



# 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.

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Ken Loveland, Chair

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Jenn VanEsse, Recording  
Secretary