

THE CORPORATION OF THE TOWNSHIP OF HORTON
RECREATION COMMITTEE
December 14, 2011

There was a meeting of the Recreation Committee held in the Municipal Council Chambers on Wednesday December 14, 2011. Present were Chair Margaret Whyte, Mayor Don Eady, Barb Dickson, Arnold Dickson, Tim McDonald, Ralph Miller, Gladys Miller, Valerie Miller, Steve Osipenko, and Bonnie Keefe arrived at 7:20 pm.. Staff present was Kathleen Rogers, Recreation Program Manager. Absent were Dave Bennett and Christine Bidgood Henderson. Robert Johnston and Sherry Steeves.

1. CALL TO ORDER

Chair Margaret Whyte called the meeting to order at 7:00 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 November 9, 2011

Chair Whyte briefly reviewed the Nov. 9, 2011 Committee Meeting Minutes, which have been previously approved by Council.

4. Business Arising

7:05 - Retaining Wall Project

Recreation Program Manager Kathleen Rogers reported that she spoke with Chair of Maintenance, Dave Bennett and he has ordered the materials to finish the retaining wall project. Supplies should be in Friday Dec. 16 but if the ground is frozen he will not be able to finish the job until the spring.

7:08 - Timmins Invoice Update

Recreation Program Manager Kathleen Rogers reported that she spoke with Chair of Maintenance, Dave Bennett Chair of Maintenance Dave Bennett has sent a letter to Mr. Timmins regarding Mr. Timmins August 2011 invoice to the Township for past work on the Rink Roof structure. He will report back to the Committee once he has met with Mr. Timmins.

- Community Centre Signage

Recreation Program Manager Kathleen Rogers reported that Council has approved the purchase of signs for the Community Centre as was recommended by the AGCO official. Chair of Recreation Margaret Whyte reported that Recreation Program Manager Kathleen Rogers will review the signs wording with Ralph Miller, Chair of Bar and then order the necessary signs.

7:12 - Janitors Room

Chair Whyte reported that she took the request of the Janitors room and sink to be installed at the Community Centre to the last Council meeting and it was suggested that this be referred to the Infrastructure Committee. The Recreation Committee agreed.

7:13 - Rink Attendant Interviews

Recreation Program Manager Kathleen Rogers reported that interviews were held with the HR Committee and they went very well and the committee recommends hiring Lindsay Miller and Brady Pender for the Rink Attendant position. It was also suggested that we may consider having a third person for back up Part Time- Lyle Whately - pending Criminal Records Check.

HR Committee recommends to council that we hire Lindsay Miller and Brady Pender as Rink Attendants for the 2012 Winter Season.

- **Budget –**

Mayor Eady reported that the Finance Committee reviewed the Recreation projected budget for 2012 and that it looks good and very little needs to be changed in our request. Recreation is on track.
Mayor Eady reviewed potential surplus land.

- **Recreation Agreement-**

Mayor Eady reviewed the 2011 Recreation User Agreement and noted that we are looking at a one year deal for \$112.00 per adult that they have signed with Renfrew.
Arnold Dickson noted that Renfrew’s new part time Recreation Director is Barkley Mayhew. He still resides in Kingston.
It was requested that we keep statistic on how many Renfrew residents use our facilities for recreation activities.

5. DELEGATIONS – & 7:25 Bonnie Keefe

Horton Resident Bonnie Keefe brought to the Recreation Committee attention that there are no longer any flea markets in our immediate area. She would like to propose that she would like to run a flea market at the Horton Community Centre on Sundays from early spring to fall.

Chair Whyte asked that Mrs. Keefe fill out an Event Proposal to be reviewed by the Recreation Committee. The Recreation Program Manager Kathleen Rogers will give her an event proposal package.

6. Items to be Added to Agenda and Adoption of December 14, 2011

Chair Whyte requested we add Minor Hockey to the Agenda.

Moved by Arnold Dickson

Seconded by Val Miller

That the Recreation Committee approve the agenda for the December 14, 2011 meeting.

Carried

7. Department Report- Kath

Kathleen Rogers, Recreation Program Manager reviewed her department report for Nov/Dec. 2011.

8. Financial Statement

Chair Margaret Whyte reviewed the Financial Statement with the Committee. Chair Whyte also reviewed the fundraising commitment by the Committee for 2010/2011.

Year	Fundraising Amount	Running Total	Commitment Remaining
			100,000.00
2010	9506.60	9506.60	90,493.40
2011	9192.49	18699.09	71,794.31

Chair Whyte commended the committee on their achievements. She noted that we are very close to meeting this year’s commitment. She noted that this amount will change as there are still functions to be held for this year and not all expenses have been paid.

9. **Sub-Committee Reports:**

Sports Sub-Committee

Steve Osipenko, Chair

7:55- Minor Hockey Registration & Ice Times

Tues Evening 6-7 pm Sat am 10 – 11

Chair of Sports Steve Osipenko reviewed the Minor Hockey meeting he had with Recreation Director Kathleen Rogers and Rod Eady, Public Works Superintendent who assisted in volunteering with last year's hockey program. Hockey will begin in early January pending the ice conditions and we have one volunteer coach and 8 children presently registered.

Tuesday nights they will do drills, skating passing and scrimmage. Saturdays they will play games.

Mayor Eady requested that the Program Manager contact last year's participants to see if they would like to register again. Kathleen Rogers will do this.

Participants must wear full hockey gear and mouth guards and helmets.

We require a new Donation Box and it needs to be installed asap, so fees can be collected.

We also require a Visitors Log Book and Pen and somewhere to mount it.

Steve noted that there was discussion and research done into the fees for Renfrew's Public Skating. Renfrew Charges \$2.50 Adult and \$1.00 for Children Chair Whyte proposed that we make a recommendation to Council regarding Horton's Fees for skating. Adults \$2.00 Children \$1.00

Moved by Steve Osipenko

Seconded by Arnold Dickson

Recreation Committee recommends to Council that we charge a fee for Public Skating of \$2.00 per Adult and \$1.00 for Children. During family skate time children will be free.

Once this is approved by Council it was requested that we advertise the rates in the paper.

- **Moms & Tots Skating**

It was requested that we advertise a mom's and tots program on Friday Mornings for a one hour period.

- **Friday Night Canteen with Family Skate – Sponsors**

It was suggested that we hold Family Skate nights on Fridays 6- 9pm and the Recreation Program Manager, Kathleen Rogers could contact local Businesses to see if they will sponsor an evening of Skating for \$200.00.

Committee suggestions were Canadian Tire, Beaumans, Protyre, Horton Fire Association, Scott & Sons Hardware, Norman Vaile Construction, Fulton's, Castle ford Excavating, Frazer's Clothes Store, Wal-Mart, Tim Horton's and No Frills.

We could have a canteen in the Change Rooms, that we could ask recreation volunteers to run. We could ask the Fire Department if they would be interested. We would keep it very simple and have hot dogs in crock pot and hot chocolate in the coffee perks. Maybe bag chips and pop. We would have to check with Public Health to see what we are allowed to do. Chair Whyte said that she would check with Public Health on Concerns.

Barb & Arnold Dickson said that they would volunteer to run the canteen for a night. Mayor Eady volunteers for himself and Donna to run it one night. We will get more volunteers for this year.

We need to post signs outside for skating rules or policies. Make sure it reads that Helmets are mandatory on the ice if you are 10 years old or younger.

- **PA system for outside rink**

It was suggested by the Recreation Program Manager Kathleen Rogers that a speaker system would be a good idea for outside so we can play music while public skating is going on, also for safety issues it would be good to have a public address system. Committee was asked to keep their ears open for free equipment.

8:10 Bar Sub-Committee

Ralph Miller, Chair

Recalls

Chair of Bar Ralph Miller reported that there was a recall of all the Woody's alcohol Beverages for possible glass fragments in their bottles. Ralph pulled all stock and returned to LCBO for a full refund.

Fundraising Sub-Committee

Valerie Miller, Chair

- **Murder Mystery Night**

Chair of Fundraising Valerie Miller reported that the Murder Mystery was a great success. We had sold 61 tickets, and served 75 Roast Beef meals to patrons, actors and volunteers. We raised approximately \$1277.85 after expenses. If we donate \$250.00 to Jacob Howard for a cooling vest, we will still have an approximate profit of 1027.85. There may still be a few expenses to come out of this.

Moved by Valerie Miller

Seconded by Steve Osipenko

Recreation Committee recommends to council that we donate \$250.00 to Jacob Howard for a Cooling Vest from the Murder Mystery Profits.

Ralph Miller requested that we have a photo op with Jacob when we present the cheque once approved by Council. The committee agreed.

- **Winter Carnival**

Chair of Fundraising Valerie Miller reported that the Winter Carnival will be held Saturday February 25, 2011. She will start organizing now and recruit her helpers. She will ask Sherry Steeves to assist her in this as well as Ruby Osipenko for some help with children's activities. It will start with a Big Breakfast in the morning.

<p>Kathleen Rogers Recreation Program Manager suggested that we try to organize a hockey game to draw more people to the carnival. She asked Steve Osipenko to check with Emergency Services personnel and Michel Ruest Deputy Chief of Operations for Renfrew County Emergency Services. Maybe we could get OPP vs. Renfrew County EMS.</p>
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Maintenance Issues

Dave Bennett, Chair

- **Chair Lift Renovations**

Kathleen Rogers Recreation Program Manager reported that if all materials arrive the chair lift could be installed Dec 28 & 29.

- **Door relocation – Guidelines & Fire Reg. Table Placement**

Contractor Garnet Headrick relocated the door at the community centre to make room for the new chair lift and it looks great. It's very hard to tell where it used to be except that it makes arranging the tables for a function a little more difficult as the door cannot be blocked as it is a fire exit.

- **Washroom Maint.- list of items**

Kathleen Rogers Recreation Program Manager asked Dave Bennett to make a list of items required to do general maintenance in the building, ie for plumbing repairs to urinal and toilets.

Entertainment Sub-Committee**Tim McDonald, Chair****- Nov 18 Dance –**

Kathleen Rogers reported that there was an approximate profit of 152.50 but not all revenue had been received and there were still outstanding receipts from the Kitchen Chair, Christine Bidgood Henderson for food.

Next dance will be Dec 16 – The Brysonairres

Dance Banners -

Kathleen Rogers Recreation Program Manager Reported that she spoke to Rick from Rick's Signs about the monthly changing of the dates on the signs monthly at their locations as it is not cost effective for him and the signs are not posted in a easy to get at locations. We will have to take signs down and continue to have him change dates which he will still do at no extra charge. He was going to make Velcro attachments but they will not stick in the cold weather. He suggested hard signs with tracks in them 2 feet x 7 feet 150.00 each. We can change letter and numbers at our own discretion without having to take down signs.

The committee decided that they would consider their options.

Kitchen Sub-Committee**Christine Bidgood-Henderson, Chair****- Christmas Party / Dance Dec 16**

Christine Bidgood Henderson could not attend the meeting.

Chair Whyte reported that Council had met and decided that they would host a Christmas Party for Township staff and volunteers on Dec 16 before the Country Dance. Council said the Township will pay for the Band and caterer it will not come out of recreation dollars. All profits from the dance will go directly towards recreation.

Euchre Starts again Jan 12/12

Public Relations Sub-Committee**Sherry Steeves, Chair****- Sherry Steeves – New Chair**

Valerie Miller reported that Sherry Steeves has agreed to be chair of Public relations but she was unable to attend the last meeting.

Chair Marg Whyte noted that Sherry has accepted the position.

8:30 - Minor Hockey

Mayor Eady asked that Kathleen Rogers, Recreation Program Manager contact Renfrew Minor Hockey and offer to sell them ice time. He proposes to sell ice at 80.00 per hour or a block of time for \$600.00.

10. Other Business**- Boat Launch Development Business Plan**

Mayor Eady recommended that he and the Recreation Program Manager get together and develop a Boat Launch Strategy. Fees, Purchasing Options, on line access have Vehicle plate # on Pass. Once mandatory – Boat Launch will be patrolled and enforced by the By-law officer.

McNab/Braeside Fire will assist with the pump which may be costly and time consuming to maintain.

8:50 - Surplus Equipment- Zambonie

Chair Whyte suggested we review what we can declare surplus and put the tractor pulled Zambonie & the scoreboard up for tender.

Moved by Arnold Dickson

Seconded by Val Miller

Recreation recommends to council that we declare the tractor pulled zambonie machine and the Scoreboard as surplus.

- Volunteer Award nomination – Deadline Jan. 25, 2012

The committee was asked to consider nominations and let Chair Whyte know so a submission may be made before the deadline.

- **Dishwasher**

Mayor Eady suggested that the Recreation Program Manager Kathleen Rogers do some research and get quotes on industrial dishwashers for the Kitchen. Ie a Hobart for example. If we want to start using our kitchen to its full potential and using the dishes and cutlery they will have to be properly sanitized. All committee members agreed that the job of washing dishes in our kitchen is a very painstaking duty.

We will need a new hot water supply also.

Mayor Eady noted that he has a donation of an electric stove. Recreation Program Manager Kathleen Rogers will check with Councillor Glen Campbell of the Infrastructure committee to see if our kitchen can have an electric stove hook up. What expense would we incur?

11. Next Meeting Date – Wednesday, January 11, 2011 at 7:00 p.m.

12. 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

11. ADJOURNMENT

Moved by Arnold Dickson

Seconded by Barb Dickson

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

Carried

Chair

Recreation Program Manager