



Municipality of West Elgin

Agenda

West Elgin Community Centre Board of Management

February 9, 2022, 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 January 12, 2022 as circulated and printed.

5. Business Arising from Minutes

6. Financials

7

Recommendation:

That the West Elgin Community Centre Board of Management hereby receive the arena financials as of January 31, 2022.

7. Staff Reports

7.1. Operational and Covid-19 Update

8

Recommendation:

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

8. Adjournment

Recommendation:

That the West Elgin Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

January 12, 2022, 1:00 p.m.

Electronic Participation Meeting via Zoom

Present:
Duncan McPhail
Ken Loveland
Jim Hathaway
Jeff Carmichael

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 1:02 p.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Jeff Carmichael

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: Duncan McPhail

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management Committee adopt the minutes of December 15, 2021 as circulated and printed.

Carried

5. Business Arising from Minutes

No business arising from the minutes.

6. Financials

Moved: Jeff Carmichael

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby receives and files the financials as of December 31, 2021.

Carried

7. Staff Reports

7.1 COVID-19 Update

Emily Jocius, Operations and Community Services Coordinator provided the board with an update on the current COVID-19 situation. Currently the West Elgin Community Centre is closed due to the provincial restrictions put in place on January 5, 2022. The arena will be closed for a minimum of 21 days. Any information on the opening will be communicated with groups as soon as it is received.

7.2 Cost Share between Dutton-Dunwich and West Elgin

Lee Gosnell, Manager of Operations and Community Services spoke on the changes to the cost share between Dutton-Dunwich and West Elgin. The board agreed with the percentage based on current registration numbers.

L.Gosnell provided the board with an updated draft 2022 arena budget. The changes to the budget were a 20 percent increase for insurance, wages transferred in due to organizational changes in West Elgin.

Moved: Duncan McPhail

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services.

That the West Elgin Community Centre Board of Management hereby updates the cost sharing with the 2021/2022 numbers as provided.

Carried

Moved: Jeff Carmichael

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby approves the updated 2022 draft budget as presented.

Carried

7.3 School Reduced Rate

E. Jocius spoke on the request by the local High School. Discussion was had and the board agreed it is important to have child and youth attend our facilities and learn new skills.

Moved: Jeff Carmichael

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator; and

The West Elgin Community Centre Board of Management hereby establishes a school rental rate for practices and rentals for all schools in Dutton Dunwich and West Elgin for use during Non-prime time ice rental period at \$55.00 plus HST, pending the approval of Dutton Dunwich and West Elgin Council. The fee does not encompass game play nor can occur during prime time rental period.

Carried

8. Adjournment

Moved: Jim Hathaway

Seconded: Jeff Carmichael

That the West Elgin Community Centre Board of Management hereby adjourn at 1:50 p.m. to meet again on February 9, 2022 at 9:00 a.m.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary

Municipality of West Elgin - Arena

Income Statement As of January 31, 2022

	<u>2022 Actuals</u>	<u>2022 Budget</u>
01-7600-6202 GRANT FROM DUTTON/DUNWICH	-	89,936.65
01-7600-6501 ICE RENTAL	- 1,835.90	90,000.00
01-7600-6502 SIGN RENTAL	-	3,750.00
01-7600-6504 PUBLIC SKATING	- 267.00	1,000.00
01-7600-6505 SKATE SHARPENING	- 20.00	500.00
01-7600-7411 COVID-19	387.35	12,000.00
01-7600-7415 TRAINING	-	2,000.00
01-7600-7430 Wages Transfer In	-	119,414.93
01-7600-7441 MEMBERSHIPS & DUES	-	500.00
01-7600-7450 HEALTH & SAFETY	52.88	1,500.00
01-7600-7452 UNIFORMS	-	1,000.00
01-7600-7500 HYDRO	-	60,000.00
01-7600-7501 GAS	-	6,500.00
01-7600-7502 ARENA - WATER	-	5,000.00
01-7600-7510 INSURANCE	-	38,518.44
01-7600-7515 BUILDING REPAIRS & MAINTENANCE	431.25	15,000.00
01-7600-7516 JANITORIAL	-	750.00
01-7600-7529 ADMINISTRATION EXPENSE	-	2,500.00
01-7600-7531 CONTRACTS & AGREEMENTS	301.95	3,500.00
01-7600-7601 PHONE & INTERNET	50.00	3,700.00
01-7600-7609 TOOLS	-	250.00
01-7600-7611 EQUIPMENT MAINTENANCE	10.99	10,000.00
01-7600-7613 EQUIPMENT PURCHASE	-	10,000.00
01-7600-7614 EQUIPMENT RENTAL	29.29	350.00
01-7600-7650 OFFICE SUPPLIES	-	500.00
01-7600-7652 ADVERTISING	-	500.00
01-7600-7660 OTHER SUPPLIES	-	500.00
01-7600-7701 FUEL - GAS	-	1,500.00
01-7600-7900 Transfer to Reserves	-	60,000.00
01-7600-8003 CAPITAL - DRAIN REPAIR & EAVESTROUGH	-	10,000.00
01-7600-8006 CAPITAL - Roof Painting	-	25,000.00
	<u>- 859.19</u>	<u>205,296.72</u>



Staff Report

Report To: West Elgin Community Centre Board of Management
From: Emily Jocius, Operations & Community Services Coordinator
Date: 2022-02-09
Subject: Operational and Covid-19 Update

Recommendation:

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

Purpose:

The purpose of this report is to provide the West Elgin Community Centre Board of Management with an update on operations and the current covid-19 restrictions.

Background:

The West Elgin Community Centre was closed as of January 5, 2022, due to provincial restrictions. In the middle of January, the province announced the re-opening of recreational facilities. The West Elgin Community Centre was able to reopen on January 31, 2022. An email went out to all user groups to remind of current covid-19 protocols including the enhanced vaccination certificate for anyone eligible to receive the vaccination.

Currently all users are presenting enhanced vaccination certificates and following all other restrictions put out by the province and public health while in attendance.

Public Skating and Adult skate programming is back to the original schedule. Additional Skate will be added during the elementary schools break to facilitate additional recreational opportunities to community members.

Public Skate Schedule

Adult Skate Tuesdays from 1-2p.m.

Friday Night Public Skate 7:00 p.m.- 8:30p.m.

Saturday Public Skate 2:00-3:30p.m.

Report Approval Details

Document Title:	Operational and Covid-19 Update - 2022-15-Operations Community Services.docx
Attachments:	
Final Approval Date:	Feb 4, 2022

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott