

PEACE ARCH CURLING CLUB

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at Peace Arch Curling Club, August 18, 2026

1. Call to Order

The meeting was called to order at 6:06pm

The following board members were present: Christine Makasoff, Gary MacKinnon, Greg Christofferson, Joel MacDonald, Paul Matthias, Linda Wei, John Bogar, Mark Evans

The following board members were not present: Doug Holmyard

Also present: Adrian Phillips,

Guests: Frederic Horey, Leslie Zhao, Mary Lang

2. Agenda:

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

3. Approval of Minutes of Board Meeting July 20, 2026: Moved/seconded (Joel/John)

Motion carried that the minutes be approved as published.

4. **Frederic Horey, proprietor of Leon's Café** introduced himself to the Board and provided some information regarding his opening in September as the new license holder of PACC's kitchen. Leon's will be open from Monday to Saturday serving pastries and coffee, waffles, and eggs in the morning, soups and sandwiches and burgers in the afternoon. Opens September 1. Will be available for catering. He will open in the evenings if there is enough interest from curlers.

5. **Mary Lang and Leslie Zhao** provided an update on Peninsula Youth Curling Academy (PYCA). PYCA is a private company that was formed to create a curling academy to provide high-level coaching to high school students and assist them in applying to universities. PYCA will be affiliated with PACC for the purpose of developing and promoting youth curling at PACC. This past summer, PYCA was the title sponsor at a local badminton competition that was hosted by the Peace Arch Hospital Foundation. PYCA also hosted Team China during the Canada Cup International Softball Championship at Softball City. PYCA will be sponsoring the mixed team of Cody Tanaka and Sarah Loken for the upcoming season. PYCA will be a member of Curl BC and will also be working with the Optimist Curling League. Currently they are

working on insurance for their players. They will need a waiver for the curlers to sign; Adrian will provide the waiver. Curlers will be a member of PACC as well as a member/client of PYCA. Currently, they are expecting 25 curlers to start in October. There will be three levels starting at grade 8. Plan for ice time is Saturday 1 to 3pm and Sunday 12:30 to 2:30. Ice time will be arranged through PACC. \$150 per curler will be charged to PYCA and paid to PACC to cover ice time.

6. **President's Report** submitted by Doug Holmyard, see full report attached. Greg presented the report on behalf of Doug who was absent.

Discussion regarding new, in-house logos and what parameters are needed to be provided to sponsors. It was decided that house logos need to clearly have the three rings delineated. Colours are open to the advertiser. Placement of decals needs to be communicated to Optimal Ice.

Sheet 1 will have a ghost house for the little rocks program.

Two decals celebrating 60 years for PACC will be purchased and placed in sheets 1 and 4.

Summary of the proposal to the City of White Rock was provided. During the City council meeting on July 27, the City council decided to defer taking a vote on the proposal until the next City council meeting on September 21.

Cody Tanaka is still unsure what their sponsor wants the team to do. Cody will be playing on Friday nights from time to time. He will play as a fifth without charge.

7. **Manager's Report** submitted by Adrian Phillips, see full report attached.

Anticipating ice will be ready for September 21. Still setting up learn-to-curl clinic and league that will be on Sunday.

Will need to start hiring bartenders and a bookkeeper.

High school curling looking to hold finals at PACC in 2028.

Mark with Cool Refrigeration will be fixing the fridge and freezer in the storage room.

8. **Linda Wei** put forth a motion to redesign the back wall of the rink to be completed by October 2026. The redesign would mean moving some to all the advertisers to the

side walls. This proposal met with concern because the advertisers on the back wall pay \$300 more per year for that location. PACC cannot move the advertisers without first confirming that the contract with the advertiser has expired and inquiring about the willingness of the advertiser to relocate their sign. The redesign would also mean designing and producing multiple banners. Linda did not yet know how much the banners would cost. Some board members believed that it would pose safety issues to replace all the signs with banners while the ice was in; board members suggested it would be better to complete the redesign when the ice was out and a lift could be rented. Linda was encouraged by several board members to amend her motion for the redesign of the back wall to be completed for the 2027 curling season because that would allow time to contact the advertisers, approve an overall design and approve and produce the banners that would be placed on the back wall. Linda chose to withdraw her motion.

9. **Treasurer's Report**, submitted by Joel MacDonald, see full report attached.

Books are now in order. Project is tracking on budget. Community Gaming grant of \$31,000 has been received.

Motion from Joel that PACC spend up to \$2,500 on a first-aid training course for one representative per league to obtain training. Mark seconded. Motion passed.

10. **Facilities' Report** submitted by Mark Evans, see full report attached.

11. **Five-year Strategic Plan**, Paul Matthias

Paul put forth a motion to postpone the five-year strategic plan workshop. There is currently too much happening at the Board level (negotiating a new agreement with the City and a possible legal dispute with a member over the Board's proposal to the City). Gary seconds. Motion passed.

12. **Leagues**, Gary MacKinnon

Gary has completed the amendments to the Policy document. He will forward amendments to each of the directors for review and discussion at the next meeting.

Motion by Gary to form a nomination committee to manage the election of directors at the upcoming AGM. The chair to be determined within the next seven days.
Seconded by John. All in favour.

13. Kitchen, Christine Makasoff

Patti Halford and two of her employees came in to help Christine clean the kitchen for the new tenant. PACC held back \$300 from the deposit of the old tenant for cleaning purposes. That money will be spent on professional cleaning of the ovens and grills and floors.

14. Membership and Marketing, John Bogar

John is working with Adrian on the junior program.

15. Social, Linda Wei

Linda presented a list of possible items for the reopening ceremony/60 year celebration which included bagpipes, flags, historical information, fun spiel, catering. Linda is looking for a sponsor for the event. Linda was encouraged to form a committee, which has not yet been done, for this event and others.

Motion by Linda to spend up to \$10,000 on the Reopening/60 Year Celebration. John seconded, motion passed.

16. Next meeting will be held on September 16, 2026 at 6pm

17. Linda Wei left the meeting at 8:45pm because of a conflict of interest. The remainder of the meeting concerned a letter that PACC received from Bruce Buchanan's lawyer. Board discussed options on how to proceed. In camera discussions.

Meeting adjourned at 10:45pm

President's Report
PACC Board Meeting
Aug 18, 2026

Advertising

Reg Mulligan has provided mockups of the in-ice advertisements for PAHF and PYCA. This was send to all board members by email. He has asked for Board approval to place the order.

Negotiations with the City of White Rock

Mark Evans, Christine Makasoff and I presented to City council on July 27th. The details of the proposal are outlined in the minutes from the July board meeting. Mayor Knight, Councilor Elaine Chueng and Councilor Bill Lawrence wanted to approve the proposal. Elaine Chueng wanted to make one change: remove the \$110k unbilled capital fund provision. Councilor David Chesney made a motion to delay any decision until after the municipal election. Councilor Anthony Manning suggested that the Club should approve the proposal at an AGM before bringing this back to Council. Mark Evans and Christine Makasoff explained that the PACC Board had the authority under our bylaws to speak on behalf of the members, and a plan to negotiate a new agreement had been proposed at the 2025 AGM. Councilor Chris Trevelyan wanted more time to study the numbers, and asked that the motion be amended to delay any decision until the September 21 Council meeting. The motion passed.

Senators Website Migration

I have contacted Martha McArthur regarding moving the Senators/Masters information to the club website from the Senators site. This task has fallen to me because I created the Senators site and administer it. The first step will be adding the Senators league schedules to the 'Leagues' tab on the main website. I have copied Rick Everest (president) and Wayne Parent (drawmaster) on the changes. Adrian has provided Rick Everest with the senators@peacearchcurling.com email address for all communications with the league. This will replace the pasenators@gmail.com address that has caused many problems when it has been passed from person to person as the Senators leadership has changed.

Doug Holmyard
President
Peace Arch Curling Club

Manager's Report for Peace Arch Curling Club

August 2026

RENTALS

- **Lounge**
 - August 23 – Celebration of Life for member's niece. Setup Saturday, Sasha to host
- **Rentals – Ice:**
 - Bayside Rugby interested in event in September

CLUB ACTIVITIES

- **League Schedules**
 - Schedule for September to be developed and put on web site. Meeting with Martha and Kim on Thursday
 - **Scheduling for September – Depends on ice being ready. Current ETA Sept 21**
 - Develop learn to curl program (written) with Ed Holland
 - A new competitive club, Taj McKenzie, has offered to help in exchange for ice time at the club
- **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
 - Improving internet connectivity upstairs – will get cables run and use upgraded downstairs internet
 - Need to get winners pictures up and trophies engraved
- **Financial**
 - **Books in order, new processes to be developed**
 - New advertising assistance/support, report of existing advertising
 - Get BCASF items ordered, per Joel's Finance report (First Aid, Coaching Clinic, Grippers, broom heads...)
- **Project**
 - Attend club as needed for contractors, members, i.e. Aug 19th
 - Get Lift in place for August and arrange all work (heat vent maintenance camera fix)
 - Need to find red wall clock

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
- Order hacks and little rocks from Canada Curling Stone

KITCHEN –

- Met Fred, reviewed schedule. Need fridges & freezers repaired
- Environment Health invoice of \$250 paid
- Signage update being sought and confirmed with City

EMPLOYEES

- **Will look to hire staff starting in late August (job descriptions, posting, interviews, etc.).**
 - Direct Deposit set up for staff in Quickbooks Payroll now
- 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

- Jacob Gabriel is finishing up the benches and furniture discussed

Was away August 9 to 16 for BCSSA Provincial Championships

Adrian Phillips

Manager of Peace Arch Curling Centre

PACC Finance Committee Report to the Board

Aug 15, 2026

Finance Committee Membership

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

Finance Committee activities this period

- Michelle MacKinnon largely complete with PACC financial reconciliation, only incorrect/delinquent PST/GST reports and payroll deductions are outstanding. Significant effort spent.
- Prepared inputs required for Saklas preparation of year end financial statements
- Rework FY2025 GASR to address deficiencies noted by Gaming Grant office
- Manage inflow and outflows for Facility Revitalization project

Finance Committee upcoming priorities

- Recruit bookkeeper for ongoing maintenance of PACC books
- Finish preparation of package for Saklas year end financials
- Resolve issues with FY2025 GASR
- Submit incorrect/delinquent PST/GST reports
- Investigate 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	\$2,054,316 \$1,829,412 + \$224,904 contingency	\$2,049,923 \$1,825,018 + \$224,904 contingency	Increase due to adding rink liner shipping, PST on rink liners
Total Disbursements	\$1,127,524	\$1,047,662	AHC payments this month smaller than usual
Resources Available	\$1,176,270	\$1,295,428	No new resources this month. Significant disbursements
Projected ending balances			
Gaming Funds	\$0	\$0	
BCASF	\$382,448 (best case), \$157,544 (if we use project contingency)	\$403,856 (best case), \$178,952 (if we use project contingency)	

PACC Savings	\$148,809	\$167,097	
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- Notables:
 - Tracking well to budget
 - Current contingency equal to 32% of remaining budget (significant)

Other notable financial events this period

- Received Community Gaming Grant for delivery of PACC programming. Requested \$34,000 but were awarded only \$31,100 “based on the size and scope of the program”. PACC FY2027 budget assumed \$34,000, so small negative variance. Did not receive the \$11K capital project grant request for junior equipment.

Account Balances

As of Aug 15, 2026

Coast Capital - Operations	\$39,699	Scotiabank - Operations	\$57,771
Coast Capital - Savings	\$57,338	Scotiabank - Gaming	\$115,417*

* Includes \$31,100 Community Gaming Grant deposit

2026-08-18 PACC Revitalization Board Update

Complete:

See page 2 for project status.

Next Steps:

Working through Reg to get two of the following signs ordered for in ice decals (acknowledgment signage is a requirement of the Capital Gaming Grant). Asked for two outside sheets in either B1 or



C2 position (see p3).

Put signage for CWR on hold for now. (would logically be the mirror position of above).

Equipment room re-insulation of ceiling planned for this week.

Perimeter flooring delivered w/o August 10. Installation planned for Aug 20-21.

Asked AHC to hire electrician to repair light switch(es) source of most “burned out” tubes

Sent email (8/3) to Accessories sub-group (Adrian, Ross, Paul, Christine, Joel, others??) Arrange a follow up session re: what to order. See XL attachment.

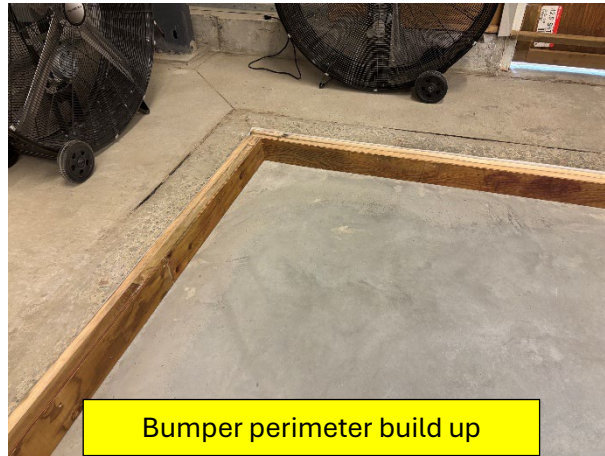
Have reached out to Ross re start up training timing.

Peace Arch Curling Club Revitalization – August 17, 2026 Update

- Slab perimeter, bumper walls, and trench covers built or rebuilt.
- Installation of new chiller, remote water sump and dehumidifier underway.



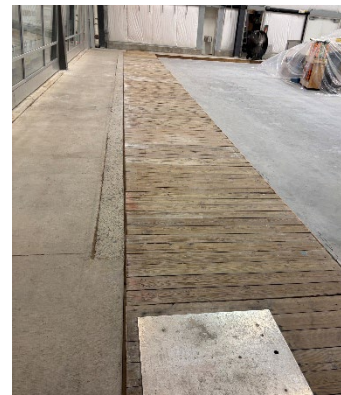
Slab perimeter caulked/sealed



Bumper perimeter build up



(Old) trench covers being re-fitted



Covers complete



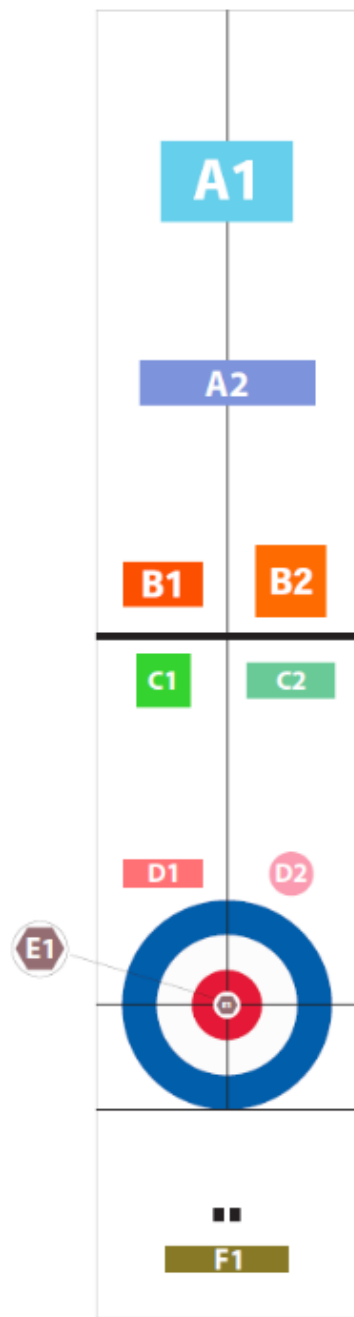
New dehumidifier



New chiller (blue), Remote sump (white)

Next up:

- Complete ice plant installation (compressor and controls are due this week)
- New perimeter floor installation Aug 20-21
- Ice plant start up w/o Aug 24
- Install rink liners Sept 9
- Reinstall lockers, benches etc w/o Sept 14 (we'll need volunteers)
- Target ice surface ready for practice by w/o **Sept 21**



- A1 90" x 54" -
- A2 120" x 30" -
- B1 54" x 30" -
- B2 48" x 48" -
- C1 36" x 36" -
- C2 60" x 24" -
- D1 54" x 18" -
- D2 30" x 30" -
- F1 84" x 18" -