



Municipality of West Elgin

Agenda

West Elgin Community Centre Board of Management

June 9, 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 April 14, 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 May 31, 2021

7. Staff Reports

7.1. Operational Verbal Update

8. Adjournment

Recommendation:

That the West Elgin Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on August 11, 2021 or at the call of the chair.



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

April 14, 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 9:04 a.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: Duncan McPhail

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

Carried

5. Business Arising from Minutes

The West Elgin Skating Club will be placing the house cleaning on hold until further notice due to current COVID-19 rules and regulations.

6. Financials

Lee Gosnell, Manager of Operations and Community Services reviewed the notes with the board. L. Gosnell noted the capital projects were the eaves troughs and roof painting.

Moved: Jim Hathaway

Seconded: Duncan McPhail

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

Carried

7. Staff Reports

7.1 Capital Projects 2021 Verbal Update

L. Gosnell spoke to the board regarding the two capital projects that are in the 2021 budget. The board provided staff with direction to obtain quotes on the projects and bring the information back to the May meeting.

7.2 Operational Verbal Update

The West Elgin Community Centre Board of Management received a verbal update of the current operations at the arena. The Arena is currently closed for the ice season the operators have left the building in a clean state. L. Gosnell spoke to the Board on having the boards cleaned. The West Elgin Community Centre Board of Management said to go forth with having the boards cleaned.

7.3 2021-2022 Registration Verbal Update

Staff wanted to touch base with the minor sports organizations on when their registration is set to take place for 2021-2022 ice season. Staff have received conformation on the West Elgin Skating Clubs ice allocation. Staff will reach out to West Lorne Minor Hockey and start the discussion on the 2021-2022 registration dates.

8. Adjournment

Moved: Duncan McPhail

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adjourn at 9:24 a.m. to meet again on May 12, 2021 at 9:00 a.m.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary

Municipality of West Elgin - Arena

Income Statement

As of May 31, 2021

	<u>2021 Actual</u>	<u>2021 Budget</u>
01-7600-6121 DONATIONS - ARENA RENAMING ¹	- 5,520.00	-
01-7600-6202 GRANT FROM DUTTON/DUNWICH ²	- 30,963.62	- 81,439.13
01-7600-6501 ICE RENTAL ³	- 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	40,010.22	90,769.41
01-7600-7441 MEMBERSHIPS & DUES	256.67	500.00
01-7600-7450 HEALTH & SAFETY	1,417.60	1,500.00
01-7600-7452 UNIFORMS	-	1,000.00
01-7600-7500 HYDRO	18,522.18	70,000.00
01-7600-7501 GAS	3,512.75	7,000.00
01-7600-7502 ARENA - WATER	2,194.77	5,000.00
01-7600-7510 INSURANCE	32,098.70	31,210.30
01-7600-7515 BUILDING REPAIRS & MAINTENANCE ⁴	3,530.95	20,000.00
01-7600-7516 JANITORIAL	244.49	1,500.00
01-7600-7529 ADMINISTRATION EXPENSE	-	2,500.00
01-7600-7531 CONTRACTS & AGREEMENTS ⁵	1,299.80	2,500.00
01-7600-7601 PHONE & INTERNET	1,488.09	3,600.00
01-7600-7602 SOFTWARE LICENSE	-	150.00
01-7600-7609 TOOLS	-	250.00
01-7600-7611 EQUIPMENT MAINTENANCE ⁶	4,908.58	15,000.00
01-7600-7613 EQUIPMENT PURCHASE	-	10,000.00
01-7600-7614 EQUIPMENT RENTAL	125.40	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	414.00	2,400.00
01-7600-8003 CAPITAL - DRAIN REPAIR & EAVESTROUGH	-	10,000.00
01-7600-8006 CAPITAL - FLOORING FOR WARMROOM	-	25,000.00
	\$ 49,910.42	\$ 145,790.58

Notes:**Note 1 DONATIONS - ARENA RENAMING**

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

Note 2 GRANT FROM DUTTON-DUNWICH

Share of Operating Deficit Jan 1 - May 31, 2021

Note 3 ICE RENTAL

January - March-2021

Note 4 BUILDING REPAIRS & MAINTENANCE

Painting of washroom and dressing rooms	1,676.87
Repairs of fire alarms	330.33
Overhead doors	263.50
Board cleaning	<u>1,260.25</u>
	\$ 3,530.95

Note 5 CONTRACTS & AGREEMENTS

Damar Security	301.22
Jutzi Water Technologies	800.00
2021 PERFORMANCE RIG	<u>198.58</u>
	\$ 1,299.80

Note 6 EQUIPMENT MAINTENANCE

Zamboni	1,576.11
HVAC Repair	2,520.35
Compressor	718.40
Miscellaneous	<u>93.72</u>
	\$ 4,908.58