



Municipality of West Elgin

Agenda

West Elgin Community Centre Board of Management

April 14, 2021, 9:00 a.m.

Electronic Participation Meeting via Zoom

Documents are available in alternate formats upon request. Please contact the Clerk's Department if you require an alternate format or accessible communication support at 519-785-0560 or by email at jnethercott@westelgin.net.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

3. Disclosure of Pecuniary Interest

4. Minutes

3

Recommendation:

That West Elgin Community Centre Board of Management Committee adopt the minutes of March 10, 2021 as circulated and printed.

5. Business Arising from Minutes

6. Financials

6

Recommendation:

The West Elgin Community Centre Board of Management hereby receives the financials as of March 31, 2021.

7. Staff Reports

7.1. Capital Projects 2021 Verbal Update

7.2. Operational Verbal Update

7.3. 2021-2022 Registration Verbal Update

8. Adjournment

Recommendation:

That the West Elgin Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on May 12, 2021 at 9:00 a.m.



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

March 10, 2021, 9:00 a.m.

Electronic Participation Meeting via Zoom

Present: Duncan McPhail
Alphonse Willie
Ken Loveland
Jim Hathaway

Staff Present: Lee Gosnell, Manager of Operations and Community Services
Emily Jocius
Adam Ecker, Recreation Supervisor

1. Call to Order

Chair K. Loveland called the meeting to order at 9:10a.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Alphonse Willie

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Jim Hathaway

Seconded: Alphonse Willie

That West Elgin Community Centre Board of Management Committee adopt the minutes of January 27th, 2021 and February 16, 2021 as circulated and printed.

Carried

5. Business Arising from Minutes

Jim Hathaway gave a verbal update on the storage room for the West Elgin Skating Club. The element is heating but the fan is not coming on. Adam Ecker, Parks and Recreation Supervisor will look further into the heating unit in the storage room. The West Elgin Skating Club would like to complete house cleaning of skate uniforms in the spring/ summer once the ice is out. There should be no issues with the proposal.

6. Financials

Lee Gosnell, Manager of Operations and Community Services went over the financials presented to the board.

Moved: Jim Hathaway

Seconded: Duncan McPhail

That West Elgin Community Centre Board of Management hereby receives the arena financials as of February 28, 2021.

Carried

6.1 2021 Arena Budget

The West Elgin Community Centre Board of Management received the 2021 Arena Budget. L. Gosnell, spoke on the proposed capital projects for 2021.

Moved: Duncan McPhail

Seconded: Jim Hathaway

The West Elgin Community Centre Board of Management approves the 2021 Arena budget as submitted.

Carried

7. Staff Reports

7.1 Operational Verbal Update

L. Gosnell gave a verbal update on the arena. The West Elgin Community Centre was able to open 2 weeks ago into the Red Stage of the provincial framework all user groups that were able to come back in red attended the arena follow the additional restrictions. Southwestern Public Health moved into the orange-restrict stage of the provincial framework and all additional users were able to attend. The arena is operating at the same capacity as before the lockdown in December.

8. Adjournment

Moved: Jim Hathaway

Seconded: Alphonse Willie

That the West Elgin Community Centre Board of Management hereby adjourn at 9:40 a.m. to meet again on April 14, 2021 at 9:00 a.m.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary

Municipality of West Elgin - Arena

Income Statement
As of March 31, 2021

	<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7600-6121 DONATIONS - ARENA RENAMING - Note 1	- 5,520.00	-
01-7600-6202 GRANT FROM DUTTON/DUNWICH	-	81,439.13
01-7600-6501 ICE RENTAL - Note 2	- 23,439.18	- 75,000.00
01-7600-6502 SIGN RENTAL	-	3,000.00
01-7600-6504 PUBLIC SKATING	- 102.00	- 1,000.00
01-7600-6505 SKATE SHARPENING	- 75.00	- 1,000.00
01-7600-7350 GARBAGE COLLECTION	-	2,500.00
01-7600-7415 TRAINING	-	2,000.00
01-7600-7430 Wages Transfer In	35,140.00	90,769.41
01-7600-7441 MEMBERSHIPS & DUES	256.67	500.00
01-7600-7450 HEALTH & SAFETY	264.21	1,500.00
01-7600-7452 UNIFORMS	-	1,000.00
01-7600-7500 HYDRO	11,226.28	70,000.00
01-7600-7501 GAS	2,113.59	7,000.00
01-7600-7502 ARENA - WATER	1,310.85	5,000.00
01-7600-7510 INSURANCE	32,098.70	31,210.30
01-7600-7515 BUILDING REPAIRS & MAINTENANCE - Note 3	1,965.25	20,000.00
01-7600-7516 JANITORIAL	240.00	1,500.00
01-7600-7529 ADMINISTRATION EXPENSE	-	2,500.00
01-7600-7531 CONTRACTS & AGREEMENTS - Note 4	901.22	2,500.00
01-7600-7601 PHONE & INTERNET	894.59	3,600.00
01-7600-7602 SOFTWARE LICENSE	-	150.00
01-7600-7609 TOOLS	-	250.00
01-7600-7611 EQUIPMENT MAINTENANCE - Note 5	3,868.47	15,000.00
01-7600-7613 EQUIPMENT PURCHASE	-	10,000.00
01-7600-7614 EQUIPMENT RENTAL	66.82	350.00
01-7600-7618 SUBSCRIPTIONS	- 77.95	-
01-7600-7650 OFFICE SUPPLIES	27.98	750.00
01-7600-7652 ADVERTISING	-	1,000.00
01-7600-7660 OTHER SUPPLIES	35.99	750.00
01-7600-7701 FUEL - GAS	120.00	2,400.00
01-7600-8003 CAPITAL - DRAIN REPAIR & EAVESTROUGH	-	10,000.00
01-7600-8006 CAPITAL - FLOORING FOR WARMROOM	-	25,000.00
Net Deficit	\$ 61,316.49	\$ 145,790.58

Notes:

Note 1 DONATIONS - ARENA RENAMING

Deferred Donations from 2020	3,020.00
Dowler Karn Ltd.	2,500.00
	<u>\$ 5,520.00</u>

Note 2 ICE RENTAL

January - March-2021

Note 3 BUILDING REPAIRS & MAINTENANCE

Painting of washroom and dressing rooms	1,634.92
Repairs of fire alarms	330.33
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	\$ 1,965.25

Note 4 CONTRACTS & AGREEMENTS

Damar Security	301.22
Jutzi Water Technologies	600.00
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	\$ 901.22

Note 5 EQUIPMENT MAINTENANCE

Tires for Zamboni	1,064.00
HVAC Repair	2,520.35
Compressor Oil	190.40
Miscellaneous	93.72
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	\$ 3,868.47