

THE CORPORATION OF THE TOWNSHIP OF HORTON  
**RECREATION COMMITTEE**  
April 13, 2011

There was a meeting of the Recreation Committee held in the Municipal Council Chambers on Wednesday April 13, 2011. Present were Chair Margaret Whyte, Mayor Don Eady, Andrew Dick, Dave Bennett, Barb Dickson, Ann Limlaw, Tim McDonald, Gladys Miller, Christine Bidgood-Henderson, Valerie Miller, Ralph Miller. Staff present were Acting Treasurer Jennifer Barr and Recreation Program Manager Julie Hawley.

1. **CALL TO ORDER**  
Chair Margaret Whyte called the meeting to order at 7:10 P.M.
2. **DECLARATION OF PECUNIARY INTEREST**  
There was no declaration of Pecuniary Interest by the members.
3. **MINUTES OF MARCH 24, 2011**  
The committee briefly reviewed the March 24, 2011 minutes, which have been approved by Council.
4. **BUSINESS ARISING**  
It was confirmed that the location of the commemorative tree for the EXPO 150 will be in the North-West corner of the parking lot at the community centre, with enough space to not block the sign from the road. It was decided to advertise in the Renfrew Mercury for a Fundraising Committee Chair and members, specifically for the cement pad project.
5. **ITEMS TO BE ADDED TO AGENDA AND ADOPTION OF AGENDA**  
Moved by Val Miller  
Seconded by Barb Dickson  
That the Recreation Committee adopt the agenda for the April 13, 2011 meeting.
6. **ACTING TREASURER'S 2011 DRAFT BUDGET REPORT**
  - The Acting Treasurer, Jennifer Barr, presented a summary of the change room project and the rink roof project as follows.
  - The budget for the change room was \$100 000.00; the actual was \$157 675.84, for an overrun of \$57 675.84.
  - The budget for the rink roof was \$300 000.00; the actual was \$328 216.84; for an overrun of \$28 216.84.
  - The debt incurred for each of these two projects was \$136 249.84 and \$100 689.31 respectively. The total debt incurred from these two projects is \$236 939.15.
  - This information was presented to the Recreation Committee so that all committee members know the past and current situation of the recreation budget.
  - A summary of the changes to the Revenue and Expenditures Report was presented, explaining that some lines will be merged, some new ones will be added, and some will be eliminated. The new categories for these entries were outlined; Administration; Outdoor facilities; Community Centre; Rink. The committee understood and accepted the changes presented, and were pleased to see that event summaries will be presented through this restructuring of the Revenue and Expenditures Report.

- It was suggested to further breakdown the heat and hydro costs and to know how much we make on private rentals, after paying the abovementioned costs, and cleaning costs.
- There was discussion regarding the creation of a cement pad fundraising committee, and the development of a business plan, including written estimates for all aspects of the project (concrete, labour, finishing, and any changes to infrastructure). Once this business plan is presented, the project will be put into the recreation budget. It was agreed that Ann Limlaw will bring a draft of this plan to the recreation committee for review.
- There was clarification that any event should have a business plan created at the committee level, and then taken to Council for approval. Once approved, it may be added to the recreation budget.

7. PROGRAM MANAGER'S REPORT

The Program Manager presented a draft Volunteer Registration Form and Waiver, to be reviewed by the committee members. One goal is to open and keep a personnel file with all relevant information on each recreation volunteer. Another goal is to be aware of volunteer contributions and to log volunteer hours for events, programs, etc, so that we may know all the necessary aspects of our volunteer's contributions, and we have the information necessary to make nominations for various volunteer awards. The committee members agreed to review the form and advise the program manager of any suggestions / improvements.

8. SUB-COMMITTEE REPORTS:

PUBLIC RELATIONS SUB-COMMITTEE -ANN LIMLAW, CHAIR

During the budget presentation earlier, there was discussion regarding the development of a business plan and a fundraising committee for the cement pad project.

BAR SUB-COMMITTEE - RALPH MILLER, CHAIR

There was no report from Ralph Miller.

FUNDRAISING SUB-COMMITTEE - VALERIE MILLER, CHAIR

Valerie Miller gave a brief planning update of the upcoming Easter Egg Hunt and the Trivia Night, and presented an idea for a Smash Up Derby event.

This event would involve a donation of 3 cars, 3 teams of two people per team, and a contest to see who could dismantle the car the fastest. It will be brought to the Canada Day committee to see if it's suitable for this event. Valerie Miller will continue to develop this idea and business plan.

SPORTS SUB-COMMITTEE -ANDREW DICK, CHAIR

Andrew Dick presented the idea of running a West Coast Swing Dance class at the hall, with a paid instructor and a 6 week session. He will be in touch with his contacts to see the feasibility of this idea and encouraged the committee to Google the subject to see this new dance style for themselves. The committee expressed interest in being the first community to offer this popular and newest dance style.

MAINTENANCE SUB-COMMITTEE-DAVE BENNETT, CHAIR

Dave Bennett presented that he must get together with Councillor Jamey Larone and Glen Campbell to discuss the details of the retaining wall. In the meantime, the Infrastructure Manager, Jeff Schruder, will be asked to regrade the area that is causing the water to drain into the generator room and the change rooms.

Dave Bennett advised the committee that we will soon have to look at a mould and mildew clean up in the change room. The short term solution is to prop open the doors to let the building air out.

ENTERTAINMENT SUB-COMMITTEE - TIM MCDONALD, CHAIR

The idea was presented, once again, to keep booking the bands that draw a great crowd, namely the Brysonnaires and the Countrymen.

KITCHEN SUB-COMMITTEE-CHRISTINE BIDGOOD-HENDERSON

Christine Bidgood-Henderson reported that the kitchen has been stocked up, and requested a schedule of kitchen events and menus for each event. The office will issue a key to Christine, and a letter has been provided for Christine to take to various suppliers, advising them that our new kitchen chair volunteer may be asking for donation, looking for price breaks, etc.

CANADA DAY SUB-COMMITTEE-KATHLEEN ROGERS

The Recreation Program Manager reported for Kathleen Rogers that the first Canada Day meeting was well attended and the next meeting is planned for May 25, 7:00pm. There will be many low cost activities for the children on July 1, and the OPG funding has not yet been requested. Inquiries are still being made with Circus Delights for a magic show and Pinto Valley Ranch.

Having fireworks was discussed, and will be passed along to the Canada Day committee chair.

9. OTHER BUSINESS

- CHAD NEWBERRY'S DEPOSIT FOR 2011-2012 ICE RENTAL

It was agreed that we could hold Chad Newberry' ice rental spot of Thursday evenings (8:00pm-10:00pm) if he pays a deposit.

- EXPO 150 (MARGARET WHYTE)

There will be a meeting Tuesday April 19<sup>th</sup> at 7:00pm. Councillor Whyte informed the committee that the booth for Horton Recreation will require two volunteer shifts from June 9 to June 12. Shifts will be 10am-2pm and 2pm-8pm.

- REVENUES AND EXPENDITURES

The revenues and expenditures were discussed during the 2011 budget presentation at the beginning of this meeting.

10. NEXT MEETING DATE

Our next meeting date will be Wednesday May 11 at 7:00 P.M.

11. CONFIRMATION RESOLUTION

Moved By Ralph Miller

Seconded by Valerie Miller

That the Committee pass this confirming resolution to cover any actions or decisions given during the open portion of this committee Meeting which are minor in nature and which were not set out in By-law or resolution.

**Carried**

12. ADJOURNMENT

Moved by Christine Bidgood-Henderson; seconded by Tim McDonald

That this Recreation Committee Meeting be adjourned at 9:00 P.M.

**Carried**