

Elmwood Community Centre Board Minutes

Wednesday, December 3, 2025
7:00 pm

1. Call to Order and Acceptance of Agenda

Call to order 7:11 pm

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

Staff: Patsy Becker, Janine Jez, Chad Monk

Regrets: Steve Lehman, Steve Travale

Moved by: M. Sugden

Seconded by: S. Foerster

That the Elmwood Community Centre Board hereby approve the agenda for the meeting on December 3, 2025, as amended.

Carried

2. Declaration of Pecuniary Interest and General Nature Thereof

None

3. Minutes

Moved by: E. Falkiner

Seconded by: M. Sugden

That the Elmwood Community Centre Board hereby approve the minutes from the meeting on November 5, 2025, as presented.

Carried

4. Business Arising from the Minutes

4.1 Fees and Charges 2026

That the Elmwood Community Centre Board approve the baseball diamond tournament rate of \$125.00 per day, effective January 1, 2026, includes dragging and no lining

Moved by: E. Falkiner

Seconded by: E. Stangler

Carried

4.2 Recycling Fees

Board members discussed alternative recycling options. It was noted that Trash Taxi currently collects the garbage. E. Stangler will contact Trash Taxi to determine whether they also provide recycling services and to obtain information on any associated fees.

E. Falkiner will reach out to B. Thomson to confirm whether the Elmwood Community Centre Board is required to remain with the Waste Management contract.

4.3 Insurance Update

H. Pratt shared information received from West Grey on insurance policy.

It was noted that the Elmwood Community Centre and Lions Park fall under the West Grey policy and do not have a separate stand-alone policy. General information regarding insurance coverage for municipal volunteers was reviewed.

Ontario municipal volunteers are covered under the municipality's insurance, which includes volunteer accident insurance for injuries and public liability insurance for third-party claims. Volunteers are not covered by WSIB or the Employment Standards Act. Volunteers using their personal vehicles must ensure they have adequate auto insurance, and the municipality may request proof of sufficient third-party liability coverage.

Types of Insurance Coverage:

- **Volunteer accident insurance:** Covers injuries sustained by registered volunteers while performing municipal duties, including medical expenses, disability, or accidental death.
- **Public liability insurance:** Protects volunteers from third-party claims resulting from their actions while carrying out volunteer duties.

- **Vehicle insurance:**

- Volunteers using personal vehicles must carry adequate auto insurance, with their personal policy acting as the primary coverage in the event of an accident.

Important Exclusions:

- Volunteers are not covered by WSIB.
- The Employment Standards Act does not apply to volunteers.

Informal Volunteers: Individuals who are not formally registered with the municipality are not covered by municipal insurance and volunteer at their own risk.

5. Treasurer's Report

P. Becker answered questions in regards to the November 2025 treasurer report.

Moved by: M. Sugden

Seconded by: E. Falkiner

Discussion in regards to setting up a Lion's Park revitalization fund. E. Falkiner to reach out to Trish Serratore to set up a Lion's Park Revitalization fund that would qualify for charitable donations.

Carried

6. Ongoing Business

6.1 Cairn Update

H. Pratt reported that Shirley Young of Elmwood Community Services Association is working with Brockton staff to determine whether lottery funds can be used to repair the Cairn. The Board also discussed the possibility of relocating the Cairn to Lions Park to improve visibility. Due to the time of year, further planning will be paused over the winter months. H. Pratt confirmed with S. Young that all final decisions on Cairn improvements/changes must be approved by the Elmwood Community Centre Board.

6.2 Lions Park Revitalization Survey

H. Pratt is working with members of ECSA to finalize a survey for the Lions Park Revitalization. The Board discussed waiting to post the survey online closer to Family Day so that paper copies can be distributed at the first Wing Night event.

J. Jez will explore options to improve public accessibility to the survey.

6.3 Municipal Budget Updates

West Grey passed their 2026 budget and Elmwood Capital budget has been approved for \$19 800 as requested.

Stairway Improvements: Total Estimated cost \$13,000.

Pavilion Drainage Repair: Estimated cost \$5000.

Coolers: Estimated cost \$8,000.

Main Door Replacement: Estimated cost \$20,000.

The total capital cost of the 4 priority projects is \$46,000.

There is still \$6,400 left from the 2025 budget allocation for the Stairway Improvements.

This brings the total capital project ask for 2026 to \$39,600.

This total request is split evenly between Brockton and West Grey.

The ECCB request from each Municipality is \$19,800 for 2026 capital projects.

Brockton's Mayor will be presenting his budget on December 17, 2025.

6.4 Brockton Citizen Rep Update

J. Jez updated that the individual who had applied in February, has not responded back to Brockton's Deputy Treasurer - no other interest at this time.

6.5 Ground Guys Contract

M. Sugden has reviewed the Ground Guys payments and requested a breakdown of the payments/service provided as the invoices are all over the place.

E. Stangler recommended that P. Becker contact the Ground Guys to establish regular invoicing practices and to request that all 2025 invoices be submitted by a specified date in January.

It was noted that grass cutting is performed once weekly at a cost of \$240 (Lions Park and the Community Centre).

Snow removal is completed as required at rates of \$83 for plowing and \$58 for salting.

6.6 Baseball Diamond Needs

M. Sugden inquired what the baseball diamond renters would require for the 2026 season, currently there is \$4000 budgeted.

E. Stangler reviewed baseball diamond needs for 2026:

- Rental equipment to spread infield sand (sand is already purchased)
- New bases
- Chalk for lining
- Spray paint
- Drag
- Top soil for low spots in outfield (yearly adding some in)
- Rental fees for roller

6.7 Security

Board members noted that security concerns are less significant during the winter months. The Board discussed whether cellular trail cameras would be sufficient, raising questions about cell service reliability and the quality of images.

It was agreed that E. Falkiner will contact Brockton to inquire about relevant by-laws pertaining to security cameras.

7. New Business

Number four Furnace needs a new valve. E. Falkiner has purchased the valve, and will contact Dynamic Plumbing to replace the valve.

Board members inquired how often the EV Charger is being used. J. Jez to update board members on the amount the EV Charger has been used from B. Thomson.

8. Next Meeting

January 7, 2026 at 7pm

That the Elmwood Community Centre Board approve the use of the Zoom meeting format for January and February 2026, with Brockton staff responsible for setup.

Moved by: E. Falkiner

Seconded by: E. Stangler

Carried

9. Adjournment

Moved by E. Falkiner

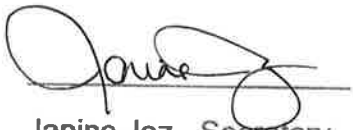
Seconded by: E. Stangler

That the Elmwood Community Centre Board hereby adjourn at 8:58p.m. to meet again on January 7, 2026.

Carried



Hazel Pratt – Chair



Janine Jez - Secretary