



Municipality of West Elgin

Agenda

Bo Horvat Community Centre Board of Management

October 9, 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 Bo Horvat Community Centre Board of Management hereby adopts the Agenda as presented.

3. **Disclosure of Pecuniary Interest**

4. **Minutes**

3

Recommendation:

That Bo Horvat Community Centre Board of Management Committee adopt the minutes of September 11, 2024 as circulated and printed.

5. **Business Arising from Minutes**

6. Financials

8

Recommendation:

That the Bo Horvat Community Centre Board of management hereby adopts the Financials as presented.

7. New Business

7.1 Appointment of Jessica Small, WLMHA Representative - Information Only

10

7.2 Skating Club Update

7.3 Minor Hockey Update

8. Staff Operations Update

9. Adjournment

Recommendation:

That the Bo Horvat Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on November 6, 2024 at 9:00 a.m.



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

September 11, 2024, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present: Ken Loveland
Jim Hathaway
Ryan Statham

Regrets: Bill Denning

Staff Present: M. Badura, CAO/ Treasurer
L. Gosnell, Manager of Operations & Community Services
A. Ecker, Recreation Supervisor
Terri Towstiuc, Clerk

1. Call to Order

Chair K. Loveland called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Ryan Statham

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: Ryan Statham

That West Elgin Community Centre Board of Management Committee adopt the minutes of August 21, 2024 as circulated and printed.

Carried

5. Business Arising from Minutes

Mr. Hathaway asked about the money from Kraft Hockeyville interest rate of return. Right now the money is making 4.5% interest. The interest will be moved to the reserves at the end of the year.

6. Financials

Moved: Ryan Statham

Seconded: Jim Hathaway

That the Bo Horvat Community Centre Board of Management adopts the financials as printed and circulated

Carried

7. Staff Reports

7.1 Accounts Receivable Write-Offs

The total amount is from penalty/interest and one unpaid rental all from 2022/2023 and 2023/2024 season. want to start with a clean slate for 2024/2025 season. A debit machine is going into the arena to assist in collecting dues before rentals go on the ice.

Moved: Jim Hathaway

Seconded: Ryan Statham

That the Bo Horvat Community Center Board of Management hereby receives the report from

M. Badura, CAO/Treasurer for information;

And That, Bo Horvat Community Center Board of Management approves AR write off pertaining to 2023/2024 ice rental in the amount of \$661.12.

Carried

7.2 Community Sport and Recreation Infrastructure Fund Grant Funding Opportunity

This grant is to go towards the arena renovations which is estimated between \$1-1.5 million. Looking into including the dehumidification system into the grant. Lee had suggested that the dehumidifier should be done sooner, and we already have the money set aside for it, and leave the grant for renovations if successful. Unsure of the timeline for approval, so staff will look into the details. Ken will obtain a letter of support from Dutton Dunwich council meeting in 2 weeks.

Moved: Jim Hathaway

Seconded: Ryan Statham

That the Bo Horvat Community Centre Board of Management hereby receives the report from M. Badura, CAO/Treasurer re: Community Sport and Recreation Infrastructure Fund Grant funding opportunity;

And That, the Bo Horvat Community Centre Board of Management endorses the submission of a grant application for the purpose of arena renovations;

And That, the Municipality of West Elgin shall partner with the Municipality of Dutton-Dunwich to strengthen the grant application.

Carried

7.3 Zamboni Advertising

Moved: Ryan Statham

Seconded: Jim Hathaway

That the Bo Horvat Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services regarding available advertising space on the Zamboni; and

That the Bo Horvat Community Centre Board of Management approve the following selection process for dealing with advertising space on the Zamboni.

Carried

8. Correspondence

The board has received Terri's resignation letter. WLMHA will bring forth a recommendation to go to both councils and then back to the board. They will have to sign a policy.

9. New Business

9.1 Skating Club Update

Numbers have been low and slow coming in with September 30th as the potential cut off. Thank you to staff for a successful renaming ceremony which helped with extra enrollment at the event.

9.2 Minor Hockey Update

WLMHA acting ice convener Jessica Small has finalized their schedule and conditional skates and tryouts start September 16th.

10. Staff Operations Update

Started making ice the Tuesday after long weekend. Ice was sprayed on Thursday and Friday. Dehumidifier stopped working on the weekend. Painting started on the 10th and got the dehumidifier back working for now. Installing Kraft Hockeyville center ice if possible. Ice contracts have gone out and received some back. The skating club returned an hour of ice. There is an empty hour in the middle of the schedule. Prefer to have a consistent schedule for the season. Ken had suggested that WLMHA may want it and to let them have first dibs at the open time.

Lee spoke on the floor scrubber capital project. It will be ordered by the end of the week. Quotes were all returned.

11. Adjournment

That the West Elgin Community Centre Board of Management hereby adjourn at 9:22 a.m. to meet again on October 9, 2024 at 9:00 a.m.

Ken Loveland, Chair

Jenn VanEsse, Recording
Secretary

Municipality of West Elgin - Bo Horvat Community Centre Board of Management
Income Statement
As of September 30, 2024

		<u>2024 Actuals</u>	<u>2024 Budget</u>
Revenues			
01-7600-6121	DONATIONS - ARENA RENAMING	(8,080.50)	-
01-7600-6202	GRANT FROM DUTTON/DUNWICH	-	(90,114.12)
01-7600-6204	Facility Rental	(450.00)	-
01-7600-6501	ICE RENTAL	(98,444.94)	(136,651.04)
01-7600-6502	SIGN RENTAL	(6,750.00)	(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	(560.00)	(1,300.00)
Expenses			
01-7600-7351	Arena Renaming	13,135.13	-
01-7600-7415	TRAINING	1,793.00	3,000.00
01-7600-7430	Wages Transfer In	76,543.56	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	35,177.20	65,000.00
01-7600-7501	GAS	7,595.24	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	10,602.29	10,000.00
01-7600-7516	JANITORIAL	911.34	1,200.00
01-7600-7520	GROUNDS MAINTENANCE	510.05	-
01-7600-7529	ADMINISTRATION EXPENSE	-	3,000.00
01-7600-7531	CONTRACTS & AGREEMENTS	1,610.56	2,000.00
01-7600-7601	PHONE & INTERNET	2,213.14	4,000.00
01-7600-7609	TOOLS	40.63	250.00
01-7600-7611	EQUIPMENT MAINTENANCE	5,711.52	10,000.00
01-7600-7613	EQUIPMENT PURCHASE	-	5,000.00
01-7600-7614	EQUIPMENT RENTAL	263.74	500.00
01-7600-7660	OTHER SUPPLIES	8.64	500.00
01-7600-7701	FUEL - GAS	-	2,500.00
01-7600-7777	BAD DEBT EXPENSE	680.27	-
01-7600-7900	Transfer to Reserves	-	50,000.00
01-7600-8011	CAPITAL - Floor Scrubber	11,000.00	15,000.00
		<u>\$ 98,773.50</u>	<u>\$ 126,506.36</u>

Notes:

Note 1: Arena Renaming Donations Reconciliation

Revenue

Fanshawe College - Platinum Sponsorship	(3,500.00)	
Spruet Associates - Platinum Sponsorship	(3,500.00)	
Cotrac Ford Lincoln	(150.00)	
Dowler Karn Limited	(2,500.00)	
The Metiss Group	(1,310.50)	
Greentec	(400.00)	
Dunk Tank Proceeds	<u>(550.00)</u>	(11,910.50)

Expenses

Par-t-Perfect	1,492.50	
Hockey Hall of Fame	6,075.00	
A&B Party Rental	130.57	
My Boradcasting Corporation	2,544.00	
Inflatables & other supplies	2,121.07	
Fast Signs	<u>4,901.99</u>	<u>17,265.13</u>

Net Deficit

\$ 5,354.63



The Municipality of West Elgin

22413 Hoskins Line, Box 490, Rodney Ontario N0L 2C0

At the Regular Meeting of Council, September 26, 2024, Council of the Municipality of West Elgin passed the following resolution:

West Lorne Minor Hockey Associate, Letter of Direction for Council Approval

Resolution No. 2024- 387

Moved: Councillor Statham

Seconded: Councillor Denning

That West Elgin Council hereby acknowledge receipt of the letter from the West Lorne Minor Hockey Association Executive; And

That Council approve the appointment of Jessica Small as the West Lorne Minor Hockey Association representative to the Bo Horvat Community Centre Board of Management.

Carried

Sincerely,

Terri Towstiuć
Clerk



Resolution Number 2024.18.15
Date: September 25, 2024

Moved by: C. Pemberton
Seconded by: K. Loveland

THAT the Council of the Municipality of Dutton Dunwich receives the report of the Deputy Mayor titled "West Elgin Community Centre Board" dated September 21, 2024 for information; and

THAT Council accepts the recommendation from West Lorne Minor Hockey that Jessica Small be appointed as the Minor Hockey representative to sit on the West Elgin Community Centre Board of Management; and

THAT Council authorizes staff to send a letter of support to the Municipality of West Elgin in regard to their application for the improvement to the Bo Horvat Community Centre under the Community Sport and Recreation Infrastructure Fund;

AND FURTHER THAT Council approve a contribution to the project of \$104,000 in accordance with the operation agreement.

Motion: CARRIED