

**BURKS FALLS, ARMOUR, RYERSON
TRI-COUNCIL MEETING - AGENDA**

Monday May 27, 2024– 7:00 p.m.

THIS WILL BE A COMBINED IN-PERSON/ELECTRONIC MEETING

Village of Burk's Falls Armour, Ryerson & Burk's Falls Memorial Arena 220
Centre Street, Burks Falls, Ontario

Contact the Burk's Falls Township if attending electronically, for meeting access information. 705-382-3138 email: clerk@burksfalls.ca

1. Host, Village of Burk's falls: Mayor Hope Welcome and Call the meeting to Order
2. Approve Notes from Tri - Council meeting March 25, 2024 (Resolution)
3. Declaration of Pecuniary Interest
4. Burk's Falls, Armour & Ryerson Union Public Library update (Armour Twp)
5. Agricultural fall fair - (Fall Ice Removal Impact)
6. Arena (Summary report)
7. Canada Day Celebration (Volunteers needed)
8. Firehall project Funding update (Ryerson Twp)
9. Health Centre Building
10. Other:
11. Next Meeting August 26th hosted by Township of Ryerson
12. Adjourn

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

TRI COUNCIL NOTES

March 25, 2024

The combined in-person/virtual TRI Council meeting of the Councils of the Township of Armour, the Township of Ryerson and the Village of Burk's Falls was held on Monday, March 25, 2024 at 7:00 p.m. at the Katrine Community Centre.

Those in attendance for were:

Township of Armour Council present included Mayor Rod Ward; Councillors Jerry Brandt, Wendy Whitwell, Dorothy Haggart-Davis and Rod Blakelock; Staff: John Theriault, Clerk-Treasurer/ Administrator, Charlene Watt, Deputy-Clerk and Amy Tilley, Waste Management Administrator.

Village of Burk's Falls Council present included Mayor Chris Hope, Councillors John Wilson, Ryan Baptiste, Sean Cotton and Ashley Brandt; Staff: Denis Duguay, CAO-Clerk.

Township of Ryerson Council present included Mayor George Sterling, Councillors Glenn Miller, Delyne Patterson, Beverly Abbott, and Dan Robertson; Staff: Brayden Robinson, CAO/Treasurer, Nancy Field, Clerk and Dave McNay, Fire Chief, Ken Stevenson, Deputy Chief and Cam Haffner, Fire Prevention Officer.

The meeting was called to order by Mayor Rod Ward at 7:00 p.m.

Mayor Rod Ward welcomed all of the participants.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING:

The notes of the regular meeting held on February 26, 2024 were approved as circulated.

DECLARATION OF PECUNIARY INTEREST: None

DISCUSSION ITEMS:

Community & Critical Services Planning for the Township of Armour

The members of the TRI Council discussed the draft paper presented by the Township of Armour on their priorities for the future. Priorities include the construction of a new fire hall, a new health and wellness centre and a library. The document details that the Township of Armour is willing to construct the fire hall and the library, finance them and then rent them back to the Fire Department and the Library Board. This draft paper was presented to TRI Council to advise them on what the Township of Armour's priorities are and what they are willing to do to accomplish their goals.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

TRI COUNCIL NOTES

March 25, 2024

2024 Fire Department Budget

The 2024 final draft fire budget was discussed by TRI Council members. The Township of Ryerson and the Township of Armour have already approved the draft budget. After some discussion, the Village of Burk's Falls passed a resolution approving the 2024 Fire Department budget.

New Fire Hall Option to Build

The Township of Armour provided a report to the TRI Council members proposing that the Township of Armour build and finance the new fire hall. The Township of Armour would own the building and rent it to the Fire Department for the cost of the construction loan. The Township of Armour would also look into the possibility of acquiring some funding to offset the cost of the building.

TRI Council members discussed the proposal and wondered how this proposal differed from the proposal put forward by the Township of Ryerson. The Township of Armour advised TRI Council that the proposal was only put forward to ensure that this project would move forward and not take many more years to complete. TRI Council members agreed that the project would move forward, based on the schedule and proposal presented by the Township of Ryerson, to the tendering stage with the money that is presently included in the 2024 Fire Department budget. During the time it takes to move to the tendering stage, the Township of Ryerson will endeavor to find a grant or grants for this project and the three partners will continue discussions on how to fund this project and how the ownership of the building will be shared.

Blue Box Depot Service

The Waste Management Administrator presented a report to the TRI Council concerning the provision of blue box depot service starting in 2025. The financial offers we have received from Circular Materials are a lot less than what was expected, but the report gives details and budget numbers of what we can expect if we accept or reject the offer. Since everything will change again in 2026 and since we do not know what those changes will be, the recommendation is to opt into the program so that our residents are not inconvenienced by the change in regulation. Each municipality passed a resolution opting into the program.

Other Business

The Library Board made a presentation to TRI Council requesting that they be included in the discussions about the new library. TRI Council was advised that, in order to ascertain that the property they wish to build the new library on is feasible, the partners would have to spend approximately \$11,000 in engineering. After some discussion, the Library Board will discuss paying this expense through their reserve fund for the new library. The Township of Armour, which is

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TRI COUNCIL NOTES

March 25, 2024

Other Business cont'd:

responsible for this project, will wait for a decision from the Library Board before moving forward with this expenditure.

The Village of Burk's Falls requested that the engineers contact the Village before doing any work on the property.

NEXT MEETING:

The next meeting is scheduled for May 27, 2024 and will be hosted by the Village of Burk's Falls.

ADJOURNMENT:

The TRI Council meeting adjourned at 9:45 p.m.

RESOLUTIONS:

Resolution - Moved by Rod Blakelock, seconded by Dan Robertson; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls approve the notes of the TRI Council meeting held on February 26, 2024, as circulated. Carried

Resolution - Moved by George Sterling, seconded by Dorothy Haggart-Davis; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls adjourn this regular TRI Council meeting at 9:45 p.m. until the next regular TRI Council meeting scheduled for May 27, 2024 to be hosted by the Village of Burk's Falls. Carried

Rod Ward, Mayor

John Theriault, Clerk



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ARBFMA Manager's Fall Fair – Ice In/Out Information

Date: May 27th, 2024

RECOMMENDATION

Accept this report as information and discussion

Current Council Direction

- Staff follow the resolution of the Village of Burk's Falls Council #2022-130 – see below:

Resolution No. 2022-130 Moved by Jarvis Osborne Seconded by Rex Smith

That the Council of the Village of Burk's falls hereby instruct staff to take ice out for September 5, 2022. Recorded vote requested by Councillor Wilson: Nays: Councillor Morrison and Smith; Yas Councillors Wilson, Osborne and Mayor Still. Carried.

AMENDMENT: requested by Mayor Still: (signed by Osborne/Smith)

And further that 2022 will be the last year the ice will be removed in September. Carried

Important Information

- Staff follow Council resolution #2022-130.
- 2023 - Staff contracted **183 ½ hours** of ice time in the last week of August and until the end of September.
- 2024 - Staff have contracted **153 hours of ice time** for the last week of August until the end of September. This number is guaranteed to rise as we get closer to the summer and September ice season.
- **2024 Current Key Contract Notes:**
 1. Winning Techniques the main contract for the summer, have already advertised the 9th week of summer camp and are filling spot in that 9th week.
 2. Winning Techniques is a business who plans their summer camp annually and start their plans more than a year in advance.
 3. Staff have contracted a women's tournament, and this renter already has their insurance and Special Occasions Permit required for the event.
 4. A sanctioned tournament also takes much planning and was booked over a year before the actual event. They are already asking about making this an annual event.

There is no appropriate time to change this years contracts that have already been advertised downpayments. The lack of time required for the Agricultural Society to change their plans for the 2022 fall fair was the reason Council decided to remove the ice.



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Revenues for September Ice

2021 was 73 hours of ice booked and \$8700.

- Winning Techniques did not use any of their banked time in 2022 so all their ice time was paid at full rate in the last week – Aug 29th to Sept 2nd, 2022.
- This was during strict COVID-19 protocols so no public skating hours.

2022 was 4 hours of ice booked at \$300.

- Ice was installed and reopen as quickly as possible after the Fall Fair.

2023 was 140 hours of ice booked and \$8,000 in ice rentals –

- Included public skating hours, banked ice time used by Winning Tech
- Revenues for public skating and skate sharpening not included in the \$8,000.

2024 staff have booked 84 hours of ice time fees yet to be determined.

- includes public skating hours.
- Staff anticipate many more hours to be booked - staff book the September ice by request only so it is available to all patrons.
- September revenues to be determined.

General Information

- Resolution 2022-131 dated July 07th 2022 has given an adequate amount of time for the ARBFAS to change their operations to comply with that resolution.
- ARBFMA Staff do understand the value of the Fall Fair to the community and have offered many suggestions to help create a successful use of the facility.

Ideas offered:

- Use the arena lobby and even dressing rooms for vendors. **(Like the annual Holistic Fair)**
 - Staff have even offered to put the ARBFAS in touch with the lady who runs the holistic fair to help assist with the floor plan.
 - Utilize the offer of using the snack bar area to sell food, snack and drinks to the people coming into the arena for the vendors inside.
 - Offer some kind of ice or public skating or bring in an ice carnival that fair goers would pay to see as part of the fair.
 - Lunch is served upstairs by the church – work with the church and put some vendors and entertainment upstairs along with the lunch being provided. This would be a **win win** for all involved.
- Although this arena is funded by a Tri-Council, The Village of Burk's Falls is responsible for the facility decisions and staff direction.
An inefficiency was identified by qualified staff about the removal of the ice surface for a small weekend event. The inefficiency identified was the extreme costs associated with making and removing the ice twice annually. Included would be the lost ice revenues for a 5-week period. Something often overlooked is the cost of the no-charge use of the facility that weekend. Remember nothing is ever "FREE."
 - Keeping the arena dark without any ice rentals and turning the temperature of ice up for the same 5-week period would cost less than taking the ice out and reinstalling it after the fall fair.
 - This issue should have been resolved back in 2007 when Council decided to renovate the facility for summer ice. An in-depth study would have shown Council and management in 2007 that it was an
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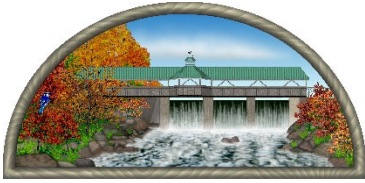
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inefficient use of staff time and building, resources to remove and make the ice surface twice annually.

- These continuing requests to remove the ice annually need to be put to rest by Council by making a decision follow Resolution 2022-131 or make a new resolution that staff will follow.
- In 2022 there were 7 Vendors on the arena floor at \$20 per table. The stage had the same band playing over and over for the day. This provided all at a cost of 5 weeks of lost ice rentals, \$4000 to remove the ice, \$15,000 to put the ice back in ASAP after the fair.
- The earliest day staff could open was Sept 26, 2022, and by then patrons looking for ice went elsewhere – Let's not forget this is a business that operates a deficit funded by taxpayer dollars.
- The costs for taking the ice out and putting the ice in do include staffing costs. However, based on all available scenarios this is the most inefficient use of tax-payers dollars since staff already performed these same duties at the end of the ice season and prepping for a new ice season in July.
- Staff have worked hard changing the operations at the ARBFMA – specifically improving communications, facility efficiencies, customer service, invoicing, contracting, and scheduling. Changing operations to appease a 2 to 3 day no charge use of the facility is like winding the clock back in time to a less efficient way of operating.
- In a time where staff are being asked to find staff, equipment & building efficiencies to reduce budget costs & **liabilities** it seems the concept is lost when it comes to discussing the fall fair needs in the facility.
- The ARBFAS letter states staff only need 17 days from the time the ice comes out until the ice can go back in after the fair. Staff are not sure where that timeline came from but see information below.

Timeline if ice was to be removed.

- Last Day of Ice 2024 – August 23rd
 - Safe Ice removal – no big trucks or front-end loaders on floor – August 24 to 27.
 - Removal of water & paint and scrub floor August 28 and 29 – Fingers crossed floor is dry for foot traffic.
 - Fair set up August 30th.
 - Fair August 31st to September 2nd
 - Fair clean up September 03rd
 - Floor Prep September 4th and 5th
 - Ice plant on September 6th.
 - Floor cooling for ice making September 6th to 8th.
 - Initial bond and Ice making September 8th or 9th to 10th.
 - Painting white September 10th or 11th – sealing white and ice making on top of white
 - Install lines September 12th and 13th and sealing lines.
 - At this stage of the process the ice is just over ¼ inch on the floor
 - Ice making with Zamboni – September 14th to September 22nd staff need to build the ice surface an additional 1 ¼ inches. Staff use the skills taught to them in the ice making course.
 - Ice open and skated September 22nd.
 - if deemed safe by staff the ice surface can officially open September 23rd.
 - **30 days max time needed but depending on weather, time needed for floor prep, staff availability, ice bond and no equipment issues staff can have the ice ready between 26 to 30 days from the time the plant was shut down on the 27th of August.**
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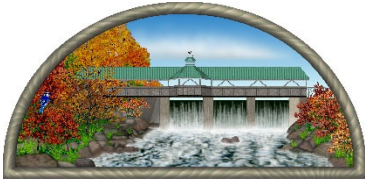
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- The ice making process cannot be rushed or the ice quality will suffer, and staff will be forced to deal with many ice maintenance issues.
- Staff should not be asked to change their Standard operating procedures, cut corners, work overtime or risk damage to the facility for the requirements of an outside user of the facility.
- Council needs to be aware staff schedule events, ice & facility rentals often many months and up to a year or 2 in advance – that's how staff remain efficient inside the facility and keep our customers up to date. Staff also have a BookKing program that allows online booking requests many months or up to a year or 2 in advance.
- The ARBFMA is a community centre provided to serve the community at a manageable deficit annually. Staff duties are to facilitate and serve the community and patrons and report back to the CAO and Council. The Wintario upgrades in 1977 and the 2006 upgrades for summer ice are starting to show their age. Staff are being asked to help reduce the costs for these aging structures and finding more efficient means of spending taxpayer dollars or creating more revenues. The ARBFMA staff have presented those ideas and cost savings annually at budget time. Included in those ideas were utilizing staff time and building resources to serve the entire community for the last week of August & the month of September and not just one user group who get the facility at no charge for 3 to 4 days of the month annually.

Figures

- 3 staff earn an average of \$3900 per week – this includes wages and MERCS.
 - During the fall Fair staff are required to work the days/evenings of the set up prior to the fair, the 3 days for the fair and the days after the fair to clean the entire facility. Based on this year's needs staff will be required for 63 to 80 hours for just the fair at an estimated cost of \$2600 and a revenue to offset that cost of \$0
 - Note: The ARBFAS run 12 Bingos annually and 4 to 5 other events annually that require staff to facilitate the rentals and clean up afterwards. Total staff hours for required for these events is about 220 hours at an estimated cost of \$7,052.50 and revenues of \$0.
 - The ARBFMA offers the ARBFAS facility use at no charge. The ARBFMA budget offsets this no charge uses with wages near \$9,600 annually, All utilities required for these events, no charge storage, and all cleaning supplies and toiletries required for each event. The ARBFAS is likely unaware of these costs assumed by the Facilities annual budget.
 - **The cost for the tents required for the fall fair is added to the ARBFMA annual budget but this should not be an expense for the arena as it has nothing to do with arena operations annually. This should be a donation from the Tri-Council. The tents are not a manageable expense for facility staff and management.**
 - Staff are often told and hear that the Village of Burk's Falls does nothing for the Agricultural Society.
 - The estimated costs to remove the ice once is between \$4000 to \$5000 and this cost will rise annually. This does include staff time.
 - The estimated costs to install the ice once is between \$14,000 to \$16,000 and this cost will also rise annually. This does also include staff time.
 - The lost revenues for the last week of August and for the Month of September including ice rentals, concession, and public skating is estimated at \$10,000 to \$11,500.
 - An estimated figure of \$30,000 plus is approximately the cost associated with removing the ice for the Fall Fair annually.
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- Be aware that the cost stated above does include staff time of approximately \$10,500 for just the ice removal and ice prep. The other staff time during this time frame is used for Karl Crozier Room rentals, lobby rentals, facility cleaning, facility maintenance and administration.
- Council should be reminded that during the last week of ice, the ice removal, the floor prep, Fall Fairs needs, floor clean & prep and ice making staff still only work 80 hour each, every 2 weeks and require their time off and the time off for the stat holidays worked.
- Council should also be aware that the arena is not a mandatory service so staff need to be asked in writing to work a stat holiday and accept the terms offered for their rate of pay and how their stat holiday will be paid as well. Currently all arena staff work stat holidays because it is expected of us for the greater good of the facility. I believe we should clean this up moving forward.

Staff advise Council of following risks.

- Weather humidity, rain, and hot weather can cause the inside of the arena walls and arena floor to sweat causing slippery conditions for Fall Fair vendors and patron. In the event of this happening staff must shutdown use of the arena floor for the remainder of the day.
 - Question is knowing this risk – Why would any Council put staff in that difficult situation. This situation has previously happened here at the ARBFMA, and an event was cancelled. **Note:** Because of changing weather patterns, the chances of this happening get higher annually. The Agricultural Society complained in their letter about the heat last year.
 - FYI – Facility staff allowed patrons of the fair into the ice surface area to cool off last year as well as the lobby and hall because both those areas were cool as well.
 - Note even on that very humid day for the 2023 Fall Fair the facility ice surface, walls, windows, and arena boards & glass sweating with condensation.
- The Agricultural Society have a stage which Village Staff have deemed unsafe. If the ice is to be removed staff would require this stage be inspected by a professional and have it documented safe for public use in the facility.
- Staff should be asking for the Fire inspector to come and inspect the vendor tables to ensure the table clothes are all fire retardant.
- It could be a huge legal risk for Council to overturn resolution 2022-130 and start cancelling signed contracts for 2024 with customers.

The Agricultural and Horticultural Organizations Act - the ARBFAS must follow this act

Objectives of Agricultural Societies:

The Act outlines the objectives for agricultural societies as follows (section 28):

“The objects of an agricultural society are to encourage an awareness of agriculture and to promote improvements in the quality of life of persons living in an agricultural community by,

- (a) Researching the needs of the agricultural community and developing programs to meet those needs;
 - (b) Holding agricultural exhibitions featuring competitions for which prizes may be awarded;
 - (c) Promoting the conservation of natural resources;
 - (d) Encouraging the beautification of the agricultural community;
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- (e) Supporting and providing facilities to encourage activities intended to enrich rural life; and
(f) Conducting or promoting horse races when authorized to do so by a by-law of the society.”

Not every society will be engaged in all of the activities listed in clauses (a) to (f), however, all societies should be engaged in activities that encourage agricultural awareness and improve the quality of life of the persons living in their community.

OPTIONS

Staff would recommend 4 options to Council in order of cost savings and efficiency for the facility and staff.

1. Remove the ice in April and cancel all summer ice and go back to just a winter rink offering ice from October to April annually (lose revenues, cut staffing needs for the facility and reduce the budget deficit annually). This would also be like going back in time pre-2007.
Note – the option to make ice for just 2 months is a very inefficient use of staff time, utilities, and facility resources & equipment. The wear and tear on the ice equipment alone doing 2 shutdowns and 2 startups is a good enough reason to only perform this task once annually.
2. Continue to follow resolution No. 2022-130 and keep the ice installed from July to April annually.
3. Direct staff to turn the ice plant to 25 degrees Fahrenheit keep the facility dark and have staff serve the needs of the Karl Crozier Room patrons (including the Fall Fair) and work on some facility, grounds, and equipment maintenance until October when the ice would be opened again to the public.
4. Direct staff to remove the ice for the fall fair, clean and prep the floor before and after the fair and then have the ice prepared for the end of September for the fall ice season.

Graham Smith

**Graham Smith RRFA/CIT
ARBFMA Manager**



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ARBFMA Manager's Report – Tri- Council Meeting May 2024

Date: May 27th, 2024

RECOMMENDATION

Accept this report as information.

BACKGROUND

The ARBFMA has been extremely busy over the 2023/24 ice season (July 01 to May 31st). Staff can report they had 1808 hours of ice utilized in that period. The ice use ranges from Minor Sports, Day Camps, Hockey Schools, Pick-up hockey, men's leagues, 5 tournaments, public/family skating, and birthday parties. Staff are encouraged by the ice inquiries for the 2024/25 ice season and expect them to be similar or busier than the previous ice season.

The Karl Crozier Room was also extremely busy during the same period mentioned above and rentals included approximately over 30 birthday parties, senior programs, seniors fitness, kick boxing, tournaments, tack show, Bingo, Fall Fair, dog training, public meetings, physic teas, Minor Hockey Banquet, Holistic trade show, Cadets, and cross training.

The spring of 2024 saw inquiries for the arena floor again and staff have had Ball Hockey, Roller Ball hockey, Cadets, Roller Derby and will also entertain an upcoming magic circus.

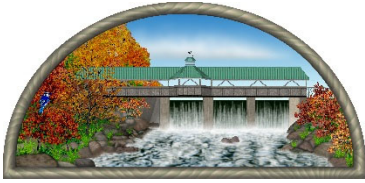
After the ice season the April major work was removing the ice surface and prepping the arena floor for dry floor use.

April was the start of the maintenance period and staff have created a list of projects that will be worked on during shutdown and into the summer/fall ice season.

The highlights for the past 5 months are mentioned in the analysis below.

ANALYSIS

- Staff had many inquiries for advertising inside the facility. These inquiries prompted staff to be directed to investigate advertising rates around the facilities within 1 to 2 hours of the ARBFMA. A report was prepared for the Burk's Falls Council and presented May 7th at special Council meeting. Staff asked Council to review the report and approve the new advertising rates based on the report. New Advertising rates are attached for Tri-Council input.
 - Staff are working on a 5-year rates document of the facility and advertising rates. Staff can report that while investigating advertising rates of other arenas and recreation facilities this is becoming a common practice within the industry. Staff have sold 2 boards advertising signs at the new rate.
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- Staff have also been working on updating the 5-year capital plan and making the appropriate changes for the 2025 and future budget process.
- Almaguin Minor Hockey has asked for extra practice ice this coming fall and winter which can only be accommodated by moving some out-of-town patrons from the 2023/24 ice season.
- Almaguin Minor Hockey has also inquired about September ice annually for pre-season practices and rep try-outs.
- Public Skating in the summer is Friday nights from 7 to 9 pm and Sunday afternoons from 1 to 3 pm.
- Staff have been approached about doing a puck and ball tournament in the summer or September as well. The people running this event want to make it an annual event.
- The Summer ice schedule is coming together quite nicely with 590 hours of ice booked from June 30th to August 31st. This already surpasses last year's total hours booked for July and August.

Note:

The last week of August has 66 hours of ice booked.

September ice bookings are currently 82 hours. Staff expect extensions from the summer ice patrons, minor hockey bookings, one off bookings and a couple weeks of hockey camp.

- The women's tournament in September have also inquired about making their event an annual event with the possibility in time of increasing the event to a 2-to-3-day tournament.
- Staff are finding that the increased facility use is also causing the wear and tear on the building and equipment to rise which is causing costs for repairs and maintenance to rise. Staff will continue to monitor the increased costs especially if they start to affect the approved 2024 budget.
- The 3 on 3 booked this past April has inquired about booking in 2025 and hope to increase the tournament size and hours needed.
- Staff started working on the Ice arena board scrubbing with the Zamboni Dynamax Scrubber purchased in the summer of 2023 and the scrubber works better than staff expected. The use of the Dynamax scrubber has increased a building maintenance efficiency.
- The annual Zamboni maintenance was completed by the facility Zamboni mechanic and the cost of the maintenance was just under \$2,000 which is much lower than previous years prior to 2023.
- Lakeland Networks installed new internet at the arena – The ARBFMA will not offer a guest WI-FI anymore as most people using the facility have data on their devices. The internet and WI-FI in the facility is specifically for staff the facility customers who need access for meetings.
- The initial inspection of the facility generator was completed and only showed what was needed to get the generator running. Once the work was completed so the generator could operate, the rest of the inspection was completed by Total Power. That final inspection determined that the cool system/fan drive needed parts & maintenance as well the mufflers and exhaust needed parts & maintenance.

The cost of these parts and maintenance was \$8742 plus tax.

This generator expense was not anticipated and was not included in our capital or operational budget for 2024. Facility management discussed various options with the CAO. It was decided that staff would ask Total Power for a price for the critical items that would require immediate attention. The price for the critical items is \$4598 which arena staff and the CAO hope to absorb within the 2024 operations budget.



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The remaining maintenance required for the generator will be added to the 2025 capital or operating budget.

The critical maintenance and quinquennial inspection will be completed at the same time.

- The generator work was finally completed, and the quinquennial inspection and maintenance was also completed. There is work identified in the Quinquennial inspection that will require attention in next year's Capital budget. The issue staff have found was the lack of maintenance and attention from the facilities previous contractor that has caused the generator to deteriorate.
- The floor scrubber is causing staff more issues and staff have now identified the replacement of this machine as a high priority in the 2025 budget.
- The snack bar totals for 2024 are already close to budget for the revenues and the expenses. Staff expect the summer to be slower but the fall/winter to generate the same numbers seen from Jan to April 2024.

OPTIONS

Accept this report as information and discussion.

Graham Smith

**Graham Smith RRFA/CIT
ARBFMA Manager**