



# **Municipality of West Elgin**

## **Agenda**

### **Bo Horvat Community Centre Board of Management**

**December 10, 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](mailto: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 November 12th as circulated and printed.

**5. Business Arising from Minutes**

**6. Financials**

**7. Correspondence**

**6**

**8. New Business**

**8.1 Skating Club Update**

**8.2 Minor Hockey Update**

**8.3 Kraft Hockeyville**

**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 January 14th or at the call of the chair.



# Municipality of West Elgin

## Minutes

### Bo Horvat Community Centre Board of Management

November 12, 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  
Ryan Statham

**Staff Present:** Adam Ecker, Recreation Supervisor  
Jenn Vanesse, Recording Secretary  
Terri Towstiuc, Manager of Community Services/Clerk  
Jenna Campbell

#### 1. Call to Order

Chair K. Loveland called the meeting to order at 9:01 a.m.

#### 2. Adoption of Agenda

**Moved:** Jim Hathaway, WESC

**Seconded:** Ryan Statham

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

**Carried**

#### 4. Minutes

**Moved:** Bill Denning, West Elgin  
**Seconded:** Jim Hathaway, WESC

That Bo Horvat Community Centre Board of Management Committee adopt the minutes of October 8th, 2025, as circulated and printed.

**Carried**

**5. Business Arising from Minutes**

no business arising from minutes.

**6. Financials**

**Moved:** Bill Denning, West Elgin  
**Seconded:** Jessica Small, WLMHA

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

**Carried**

**7. Staff Reports**

**7.1 2026 Meeting Schedule**

The board agreed to cancel meetings during the summer when there is nothing to discuss. Otherwise, will meet on the second Wednesday of every month.

**8. New Business**

**8.1 Skating Club Update**

Two skating aids were purchased. They have four certified skate Can coaches. And six program assistants. Intro to hockey is maxed out for enrollment.

**8.2 Minor Hockey Update**

Working with staff for solutions for nets/ storage. Looking into vending machine options. Tournament this weekend and will be the largest one yet. Utilizing Bothwell arena for tournament as well. Participating in the parades in West Lorne and Dutton, as well as Night Market in Rodney.

**8.3 Kraft Hockeyville Discussion**

Staff researched replacement of the glass and boards in the arena. Pricing was presented for multiple options. The board would like to move forward with the replacement with the exception of replacing the Zamboni door and current netting.

It was discussed about sending out a communication to the community regarding Kraft Hockeyville funding and why it has not been used. Staff was directed to look into grants for accessibility and Greenlane trust.

**9. Staff Operations Update**

Despite a few staffing issues the arena is running smoothly. Dehumidifiers are starting to slow down. Staff has been working with WLMHA for net storage.

**10. Adjournment**

**Moved:** Jim Hathaway, WESC

**Seconded:** Jessica Small, WLMHA

That the Bo Horvat Community Centre Board of Management hereby adjourn at 10:08 a.m. to meet again on December 10th, 2025.

**Carried**

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Ken Loveland, Chair

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Jenn VanEsse, Recording  
Secretary



# Quotation

**Number:** 251106-5404MM  
**Revision:** 2  
**Date:** November 17, 2025  
**Valid:** 30 Days    **SEE BELOW**  
**Salesman:** Marc McCallum  
**Distributor:** Athletica Sport Systems Inc.  
  
**Phone:** (519) 747-1856  
**Fax:** (519) 747-3659  
**Email:** mmccallum@athletica.com

**Number of Sets:** 1  
**Installation Type:** Supply and Install  
Indoor

Gate Size (inches)	Number of Gates		Hinges	Latch	Hardware		Machine Gate Lock	Castors
	Without Glass	With Glass			Rinkside Release	Flush Bolt		
					Material - See notes below			
			St. St.	St. St.	St. St.	St. St.	St. St.	St. St.
30	4	3	7	7	3	0	0	0
36	0	6	6	6	6	0	0	0
Re-use Lift Gate	1	0	0	0	0	0	0	0
<b>SubTotal</b>	<b>5</b>	<b>9</b>	<b>13</b>	<b>13</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Number Gates:</b>	<b>14</b>							

**Notes:** St. St. = Stainless Steel  
**All gate hardware to be heavy duty STAINLESS STEEL**  
 All nuts, washers and bolts to be zinc plated  
 Single gates with upper shielding will have a rinkside release

## Cladding

**Material:** High density polyethylene (HDPE) (manufacturer's standard colors)

**Playing Surface:** Cladding: 1/2" White HDPE - UV  
Top Plate: 1/2" Colour HDPE - UV  
Kick Strip: 1/2" Colour HDPE - UV

**Interior of Boxes:** Cladding: 3/8" White HDPE - UV  
Top Plate: 1/2" Colour HDPE - UV  
Waterbottle Shelf: 3/8" White to height of midstringer in Players & Penalty Boxes

**Backer Panels:** 3/8" White HDPE - UV - see diagram for locations

**Gap Closure:** 3 in x 3 in poly angle at rink perimeter or raised seating as required

**Thresholds:** Man Gate Thresholds: 1" White HDPE on 1 1/2" Aluminum Extrusion  
Machine Gate Thresholds: 1 1/2" White HDPE

**Fasteners:** Plastic attached with # 1/4-20 FHMS. All fasteners color matched, zinc plated

**Official Lines:** Official lines cut into vertical surfaces of dasherboard cladding

## ALL NEW Shields / Containment - see Rink Diagram for Heights and Locations

	<u>Height</u>	<u>Installation Method:</u>		
<b>Ends and Radii:</b> 5/8" Tempered Glass	6.00 ft	Seamless	<input type="checkbox"/> Supported	<input checked="" type="checkbox"/>
<b>Players Box Side:</b> 1/2" Tempered Glass	6.00 ft	Seamless	<input type="checkbox"/> Supported	<input checked="" type="checkbox"/>
<b>Spectator Side:</b> 1/2" Tempered Glass	6.00 ft	Seamless	<input checked="" type="checkbox"/> Supported	<input type="checkbox"/>
<b>Boxes:</b> 1/2" Tempered Glass	6.00 ft	Seamless	<input type="checkbox"/> Supported	<input checked="" type="checkbox"/>
<b>Shield Supports:</b> Two piece HDR QUICK RELEASE, clear anodized extruded aluminum with channel gaskets.				
<b>Speaker Holes:</b> 3 1/4" diameter	Quantity:	1 (front of box only)		
<b>Protective pads:</b> at glass terminations	Quantity:	4		

## Frame Anchorage & Perimeter Sealing

**Perimeter Slab:** 5/8" (16mm) diameter Hilti adhesive anchors or equivalent for Permanent installation. Perimeter of boards (at base of kickstrip) to be sealed by Arena staff prior to initial ice making process unless noted otherwise or specified.

## Accessories - Included in Base Bid unless noted otherwise

<b>Raised Floors:</b> Not Included in Base Bid
<b>Coaches Walkways:</b> 2 x 8 PT wood framing with plywood base. Exposed surfaces covered with white HDPE. Walkways are 16 inches wide x length of each players bench
<b>Rubber Flooring:</b> 1/2" Black Rubber floor mats in players, penalty, timekeeper's boxes. Mats are loose laid in the field unless indicated otherwise.
<b>Players Benches:</b> 1/2" thick coloured HDPE top fastened to 9 1/2" wide aluminum channel and aluminum bench support with mounting hardware. 20 feet long in players' boxes and 4 feet long in penalty boxes. Benches are built in approximately 8ft sections.
<b>Timekeeper's Table:</b> 1" white HDPE table with wall mounted brackets by 6 feet long
<b>Timekeeper Roof:</b> 1/2 inch thick clear acrylic in aluminum frame
<b>Lift Gate:</b> Re-use existing Lift gate Towers, Base and Mechanics New Dasher panel and Shielding
<b>Protective Netting:</b> Re-use existing Netting

## Pricing

**Price for 1 Set \$261,500.00 - Supply and Install**

**Unless noted OTHERWISE, All Prices quoted are in CANADIAN FUNDS**

**INCLUDES CANOE MEMBER DISCOUNT**

FOB Site

**PLEASE NOTE: PST Excluded, GST Excluded and HST Excluded**

Prices do not include import / export duties & tariffs, customs clearance, brokerage

Bid Bond, Performance Bond and Material/Labour Payment Bonds Not Included

**Payment:** Prices based on Athletica Sport Systems Inc. standard terms of payment (See Below)

Subject to credit approval

Provision of standby letter of credit or other approved credit

## Completion Date

**Estimated Completion**

June 1, 2026

**Date:**

**Manufacturing lead times can vary throughout the year. Please contact your Athletica Sport Systems Inc. representative to discuss how we can best meet your delivery needs**

## Terms, Conditions, Exclusions, Inclusions and Qualifications

- 1.) **Due to the extreme changes in commodities and energy pricing, we must strictly enforce a 30-day limit on this quote**
- 2.) Notwithstanding the foregoing, should Athletica Sport Systems Inc. be delayed in the commencement, prosecution or completion of the work by any cause beyond Athletica Sport Systems Inc. control and not due to any fault, neglect, act or omission on its part, then Athletica Sport Systems Inc. shall be entitled to an extension of time as agreed upon by the parties hereto in writing and shall not be held liable for any liquidated damages for any delays caused by either the owner or general contractor.

This bid is subject to Athletica Sport Systems Inc. Standard Terms and Conditions and Limited Warranty and may be withdrawn without penalty at anytime before contract execution. If accepted, sign and return one copy, and retain a duplicate for your files. When approved by one of our officers and returned, it becomes a binding contract. This quotation is subject to change, withdrawal, or cancellation until accepted by you. If we have not received your acceptance within 60 days from the date hereof, this quotation shall automatically expire. Athletica Sport Systems Inc. retains a security interest in all the products covered in this agreement until all sales' terms have been met. In addition, the purchaser agrees to sign any additional documents for Athletica Sport Systems Inc. to perfect its security interest in the products.

- 3.) Prices subject to receipt of final construction drawings and specifications
- 4.) Concrete to be level within 1/8" in 10 ft non-cumulative
- 5.) Price based on installation at UNION wages using Athletica Sport Systems Inc. own forces
- 8.) Electrical work, mechanical work or painting is not included
- 9.) Special insurance requirements are not included
- 10.) Standard 1 (one) year warranty included unless noted otherwise
- 11.) Any applicable Permits and/or License Fees are not included
- 12.) **Removal and Disposal of existing system INCLUDED.**



## Approval

<b>Approved by Athletica Sport Systems Inc.:</b>  _____ Andrew McRae, CEO	<b>Date:</b> _____
<b>Purchase Approved by: Municipality of West Elgin</b>  Signature: _____  Name: _____ Title: _____	<b>Date:</b> _____   Payment Terms: _____

## Payment Terms

<p>On approved credit, Athletica Sport Systems Inc. will be expecting:</p> <p>To receive a 25% deposit with the purchase order or sub-contract form to us. To receive a 50% payment, <b>minimum 10 (ten) business days in advance of shipment.</b> To receive a 25% payment due on completion of installation.</p> <p>Each invoice is due on receipt of invoice.</p> <p>These terms should be indicated on your purchase order or sub-contract form to us.</p> <p><b><u>PLEASE COMPLETE THE FOLLOWING ACCOUNT INFORMATION:</u></b></p> <p>Payment Terms (from listed options above) _____</p> <p>GST ____% (for Canada only) PST ____% (for Canada only) HST ____% (for Canada only - where applic.)</p> <p>*If you are tax <u>exempt</u>, please send us a copy of your Tax Exemption Certificate along with this signed quote. <b>Credits will not be issued after invoicing has been completed.</b> Thank you !</p>
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**Diagram**  
**West Lorne - Bo Horvat Arena**

Quotation No: 251106-5404MM  
Revision: 2  
Date: 17-Nov-25

