

PEACE ARCH CURLING CLUB

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at Peace Arch Curling Club July 20, 2026

1. Call to Order

The meeting was called to order at 6:02pm

The following board members were present: Christine Makasoff, Doug Holmyard, Gary MacKinnon, Greg Christofferson, Joel MacDonald, Paul Matthias, Linda Wei

The following board members were not present: John Bogar, Mark Evans

Also present: Adrian Phillips, manager

2. Agenda:

Moved/seconded (Greg/Gary) Motion carried that the agenda for this meeting be approved.

3. Approval of Minutes of Board Meeting June 22, 2026: Moved/seconded (Linda/Joel)

Motion carried that the minutes be approved as published.

4. Previous business:

Aleta Andrews has resigned from the Board.

5. President's Report, Doug Holmyard, see full report attached.

Doug put forward a motion on behalf of Reg Mulligan proposing additional advertising pricing for packages and additional options. Seconded by Paul. All in favour.

Mark, Christine and Doug have scheduled a five-minute presentation to White Rock City Council at the City Council meeting on July 27. A new proposal has been submitted to John Woolgar at the City for preview. The new proposal asks for an amendment to the current operating agreement which has 18 years remaining on it. The amendments would have the City pay for all common area costs including utilities and capital improvements and maintenance. In addition, PACC is asking that the City also pay for any capital improvements and maintenance necessary for the structure and exterior of the leased building, which is the building that houses the curling rink, and the integrated building, which is the building that houses the upper and lower lounge. PACC is proposing that the City have exclusive access to the dry floor in the leased building during the off-season. The City would pay for all utilities in the off-season. The Board discussed the merits of this

proposal. All Board members were in favour of the new proposal except Linda, who was opposed to the proposal. Linda would prefer that the Board ask for a term of 30 years for a new operating agreement.

A letter to the membership went out today explaining the Board's position on several opinion pieces published in the Peace Arch News by Bruce Buchanan. So far, feedback has been positive, grateful for update.

Senators information will be added to PACC website, including leagues.

6. Manager's Report, Adrian Phillips, see full report attached.

Working on creating a schedule for September.

Working on volunteer program.

Received call from Team Tanaka's manager. Currently unsure if the team will be needing ice time at PACC? Doug will confirm.

7. Treasurer's Report, Joel MacDonald, see full report attached.

On behalf of John Bogar, Joel brings forth a motion that anybody who would like to volunteer coach at Learn-to-curl and junior programs, PACC will pay for their coaching clinic in the fall of 2026, which will be organized by PACC. Seconded by Greg, all in favour.

8. Facilities' Report submitted by Mark Evans, see attached.

9. Five-year Plan, Paul Matthias

Paul discussed the question of how many people should participate in the workshop planned for September? Curling Canada has recommended that all of the board members attend or at least a majority of the Board, plus five people outside of the Board. Paul will work on recommendations for those additional five.

10. Leagues, Gary MacKinnon

Curling rocks can be purchased by Canada Curling Stone or Kay's, located in Scotland. Gary presented the pros and cons of purchasing from either supplier. Consensus was to purchase from Canada Curling Stone but decision to place the order will be delayed until construction of the new plant and ice are further along.

11. Kitchen, Christine Makasoff:

Past tenants have moved out of kitchen and removed all their belongings. Christine will ask Frederic, who will be taking over the kitchen in September as Leon's Cafe, to attend the next board meeting.

12. Social Committee, Linda Wei:

Discussed what social committee duties and expectations are and the re-opening party on October 24.

Linda met with Reg Mulligan to discuss sponsorship opportunities with the Peace Arch Hospital Foundation.

13. New business: we need an update on PYCA. Adrian will contact Mary Lang and invite her to the next board meeting.

Next meeting August 18, 2026 at 6pm

Meeting adjourned at 8:39pm

President's Report
PACC Board Meeting
July 20, 2026

Advertising

Reg Mulligan has provided a proposal for hogline advertising and a Premium ad template. This is provided in a separate document. Board approval is required. We only have a few more weeks before all the in-ice advertising has to be ready.

Negotiations with the City of White Rock

Mark Evans, Christine Makasoff and I met with City staff on June 25th to discuss a new operating agreement. We met again on July 16th with our completed proposal. City staff asked us to contact the City Clerk to arrange for a delegation to the July 27th Council meeting. On that date we will be giving a PowerPoint presentation to Council.

Letter to the membership

In response to the many questions to board members from concerned club members regarding the advertisements in the Peace Arch News, the Board sent an email to the full membership to explain the situation.

Website updates

The Club website needs to update the board of directors list and the meeting minutes. I would like to begin the transition of the Senators webpage to the Club site by adding the Senators team lists and schedules to the Leagues tab. Instead of linking to the Senators site it would give direct access to this information.

Doug Holmyard
President
Peace Arch Curling Club

Peace Arch Curling Request for Support from City of White Rock

We would like to continue the work to consolidate and align the Building Lease and Operating Agreement

Thematically we are asking for the City to take over the maintenance of the building(s) CAL and PACC while PACC will take care of the ice plant, refrigerated slab, curling lobby and lounge. Specifically, the City would take over:

- The 1/3 of CAL common area costs currently paid by PACC. The 4 year average for these costs is \$37,488. These are costs that occur annually.
- Maintenance/Capital Renewal of the entire CAL building (i.e. absorb the 1/3 attributed to PACC) and, maintenance/capital renewal of the curling rink building envelope (including roof, drainage, cladding, fire system, external doors etc). The April 27 Report to Council suggests the sum of these costs is \$80,800/yr. These are future costs that are typically lower frequency but higher cost per event.
- We also ask that the City forgives the outstanding (unbilled) balance associated with the CAL capital reserve fund estimated at \$110,000. This is a one time cost.
- The Grand Total of cost over the 18 years remaining in the PACC lease is \$2.24 million

What's in it for the City?:

Ensuring uninterrupted access to curling activities to almost 600 individuals during the Fall and Winter.

PACC would continue to operate and maintain the icemaking equipment and refrigerated floor. This includes the lighting, dehumidifier, heaters, make up air unit, kitchen and associated equipment, curling lobby and lounge.

The dry floor and lounge would be available for City programs from mid-April to mid-Sept (5 months). (PACC would occupy the rink floor and lounge area from mid-Sept to mid-April each year (7 months).)

Board of Directors
Peace Arch Curling Club
July 17, 2026

Manager's Report for Peace Arch Curling Club

July 2026

RENTALS

- **Lounge**
 - August 23 – Celebration of Life for member's niece. Orange tarp(s) should be removed by then...
- **Rentals – Ice:**
 - N/A

CLUB ACTIVITIES

- **League Schedules**
 - Finalize calendar of events, programs and bonspiels
 - Roaming bonspiel Feb 27-28 affecting leagues
 - Need to spend a day on Curling IO and publish
 - Plan learn to curl scheduling (Saturday night or Sunday morning)
 - **Scheduling for September – do not yet know when ice will be in & ready**
 - Develop learn to curl program (written) with Ed Holland
- **Pro Shop:**
 - Will order stock in August. Some items may be missing, such as screws for the rental brooms
 - Enter into PoS and make available online
- **Bar**
 - More cleaning required before season starts
 - Licensing from Premium Sports (\$100's per month) prohibitive. **Will use single TV and apps (TSN and Sportsnet) on TV with member login**
 - **Improving internet connectivity upstairs – will get cables run and use upgraded downstairs internet**
- **Financial**
 - **Getting the books in order and developing SoPs. Now have Debit card, bank access and new credit card en route**
 - Advertising assistance with Reg – **unclear who has/hasn't paid for advertising...**
 - Get BCASF items ordered, per Joel's Finance report (First Aid, Coaching Clinic, Grippers, broom heads...)
 - Caprice Cinema offering 50% on advertising package for the year (\$1200)
 - Office needs a new/upgraded PC
- **Project**
 - Attend club as needed for contractors, members
 - Get Lift in place for August and arrange all work (heat vent maintenance camera fix, light repair/replacements)

BUSINESS

- **Volunteer recognition program** – would like to provide discounts, pins... more recognition for volunteers. Request an Executive Sponsor from the Board on this.
 - Volunteer program for discounts. Volunteers get added 5% off pro shop & bar. Will hold volunteers meeting in September
- Takeover from Ross not quite complete
- PoS (Point of Sales) system being implemented, and used for first time (take down payment for August rental)

KITCHEN –

- Inspection done by Fraser Health and form needed to be filled out by Leon's

EMPLOYEES

- July event ran with Taylor as staff as I was away that weekend (July 17)
- **Will look to hire staff starting in August (job descriptions, posting, interviews, etc.)**
- Hire bookkeeper to do monthly reconciliation and handle more complicated Quickbooks inputs. (manager would continue to daily inputs/sales receipts/invoices etc)
- Hire Bar Manager to assist with banquets and ordering and stocking bar

FACILITY - recommendations

Away August 9 to 16 for BCSSA Provincial Championships

Adrian Phillips

Manager of Peace Arch Curling Centre

PACC Finance Committee Report to the Board

July 18, 2026

Finance Committee Membership

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

Finance Committee activities this period

- Michelle MacKinnon continued reconciliation of PACC financials. Getting close to complete for FY2026. Significant effort spent.
- Prepared FY2026 GASR + capital grant supplement. Very challenging! Need better controls on management of Gaming funds
- Signed Saklas engagement letter for preparation of year end financials
- Arranged Adrian access to Coast accounts. Still need to arrange Scotiabank

Finance Committee upcoming priorities

- Finish getting PACC financials reconciled
- Resolve issues with GASR and submit (incl. capital grant supplement)
- Submit incorrect/delinquent PST/GST reports
- Prepare package for Saklas year end financials
- Agree on use of BCASF funds outside of Facility Revitalization project, e.g. First aid training, Coaching clinic, Grippers, sliders, brooms for Learn to Curl, etc.
- Revisit insurance coverage and costs considering facility upgrades
- Depreciation approach for new equipment

Facility Revitalization Finances

	This Month	Last Month	Notes
Project Budget	\$2,049,923 \$1,825,018 + \$224,904 contingency	\$2,061,228 \$1,836,323 + \$224,904 contingency	Minor change due to firm quote for perimeter flooring
Total Disbursements	\$1,047,662	\$578,020	Significant progress payments to AHC. 57% complete
Resources Available	\$1,295,428	\$1,790,000	No new resources this month. Significant disbursements
Projected ending balances			
Gaming Funds	\$0	\$0	

BCASF	\$403,856 (best case), \$178,952 (if we use project contingency)	\$378,585 (best case), \$153,681 (if we use project contingency)	
PACC Savings	\$167,097	\$182,511	

- Notables:
 - Significant disbursements for floor and refrigeration
 - Tracking well to budget

Other notable financial events this period

- Paid two outstanding CWR invoices: 2 x \$28K = \$56K.

Account Balances

As of July 18, 2026

Coast Capital - Operations	\$54,567	Scotiabank - Operations	\$59,755
Coast Capital - Savings	\$75,846	Scotiabank - Gaming	\$106,206

*** Effective balance in Operations accounts = ~\$100K (current balance minus \$15K cheque outstanding)

2026-07-20 PACC Revitalization Project Status

Complete:

Floor curing considered complete as of July 15. Strength testing all exceeded target levels (good!)

Floor elevation survey completed – guarantee of 90% within +/- 6mm achieved. (111/112 survey points were ≤ 6 mm from mean)

New evaporative condenser installed June 29. Connections in late July.

Perimeter flooring ordered for delivery w/o August 10. (Black, Versa Rubber from Perfect Surfaces in Airdrie)

Selected Pace Chemicals for water treatment. Will go with a “ProMoss” solution (more environmental/people friendly). Expect capital cost of ~\$6,000 and annual cost of \$4.950 (vendor working to confirm both now).



Province confirmed this Thank you signage is acceptable:

Assuming things go well with the city I suggest we do the same with the City logo and then put two of each in the ice as decals (4 total, 2 BC, 2 CWR)– we can decide whether we do both on the same sheet or one per sheet etc. Assuming Board agrees I’ll work with Reg and Ross to order and install.

Next Steps:

FVRL confirmed they have all major components, but they are tight on skilled labour. Installation pushed back to w/o July 27. They remain committed to substantial completion by August 20

Still working on -- Create a sub-group to discuss “Accessories” (rink furniture, measuring devices, boot cleaners etc)

Ross confirmed he is available to make a skim coat of ice for Sept 8 9 liner installation but, not available for FVRL training w/o Aug 24 (family wedding on the 22). Will sort out alternatives.

Equipment room cleaned up but still awaiting re-insulation of ceiling (insulation delaminated during high temp/humidity of 1st days of curing)

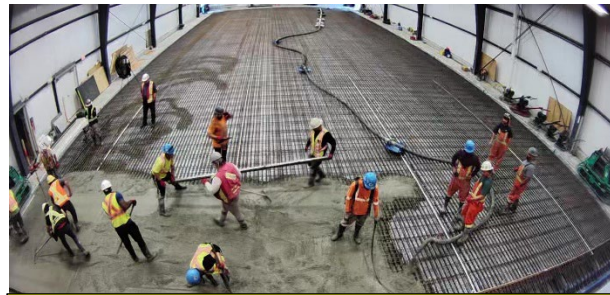
AHC completing rink perimeter (2x6+ plywood build up) and trench covers. AHC will do the perimeter floor installation in August.

Peace Arch Curling Club Revitalization – June 19, 2026 Update

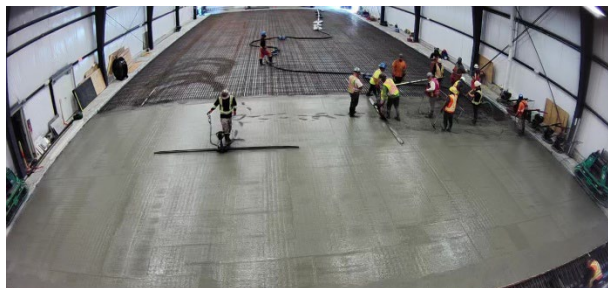
- Completed installation of WWM across entire sheet and pressure testing of brine system.
- Poured, finished, sealed and flooded the entire floor



Floor ready to pour. (6 am Weds)



Pouring underway. (7 am) (Count the heads!)



Pour continues (8:30 am)



Finishing (power troweling) (1pm)



Thursday morning – flooding with water



Floor fully flooded. The waiting starts.

Next up:

- **The Cure.** The floor will be kept flooded for the first seven days to control the rate of curing. Then the floor will then be dried, and the cure will continue for another 21 days.
- Concrete samples were taken throughout the pour. They will be lab tested at 7-14-21-28 days to verify the concrete strength is developing per plan.
- The floor is now effectively complete. Focus will shift to the ice plant where we will be installing a new compressor, condenser and chiller. We also have a new dehumidifier coming for the rink. These items will be installed in late July/August. Exact timing depends on delivery dates. We'll be finished by August 20th.
- We'll provide the next update when ice plant work begins. Happy Summer!

Peace Arch Curling Club Revitalization – July 3, 2026 Update

- Water cover removed from floor and concrete curing continues
- Floor survey was completed and “ultra flat” objective has been met
- Concrete samples taken during the pour are being tested at 7-14-21-28 days of curing. 7 day tests were good.
- Evaporative condenser was delivered and mounted on frame on Monday June 29



Evaporative Condenser delivery



Evap Cond mounting frame



South side of new Evap Cond



North side of new Evap Cond

Next up:

- The floor will continue to cure for another 12 days.
- The new chiller and compressor are ready for installation – Target w/o July 20.
- New dehumidifier is expected early August (pre system start up)
- Search for suitable water treatment suppliers is underway
- Ice plant start up on track for August 21