

Elmwood Community Centre Board Minutes

Tuesday, April 2, 2024
7:00 pm

1. AED Demonstration

Fire Prevention Officer Dave West from Municipality of Brockton, shared information on fire safety, specifically the importance of smoke alarms.

D. West provided guidance and demonstration on proper use of AED's.

2. Call to Order and Acceptance of Agenda

Call to order 7:53 p.m.

Attendance: Ed Stangler, Gillian Irwin, Hazel Pratt, Michael Sugden, Scott Foerster, Ernie Falkiner

Staff: Patsy Becker, Steve Lehman, Brad Thomson, Janine Jez, Nicole Churchill

Regrets: James Lang, Kodey Hewlett

Addition to the agenda requested:

- Under Business Arising from minutes: 5.1 Elmwood Community Centre Board councilor update

- Under Business Arising from minutes: 5.2 File Updates

- Under New Business: 8.4 Kitchen Update

Moved by: E. Falkiner

Seconded by: G. Irwin

That the Elmwood Community Centre Board hereby approves the amended agenda for the meeting on April 2, 2024, as presented.

Carried

3. Declaration of Pecuniary Interest and General Nature Thereof

None

4. Minutes

Moved by: S. Foerster

Seconded: M. Sugden

That the Elmwood Community Centre Board hereby approve the minutes from the meeting on March 6, 2024, as presented.

Carried

5. Business Arising from the Minutes

5.1 Elmwood Community Centre Board Councilor Update

B. Thomson updated Deputy Mayor James Lang rescinded his resignation, J. Lang remains Brockton council representative for the Elmwood Community Centre Board.

5.2 File Update

H. Pratt, M. Sugden, S. Johnson, and B. Thomson went through files with board members. S. Johnson has taken containers with all files that require to be kept as per retention by-law to file.

5.3 Furnace Update

#4 Furnaces leaking - E. Falkiner did not contact Lang's, looked into it and it is simple. He has ordered the valve, board members/staff are going to install it.

5.4 Fire Panel quote

Georgian Bay has not gotten back to E. Falkiner. E. Falkiner had been talking with Richardson Electric and they install fire panels. They cannot certify the panel but could do the work and get Bluewater or Georgian Bay to certify. B. Thomson reaching out to get updated quote from Bluewater.

5.5 Ball Diamond

Ball diamond measurements have been given to Hanover Minor Ball. They have not been in contact with the board since they were given the information. It was determined the field is big enough for softball but not big enough for hardball.

6. Treasurer's Report

P. Becker went over the treasurer report for March 2024 and answered board members' questions.

Moved by: G. Irwin

Seconded by: E. Falkiner

That the Elmwood Community Centre Board hereby approves the Treasurer's Report from March 2024.

Carried

7. Ongoing Business

7.1 EV Charger

Board members voiced concerns with the EV charger being left where it is, they feel it is a safety hazard. Some of the board members feel that it should be disabled until it gets moved.

Board members feel that it is Brockton's responsibility to fix the safety concern of the current EV Charger location and it should not come from the operating budget. Board members are concerned of the legal and liability ramifications if left working where it is.

That the Elmwood Community Centre Board request to disable the EV Charger due to Health and Safety Concerns, until it is moved to a safe location.

Furthermore, that the Elmwood Community Centre Board request the Municipality of Brockton and Municipality of West Grey fund the move of EV charger.

Moved by: E. Falkiner

Seconded by: E. Stangler

Carried

7.2 Parking Lot Expansion

Board members discussed the location of expanding the parking lot. The additional spots will be gravel. Board members discussed getting quotes and marking the area out with paint.

B. Thomson to confirm procurement policy requirements. If RFQ's are required, Municipal staff will need to complete. The Elmwood Community Centre Board to complete a scope of work report if required.

7.3 Fire Plan

The Elmwood Community Centre should have a white box inside the door with the fire plan in it for First Responders.

B. Thomson looking is going to share the Fire Plan with board members.

7.4 AED Update

Expired pads in the AED case have been replaced by Brockton. The pads are not reusable.

8. New Business

8.1 Lions Park

Board members discussed the Lions Park and future plans/ideas for the park. Board members have concerns about the amount of water that collects at the Lions Park, very swampy. Board members noted the walkway is in rough condition.

The Lion's Park was included in the Municipality of Brockton's Master Plan. It spoke to the following: replace and raised paths, replace basketball court with new resurfacing and line markings, replace playground surfacing, replace pavilion roof, and regrade site to improve drainage. Estimated cost was \$500 000.

M. Sugden will have the Porta Potty delivered for June 1st.

Board members requested to bring ideas for upgrading the Lion's Park to the next meeting.

8.2 HVAC Options

E. Falkiner will reach out to Lang's to inquire about the cost to complete a heat load study.

Deferred to next meeting.

8.3 Elmwood Pod School - Long Term Rental

Elmwood Pod School sent an email to the Elmwood Community Centre Board looking for a rental Monday to Friday to run a pod school inquired about getting a long-term rental rate.

Board members discussed the pros and cons in having a school at the Community Centre full time.

H. Pratt to reach out to let them know that Elmwood is unable to commit at this time, she will also let them know that Brockton and West Grey may have options that may work.

8.4 Kitchen Update

G. Irwin assisted with catering for the Lamb Dinner last week. She brought forth some upgrade requests received by individuals catering.

Request to purchase the following items: big whisk, bigger spoons, and one more dishwasher rack. G. Irwin looking into purchasing.

P. Becker had an inquiry regarding the deep fryers in the Pavilion kitchen and if renters can use the deep fryers when renting the kitchen.

Board members discussed and have requested P. Becker to find out more details regarding the renter's event/plans. Note two deep fryers belong to the Community Centre and one is the Elmwood Fire Department.

9. Next Meeting

Next Meeting - May 7, 2024, at 7pm

10. Adjournment

Moved by: E. Falkiner

Seconded by: S. Foerster

That the Elmwood Community Centre Board hereby adjourn at 9:36 p.m. to meet again on May 7, 2024.

Carried