



Municipality of West Elgin

Agenda

Bo Horvat Community Centre Board of Management

November 12, 2025, 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 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 October 8th, 2025, as circulated and printed.

5. Business Arising from Minutes

6. Financials

6

Recommendation:

Bo Horvat Community Centre Board of Management hereby adopts the financials as presented.

7. Staff Reports

7.1 2026 Meeting Schedule

Monthly, Second (2nd) Wednesday, 9:00am.

8. New Business

8.1 Skating Club Update

8.2 Minor Hockey Update

8.3 Kraft Hockeyville Discussion

8

9. Staff Operations Update

10. Adjournment

Recommendation:

That the Bo Horvat Community Centre Board of Management hereby adjourn at _____ a.m. to meet again on December 10th, 2025.



Municipality of West Elgin

Minutes

Bo Horvat Community Centre Board of Management

October 8, 2025, 9:00 a.m.

Council Chambers

160 Main Street

West Lorne

Present: Ken Loveland, Dutton Dunwich
Jim Hathaway, WESC
Bill Denning, West Elgin
Jessica Small, WLMHA

Regrets: Ryan Statham

Staff Present: Adam Ecker, Recreation Supervisor
Jenn Vanesse, Recording Secretary
Terri Towstiuc, Manager of Community Services/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, WESC

Seconded: Jessica Small, WLMHA

That Bo Horvat Community Centre Board of Management hereby adopts the Agenda as presented.

Carried

4. Minutes

Moved: Jessica Small, WLMHA

Seconded: Bill Denning, West Elgin

That Bo Horvat Community Centre Board of Management Committee adopt the minutes of August 13, 2025 as circulated and printed.

Carried

5. Business Arising from Minutes

No business arising from the minutes.

6. New Business

6.1 Skating Club Update

Into their fourth week of skating. Registration is down from last year and have given up some ice times. There are new coaches and skaters.

6.2 Minor Hockey Update

They have more teams than ever. Intro to hockey is maxed out for participants and has been a big success. There are no more kids on the waitlists. Residential restrictions have been removed from OMHA. They have noticed a huge difference with the new dehumidification system in place. They are offering skills programs during the PD days. Looking to come up with storage solutions for all the nets.

6.3 Kraft Hockeyville Discussion

Looking to make a list of renovations and priorities. Feel that something visually needs to happen by next summer. Want to explore other options for grants/funding and a sponsorship package together. There needs to be increased communication for community groups and members, so coming up with a communication plan on what, when and why things are being planned. The board feels additional dressing rooms would be nice, but we just don't have the funding currently for it. Additional advertising on boards could be pushed more next season as well as in ice decals. Looking to generate a wish list with costs so that an informed decision can be made.

A quick list of items is:

- arena boards (includes player benches, glass and netting)
- lights (look at an energy saving grant)
- flooring in the warm room and everywhere except dressing rooms

- concession dead space turned into more warm room space
- washroom renovations (look into accessibility grant)
- entryway & dressing room addition
- zamboni conversion

7. **Staff Operations Update**

Ice Install went seamless. New Bo Horvat logo in the ice. Part time staff is currently in training. Dehumidifier is working great. A proposal was submitted for skating aids. Would like to look into the budget for any remaining funds. Sizing on nets to come back to next meeting.

8. **Adjournment**

Moved: Jessica Small, WLMHA

Seconded: Bill Denning, West Elgin

That Bo Horvat Community Centre Board of Management hereby adjourn at 9:53 a.m. to meet again on November 12, 2025 at 9:00am

Carried

Ken Loveland, Chair

Jenn VanEsse, Recording
Secretary

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2025 - From Period 1 To Period 10 Ending OCT 31,2025

Account	Description	Previous Year Total	Current Year To Date Actual	Budget
Fund: 01 Operating Fund				
Category: 7???				
7600 ARENA				
Revenue				
01-7600-6202	GRANT FROM DUTTON/DUNWICH	25,982.00	77,946.00	
01-7600-6204	Facility Rental	0.00	0.00	
01-7600-6501	ICE RENTAL	145,265.28	190,000.00	
01-7600-6502	SIGN RENTAL	7,197.00	7,000.00	
01-7600-6503	FOOD BOOTH RENTAL	0.00	0.00	
01-7600-6504	PUBLIC SKATING	950.00	4,500.00	
01-7600-6505	SKATE SHARPENING	1,525.00	1,200.00	
01-7600-6506	VENDING MACHINE REVENUE	125.00	0.00	
Total Revenue		181,044.28	280,646.00	
Expense				
01-7600-7351	Arena Renaming	0.00	0.00	
01-7600-7415	TRAINING	0.00	3,000.00	
01-7600-7430	Wages Transfer In	109,697.04	145,000.00	
01-7600-7441	MEMBERSHIPS & DUES	460.00	600.00	
01-7600-7450	HEALTH & SAFETY	0.00	600.00	
01-7600-7452	UNIFORMS	0.00	500.00	
01-7600-7500	HYDRO	45,872.57	75,000.00	
01-7600-7501	GAS	8,842.57	7,500.00	
01-7600-7502	ARENA - WATER	5,159.12	8,000.00	
01-7600-7510	INSURANCE	45,416.16	50,000.00	
01-7600-7515	BUILDING REPAIRS & MAINTENANCE	11,854.53	10,000.00	
01-7600-7516	JANITORIAL	1,093.65	1,300.00	
01-7600-7520	GROUNDS MAINTENANCE	0.00	500.00	
01-7600-7529	ADMINISTRATION EXPENSE	0.00	3,000.00	
01-7600-7531	CONTRACTS & AGREEMENTS	2,035.48	2,000.00	
01-7600-7601	PHONE & INTERNET	2,520.73	4,000.00	
01-7600-7609	TOOLS	9.99	250.00	
01-7600-7611	EQUIPMENT MAINTENANCE	16,975.69	10,000.00	
01-7600-7613	EQUIPMENT PURCHASE	3,340.95	5,000.00	
01-7600-7614	EQUIPMENT RENTAL	0.00	500.00	
01-7600-7650	OFFICE SUPPLIES	0.00	100.00	
01-7600-7660	OTHER SUPPLIES	0.00	500.00	
01-7600-7701	FUEL - GAS	25.31	2,500.00	
01-7600-7777	BAD DEBT EXPENSE	0.00	0.00	
01-7600-7900	Transfer to Reserves	0.00	50,000.00	
01-7600-7901	Transfer from Reserves	0.00	(558,125.00)	
01-7600-8011	CAPITAL - Floor Scrubber	0.00	0.00	
01-7600-8012	CAPITAL - Arena Renovations	596.45	0.00	
01-7600-8013	CAPITAL - Boards Repair	0.00	318,125.00	
01-7600-8014	CAPITAL - Dehumidification System	111,853.00	240,000.00	
Total Expense		365,753.24	379,850.00	
Dept Excess Revenue Over (Under) Expenditures		(184,708.96)	(99,204.00)	
Category Excess Revenue Over (Under) Expenditures		(184,708.96)	(99,204.00)	

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2025 - From Period 1 To Period 10 Ending OCT 31,2025

Account	Description	Previous Year Total	Current Year To Date	
			Actual	Budget

REPORT SUMMARY

01-7600 ARENA	181,044.28	280,646.00
Fund 01 Total Revenue	181,044.28	280,646.00
01-7600 ARENA	365,753.24	379,850.00
Fund 01 Total Expenditure	365,753.24	379,850.00
Fund 01 Excess Revenue Over (Under) Expenditures	(184,708.96)	(99,204.00)
Report Total Revenue	181,044.28	280,646.00
Report Total Expenditure	365,753.24	379,850.00
Report Excess Revenue Over (Under) Expenditures	(184,708.96)	(99,204.00)



**SPRIET
ASSOCIATES**
ENGINEERS & ARCHITECTS
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Project: 224268
Date: October 25, 2024
Re: Cost Estimate
Attention: West Elgin Arena Reno and Addition

The following is our budget (Class D) estimate for the renovation and addition to the West Elgin Community Centre.

1. Demolition Removal of existing walls preparation (masonry) for new construction.	\$ 26,289.00
2. Substructure Foundation / Slab on Grade	\$ 25,918.00
3. Shell Exterior walls, windows, doors, and roof	\$ 88,680.00
4. Interiors Partitions, interior doors, finish	\$ 106,185.00
5. Services Plumbing, HVAC, Electrical	\$ 151,412.00
6. Special Construction Millwork (benches, office furniture etc.)	\$ 40,425.00

Total Project Estimated Cost = \$ 438,909.00
Contractors Fee (25%) = \$ 109,727.00
Professional Fees (10%) = \$ 54,864.00

Total Project = \$603,500.00

- Cost does not include HST.
- Cost does not include site work.
- Cost does not include permit fees.
- Cost does not include Contingency Allowance, Hardware Allowance, Testing Allowance. These are to be determined prior to construction.
- This estimate is classified as a Class D estimate, and it is important to emphasize that in order to ensure compliance with applicable legal standards, we want to clarify that we cannot guarantee the absolute accuracy of this estimate in the event that submitted tenders do not align with the figures presented herein.
- Estimate is based on 2024 figures and should be adjusted each year

If you should have any questions, please contact the undersigned.

Yours truly,

SPRIET ASSOCIATES LONDON LIMITED



Shanna McIlmurray, OAA