconciliation and handle more complicated quickbooks inputs. (manager would continue to daily inputs/sales receipts/invoices etc)

Action Items

- | | |
|---------------------------------------|----------------------|
| 1. Bar - jug cooler not working | -RKT investigating |
| 2. New light for change room | -in progress |
| 3. Need plug installed for air fryer | -postponed |
| 4. Digital thermostat for beer cooler | -cost tbd |
| 5. Return it campaign | - Reached \$1500 |
| 6. Bar storage doors locks | -taped up need rekey |
| 7. Ice room door re-key at same time | - next year |
| 8. Cooler door broken in bar | -repaired |
| 9. Bonspiel Policy – | -in committee |
| 10. Ice contract proposal | -submitted |

Ross Scott- Optimal Ice Curling Services Ltd.

Manager of Peace Arch Curling Centre

Membership and Marketing (M&) Committee

Report to the Board – March 15, 2025

- Excellent wind-up with pizza for Junior curlers on Wednesday, March 11. Six of our young curlers will form a team to participate in the Richmond Bonspiel. Both Brad Burton and Mark Thorldvanson deserve recognition as volunteers for their commitment to the Junior Curling Program. Comments from Mark Thorvaldson (in part):
 - Thank you and PACC Board for demonstrating a desire to move the Junior program forward.
 - Parents trickled in around 5 p.m. to pick up kids and were very appreciative of program. Several asked about off-season plans and when they would be advised of new season.
 - I thought the pizza lunch worked very well to cap off season. There was some upside in letting kids know their shots were taking too much time – letting pizza get cold.
- Registration plans for junior curling in the City of White Rock Leisure Guide are proceeding. The expectation is to have 32 young curlers and a wait list for next season. Registration fees for junior curling submitted to Joel for budget purposes.
- M&M Committee met with Adrian, the new PACC manager, to offer support, explain the mandate and provide an update
- Reg Mulligan has taken on the responsibility for advertising sales and joined the M&M Committee
- Member Survey completed with a strong response from 172 members – members want to participate and be heard. The overall satisfaction rating of 4.4/5.0 is encouraging. A preliminary AI-generated summary report is attached. The final report to the Board with members' comments is in the works.

PACC Finance Committee Report to the Board

Mar 14, 2026

Finance Committee Membership

- Joel MacDonald (Chairperson, PACC Treasurer), Michelle MacKinnon, Paul Mathias, Mark Evans

Finance Committee activities this period

- Standing Finance Committee meeting held 2026-03-08
- Establish preliminary 2027 operations budget
- Initial prep for Community Gaming Grant application
- Cleaned up who has access to PACC bank accounts

Finance Committee upcoming priorities

- Establish 2027 operations budget and league/building fees
- Apply for Community Gaming Grant
- Plan for how to depreciate new assets from Facility Revitalization project

Preliminary 2027 Operations Budget Overview

- Revenue: Flat (upside from Dragon league, downside from kitchen/floor rentals)
- Expenses: \$60K++ net increase (manager salary, office assistance salary, ice maintenance)
- Net income: \$6K
- Current operations surplus is healthy – predicted \$133K at FY end
- Preliminary decision leave league fees and building fees unchanged for next season

Facility Revitalization Finances

- Project budget: **\$1,967,176** (\$1,741,194 +\$225,932 contingency)
- Disbursements to date: **\$98,639**
- Total resources available: **\$2,292,572**
- Projected balances at completion
 - Gaming Funds: **\$0**
 - BCASF: **\$480,717** (best case), **\$254,785** (if we use project contingency)
 - PACC Savings: **\$174,233**
- Notables:
 - Received firm quote from AHC. \$127K less than previous estimate
 - Added junior rocks and brooms to budget (~\$10K)
 - Now considering the project budget ‘baselined’

Other notable financial events this period

- CWR taking 25% cut to list junior programs in Leisure Guide

- Reconciled finances from Jan 31 social event
- Assessed whether to pay off \$20K outstanding debt. Decided no
- Agreed to invest portion of operations and capital surpluses (e.g. GIC)
- Started to migrate Scotiabank Operations account balance to Coast Operations account (\$120K)

Account Balances

Coast Capital - Operations	\$169,030	Scotiabank - Operations	\$54,452
Coast Capital - Savings	\$113,833	Scotiabank - Gaming	\$253,658