

**Queens Place Emera Centre (“QPEC”)  
Board of Directors Meeting Minutes  
August 6, 2019**

**PRESENT:** Michael Anthony.....Chair  
Stew Horton.....Vice Chair  
Greg Thorbourne  
Raymond Fiske .....Councillor, District 6  
Hubert Rodden  
Sylvia Hurley  
Gilbert Johnson.....Councillor, District 7

**STAFF:** Meaghan Roberts.....Recreation & Healthy Communities

**1.0 CALL TO ORDER / WELCOME**

Michael Anthony called the meeting to order at 6:00 pm.

**2.0 CHANGES / APPROVAL OF THE AGENDA**

Michael Anthony added the following agenda items:

**5.02 Queens Place Emera Centre Staffing (discussion)**

**5.03 South Shore Major Bantam Lumberjacks (discussion)**

Motion put forward to approve agenda by Hubert Rodden, seconded by Stew Horton. Motion carried unanimously.

**3.0 APPROVAL OF MINUTES**

Motion put forward to approve minutes as circulated by Greg Thorbourne seconded by Councillor Johnson. Motion carried unanimously.

**4.0 BUSINESS ARISING FROM THE MINUTES**

**4.01 Financials, Facility Statistics and Budget**

All Board members were asked to come to the September meeting prepared with clear ideas of information they would like to have included as part of financial reporting.

Staff provided an overview of facility statistics for July 2019.

**4.02 Board of Director Appointments**

Recommendations are being presented to Council on August 13, 2019 to fill remaining two (2) positions on QPEC Board of Directors.

**4.03 Ice Usage**

Board members were asked to come prepared with idea for ice usage and programming. The focus of the discussion is on brainstorming ideas and logistics and feasibility will be discussed at a later date.

Michael Anthony presented the following ideas:

- Designated public skates (teen, adult, tots, youth, female, male)
- Ice skating adapted program
- Skate, story & snack (partnership with the library)
- Educational tour and skate (partnership with schools)
- 55+ Hockey
- Crash Ice
- Broomball
- Figure Skating
- 3-on-3 hockey (partnership with Minor Hockey)
- Theme Skates
- Corporate Skates
- Female Hockey
- Private On-Ice Lessons
- Skills clinics
- Learn to Skate Programs
- Intro To Hockey (Future Stars)
- Parent & Child Clinics
- Pre-Hockey
- Sledge Hockey
- Super Heroes
- Ice Skating Cardio Sessions
- Learn to Skate (exchange students)

Michael Anthony discussed that it might be useful for the arena to have a programmer, the same way the Fitness Centre has someone responsible for programming. The Board discussed the amount of time that would be required to break-even on hiring an additional staff member devoted to this task. It was also discussed that it might be possible to partner with local organizations to deliver programming together. The position could be on a 6-month to 1-year term basis to develop the original programming by completing a needs assessment in the community. If it is a success, it would be evaluated after year one and developed on a more long-term basis. Michael Anthony and staff will explore the possibilities and required process before bringing it back for Board for further discussion.

**4.04 QPEC Board of Directors Terms of Reference**

Michael Anthony clarified that Board members do not need to sign a confidentiality document. In accepting their Board appointments, all Board members also accept codes and conduct of Region of Queens Municipality committee membership.

**5.0 DISCUSSIONS**

**5.01 September Meeting Date**

Due to 2019 Hockey Canada BFL National Women's Team Fall Festival, the regularly scheduled meeting for September 10, 2019 will be held Wednesday, September 18, 2019 from 6:00-7:30pm in the Sobey Foundation Meeting Room at QPEC.

**5.02 Queens Place Emera Centre Staffing**

Staff reviewed that Board members should be aware that Operations Department at QPEC are currently looking for one (1) part time and one (1) casual employee in order to return their staffing compliment to original staffing levels. Staffing is budgeted in the current 2019-2020 budget.

**5.03 South Shore Major Bantam Lumberjacks**

Michael Anthony updated Board members that both he as Chair of QPEC BOD, and staff, have had several conversations with South Shore Major Bantam Lumberjacks regarding ice time and scheduling issues that have arose. Conversations have taken place with the Head Coach by both phone and email. QPEC has developed a reputation and is now being contacted about facility rentals and is continuing to grow. Staff is doing what they can to rectify the situation and communicate effectively. Michael Anthony indicated that it might be a good idea for the Board to consider developing policy in relation to ice rentals.

**6.0 IN CAMERA**

It was moved by Raymond Fiske and seconded by Stew Horton that the proceedings go In-Camera at 7:14 p.m. to discuss the following:

**6.01 Contract Negotiations**

**6.02 Contract Negotiations**

**6.03 Contract Negotiations**

It was moved by Stew Horton and seconded by Hubert Rodden that the proceedings exit In-Camera at 7:46 p.m.

**7.0 ADJOURN**

It was moved by Greg Thorbourne and seconded by Councillor Johnson that the meeting be adjourned at 7:47 p.m.

Motion carried unanimously.

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Mike Anthony, Chairperson

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Date Approved