



EAST ELGIN COMMUNITY COMPLEX INTERIM BOARD

Wednesday, September 8, 2021

<https://youtu.be/bg1ozF-43Rw>

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9. ADJOURNMENT

(a) Adjournment



**East Elgin Community Complex
Board of Management Minutes
June 2, 2021 – 7:00 p.m.
Virtual Meeting <https://youtu.be/c01SnTuAtCw>**

The East Elgin Community Complex Board of Management met virtually, at 7:00 p.m. with the following present:

Aylmer Council: Mayor M. French, Councillor P. Barbour, Councillor T. Charlton, Councillor J. Chapman, Councillor M. Hamm, and Councillor A. Oslach.

Malahide Council: Malahide Mayor D. Mennill, Deputy Mayor D. Giguère, Councillor M. Moore, Councillor R. Cerna, Councillor S. Lewis and Councillor C. Glinski.

Staff: Aylmer Chief Administrative Officer A. Grozelle, Director of Finance H. Sachs, Aylmer Manager Parks and Recreation T. Polland, Aylmer Director of Legislative/ Corporate Services J. Brick, Aylmer Deputy Clerk/ Communications Coordinator O. Jaggard.

1. WELCOME - Chair - Mayor Mennill

2. CONFIRMATION OF AGENDA

- (a) Confirmation of Agenda

Resolution No.5-21

Moved by Board Member Cerna and seconded by Board Member Charlton:

That the Board adopts the Agenda for the meeting of June 2, 2021.

The motion is Carried.

3. DECLARATION OF PECUNIARY INTEREST

4. APPROVAL OF PREVIOUS MINUTES

- (a) Minutes of the EECC Board Meeting held on April 7, 2021

June 02, 2021

Resolution No.6-21

Moved by Board Member Charlton and seconded by Board Member Chapman:

That the East Elgin Community Complex Board approves the minutes of the EECC Board Meeting held on April 7, 2021.

The motion is Carried.

5. DELEGATIONS

- (a) Christene Scrimgeour, of Scrimgeour & Company – Presentation of Draft Audited 2020 Financial Statements.

The Christene Scrimgeour, of Scrimgeour & Company presented the Draft Audited 2020 Financial Statements and responded to the questions of the Board.

Resolution No.7-21

Moved by Board Member Moore and seconded by Board Member Barbour:

That the East Elgin Community Complex Draft Audited 2020 Financial Statements, as presented by Christine Scrimgeour, of Scrimgeour & Company, be received;

And that the Board does hereby recommend to the Councils of the Town of Aylmer and Township of Malahide the approval of the 2020 Audited Financial Statements.

The motion is Carried.

6. ACTION ITEMS

- (a) EECC Administrator/CAO Aylmer - Report - Variance Reporting

Resolution No.8-21

Moved by Board Member Hamm and seconded by Board Member Charlton:

THAT the Report respecting the East Elgin Community Complex Variance Reporting be received as information.

The motion is Carried.

- (b) EECC Administrator/CAO Aylmer - Report - Summer Ice 2021

The EECC Administrator/CAO of Aylmer Andy Grozelle presented the staff report regarding Summer Ice 2021 and responded to the questions of the Board.

June 02, 2021

The Board provided direction to the CAO on determining whether to remove summer ice or maintain it following further direction from the provincial government on June 14th.

Resolution No.9-21

Moved by Board Member Barbour and seconded by Board Member Chapman:

THAT the Report respecting Summer Ice 2021 be received as information; and

THAT the decision on summer ice be left to staff for consideration following further provincial direction on June 14th; and

THAT if there is an opening in provincial direction for summer ice use, the ice be maintained.

The motion is Carried.

7. INQUIRIES BY MEMBERS

8. ADJOURNMENT

(a) Adjournment

Resolution No.10-21

Moved by Board Member Widner and seconded by Board Member Glinski:

That the Board do now adjourn at 7:23 p.m.

The motion is Carried.

Clerk

Mayor

Board – East Elgin Community Complex

Report Title:	2021 Budget Variance Report
Submitted for:	Board Meeting – September 8, 2021
Report Author:	Andy Grozelle, EECC Administrator/CAO Aylmer
<input checked="" type="checkbox"/> Receive for Information	<input type="checkbox"/> Recommendation

Recommendation:

THAT the Report respecting the 2021 Budget Variance, be received as information.

Executive Summary:

2020 and 2021 have been uncertain years for recreation budgeting. This makes variance reporting more critical than in normal years. At a high level the EECC looks poised to end with a significant shortfall due to significantly reduced revenue (\$90,268 budget variance in 2020).

Background:

The variance report, attached, illustrates how staff have sought to reduce costs throughout 2021. Despite this there were some extraordinary pressures in 2021.

The EECC Board is aware that only modified arena usage was possible up until the April 2021 lockdown. In late July the ice again could be utilized, and the facility saw significant uptake in rentals. The demand for summer ice was so great that the decision was made to install the second pad two weeks early, in August rather than September.

Despite the uptake for ice rentals, the prolonged uncertainty of Covid-19 has impacted revenue areas like advertising and leases. Additional work may be required in 2022 to address items like concessions and to attract advertisers back to the EECC. We may also need to consider the additional security measures required to check vaccine requirements for participants.

Cost avoidance has been prioritized to make up for revenue shortfalls. The work of staff to reduce hydro costs while maintaining ice in the arena over May and June was very effective.

There is a potential for the EECC to make significant revenues in the final quarter of 2021 although it is hard to forecast at this point. A fourth wave of Covid-19 could significantly disrupt this, as well as additional requirements to check vaccine status for users may be detrimental to this revenue stream also. Regardless the priority of staff remains to ensure the safety of all patrons.

Staff would like to present the EECC budget for consideration in December of 2021. We believe this will allow for accurate inputs into the municipal budgets of Malahide and Aylmer.

Consultations:

Comments, if any, from Malahide Township Staff will be provided at the September 8th EECC Board Meeting

Attachments:

Appendix A – Variance Report EECC

Respectfully submitted,

Andy Grozelle

Administrator EECC/ Chief Administrative Officer Town of Aylmer
519-773-3164 Ext. 4901

TOWN OF AYLMER
EECC

GENERAL FUND 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63251	Advertising
63261	Telephone
63262	Comm Devices/Cell Phones
63265	Furniture & Equipment
63266	SCADA/Cable
63270	Hardware/Software Equipment
63281	Protective Clothing
63282	Staff Uniforms
63290	Administration Fee
63270	Liability Insurance
	Administrative
63311	Legal Fees & Audit
63340	Audit
64130	Disability Management
	Professional Fees and Charges
63310	Equipment & Tool Purchases
63370	Repairs & Maintenance - Communi
63380	Repairs & Maintenance - Other
63390	Program Expenses
	Tools and Supplies
63310	Janitorial Supplies
63320	Maintenance Supplies
63630	Repairs, Alterations, Services
63640	Hydro Costs
63650	Water Costs
63660	Gas/Oil Costs
63670	Property Insurance
	Buildings
63811	User Group Expenses
	Operations Materials
	Total Admin, Materials and Supplies
	Contracted Services
64110	Computer - Hardware & Software
64140	Annual Maintenance Contracts
	Annual Contracted Services
64510	Waste Collection Contract
	Solid Waste and Recycling
64610	Snow Removal Contract
	Roads
64900	Service Agreements

<i>Prior Year</i>		<i>Prior Year</i>		<i>Current Year</i>		
Actual	Budget	Actual	Budget	Actual	Var to budget	
2019	2020	2020	2021	2021	2021	2021
YTD	YTD	YTD	YTD	YTD	YTD	%
13,267.88	15,500.00	2,813.94	15,500.00	2,553.50	12,946.50	16.0%
9,769.24	9,000.00	9,628.30	9,000.00	5,928.10	3,071.90	66.0%
2,983.26	3,800.00	3,247.17	3,800.00	1,719.28	2,080.72	45.0%
2,067.43	5,000.00	249.99	5,000.00	731.00	4,269.00	15.0%
2,489.00	2,750.00	2,829.55	2,750.00	1,991.60	758.40	72.0%
1,584.50	1,000.00		1,000.00		1,000.00	0.0%
1,087.33	1,500.00	1,055.83	1,500.00	756.47	743.53	50.0%
1,419.14	1,500.00	496.75	1,500.00	355.25	1,144.75	24.0%
12,000.00	12,300.00	12,000.00	12,300.00	7,000.00	5,300.00	57.0%
17,305.56	17,000.00	21,653.64	19,900.00	15,416.24	4,483.76	77.0%
68,931.73	75,100.00	57,108.00	78,000.00	38,742.40	39,257.60	50.0%
2,206.71	2,900.00		2,900.00		2,900.00	0.0%
2,149.74	2,200.00	2,149.75	2,222.00	2,192.75	29.25	99.0%
695.00	1,000.00		1,000.00		1,000.00	0.0%
5,051.45	6,100.00	2,149.75	6,122.00	2,192.75	3,929.25	36.0%
678.82	500.00	796.08	500.00	586.90	-86.90	117.0%
39.97	100.00	195.99	100.00		100.00	0.0%
16,310.58	22,000.00	38,164.12	22,000.00	9,824.94	12,175.06	45.0%
32,521.83	25,000.00	1,544.01	25,000.00	1,845.91	23,154.09	7.0%
49,551.20	47,600.00	40,700.20	47,600.00	12,257.75	35,342.25	26.0%
8,433.79	6,300.00	7,698.94	6,300.00	713.91	5,586.09	11.0%
17,595.93	11,000.00	5,659.35	11,000.00	1,926.70	9,073.30	18.0%
57,769.20	52,000.00	31,224.46	52,000.00	4,641.17	47,358.83	9.0%
270,258.25	270,000.00	167,314.98	270,000.00	68,712.30	201,287.70	25.0%
4,378.80	4,600.00	1,923.44	4,600.00	4,436.18	163.82	96.0%
45,648.01	52,000.00	36,290.26	51,700.00	16,067.34	35,632.66	31.0%
15,414.80	15,290.00	17,596.08	17,000.00	13,624.12	3,375.88	80.0%
419,498.78	411,190.00	267,707.51	412,600.00	110,121.72	302,478.28	27.0%
1,998.04	2,100.00		2,100.00		2,100.00	0.0%
1,998.04	2,100.00		2,100.00		2,100.00	0.0%
551,225.85	548,890.00	372,795.23	553,222.00	164,987.52	388,234.48	30.0%
5,498.90	5,000.00	6,624.29	5,000.00	5,642.62	-642.62	113.0%
2,400.00	2,400.00	2,400.00	2,400.00		2,400.00	0.0%
7,898.90	7,400.00	9,024.29	7,400.00	5,642.62	1,757.38	76.0%
15,269.44	10,000.00	7,983.54	10,000.00	1,570.00	8,430.00	16.0%
15,269.44	10,000.00	7,983.54	10,000.00	1,570.00	8,430.00	16.0%
15,550.00	12,000.00	11,599.20	12,000.00	8,380.00	3,620.00	70.0%
15,550.00	12,000.00	11,599.20	12,000.00	8,380.00	3,620.00	70.0%
13,366.68	29,000.00	13,594.90	29,000.00	15,190.21	13,809.79	52.0%

	<i>Prior Year</i>		<i>Prior Year</i>		<i>Current Year</i>		2021 %
	Actual	Budget	Actual	Budget	Actual	Var to budget	
	2019	2020	2020	2021	2021	2021	
	YTD	YTD	YTD	YTD	YTD	YTD	
Service Agreements	13,366.68	29,000.00	13,594.90	29,000.00	15,190.21	13,809.79	52.%
Total Contracted Services	52,085.02	58,400.00	42,201.93	58,400.00	30,782.83	27,617.17	53.%
Rents and Financial Services							
Debit & Credit Card Fees	3,493.62	3,000.00	1,375.20	3,000.00	1,288.59	1,711.41	43.%
Cash Over and Under	0.09				-0.01	0.01	0.%
Financial Services	3,493.71	3,000.00	1,375.20	3,000.00	1,288.58	1,711.42	43.%
Total Rents and Financial Services	3,493.71	3,000.00	1,375.20	3,000.00	1,288.58	1,711.42	43.%
Transfer to Own Funds							
Transfer to Trust	1,684.81						0.%
Transfer to Own Funds	1,684.81						0.%
Long Term Debt							
Total General Fund Expenses	1,181,054.84	1,224,004.00	895,876.35	1,238,954.00	493,723.56	745,230.44	40.%
General Fund Revenues							
Taxation Revenues							
Payments in Lieu of Taxes							
Tax Write-offs							
Canada / Ontario Grants							
Canada Day Grant	-3,600.00	-3,600.00		-3,600.00		-3,600.00	0.%
Student Grant	-1,960.00	-2,240.00	-3,920.00	-2,240.00		-2,240.00	0.%
Canda Ontario Infrastructure Pr	-16,745.00						0.%
Canada Grants	-22,305.00	-5,840.00	-3,920.00	-5,840.00		-5,840.00	0.%
Total Canada / Ontario Grants	-22,305.00	-5,840.00	-3,920.00	-5,840.00		-5,840.00	0.%
Municipal Contributions							
Municipal Contributions - Other	-75,531.97	-55,000.00	-17,658.57	-55,000.00	-4,420.92	-50,579.08	8.%
Other Municipal Contributions	-75,531.97	-55,000.00	-17,658.57	-55,000.00	-4,420.92	-50,579.08	8.%
Total Municipal Contributions	-75,531.97	-55,000.00	-17,658.57	-55,000.00	-4,420.92	-50,579.08	8.%

User Fees and Service Charges

		Prior Year		Prior Year		Current Year		2021 %
		Actual	Budget	Actual	Budget	Actual	Var to budget	
		2019	2020	2020	2021	2021	2021	
		YTD	YTD	YTD	YTD	YTD	YTD	
55301	Ice Rental - Resident - Adult	-118,171.85	-155,000.00	-45,286.32	-155,000.00	-3,489.15	-151,510.85	2. %
55302	Ice Rental - Resident - Youth	-223,867.65	-225,000.00	-151,838.38	-225,000.00	-17,678.36	-207,321.64	8. %
55303	Ice Rental - Non Resident - Adu	-21,753.65	-10,000.00	-13,290.39	-10,000.00	-1,401.75	-8,598.25	14. %
55304	Ice Rental - Nion Resident - Yo	-90,489.94	-80,000.00	-469.58	-80,000.00	-45,708.27	-34,291.73	57. %
55305	Ice Rental - School	-11,413.22	-15,500.00	-4,846.86	-15,500.00		-15,500.00	0. %
	Ice Rental	-465,696.31	-485,500.00	-215,731.53	-485,500.00	-68,277.53	-417,222.47	14. %
55322	Facility Rental - Community Hal	-38,976.71	-40,000.00	-5,695.00	-40,000.00	-11,576.25	-28,423.75	29. %
55323	Facility Rental - Blue Line Roo	-5,668.75	-10,000.00	-1,725.00	-10,000.00	-150.00	-9,850.00	2. %
55324	Facility Rental - Arena Floor	-5,445.00	-10,000.00	-675.00	-10,000.00	-618.75	-9,381.25	6. %
55325	Facility Rental - Meeting Room	-162.00	-200.00		-200.00		-200.00	0. %
55327	Facility Rental - Storage			-549.18				0. %
55340	Miscellaneous Rentals	0.01		-25.00				0. %
	Facility Rental	-50,252.45	-60,200.00	-8,669.18	-60,200.00	-12,345.00	-47,855.00	21. %
55301	Advertising - Rink Boards	-13,246.64	-10,000.00	-5,380.31	-10,000.00		-10,000.00	0. %
55302	Advertising - Ice Resurficer	-1,226.86	-1,900.00		-1,900.00		-1,900.00	0. %
55305	Advertising - Clock Message Cen	-993.80	-1,000.00		-1,000.00		-1,000.00	0. %
	Advertising	-15,467.30	-12,900.00	-5,380.31	-12,900.00		-12,900.00	0. %
55301	General Admission - Skating	-6,586.90	-6,000.00	-2,135.71	-6,000.00	-268.18	-5,731.82	4. %
55302	General Admission - Figure Skat	-2,867.04	-5,000.00	-534.48	-5,000.00		-5,000.00	0. %
55304	General Admission - Shuffleboar	-3,980.69	-4,500.00	-1,027.20	-4,500.00	-423.90	-4,076.10	9. %
55305	General Admission - Adult Shiny	-8,395.69	-7,000.00	-2,174.91	-7,000.00		-7,000.00	0. %
55306	General Admission - Walking	-5,253.04	-5,500.00	-1,284.74	-5,500.00	-268.16	-5,231.84	5. %
	General Admission	-27,083.36	-28,000.00	-7,157.04	-28,000.00	-960.24	-27,039.76	3. %
55307	User Group	-1,829.03	-2,500.00		-2,500.00		-2,500.00	0. %
55402	Program Fee - March Day Break C	-929.10	-1,700.00	-659.29	-1,700.00	-30.00	-1,670.00	2. %
55403	Program Fee - PA Day	-2,755.62	-2,000.00		-2,000.00		-2,000.00	0. %
55405	Program Revenues	-3,997.70	-12,000.00	-16.81	-12,000.00	-95.57	-11,904.43	1. %
	Program Revenues	-9,511.45	-18,200.00	-676.10	-18,200.00	-125.57	-18,074.43	1. %
55601	Miscellaneous Revenues	-8,671.51	-5,000.00	-3,264.40	-5,000.00	-5.00	-4,995.00	0. %
55671	SOCAN Revenue			-85.80				0. %
	Other Revenue	-8,671.51	-5,000.00	-3,350.20	-5,000.00	-5.00	-4,995.00	0. %
	Total User Fees and Charges	-576,682.38	-609,800.00	-240,964.36	-609,800.00	-81,713.34	-528,086.66	13. %
	Licenses, Permits and Rents							
56371	Lease - Concession	-2,331.78	-5,500.00	-516.40	-5,500.00		-5,500.00	0. %
56372	Lease - Pro Shop	-1,875.00	-2,118.00	-750.00	-2,118.00		-2,118.00	0. %
56373	Lease - Dressing Room	-1,857.60	-2,300.00	-464.40	-2,300.00		-2,300.00	0. %
56374	Lease - Vending Machines	-3,630.77	-3,800.00	-2,088.33	-3,800.00		-3,800.00	0. %
	Rental and Lease Income	-9,695.15	-13,718.00	-3,819.13	-13,718.00		-13,718.00	0. %
	Total Licenses, Permits and Rentals	-9,695.15	-13,718.00	-3,819.13	-13,718.00	0.00	-13,718.00	0. %

	<u>Prior Year</u>		<u>Prior Year</u>		<u>Current Year</u>		
	Actual	Budget	Actual	Budget	Actual	Var to budget	
	2019	2020	2020	2021	2021	2021	2021
	YTD	YTD	YTD	YTD	YTD	YTD	%
Fines and Penalties							
Finance Charges		-400.00		-400.00		-400.00	0.0%
Total Fines and Penalties		-400.00		-400.00	0.00	-400.00	0.0%
Other Revenues							
Investment Income - Our Funds	-5,000.00						0.0%
Interest	-5,000.00						0.0%
Donations	-3,030.05						0.0%
Donations	-3,030.05						0.0%
Total Other Revenues	-8,030.05						0.0%
Transfer To / From Own Funds							
Total General Fund Revenues	-692,244.55	-684,758.00	-266,362.06	-684,758.00	-86,134.26	-598,623.74	13.0%
Net General Fund (Revenue)/Expenditure	488,810.29	539,246.00	629,514.29	554,196.00	407,589.30	146,606.70	74.0%
Operating Projects / Capital from Operating							
Tax Levy	488,810.29	539,246.00	629,514.29	554,196.00	407,589.30	146,606.70	74.0%
Non-cash items							
Depreciation Expense	258,304.00		254,466.54				0.0%
Total Non-cash items	258,304.00		254,466.54				0.0%

Board – East Elgin Community Complex

Report Title:	2021 Capital Status Report
Submitted for:	Board Meeting – September 8, 2021
Report Author:	Andy Grozelle, EECC Administrator/CAO Aylmer
<input checked="" type="checkbox"/> Receive for Information	<input type="checkbox"/> Recommendation

Recommendation:

THAT the Report respecting the 2021 Capital Status, be received as information.

Executive Summary:

This report is to inform the EECC Board of the deferral of the skate-tile replacement scheduled for 2021.

Background:

In the spring of 2021 EECC staff issued a Request for Quotations for the removal and Installation of skate tile in Kinsmen Arena dressing rooms and ancillary rooms. This project had an approved budget of \$60,000.

The lowest quote for the project was over \$100,000. Staff are unsure to what degree this quote was impacted by the availability of materials that impacted areas of the construction industry in 2021.

The decision was made to both defer the capital repair to 2022 and to increase the budget estimate for this project.

At the time of writing this report the \$8,000 capital budget expenditure for ceiling pipe insulation had also not been expended. This represents the only other approved EECC Capital project in 2021.

Consultations:

Comments, if any, from Malahide Township Staff will be provided at the September 8th EECC Board Meeting

Respectfully submitted,

Andy Grozelle

Administrator EECC/ Chief Administrative Officer Town of Aylmer

519-773-3164 Ext. 4901

Board – East Elgin Community Complex

Report Title:	2021 Emergency Purchase
Submitted for:	Board Meeting – September 8, 2021
Report Author:	Andy Grozelle, EECC Administrator/CAO Aylmer
<input checked="" type="checkbox"/> Receive for Information	<input type="checkbox"/> Recommendation

Recommendation:

THAT the Report respecting the 2021 Emergency Purchase, be received as information.

Executive Summary:

This report is to inform the EECC Board of the Emergency Purchase of a condenser unit.

Background:

In July staff became concerned with the imminent failure of a condenser tank at the arena. Upon review it was determined that the best course of action to avoid service disruptions was to address as an emergency replacement.

The estimated cost of the unit was \$7,000 although the final invoice is still pending. There was some consideration upon whether this item should be funded as a capital improvement or remain as an operational cost. At this time the condenser tank is still being considered as an operational expense.

Consultations:

Comments, if any, from Malahide Township Staff will be provided at the September 8th EECC Board Meeting.

Attachments:

Respectfully submitted,

Andy Grozelle

Administrator EECC/ Chief Administrative Officer Town of Aylmer
519-773-3164 Ext. 4901

Board – East Elgin Community Complex

Report Title:	Trillium – Community Building Fund
Submitted for:	Board Meeting – September 8, 2021
Report Author:	Andy Grozelle, EECC Administrator/CAO Aylmer
<input checked="" type="checkbox"/> Receive for Information	<input type="checkbox"/> Recommendation

Recommendation:

THAT the Report respecting the Trillium Grant, be received as information; and,

THAT the EECC Board support the submission of the EECC parking lot rehabilitation to the Ontario Trillium Fund – Community Building Capital Stream opportunity; and

THAT the EECC Board request the support of the Councils of the Township of Malahide and the Town of Aylmer for the submission of the EECC parking lot rehabilitation to the Ontario Trillium Fund – Community Building Capital Stream opportunity.

Executive Summary:

In late August the opening of the Trillium Community Building Fund was announced. This funding opportunity closes on September 29, 2021. Staff are seeking endorsements from the EECC and respective Councils towards the parking lot rehabilitation.

Background:

The Ontario Trillium Fund – Community Building Capital Stream opportunity is open to municipalities and other non-profit or charitable organizations that own or manage a sports or recreation facility.

For communities with a population of under 20,000 an application of up to \$500,000 can be 100% funded through the program. Projects have to be completed within 6-12 months of award of funding.

The rehabilitation of the EECC parking lot was previously deferred due to high quotation prices. It is currently in the 2023 budget for an amount just over the

Trillium grant amount. This project is one that would be completable within the limited time frame provided by the Trillium Foundation.

Although there are other projects that could be considered for the Trillium application it is worthwhile to go for a project with a larger ask.

Consultations:

Comments, if any, from Malahide Township Staff will be provided at the September 8th EECC Board Meeting.

Attachments:

Respectfully submitted,

Andy Grozelle

Administrator EECC/ Chief Administrative Officer Town of Aylmer
519-773-3164 Ext. 4901

EECC



Report CLRK 34-21

EAST ELGIN
Community Complex

Report Title:	Use of Indigenous Images/ Themes in EECC Facility – Policy
Submitted for:	September 8, 2021
Report Author:	Josh Brick, Director of Corporate/ Legislative Services
<input type="checkbox"/> Receive for Information	<input checked="" type="checkbox"/> Recommendation

Recommendation:

That Report CLRK 33-21 entitled Use of Indigenous Images/ Themes in EECC Facility – Policy, be received as information; and,

That the Board approves the Use of Indigenous Images/ Themes in EECC Facility Policy as presented; and,

That the Board directs EECC staff to send the Use of Indigenous Images/ Themes in EECC Facility Policy to the N'Amerind Friendship Centre for information and comment; and further,

That the Board directs EECC staff to take the necessary administrative actions to integrate the Policy with existing operational processes.

Background and Analysis

In April 2019, correspondence was received from the Ontario Human Rights Commission (OHRC) with respect to the use of Indigenous-themed sports logos in the EECC. It summarized the harmful impact of Indigenous-themed sports logos in city facilities and advised of the OHRC settlement with the City of Mississauga relating to a previous claim. This correspondence is attached as Attachment “B.”

In response to that correspondence, staff responded by undertaking the following steps:

- EECC staff conducted a facility audit to ensure that no Indigenous-themed sports logos presently or historically displayed at the EECC facility;
- EECC staff confirmed that while the facility had been infrequently rented to a non-Indigenous organization that utilizes an Indigenous-themed sports logo, there was no formal relationship or endorsement of the team in place beyond expired facility rental agreements;

- It was determined that the problematic user group was formally based out of an arena located outside of Elgin County and that no “home games” of that organization had ever taken place at the EECC facility.

In July, 2021, follow up correspondence was received from the OHRC (Attachment C) seeking an update on the steps that were taken by the EECC as a follow up to the previous April 2019 correspondence. Staff responded by summarizing the above steps that were taken by EECC staff in 2019 (Attachment D).

At this point, staff are recommending the EECC Board consider approving the attached Use of Indigenous Images/ Themes in EECC Facility Policy. Staff have prepared the draft policy based off the City of Mississauga Policy, which was guided by the precedent setting Gallant vs. Mississauga settlement.

The draft policy is intended to provide direction to staff and awareness to non-Indigenous teams and members of the general public with respect to the use and display of Indigenous images and themes at the East Elgin Community Complex. More specifically, the main objectives of the policy are:

- A) The EECC will not permit the display of any Indigenous Images in the EECC Facility that are related to non-Indigenous sports organizations and teams, including during events.
- B) The EECC will aim to work with Indigenous groups, as well as community sports groups, to proactively build awareness of this Policy through open communication and education.

While staff have been diligent to ensure that no Indigenous Images/ Themes have been displayed in the EECC facility since the initial 2019 correspondence and subsequent audit, this policy allows staff to provide additional educational materials and guidance to user groups and would fully implement all recommendations received from the OHRC in 2019.

It is worth noting that in accordance with the OHRC recommendation, staff are recommending that the approved policy be shared with the N'Amerind Friendship Centre for information and comment.

Attachments:

Attachment A – DRAFT EECC Policy 2021-001 – Use of Indigenous Images/ Themes in EECC Facility

Attachment B – OHRC Correspondence, April 15, 2019

Attachment C – OHRC Correspondence, July 8, 2021

Attachment D – EECC Correspondence Follow Up to OHRC, July 14, 2021

Respectfully submitted,

Josh Brick, Director of Corporate/ Legislative Services

☒ Reviewed by Andy Grozelle, EECC Administering CAO





EAST ELGIN
Community Complex

East Elgin Community Complex

Subject: Use of Indigenous Images/ Themes in EECC Facility

Policy #: 2021-001

Date Approved: September 8, 2021

Date Revised: Not Applicable

Policy Statement

The East Elgin Community Complex is committed to promoting a positive and inclusive experience in its facility in order to create a climate of understanding and mutual respect for the dignity and worth of all people.

Purpose

This policy provides direction to staff and awareness to non-Indigenous teams and members of the general public with respect to the use and display of Indigenous images and themes at the East Elgin Community Complex.

Scope

The Use of Indigenous Images/ Themes in the East Elgin Community Complex policy (the "Policy") applies to all programming at the East Elgin Community Complex.

Definitions

For the purpose of this Policy:

"EECC" means the East Elgin Community Complex.

"Indigenous," as identified by the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the Federal Government is a general term referring to all individuals identifying and descended from First Nations, Metis and Inuit peoples.

"Indigenous Images" includes symbols, team names, logos and imagery/themes on banners, trophies, plaques, signs and murals that pertain to Indigenous culture.

Objectives

The EECC will not permit the display of any Indigenous Images in the EECC Facility that are related to non-Indigenous sports organizations and teams, including during events.

The EECC will aim to work with Indigenous groups, as well as community sports groups, to proactively build awareness of this Policy through open communication and education.

Process

The EECC will:

- Ensure that all sport organizations and clubs with contracts for the use of Sport Facilities are aware of this Policy by providing a copy of this policy.
- Continue to educate non-Indigenous sports organizations and clubs in the use of Indigenous Images; and,
- Ensure that corporate diversity and inclusion staff-training is supplemented with expanded material.

Note: Non-Indigenous teams and members of the general public who display Indigenous images on their designated team uniforms and personal belongings are outside of the scope of this policy. Reasonable effort will be made to educate non-Indigenous sports organizations and clubs in the use of Indigenous Images by providing a copy of this policy at the time of executing a facility rental agreement.

Revision History

Reference	Description



April 15, 2019

Mayor Mary French
Town of Aylmer
46 Talbot Street West
Aylmer, ON N5H 1J7

Dear Mayor Mary French:

RE: Harmful impact of Indigenous-themed sports logos in city facilities

We are writing to urge all municipalities in Ontario to engage Indigenous communities about the use of Indigenous-themed logos and team names in their sports arenas.

The Ontario Human Rights Commission (OHRC) recently intervened in an Application before the Human Rights Tribunal of Ontario (HRTO) which alleged that the use and display of Indigenous-themed logos and team names in the City of Mississauga sports arenas was discriminatory.

The OHRC conducted extensive outreach with Indigenous peoples to learn more about the impact of this use, and heard directly from youth across the province through the Indigenous Youth Council of the Ontario Federation of Friendship Centres. We intervened in the case to amplify the perspectives and voices of Indigenous youth and to highlight the harmful impact of stereotypes on youth.

The OHRC reached a settlement with the City of Mississauga and the Applicant. In the settlement, the City of Mississauga committed to:

1. Remove from its sports facilities all Indigenous-themed mascots, symbols, names and imagery related to non-Indigenous sports organizations.
2. Develop a policy on the use of Indigenous images and themes at its sports facilities, in collaboration with different groups such as the Mississaugas of the New Credit First Nation, the Peel Aboriginal Network, the Indigenous Youth

Council of the Ontario Federation of Friendship Centres and Indigenous Sport and Wellness Ontario.

3. Supplement its Diversity and Inclusion training with expanded material addressing reconciliation and Indigenous peoples.

The OHRC is now contacting municipalities in Ontario to ask that they follow suit. This is in keeping with the OHRC's mandate to identify, prevent, and eliminate discrimination, and to promote human rights within the province using a range of powers under the *Human Rights Code*.

Harmful Impact of Stereotypes on Indigenous Youth

Sports are drivers of social inclusion; they bring communities together and help youth develop their self-esteem. We recognize that municipalities are committed to providing environments that promote healthy and active lifestyles in the most inclusive manner. To this end, the OHRC and municipalities have a shared goal of actively removing barriers to participation in sports for Indigenous youth.

The OHRC recognizes that the use of Indigenous-themed names and logos by sports teams has been a long-standing norm in our society. However, it is time to revisit these pervasive images.

One of the purposes of Ontario's *Human Rights Code* (*Code*) is the "creation of a climate of understanding and mutual respect for dignity and worth of each person so that each person feels a part of the community." As service providers, municipalities have obligations under the *Code* to provide a service environment free of discrimination. Human rights law has found that images and words that degrade people because of their ancestry, race, color and ethnic origin, among other grounds, violate the *Code*.

Derogatory images and words can have a significant impact on the ability of affected individuals and groups to participate and benefit equally in services such as participating as a member of a sports team or attending games as a spectator. There can also be broader social and psychological impacts on such individuals and groups, including how they are viewed and treated in their community.

The American Psychological Association is among over 100 professional organizations that have adopted formal resolutions recommending the immediate retirement of Indigenous-themed names and logos by schools, colleges, universities, athletic teams and organizations. These resolutions are based on a growing body of empirical

evidence that demonstrate the harmful effects of these images. The scientific literature shows that Indigenous-themed names and logos:

1. Misuse cultural practices and sacred spiritual symbols;
2. Deny Indigenous peoples control over social definitions of themselves;
3. Perpetuate stereotypes of Indigenous people;
4. Create hostile environments for students and others;
5. Negatively impact the psychological functioning of Indigenous people (decreased self-esteem and community worth).

This research is summarized in Appendix A, the expert report of Dr. Jesse A. Steinfeldt, a sports psychologist.

In 2015, the Honourable Murray Sinclair and Chair of the Truth and Reconciliation Commission (TRC) noted the profound impact that stereotypes in sports have on young Indigenous people.

The TRC Final Report documents the challenges Indigenous youth face in forming their identities and the important role of sports in developing self-esteem. One of the TRC's Calls to Action includes a call to ensure that sport policies and programs are inclusive of Indigenous peoples.

Additionally, the TRC calls for Indigenous peoples' right to self-determination to be integrated into civic institutions in a manner consistent with the principles norms and standards of the *United Nations Declaration on the Rights of Indigenous Peoples*. The Indigenous Youth Council of The Ontario Federation of Friendship Centres has stated: "For too long Indigenous peoples have been branded by communities other than our own... We are the ones who can best create images of identity for our people". Indigenous communities must have ownership over their own images.

Next Steps

In our strategic plan, the OHRC committed to using our mandate and powers to engage in sustained trusting relationships with Indigenous communities that are built on dignity and respect, and by working to advance reconciliation and substantive equality.

The OHRC urges Elgin County to take the first step in removing barriers to participation for Indigenous peoples by collaborating with diverse Indigenous communities to develop a policy on the use of Indigenous-themed logos and names in their sports facilities and arenas. We have copied N'Amerind Friendship Centre.

We have identified the following non-Indigenous sports organizations that use Indigenous-themed names and/or logos: Elgin-Middlesex Chiefs.

We believe that the City of Mississauga is taking important steps to show leadership and a commitment to reconciliation. The above-noted settlement sets a positive path forward for other municipalities to follow.

In keeping with the OHRC's commitment to public accountability and its duties in serving the people of Ontario, this letter and the response received may be made public.

Thank you for considering this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Renu Mandhane'.

Renu Mandhane, B.A., J.D., LL.M.
Chief Commissioner
Ontario Human Rights Commission

CC: Clerk's Office
N'Amerind Friendship Centre



July 8, 2021

Mayor Mary French
Town of Aylmer
46 Talbot Street West
Aylmer, ON N5H 1J7
mfrench@town.aylmer.on.ca

Dear Mayor French:

Re: Indigenous-themed sports logos

I hope this finds you well. I am seeking an update on the steps your municipality has taken since the Ontario Human Rights Commission's (OHRC) letter to you on the use of Indigenous-themed sports logos by a sports team in your municipality. The letter is attached.

Following our [settlement](#) in *Gallant vs Mississauga*, the OHRC wrote to your municipality. We had identified that a sports team associated with your municipality, the Elgin-Middlesex Chiefs, was using Indigenous-themed names and/or logos. We were concerned that such displays can create a poisoned environment and have a significant impact on the ability of affected individuals and groups to participate and benefit equally in services including participating as a member of a sports team or attending games as a spectator. We urged your municipality to collaborate with diverse Indigenous communities to develop a policy on the use of Indigenous-themed logos and names at your sports facilities, and to take appropriate action in removing barriers to inclusion.

As you may be aware, recent events across Canada have raised awareness of the harmful impact that names, words and images can have on Indigenous peoples and racialized communities. In many cases there have been calls to change or remove such displays from sports teams as well as roads, buildings, monuments and other public spaces.

On April 15, 2019, the OHRC [wrote](#) to 40 municipalities across Ontario whose local sports teams use Indigenous-themed names and/or logos. In the last two years, nine municipalities that have worked with their sports teams to change their names and logos, five more are in progress, while two others have engaged with Indigenous communities and received support to continue their use.

We would like to receive an update on the steps your municipality has taken to work with sports teams and Indigenous communities in your area to develop a policy and take action to remove barriers to inclusion. We request that you provide information on the progress that has been made since our first letter by July 30, 2021. Please respond by writing to cco@ohrc.on.ca.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ena Chadha', with a stylized, flowing script.

Ena Chadha, LL.B., LL.M.
Chief Commissioner

cc: OHRC Commissioners



AGENDA ITEM #(e)

The Corporation of the Town of Aylmer
46 Talbot Street West, Aylmer, Ontario N5H 1J7
Office: 519-773-3164 Fax: 519-765-1446
www.aylmer.ca

July 14, 2021

Ontario Human Rights Commission
180 Dundas Street West, Suite 900
Toronto ON M7A 2G5

Attention: Ena Chadha, Chief Commissioner

Sent Via Email: cco@ohrc.on.ca

Dear Ena,

Please accept this letter as follow up to correspondence from your office dated July 8, 2021, regarding Indigenous-themed sports logos.

Upon receipt of the initial correspondence from your office in April, 2019, East Elgin Community Complex (EECC) staff undertook a comprehensive audit of all historic rental agreements and organizations utilizing municipal facilities. At that time, it was determined that there were historic rental agreements with the Elgin Middlesex Chiefs ice hockey team.

The below points highlight findings of the aforementioned audit that took place in April of 2019:

- EECC staff confirmed that no Elgin Middlesex Chiefs insignia or similar advertising logos were presently or historically displayed at the EECC facility;
- EECC staff confirmed that while the Elgin Middlesex Chiefs had infrequently and irregularly rented the ice for practice purposes, there was no formal relationship or endorsement of the team in place beyond expired rental agreements for use of ice;
- It was determined that the Elgin Middlesex Chiefs were formally based out of an arena located in Komoka, Ontario, and that no Elgin Middlesex Chiefs games had taken place at the EECC.

It is important to note that the East Elgin Community Complex (EECC) is a shared facility that is jointly owned and operated by the Township of Malahide and the Town of Aylmer. Please direct any future correspondence to the EECC Board of Management.

Sincerely,

Josh Brick
Director of Corporate/Legislative Services | Town of Aylmer
46 Talbot Street West, Aylmer, ON N5H 1J7
519-773-3164 Ext. 4911 | Fax 519-765-1446
jbrick@town.aylmer.on.ca | www.aylmer.ca

Cc: EECC Board of Management
Andy Grozelle, CAO – Town of Aylmer
Adam Betteridge, CAO – Township of Malahide