



Municipality of West Elgin

Agenda

West Elgin Community Centre Board of Management

August 21, 2024, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

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. **Delegations**

4.1 **West Lorne Minor Hockey Association**

3

5. **Minutes**

6

Recommendation:

That West Elgin Community Centre Board of Management Committee adopt the minutes of April 10, 2024 as circulated and printed.

6. **Business Arising from Minutes**

7. **Financials**

9

8. **New Business**

8.1 **Skating Club Update**

8.2 **Minor Hockey Update**

8.3 **Arena Renaming Update**

9. **Staff Operations Update**

10. **Adjournment**

Recommendation:

That the West Elgin Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on September 11, 2024 at 9:00 a.m.



WEST LORNE MINOR HOCKEY ASSOCIATION

171 Graham Road, West Lorne, ON N0L 2P0
info@westlornecomets.com

August 13, 2024

Municipality of West Elgin
22413 Hoskins Line
Rodney, ON N0L 2C0

Attention: West Elgin Arena Board

West Lorne Minor Hockey (WLMH) is an organized youth hockey association under the umbrella of the Ontario Minor Hockey Association, and we are proud to call West Elgin Arena the home of the Comets. WLMH registers players primarily from the Municipality of West Elgin and Municipality of Dutton/Dunwich. Our organization is the only minor hockey option for the youth of both municipalities to participate in. We offer local league, representative (competitive), and in-house hockey options to ensure all the youth of the community can access hockey.

West Lorne Minor Hockey (WLMH) is one of the major users of the West Elgin Arena. In 2023/2024, WLMH represented 60% of the total rented ice hours at the area, with 25.5 hours of the total 43 rented hours being under WLMH's ice time.

Historically, and up until 2020, WLMH ice hours included the following:

- Sundays
- Tuesdays
- Thursdays
- Fridays
- Saturdays

In 2021, due to COVID provincial restrictions, hockey could only be run in-house in West Lorne with no league play or formal games. During this time, WLMH ice hours were reduced, as many families did not register for hockey with the uncertainty of what the season would look like with potential shutdowns as outbreaks continued.

During this time, the Tuesday night 5PM - 6:30 PM ice slot that was historically secured by WLMH for over 10+ years was contracted to another minor hockey organization with the promise it would be returned to WLMH. It was not.

In 2022/2023 and 2023/2024, WLMH formally requested municipal staff return the 5:00PM - 6:30PM ice time back to WLMH. These requests have been denied.

As we were not able to recover this ice time, WLMH has been using creative solutions for the past three (3) seasons to make ice times work - which has included shared practices for teams, running later practices into the night for 9 & 10 year olds, and starting practices right at 5PM. None of these solutions are perfect, but we were left with no other option when our requests were denied.

We can no longer ask our families to sacrifice because an out of town organization takes priority over the children of West Elgin and Dutton/Dunwich. Our registration numbers have been growing with the community, and we need extra hours of ice.

We are faced with two options: 1) to ask for the Tuesday night ice time back, or 2) seek renting ice hours in another arena in another community. We do not want to seek ice contracts in other arenas. We want our West Lorne Comets to have a home in their home arena.

Therefore, ***please accept this letter and delegation as the formal request to return the Tuesday night 5:00 PM - 6:30 PM ice slot back to West Lorne Minor Hockey.***

As of August 13th, 2024, no ice contracts for the upcoming season have been signed, so the Municipality is at no risk contractually to return this slot to WLMH.

To return this ice time to WLMH is at no financial risk to the Municipality, as WLMH will be paying for the 5PM - 6:30 PM slot, which means there will be no finances lost.

If there is a concern that WLMH will someday not need this ice time again - this is not the case. Our ice needs are continuing to grow, and WLMH will be asking for even more ice hours in 2025/2026 in order to keep our ice times in West Lorne.

Seasonal Ice User Policy

In terms of ensuring the decision to return the ice to WLMH is aligned with the Seasonal Ice User Policy - Under Ice Allocation Policy - Defining Minor Times - the policy states:

Prime time ice is defined as:

Monday to Friday 5:00pm to 11:00pm

Saturday 8:00am to 11:00pm

Sunday 8:00am to 11:00pm

These hours are to be allocated for minor programs except in the following situations:

- *When a group or club has rented ice time for at least two consecutive years. They shall receive first consideration for the use of the same ice time the following year.*
- *When the facility supervisor determines that it is appropriate to provide ice time for a particular program because of a special need.*

Pursuant to this policy - the organization that secured Tuesday 5PM ice meets the definition of a minor sport group. Therefore, reallocating this ice to West Lorne Minor Hockey will not violate the Seasonal Ice Policy, as both groups are minor sports organizations. To clarify, based on this policy, the exceptions (two consecutive years) do not apply as both organizations are minor sports groups. Simply put, the contract has been awarded to a minor group based out of Komoka over a minor group based out of West Elgin & Dutton/Dunwich.

Under *Historical Precedent* in the Seasonal Ice User Policy:

It will be a principle of the allocation system to give due consideration to the allocation of ice according to previous years. Significant changes to previous year's ice shall be based on changes to registration levels, registration composition or to emerging needs.

This policy allows changes to the historical ice allocation to be made when there are changes in registration levels, and WLMH has significant changes in our registration levels.

We are simply asking for the West Elgin Arena Board to prioritize the youth of Dutton/Dunwich and West Elgin over an outside group.

Lastly, by returning this ice to West Lorne Minor Hockey, the Council and the Municipality of West Elgin will have demonstrated the importance of the youth of our community.

Thank you,

Jessica Small

Jessica Small
President
West Lorne Minor Hockey Association

Kevin Summers

Kevin Summers
Past-President
West Lorne Minor Hockey



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

April 10, 2024, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:
Ken Loveland
Jim Hathaway
Terry Weed
Bill Denning
Ryan Statham

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

1. Call to Order

Chair K. Loveland called the meeting to order at 9:03 a.m.

2. Adoption of Agenda

Moved: Bill Denning

Seconded: Jim Hathaway

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

Carried

4. Minutes

Moved: Bill Denning
Seconded: Ryan Statham

That West Elgin Community Centre Board of Management Committee adopt the minutes of March 13, 2024 as circulated and printed.

Carried

5. Business Arising from Minutes

No business arising from the minutes

6. Financials

Moved: Terry Weed
Seconded: Ryan Statham

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

Carried

7. New Business

7.1 Skating Club Update

The skating club had another successful year. A big thank you to the arena staff for another great season. They will be having their annual awards afternoon on April 13th at the Elgin International Club.

7.2 Minor Hockey Update

They would like to thank the staff for a smooth season. They will be getting a tentative schedule together for next season within the next month so that staff can start on a schedule for other groups. They have an end of the year awards set for April 14th at the Elgin International Club.

7.3 Arena Renaming Update

Advertising will be updated and sent out for posting hopefully by the end of the week. The main things are booked, just now working on the details of the event.

8. Staff Operations Update

The ice is removed and cleaned up in an uneventful manner for the season. The staff was able to successfully remove all but 1 logo intact from the ice. The main

center ice logo will hopefully be used for next season. There is a thought to have the new arena logo to be on the ice surface next year. The board wrap is coming off in pieces but it is still cold in there, and they were pretty marked up.

A concern has come up with the minor hockey banners that there isn't enough room to post them all with the one wall being full of advertising signs. Thoughts were to encourage board wrap and ice logo advertising for next season.

A letter will be going to the seasonal user groups with a timeline on when we would need a tentative schedule in so that other groups can then have availability earlier.

9. Adjournment

Moved: Bill Denning

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adjourn at 9:19 a.m. to meet again at the call of the Chair.

Carried

Ken Loveland, Chair

Jenn VanEsse, Recording
Secretary

Municipality of West Elgin - Community Centre Board of Management

Income Statement

As of July 31, 2024

	2024 Actuals	2024 Budget
Revenues		
01-7600-6121 DONATIONS - ARENA RENAMING - Note 1	(7,230.50)	-
01-7600-6202 GRANT FROM DUTTON/DUNWICH	-	(90,114.12)
01-7600-6501 ICE RENTAL - Note 2	(86,503.84)	(136,651.04)
01-7600-6502 SIGN RENTAL - Note 3	(6,900.00)	(5,336.63)
01-7600-6503 FOOD BOOTH RENTAL	(66.00)	-
01-7600-6504 PUBLIC SKATING	(2,870.50)	(3,377.25)
01-7600-6505 SKATE SHARPENING	(510.00)	(1,300.00)
 Expenses		
01-7600-7351 Arena Renaming - Note 1	3,437.50	-
01-7600-7415 TRAINING	1,793.00	3,000.00
01-7600-7430 Wages Transfer In	66,969.98	130,735.40
01-7600-7441 MEMBERSHIPS & DUES	544.91	500.00
01-7600-7450 HEALTH & SAFETY	58.76	600.00
01-7600-7452 UNIFORMS	-	500.00
01-7600-7500 HYDRO	33,182.39	65,000.00
01-7600-7501 GAS	7,325.88	8,000.00
01-7600-7502 ARENA - WATER	3,536.86	8,000.00
01-7600-7510 INSURANCE	44,058.60	43,000.00
01-7600-7515 BUILDING REPAIRS & MAINTENANCE	7,658.05	10,000.00
01-7600-7516 JANITORIAL	821.37	1,200.00
01-7600-7520 GROUNDS MAINTENANCE	510.05	-
01-7600-7529 ADMINISTRATION EXPENSE	-	3,000.00
01-7600-7531 CONTRACTS & AGREEMENTS	1,410.56	2,000.00
01-7600-7601 PHONE & INTERNET	1,969.86	4,000.00
01-7600-7609 TOOLS	8.64	250.00
01-7600-7611 EQUIPMENT MAINTENANCE	2,660.81	10,000.00
01-7600-7613 EQUIPMENT PURCHASE	-	5,000.00
01-7600-7614 EQUIPMENT RENTAL	234.45	500.00
01-7600-7660 OTHER SUPPLIES	8.64	500.00
01-7600-7701 FUEL - GAS	-	2,500.00
01-7600-7777 Bad Debts - Note 4	124.15	-
01-7600-7900 Transfer to Reserves	-	50,000.00
01-7600-8011 CAPITAL - Floor Scrubber	-	15,000.00
Net Deficit	\$ 72,233.62	\$ 126,506.36

Notes:

Note 1: Arena Renaming Donations Reconciliation

Revenue

Fanshawe College - Platinum Sponsorship	(3,500.00)	
Spriet Associates - Platinum Sponsorship	(3,500.00)	
Cotrac Ford Lincoln	(150.00)	
Dowler Karn Limited	(2,500.00)	
The Metiss Group	(1,310.50)	
Greentec	<u>(400.00)</u>	(11,360.50)

Expenses

Par-t-Perfect	1,492.50	
Hockey Hall of Fame	<u>6,075.00</u>	<u>7,567.50</u>

Net Balance

\$ (3,793.00)

Note 2: Ice Rental - AR Balance Detail

Account	Name	Current	31-60 Days	61-90 Day	All Over 90 Days	Total Balance
300007		25.56	25.56	98.65	1,203.45	1,353.22
300124		25.12	25.12	25.12	1,256.00	1,331.36
300192		38.51	38.51	-	-	77.02
300197		(28.08)	13.80	13.80	183.59	183.11
300202		0.32	0.32	0.32	15.81	16.77
300227		-	2.88	2.31	-	5.19
300245		3.72	3.72	3.72	230.65	241.81
300284		6.42	6.42	6.42	353.02	372.28
		\$ 71.57	\$ 116.33	\$ 150.34	\$ 3,242.52	\$ 3,580.76

Note 3: Sign Rental

Blue Forest Realty	150.00
Brooks Powersports & Marine	150.00
Carmichael & Co.	150.00
Co-Trac Ford Lincoln	150.00
Country Snow & Lawn	150.00
Dirt Devils	150.00
Dutton District Lions Club	150.00
Employment Services Elgin	150.00
Fitborouh	150.00
Gerber Electric	150.00
Glencoe Family Dentistry	150.00
Grit-Fit	150.00
HD Painting Contractor Ltd	150.00
In The Hunt	150.00
Investia Financial Services	150.00
Knight's Home Hardware	150.00
Machado General Contracting	150.00
Mancari's Restaurant	300.00
Municipality of Dutton-Dunwich	300.00
Natterjack Brewing	150.00
Olygen Inc.	150.00
Out to Lunch	150.00
Pawz' N Clawz Boarding	150.00
PJ Gangle Insurance	150.00
Podolan Plumbing & Heating Inc.	150.00
Queen's Line Automotive	150.00
Rodney Car Wash	150.00
Rodney Kiwanis Club	75.00
Rodney Mini Storage	150.00
Rodney Timber Mart	150.00
Royal Bank of Canada - Rodney Branch	150.00
Royal Canadian Legion	150.00
Royal LePage	150.00
Salus Mutual	150.00
Salus Mutual	600.00
Talbot Trail Physiotherapy	150.00
Van Heck Chiropractic & Rehabilitation	150.00
West Elgin Pharmacy	150.00
West Lorne Kiwanis Club	75.00
West Lorne Optimists	150.00
Wilson Towing	150.00
Zouling Technologies	150.00
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	\$ 6,900.00

Note 4: Bad Debts - revenue that could not be collected

	105.00
Small balance write offs	19.15
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	\$ 124.15