

Elmwood Community Centre Board Minutes

Wednesday, October 1, 2025

7:00 pm

1. Call to Order and Acceptance of Agenda

Call to order 7:06 pm

Attendance: Michael Sugden, Hazel Pratt, Ernie Falkiner, Steve Travale, Scott Foerster

Staff: Patsy Becker, Chad Monk, Janine Jez

Regrets: Ed Stangler, Steve Lehman

Moved by: S. Travale

Seconded by: S. Foerster

That the Elmwood Community Centre Board hereby approves the agenda for the meeting on October 1, 2025, as presented.

Carried

2. Declaration of Pecuniary Interest and General Nature Thereof

None

3. Minutes

Moved by: S. Foerster

Seconded by: S. Travale

That the Elmwood Community Centre Board hereby approve the minutes from the meeting on September 24, 2025, as presented.

Carried

4. Business Arising from the Minutes

Discussion was held regarding responsibility for the pond. S. Travale will follow up with the Elmwood Fire Board for clarification. S. Foerster has contacted West Grey staff via email; no response had been received at the time of the report.

6. Ongoing Business

6.1 Cairn Grant Update

H. Pratt provided an update regarding the grant application for the Cairn. ECSA is not expected to receive notification of the outcome until October 15th.

5. Treasurer's Report

P. Becker reviewed August financial reports and answered board members' questions.

Moved by: E. Falkiner

Seconded by: M. Sugden

That the Elmwood Community Centre Board hereby approves the Treasurer's Report from August 2025.

Carried

7. New Business

7.4 Porta Potties

ECSA has requested that the porta potty remain on-site until the Tree Lighting event on November 30th.

H. Pratt will contact Scotty's Potty's to make the necessary arrangements. ECSA to be invoiced for the November rental fee.

6. Ongoing Business

6.2 ECC Lighting

H. Pratt provided an update on lighting upgrade estimates received from Cheetah Electric.

A site meeting was held with Cheetah Electric, who subsequently submitted a detailed quote dated September 30, 2025.

Quote attached Page 5

6.3 Property Security

No updates at this time.

7. New Business

7.1 Public Concerns

C. Monk shared concerns raised by community members regarding the lip between the grass and the new pavement.

Board members will create a gradual transition with soil to address the issue.

7.2 Artificial Christmas Tree - Redundant (ECSA)

Board members discussed the two artificial Christmas trees currently in storage at the ECC and whether to keep or donate them.

ECSA is having wooden Christmas trees made from pallets, which can be reused for events such as parades. The ECSA has offered the pallet trees to be used for decorating the Elmwood Community Centre if the board is interested.

That the Elmwood Community Centre Board declares the artificial Christmas trees and decorations be redundant items.

Moved by: E. Falkiner

Seconded by: S. Travale

CARRIED

7.3 Fees and Charges Review

Insurance Coverage – Bartenders:

H. Pratt will contact the Municipality of West Grey to confirm whether bartenders hired through the ECC Board are covered under municipal insurance.

Fees and Charges:

Board members reviewed and discussed fees and charges for 2026.

Fees attached Page 8

That the Elmwood Community Centre Board approve all fees as discussed, excluding baseball and bartender fees, which will be reviewed at a later date.

Moved by: S. Travale

Seconded by: E. Falkiner

CARRIED

8. Next Meeting

November 5, 2025, at 7:00 pm

9. Adjournment

Moved by: E. Falkiner

Seconded by: M. Sugden

That the Elmwood Community Centre Board hereby adjourn at 8:56 p.m. to meet again on November 5, 2025.

Carried



Hazel Pratt – Chair



Janine Jez - Secretary



To: Elmwood Community Centre Board

RE: LED Lighting Upgrade

This quote is based on the information provided to us by the client. Any alterations to the information provided or if additional material and labour required is not included in the price. Price is subject to changes in material prices. If you have any questions, please contact us at any time.

This quote is broken down into five different sections. Each section has a price, it includes labour, material and permit fees. Below is a detailed list of what is included.

1. Main Floor

Hall

- 44 - replace exist 4' wrap fixture with new LED wrap fixture
- 20 - replace incandescent light bulb with LED bulb in pot lights

Kitchen

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Coat Room

- 4 - replace exist 4' wrap fixture with new LED wrap fixture

Bar

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Entrance Way to Hall

- 7 - replace exist 4' wrap fixture with new LED wrap fixture

Women's Washroom

- 2 - replace exist T-bar fixture with new LED T-bar fixture

Men's Washroom

- 2 - replace exist T-bar fixture with new LED T-bar fixture

Outside Pot Lights

- 4 - replace incandescent light bulb with LED bulb in pot lights

Total Price: \$6785.20 + HST

SOE Rebate Savings: \$947.84 + HST

Nathan O'Hagan/Jake Barclay
Phone: 519-889-2524
Email: cheetah.electric 1@gmail.com



2. Basement

Hall

- 30 - replace exist 4' wrap fixture with new LED wrap fixture

Women's Bathroom

- 3 - replace existing fixture with new LED fixture

Men's Bathroom

- 2 - replace existing fixture with new LED fixture

Hallway

- 1 - replace existing fixture with new LED fixture
- 1 - replace incandescent light bulb with LED light bulb

Furnace Room

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Workshop

- 6 - replace exist 4' wrap fixture with new LED wrap fixture
- 5 - replace incandescent light bulb with LED bulb

Staircase

- 1 - replace exist 4' wrap fixture with new LED wrap fixture

Total Price: \$4149.33 + HST

SOE Rebate Savings: \$679.04 + HST

3. Pavillion

Kitchen

- 4 - replace exist 4' wrap fixture with new LED wrap fixture

Bar

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Women's Washroom

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Men's Washroom

- 2 - replace exist 4' wrap fixture with new LED wrap fixture

Nathan O'Hagan/Jake Barclay

Phone: 519-889-2524

Email: cheetah.electric 1@gmail.com



Total Cost: \$1606.18 + HST

SOE Rebate Savings: \$134.4 + HST

4. Ball Diamond Panel Upgrade

- 1 - 100A Outdoor Panel Box
- 1 - 100A Meterbase
- 7 - Associated Breakers
- ESA Fees
- Labour and Material

Total Price: \$2405.19 + HST

5. Ball Diamond Lighting Upgrade

- Replace existing ball diamond lights with new LED fixtures
- Replace existing light brackets with new brackets
- Replacing existing wiring on towers
- Dispose of old light fixtures
- Aim and point new fixtures
- Labour and material
- ESA Permit

Total Cost: \$43154.68 + HST (Price is approximate)

Note:

- LED bulbs and pot light bulbs have no real SOE rebate savings
- LED 4' wrap fixture possibly will need additional wiring to make dimmable
- LED 4' wraps are 40W per fixture, current wrap fixture are 65-80W per fixture
- Dimmers are not included in price
- Currently there is no set end date to SOE program
- Ball diamond light price is approximate, we will be able to provide you with a more accurate price as this proportion is being considered

Prepared by Nathan O'Hagan

Cheetah Electric ESA/ECRA # 7014975

September 30 2025

Thank you for your consideration!

Nathan O'Hagan/Jake Barclay
Phone: 519-889-2524
Email: cheetah.electric 1@gmail.com

Description	2024 Fee	2025 Fee	Increase / (decrease)	2026 Fee	Increase / (decrease)
Two Floor Special - including kitchen	\$495.00	\$495.00	0.0%	\$510.00	3.03%
Auditorium - Per day including bar/small kitchen	\$330.00	\$330.00	0.0%	\$340.00	3.03%
Downstairs Banquet Room per day with kitchen	\$275.00	\$275.00	0.0%	\$285.00	3.64%
Downstairs Banquet Room per day no kitchen	\$165.00	\$165.00	0.0%	\$170.00	3.03%
Kitchen Only downstairs	\$165.00	\$165.00	0.0%	\$170.00	3.03%
Set Up/Take Down - Per day up to 8 hours	\$100.00	\$100.00	0.0%	\$105.00	5.00%
Picnic Shelter Per day including bar and kitchen	\$110.00	\$110.00	0.0%	\$115.00	4.55%
Picnic Shelter per day no services	\$50.00	\$50.00	0.0%	\$55.00	10.00%
Entandem Tarrifs Music Licensing Fees	Cost Recovery	Cost Recovery		Cost Recovery	
Baseball - Per Hour - dragging only, no lining		\$25.00	100.0%		-100.00%
Baseball - Per Game - dragging only, no lining		NEW GAME FEE		\$40.00	
League Baseball - Per Game - dragging only, no lining (minimum of 10 weeks)		NEW GAME LEAGUE FEE		\$30.00	
Baseball Diamond Tournament - Per Day, dragging only		\$120.00	100.0%	\$125.00	4.17%
Elmwood Community Services Association					
Bingo Nights - Per night	\$135.00	\$135.00	0.0%	\$140.00	3.70%
Seniors Meetings	\$25.00	\$25.00	0.0%	\$30.00	20.00%
Non For Profit Groups up to 20 peolple maximum 4 hours	\$50.00	\$50.00	0.0%	\$55.00	10.00%
Staff Hours		NEW STAFFING FEE		\$30.00	

*Bartenders will no longer be provided, renter is responsible for getting own bartenders in accordance with Brockton's Municipal Alcohol Policy.