

THE CORPORATION OF THE TOWNSHIP OF HORTON
RECREATION COMMITTEE

June 15, 2011

There was a meeting of the Recreation Committee held in the Municipal Council Chambers on Wednesday June 15, 2011. Present were Chair Margaret Whyte, Mayor Don Eady, Tim McDonald, Dave Bennett, Arnold Dickson, Barb Dickson, Ann Limlaw, Robert A. Johnston, Ralph Miller, Gladys Miller, Valerie Miller, also present was Councillor Jamey Larone. Invited but not able to attend were Councillors Glen Campbell and Robert Kingsbury. Staff present was Mackie McLaren CAO/Clerk, Jennifer Barr Finance Manager (7:00 pm to 7:30 pm).

1. **CALL TO ORDER**
Chair Margaret Whyte called the meeting to order at 6:58 P.M.
2. **DECLARATION OF PECUNIARY INTEREST**
There was no declaration of Pecuniary Interest by the members of the committee or staff.
3. **MINUTES OF MAY 11, 2011**
Chair Whyte briefly reviewed the May 11, 2011 committee meeting minutes, which have been approved by Council.
4. **BUSINESS ARISING**
Chair Whyte asked if the committee can now authorize the commencement of phase 1 of the drainage works at the rink change room now that the budget has been passed. David Bennett Chair of the Maintenance Sub-Committee asked that this be discussed under the Maintenance Sub-Committee report.
5. **ITEMS TO BE ADDED TO AGENDA AND ADOPTION OF AGENDA**
There were no items requested to be added to the agenda.

Moved by Arnold Dickson

Seconded by Don Eady

That the Recreation Committee approve the agenda for the June 15, 2011 meeting.

6. **BUDGET REPORT FROM FINANCE MANAGER JENNIFER BARR**

Ms. Barr was present and reviewed the net fundraising revenue and how it was applied. She submitted a report indicating \$17,851.93 was the gross fundraising revenue. There were expenses of \$8,345.33 to raise this money leaving a net profit in fundraising of \$9506.60 and this amount went to reduce the debt on the Rink Cover in 2010. Ms. Barr noted that the budget just passed by council includes \$9,510.00 in net fundraising for debt reduction in the 2011 budget.

Valerie Miller asked if fundraising from the fishing derby went to the Rink Roof, Jennifer Barr said it has been under the cement pad account. Valerie Miller said that it was to be for the roof. Jennifer Barr said that she would change this.

David Bennett asked about the proceeds from the charity auction, where did it go. Valerie Miller questioned if we ever had a presentation from Vern Barr on receipt of these funds and she will check back with him. Ralph Miller asked if the gross fundraising for revenue included the bar revenue. Jennifer Barr said no. Ralph Miller reported that someone stopped him on the street at a traffic light and said that the Township has taken the \$14,000.00 of fundraising money and spent it on something else. He was concerned that this statement came out of the blue and wondered where it came from and why it was said.

Valerie Miller said that people need to see this report. Could it be put in the Horton Corner ad for information. Tim McDonald suggested that we send a letter to the editor instead so as not to take up advertising space. Mayor Eady noted that what Jennifer Barr is doing is great with this report and with the new profit and loss report that is elsewhere in the meeting package, at anytime during the year we can produce an up to date report on fundraising activities. Mayor Eady suggested that the fundraising information can also be posted at the Community Centre.

The following motion was put forward and discussion followed.

Moved by Valerie Miller

Seconded by Ralph Miller

That the Fundraising Information be posted in the Renfrew Newspaper and at the Community Centre.

DISCUSSION

Jennifer Barr noted that Mayor Eady had asked her to create a “thermometer” which she has drafted for the ice pad to monitor donations received. She could also do this for the rink roof as well and the thermometer could also be put into the Newspaper. Ann Limlaw said that there wouldn’t be that much lost ad space for a small thermometer in the Horton Corner Ad. Valerie Miller said that we could have the thermometer posted on the outside of the community centre as well.

Jennifer noted that she is working on new general ledger accounts and will be available for the next meeting and a report will be set up so we can follow the activities on a monthly basis which she will present at the next meeting.

Chair Whyte called for a vote on the resolution. The vote carried.

Carried.

David Bennett referenced Ralph Millers comments and said that at a meeting approximately three months ago the \$14,000.00 was questioned and information was not available on how that money was spent on the debt, so no one spread rumours as the information would have come from that meeting.

7. PROGRAM MANAGERS REPORT

The CAO/Clerk reviewed a report prepared by Julie Hawley the Recreation Program Manager who’s employment term ended earlier today.

- ANDREW DICK THE SUB-CHAIR FOR SPORTS COMMITTEE HAD RESIGNED DUE TO FAMILY COMMITMENTS.
The committee agreed that we would advertise for a replacement immediately.
- THE QUILTING CLASS STARTED JUNE 7 WITH FOUR PARTICIPANTS RUNNING 3 TO 4 WEEKS.
The hall is donated and Ms. Picard collects \$5.00 per participant.
- REQUESTS FROM LINDA MAYOTTE TO RENT TABLES AND CHAIRS FOR A FAMILY FUNCTION.
Barb Dickson said that there is a policy that we do not rent out our chairs and tables, the committee agreed.

- UNAUTHORIZED LONG DISTANCE CALLS FROM THE COMMUNITY CENTRE.

The CAO reported that the 3rd call has now been charged to our community centre telephone in the amount of \$44.01 this time for a collect phone call. We do not know who was in the facility at that point in time. Ralph Miller suggested that we check with the security company to see which code was used. CAO/Clerk noted that the common code is known by many people. The committee suggested that we block the long distance phone call capability. The CAO/Clerk said that when the hall first opened long distance was blocked but the block was taken off when there were concerns that people wanted to call and check with baby sitters etc. The committee noted that but said now with cell phones that is not an issue. The committee agreed that the Telephone Company be contacted to block long distance from the Community Centre telephone number.

- REQUEST FROM ONTARIO FAMILY FISHING WEEKEND.

The CAO/Clerk said that a request has come in to help advertise the free fishing weekend July 2 to 10, 2011. Tim McDonald noted that he has just finishing the website for the community centre and he could include this information on the community centre website. Val Miller suggested that we contact the Castleford Fishing derby people who could put on a BBQ at the Boat Launch or elsewhere during this weekend and she will ask.

- RECREATION SERVICES AGREEMENT WITH THE TOWN OF RENFREW FOR A FOUR YEAR COUNCIL TERM

The CAO/Clerk reported that we have a new draft agreement from Renfrew which currently increases the 2011 user fees from \$99.00 to \$112.00. Mayor Eady says that he does not want to sign a four year agreement although we may be required to sign a one year agreement as we are currently half way through the year. We have lots of users from Renfrew using our Facilities. We could possibly negotiate a better rate say 50% of the user fee which would be from \$25,000 to \$12,500.00 net budget cost, or we can charge our own user fee for Renfrew people. Val Miller said it would be better to get our fee reduced rather than charging our own fee. Ralph Miller asked why we have an agreement. David Bennett said the Municipality has an obligation to provide activities for children to keep them off the streets. Jamey Larone reviewed the decision that was made in the early 90's when he was on Council then, to charge the fee back for adults and only pay the fee through the tax base for children. Ann Limlaw said to try to renegotiate the fee but don't drop the agreement. Mayor Eady suggested we gather data on the number of people from Renfrew using our facilities and in some instances this has started.

Moved By Arnold Dickson

Seconded By Valerie Miller

That the Recreation Committee requests Council and the Sports Chair renegotiate the User fees agreement with the Town of Renfrew.

Carried

- REPORT ON HALL RENTAL AND SECURITY RATES

The CAO/Clerk reviewed a report dated September 28, 2010, where Julie Hawley had prepared a report on rental and security arrangements for Halls in Renfrew. Chair Whyte said that this was concerning the \$50.00 cleanup cost and whether it would be absorbed as part of our rental fee. Ann Limlaw noted that she recently rented the Legion and it cost her \$75.00 for the Hall and \$125.00 for the Kitchen and the women to set out the lunch and boxed the left over lunch up. Mayor Eady suggested that we leave this decision until the new fee schedules are considered.

Dave Bennett asked if Nelson St. Michael has agreed to do the teardown after a party. The CAO/Clerk will check as he is not aware if Nelson has confirmed. Mayor Eady said we need to carry out a time study on the operation of the facility to know exactly what it costs us to operate the facility. The Committee agreed to wait until it is confirmed by Nelson and until the new fee schedule is prepared.

- **BOAT LAUNCH FEES**

The CAO/Clerk presented an email received from Barbara Smith a neighbour across the Bonnechere River from our Boat launch who referred to a busy weekend of Boat launching and no one appeared to put money in the donation box. She had a suggestion of a toll machine to put a ticket on your dash and to have someone checking. David Bennett said that the sure control is a tollgate as staffing is too expensive. The committee did have a line on used toll gates but they were purchased by another firm. The committee members discussed alternatives. Mayor Eady suggested we advertise that we are selling stickers and that someone will check and ticket the vehicles if they are not showing the sticker. Jamey Larone asked if we have a sports team that could volunteer which Horton could make a donation to afterwards. Ann Limlaw questioned if there were volunteer young adults needing volunteer hours before they graduate that could patrol. At the end of the discussion Chair Whyte suggested the committee members consider solutions and report back at the next meeting.

8. **SUB COMMITTEE REPORTS**

Sports Sub Committee

As noted earlier in the meeting Andrew Dick has resigned and the committee has agreed to advertise for a replacement and the name Cory Greer was suggested by Valerie Miller.

Bar Sub Committee

Ralph Miller reported that on the two previous Mondays he went to stock the bar in mid-afternoon and the air conditioners were on and he questioned why they weren't shut off. He suggested that Kathleen could drop in and check daily on her way home to make sure that all was in order. Valerie Miller suggested that Rilla could turn them off when she leaves after cleaning. The CAO/Clerk checked the bookings and there were line dance lesson classes at 6:00 pm that afternoon would they have turned the air conditioners on to cool down the building for that purpose.

Valerie suggested that might be the reason. There was discussion on the cost of leaving the air conditioners operate in that way. Dave Bennett suggested that Glen Campbell could tell us the cost to operate the air conditioners. After the discussion Mayor Eady suggested the issue of the air conditioning be referred to Councillor Larone & Campbell's Infrastructure Committee.

Fundraising

Valerie Miller reviewed the profit and loss statements for the Hold Em Poker Tournament \$796.01 and the Potatoe Bar \$ 802.87. She was very pleased with these profits from both of these first time events. Valerie Miller said that initially she was contacted by Sherri Sexton who offered to host a golf tournament as a fund raising project and she has not been able to make contact with her. She also noted that Darlene Joyce had volunteered a murder Mystery Night and she cannot contact her. Arnold Dickson said he knew how to contact Ms. Joyce and that he would contact her to invite her to the next meeting and the CAO/Clerk was asked to contact Sherri Sexton to have her at the next meeting as well to discuss their fundraising projects.

Valerie Miller noted that at one point there was a suggestion that we have a chair for the Ice Pad Committee to help Ann Limlaw. She had suggested the name Sherry Stevens who is an organizer and has worked for Senior Home Support in Arnprior for a number of years organizing fundraising events. Chair Whyte will contact Ms. Stevens who lives in Horton Township.

Valerie Miller presented information on a new fundraiser project called Horton Township Summer Fair, which has a potential of a \$1,000.00 to \$1,500.00 net income. She said it requires many volunteers; there would be a snack bar but no meal. We need a committee, she didn't mind chairing but she needs volunteers to help. Chair Whyte agreed to help and the CAO/Clerk said that Kathleen in the front office could give approximately 2 hours per week towards fundraising efforts as part of her weekly job. Valerie Miller suggested that with the fundraisers planned and the ones that already happened, that we have enough fundraisers to work with during the year that we should not add any more fundraisers as there is approximately one fundraiser per month on average.

Maintenance Sub-Committee

Chair Bennett said there are issues that need to be addressed concerning the new position that was adding 15 hours to the 20 hours the Recreation Program Manager already had been performing. He said that he needs to feel that he belongs to the Horton Community. The Recreation Members recently left a HR Committee Meeting feeling that they had not been heard. He considers that he and his company are being singled out. He listed items that he has donated to the Community Centre. There are chairs, coat racks, kitchen floor mats, a P.A. System that he donated but that is broken now but rather than repair his system we bought a new system. It is only right to have repaired what was broken by renters he suggested. The podium belongs to him, the propane tank rack and propane has been supplied and the drying fan that is in the rink change room, a total of \$62,782.00 has been donated by his company and him personally to the Community Centre. He said he doesn't feel that his concerns should be brushed aside; he has the right to be heard and respected. He complained that Chair Whyte did not call him when he wanted a special committee meeting.

He complained that there is a transparency issue in the change with the Recreation Program Manager. He noted that he wants to continue to work with the Township but his humiliation has to stop. It will cost him \$600.00 to set up the tent and the Bounce Castle for Canada day and he won't do it if there is disrespect from this Council Chamber. He was hoping all Council Members would be present to hear his concern. The opinions of the Rec. Committee were not considered by the Human Resources Committee on the issue of staffing and he does not know the reasons why changes were made and if we can work this out he will continue to make his commitment, however it has to stop.

Chair Whyte said she supported the Recreation Committee and made sure both employees had the same opportunity to apply for the new position as nothing was wrong with the Recreation Program Managers performance. She made sure that both could apply for the position however the Recreation Program Manager opted not to stay until the fall when she was offered a contract extension. She was also told by the Recreation Program Manager not to break her confidence several meeting back when she had come with a plant to present to Julie Hawley and that is why she never informed the committee members. She said she supported Julie Hawley in a closed meeting and that there were unfair comments from David Bennett. It was Julie's decision, she added that she will make sure the P.A. System is repaired and returned to Dave.

David Bennett asked what the benefit of the new position was. Chair Whyte said an extra 15 hours in the office is on top of the already 20 hours worked in recreation. Robert A. Johnston stated that the 2 Council Members knew that the Recreation Program Manager did not want full time work when they offered her to compete for this position. He suggested that the Township does not need this extra 15 hours and there is no need to change the 20 hours currently worked by the Rec. Program Manager. He added that the new job should have not been offered only inside to employees and it should have been advertised publicly. Chair Whyte reviewed the process and the consideration for the inside posting.

Mayor Eady said he did not know who owned the P.A. system that was always stored in the Community Centre but knew that Dave Bennett provided his own system for regular events. Under fundraising he always made sure that the Council minutes showed that Dave Bennett's fundraising support in the amount of \$22,000.00 and has requested the Finance Manager issue an income tax receipt for this amount if Mr. Bennett's submits information on that behalf. He informed the committee that Chair Whyte represented the concerns of the Committee at Human Resources and Council discussions. At the time of the hiring of the Rec. Program Manager 2 ½ years ago he did know that she did not want full time work but time changes. He described the needs for his assistance in preparing correspondence at whatever which would total approximately half hour a week on average. Arnold Dickson asked how many members are on the Human Resources Committee. Chair Whyte said 2 council members. Arnold asked if there were no rate payers. Mayor Eady said not at this time but there is an attempt to add a ratepayer to this committee.

Chair Whyte said she was invited to attend an H.R. Committee Meeting where the recommendation was made to Council to offer the opportunity to two staff members to apply for the new position. Mayor Eady pointed out that all the H.R. committee does is make a recommendation which Council reviewed and voted on. Arnold Dickson said that he has worked in a union environment all his life and to his knowledge a part time person s cannot assume a full time position, so the job has to be posted outside. Chair Whyte said she has had union experience in the medical field and in that situation any person, casual, part-time or full time can apply for a position and they are considered if they have the appropriate qualifications. Her concern was that both staff members had an opportunity at the position. Arnold expressed concern that we did not have an outside posting of this position.

Robert A. Johnston asked if this was a new full time position. Both Mayor Eady and Chair Whyte said it is a contract position. Robert A. Johnston said that there should have been a public posting of this position. Mayor Eady said if required the Township will seek the legal opinion if we would have to repost the position.

David Bennett reviewed an update on the drainage at the community centre. The work hasn't started as it has been a wet spring but now that we have had several weeks of dry weather everyone is screaming to have jobs done. He will have to sit down with his volunteers to see what weekend will work. Jamey Larone offered to be one of those volunteers. Jamey Larone noted that at a fire committee meeting that the fire fighters then suggested that when the drainage is installed an additional big O pipe be installed between the generator room and the community centre for future need of electrical wires if required.

Entertainment Sub-Committee

Tim McDonald presented the information on May dance profit and loss which showed a \$ 68.05 profit. The last dance is this Friday June 17 for the summer. He assumes the dances will resume in September although no one has been booked yet. He noted there is a problem with radio advertising as band members have called saying they have not heard our ads on Heritage Radio. The committee

discussed the radio ads we were receiving in exchange for the bingo licence fees that have been waived. Ann Limlaw and Valerie Miller agreed that there was a decision made that those advertising minutes be used for other projects than the dance and that may be why the information is only appearing on the community events. The CAO/Clerk was to contact Leslie Galbraith who is the Acting Manager to see if this former arrangement still stands. Tim asked if the community could use the rink in the summer as it is now or should they stay off the surface. Davey Bennett said it is crusher dust and the only concern is that if it is wet it will track into the community centre. Tim suggested that we could have a market. Dave said that would not hurt the surface.

Kitchen Sub Committee

Christine Bidgood -Henderson was not at the meeting it was noted that the shopping will be done for the spaghetti supper and that Paul Ouellett has arranged to cook the spaghetti this weekend.

Public Relation Sub-Committee

Ann Limlaw informed the committee that the business plan has been completed for the Agri Sprit Grant and that has been applied for yesterday.

Dave Bennett asked about the Hydro One Grant has there ever been an application made and the CAO/Clerk said that he would investigate.

9. OTHER BUSINESS

Revenue and Expenditures Report

Mayor Eady Chair of the Finance Committee reviewed the Revenue and Expenditures Report noting that the next meeting that the annual budget column will be completed and then we will have some comparisons of budget vs. actual to date.

FCC Grant

Farm Credit Canada as was noted previously this grant application was made by Julie Hawley on June 14, 2011. We will not hear till sometime in November if we have been successful. The grant was for \$25,000.00.

10. NEXT MEETING

The next meeting will be held Wednesday July 13, 2011 at 7:00 p.m.

11. CONFIRMING RESOLUTION

Moved By Valerie Miller

Seconded by Barb Dickson

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 Arnold Dickson;

Seconded by Ralph Miller

That this Recreation Committee Meeting be adjourned at 9:20 P.M.

Carried

Chair

CAO/Clerk