



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

October 13, 2021, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present: Duncan McPhail
Ken Loveland
Jim Hathaway
Jeff Carmichael

Staff Present: Lee Gosnell, Manager of Operations and Community Services
Emily Jocius
Adam Ecker, Recreation Supervisor

1. Call to Order

Chair K. Loveland called the meeting to order at 9:10 a.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Duncan McPhail

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: Jeff Carmichael

That West Elgin Community Centre Board of Management Committee adopt the minutes of September 8, 2021 as circulated and printed.

Carried

5. Business Arising from Minutes

No business arising from the minutes.

6. Financials

Lee Gosnell, Manager of Operations and Community Services spoke on the financials and noted the security guard contract will be allocated under the Contracts and Agreements. The security guard is attending the arena to help check proof of vaccination.

Moved: Duncan McPhail

Seconded: Jim Hathaway

The West Elgin Community Centre Board of Management hereby receives the arena financials as September 30, 2021.

Carried

7. Staff Reports

7.1 Verbal Concession Stand update

L. Gosnell provided the West Elgin Community Centre Board of Management with a verbal update regarding the concession stand. A call for proposal was advertised for four weeks and no submissions were received. Jeff Carmichael noted at the previous meeting that Minor Hockey would not be interested in running the concession. It is unfortunate but the concession stand will be closed for the 2021-2022 season. Once we are out of COVID-19 more options could become available.

7.2 Cooling System Cleaning

Adam Ecker, Recreation Supervisor reported that Drennan Refrigeration recommended the cleaning of the cooling system to prevent scale build up and maintain the compressor equipment.

7.2.1 Cooling Water System Cleaning/Disinfection Services

Moved: Duncan McPhail

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services re: Cooling Water System Cleaning Disinfection Services; and

That West Elgin Community Centre Board of Management hereby direct staff to enter into a contract with Jutzi Water Technologies for the provision of Cooling Water System Cleaning/Disinfection Services at a cost of \$1430 plus applicable taxes, as supplied in attached quote.

Carried

7.3 COVID-19 Update

7.3.1 Covid-19 vaccination requirements

Emily Jocius, Operations and Community Service Coordinator gave a brief update on the Letter of Instruction issued by Southwestern Public Health. Minor Hockey and the Skating Club will not be affected by the letter of instruction. Jeff Carmichael noted that additional staff may be required on Sunday October 17, 2021 as Minor Hockey will start game play.

Moved: Duncan McPhail

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator regarding the recent change in Vaccination Requirements

Carried

8. New Business

L. Gosnell updated the West Elgin Community Centre Board of Management as a part-time arena operator has been hired to help with day to day operations. There was original 2 persons to be hired the second person sent their regrets. The best solution to help with COVID-19 protocols is to extend the security guards contract.

Ken Loveland noted that would be a wise decision to extend the contract of the security guard for assistance in monitoring the COVID-19 protocols.

The West Elgin Community Centre Board of Management gave staff direction on continuing the Security Guards Contract and were hopeful to continue to receive the same guard as it adds familiarity during these times.

L. Gosnell spoke on the proposed capital project for 2021. The West Elgin Community Centre Board of Management directed to hold off until spring of 2022.

9. Adjournment

Moved: Duncan McPhail

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adjourn at 9:40 a.m. to meet again on November 10, 2021 at 9:00 a.m. or at the call of the chair.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary