



Municipality of West Elgin

Agenda

West Elgin Community Centre Board of Management

November 9, 2022, 9:00 a.m.

Council Chambers

160 Main Street

West Lorne

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 clerk@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 October 12, 2022 as circulated and printed.

5. **Business Arising from Minutes**

6. Financials

Recommendation:

That the West Elgin Community Centre Board of Management hereby receives the Financials as of October 31, 2022.

7. New Business

7.1. Skating Club Update

7.2. Minor Hockey Update

8. Staff Operations Update**9. 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

October 12, 2022, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present: Duncan McPhail
Ken Loveland
Jim Hathaway
Terry Weed

Staff Present: J. Nethercott, Clerk
Lee Gosnell, Manager of Operations and Community Services
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: Terry Weed

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: Terry Weed

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management Committee adopt the minutes of September 14, 2022 as circulated and printed.

Carried

5. Business Arising from Minutes

None.

6. Financials

Lee Gosnell reported that the heater in the warm room has recently stopped working and that due to age replacement parts can not be found. Currently staff are gathering quotes for a new heater.

Moved: Terry Weed

Seconded: Duncan McPhail

That West Elgin Community Centre Board of Management receives the Financials as of September 30, 2022

Carried

7. New Business

7.1 Skating Club Update

Jim Hathaway reported that the club has a new executive board and they have been running programming.

7.2 Minor Hockey Update

Terry Weed reported that Minor Hockey have games and practices regularly scheduled and operating. There will be a tournament held the November 4-6.

Mr. Weed stated that there has been a request for a change room for trans-gender youth. Staff are going to look into the appropriate signage for this and will provide the room as soon as possible.

8. Staff Operations Update

Lee Gosnell provided an update on the Eavestrough repair, stating that this project should be complete later in October.

Mr. Gosnell also reported that in speaking with the painters, they have had the manufactures out to look at the paint in the north end of the building and they believe it has adhered, however the issue is that the outside of the building was the correct temperature, but as ice was just starting to be made when the painting was done, the difference in the temperature inside and outside caused ice crystals to form. Therefore the painter is going to bill the Board for 50% of the cost now and complete the project, at the quoted cost, in the spring. Prior to completing the project they will have the manufacturer back to confirm adhesion.

Mr. Gosnell reported that the person who expressed interest in the food both at the Arena has backed out. The Request for Proposals has been drafted and will be issued and advertised for two weeks. Staff will contact area service groups to see if there is interest in running the food both on the weekend of November 4 to 6 for the large minor hockey tournament.

Mr. Gosnell reported that the sponsored skates have gone well and all but 6 public skates are sponsored and staff are working to have those sponsored as well. Mr. Weed stated that Minor Hockey has a number of donated skates that could be leant out or given out to those who need skates during the free public skating. It was decided that staff would issue a call for gently used skate donations to be dropped off at the arena and staff would clean them and sharpen them and have them on hand if anyone needs skates.

Adam Ecker stated that there have been a few new weekly ice time bookings since last meeting and at this time our ice time usage is up from last year as the men's league has taken an additional hour of ice time and a new lady's league has also been started, as well as more groups out of St Thomas looking for ice. Due to this increased ice usage there has been an "on-call" part time staffer re-hired to assist.

9. Adjournment

Moved: Duncan McPhail

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adjourn at 9:46 a.m. to meet again on November 9, 2022.

Carried

Ken Loveland, Chair

Jana Nethercott, Recording
Secretary

Municipality of West Elgin - Arena

Income Statement

as of October 31, 2022

	<u>2022 Actuals</u>	<u>2022 Budget</u>
Revenue		
01-7600-6111 PENALTY & INTEREST	- 29.38	-
01-7600-6202 GRANT FROM DUTTON/DUNWICH	- 21,795.55	- 89,936.65
01-7600-6501 ICE RENTAL	- 67,169.64	- 90,000.00
01-7600-6502 SIGN RENTAL	- 3,500.00	- 3,750.00
01-7600-6503 FOOD BOOTH RENTAL	- 40.00	-
01-7600-6504 PUBLIC SKATING	- 4,634.23	- 1,000.00
01-7600-6505 SKATE SHARPENING	- 460.00	- 500.00
 Expenses		
01-7600-7411 COVID-19	4,323.28	12,000.00
01-7600-7415 TRAINING	-	2,000.00
01-7600-7430 Wages Transfer In	77,542.49	119,414.93
01-7600-7441 MEMBERSHIPS & DUES	281.67	500.00
01-7600-7450 HEALTH & SAFETY	-	1,500.00
01-7600-7452 UNIFORMS	282.36	1,000.00
01-7600-7500 HYDRO	23,829.95	60,000.00
01-7600-7501 GAS	4,969.01	6,500.00
01-7600-7502 ARENA - WATER	3,977.83	5,000.00
01-7600-7510 INSURANCE	36,653.01	38,518.44
01-7600-7515 BUILDING REPAIRS & MAINTENANCE	5,700.56	15,000.00
01-7600-7516 JANITORIAL	240.85	750.00
01-7600-7529 ADMINISTRATION EXPENSE	-	2,500.00
01-7600-7531 CONTRACTS & AGREEMENTS	2,300.53	3,500.00
01-7600-7601 PHONE & INTERNET	3,207.63	3,700.00
01-7600-7609 TOOLS	6.54	250.00
01-7600-7611 EQUIPMENT MAINTENANCE - Note 1	9,266.07	10,000.00
01-7600-7613 EQUIPMENT PURCHASE	804.79	10,000.00
01-7600-7614 EQUIPMENT RENTAL	272.76	350.00
01-7600-7650 OFFICE SUPPLIES	152.48	500.00
01-7600-7652 ADVERTISING	-	500.00
01-7600-7660 OTHER SUPPLIES	199.04	500.00
01-7600-7701 FUEL - GAS	197.00	1,500.00
01-7600-7900 Transfer to Reserves	-	60,000.00
01-7600-7901 Transfer from Reserves	-	- 35,000.00
01-7600-8003 CAPITAL - DRAIN REPAIR & EAVESTROUGH	-	10,000.00
01-7600-8006 CAPITAL - Roof Painting	-	25,000.00
	\$ 76,579.05	\$ 170,296.72

Notes:

Note 1 Equipment Maintenance

Brine pump repair	520.36
Dehumidifier	6,124.53
Zamboni repairs	1,431.57
Compressor repairs	445.71
Floor scrubber repair	321.60
Other	422.30
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	\$ 9,266.07