



# Municipality of West Elgin

## Agenda

### Bo Horvat Community Centre Board of Management

March 11, 2026, 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 The Bo Horvat Community Centre Board of Management hereby adopts the Agenda as presented.

3. **Disclosure of Pecuniary Interest**

4. **Minutes**

Recommendation:

That the Bo Horvat Community Centre Board of Management Committee adopt the minutes of February 11th, 2026 as circulated and printed.

5. **Business Arising from Minutes**

**6. Financials** 3

Recommendation: Accept the Financials as Presented  
The Bo Horvat Community Centre Adopts the financials as presented.

**7. New Business**

7.1 Skating Club Update

7.2 Minor Hockey Update

7.3 Staff Operations Update

**8. Concept Drawing Update** 5

**9. Budget Discussion**

**10. Adjournment**

Recommendation:

That the Bo Horvat Community Centre Board of Management hereby adjourn at \_\_\_\_\_ a.m. to meet again on April 8th, 2026.

**Municipality of West Elgin - Bo Horvat Community Centre Board of**  
**Income Statement**  
**As of February 28, 2026**

<b>Revenue</b>		<b><u>2026 Actuals</u></b>
01-7600-6501	ICE RENTAL	(67,394.71)
01-7600-6504	PUBLIC SKATING	(850.50)
01-7600-6505	SKATE SHARPENING	(820.00)
<b>Expenses</b>		
01-7600-7430	Wages Transfer In	27,551.25
01-7600-7500	HYDRO	17,980.05
01-7600-7501	GAS	2,512.02
01-7600-7502	ARENA - WATER	2,434.41
01-7600-7510	INSURANCE	48,282.51
01-7600-7515	BUILDING REPAIRS & MAINTENANCE	112.40
01-7600-7516	JANITORIAL	63.55
01-7600-7520	GROUNDS MAINTENANCE	418.94
01-7600-7531	CONTRACTS & AGREEMENTS	446.64
01-7600-7601	PHONE & INTERNET	508.78
01-7600-7609	TOOLS	69.99
01-7600-7611	EQUIPMENT MAINTENANCE	3,364.35
<b>Capital</b>		
01-7600-8013	CAPITAL - Boards Repair	<u>65,375.00</u>
		<u>100,054.68</u>

**Managemer**

**2026 Budget**

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# FEE PROPOSAL



**SPRIET**  
**ASSOCIATES**  
ENGINEERS & ARCHITECTS  
155 York Street  
London, Ontario N6A 1A8  
Tel. (519) 672-4100  
Fax (519) 433-9351  
Email: mail@spriet.on.ca  
www.spriet.on.ca

**Project:** West Elgin Arena – Design Revisions  
171 Graham Road, West Lorne ON  
**Project No.:** 224268

**Attention:** **Terri Towstiuc, Dipl.M.A.**  
Manager of Community Services / Clerk  
Municipality of West Elgin  
22413 Hoskins Line  
Rodney ON N0L 2C0

February 27, 2026

Thank you for the opportunity to submit our proposal for your review. We would be delighted to further develop the Design Development drawings that we have coordinated with your team. Below, we outline our proposed services and associated costs for your consideration:

## 1. Design Development

- 1.1. Complete amended concept floor plan drawings for owner's review.
- 1.2. Minor revisions to plans per owner comments
- 1.3. Prepare Class D estimate of construction in house.

The fee for this stage is hourly with an upset limit

Architectural

**\$ 6, 400.00**

## Hourly Rates

Structural Engineer - \$231.00  
Architect - \$190  
Architectural Technologist / Project Manager - \$170  
Architectural Designer - \$115 - \$140  
Administrative - \$90

**Excluded Work From Quote**

Municipal Fees (permit)  
Legal documents (surveys etc..)  
Pre-qualification of bidders  
Existing building assessment  
Interior Design and Furniture Fittings  
Commissioning  
Notice of Non-Payment / Disputes with Contractor (Adjudication)  
Any other consultants not mentioned.  
Renderings and 3D modelling  
Assessment of Toxic or Hazardous Substances and Materials  
3<sup>rd</sup> party inspections  
Disbursements

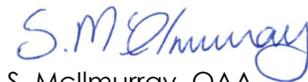
**Terms of Payment**

Fees and reimbursable expenses as set out above, plus value added tax (HST) within twenty-eight (28) days of receipt of Proper Invoices, the invoiced amount or the undisputed portion thereof on account of the Architect's fee and agreed upon reimbursable expenses plus applicable taxes. Proper Invoice shall be issued and submitted on a monthly basis unless otherwise agreed. Unpaid Proper Invoices or the unpaid balance thereof shall bear interest, calculated, and compounded monthly at the rate of 2.0% per annum or such other rate as is specified in the Construction Act (Ontario), whichever is higher, commencing the twenty-ninth (29<sup>th</sup>) day after the date that the Architect's Proper Invoice is received, or such other rate as is determined as a result of a dispute resolution process. Reimbursable expenses are charged at cost plus 10 % for administration and include charges for: printing, copying, delivery, communication, travel, and if authorized, lodging, special photography, or models.

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

Yours truly,

SPRIET ASSOCIATES LONDON LIMITED



S. McIlmurray, OAA