

THE CORPORATION OF THE TOWNSHIP OF HORTON
RECREATION COMMITTEE
May 23, 2012

There was a meeting of the Recreation Committee held in the Horton Community Centre on Wednesday May 23, 2012. Present were Chair Margaret Whyte, Chair of Infrastructure Committee, Glen Campbell, Valerie Miller, Barb Dickson, Arnold Dickson, Steve Osipenko, Tim McDonald, Ralph and Gladys Miller, Robert A. Johnston. Staff present was Kathleen Rogers, Recreation Program Manager. Absent were Mayor Don Eady and Chair of Maintenance, Dave Bennett & Chair of Public Relations, 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. DELEGATIONS –

TREVOR HILL - Upper Canada Elevators, Chair Lift Demonstration

Mr. Trevor Hill attended the meeting and gave a demonstration of the Chair Lift operation to the committee members. He also gave a demonstration to Steve Osipenko as a Volunteer Fire Fighter of what the Fire Department might need to do for extrication. Trevor offered to come and do a demonstration for the fire department. Mr. Hill answered committee member questions and recommended that persons always be sitting when using the chair lift and there should never be more than one person on the lift at any time.

It was noted that the chair lift will operate in the event of a power outage but will only go down; the battery back-up is not strong enough to allow the chair to go upstairs. The chair lift will operate when the generator is being run during a power outage.

After then demonstration the committee asked Mr. Hill to explain the maintenance agreement requirements for TSSA. The Minimum inspection TSSA will allow is twice a year and seeing as our chair lift is not used daily we would fall into the category which would allow for minimum inspection. Upper Canada Elevators are not the only providers of maintenance, any elevator company can inspect and Trevor could recommend a few different companies that we could choose from besides their own.

If we are not happy with Upper Canada Elevators service for any reason the contract may be terminated immediately and without penalty.

The Maintenance Contract will be for a one year term with 2 inspections per year, we will be billed after each inspection - \$240.00 per visit or \$ 480.00 per year. This contract will renew automatically. If we find that the frequency of usage increases we may change the contract to a four time per year inspection. The situation should be assessed yearly.

Moved by Steve Osipenko

Seconded by Barb Dickson

That the Recreation Committee recommends to Council to accept Upper Canada Elevators Maintenance agreement of twice yearly inspections for a one year period renewing automatically at a cost of \$480.00 per year or \$ 240.00 per inspection. Reassess usage yearly and if elevator is being used regularly it is recommended that maintenance be increased to 4 times per year.

Carried

CHAIR OF INFRASTRUCTURE – Glen Campbell

Councillor Campbell asked the committee if they had any concerns.

Arnold Dickson requested that the water filter be changed.

Kathleen noted that the light cover in the storage room was broken when one of the basketball standards released. She asked if it need to be replaced. **Councillor Campbell said that he would replace the water filter and the light cover.**

Kathleen noted that she has turned down all the thermostats in the rink building.

Councillor Campbell said that he would turn off the breakers in the Rink building to conserve energy over the summer. Councillor Campbell will contact Dennis Fridgen about the Stair lift chair rail. We measured the space between the chair lift floor and the wall to the right of the lift when standing at the bottom of the stairs – #1. Bottom of stairs – bottom of lift 3” or top of lift guard 2” 7/8th’s # 2. Middle stair section – bottom of lift 3” or top of lift guard 3” # 3. Top of Stairs- bottom of lift 2”7/8th’s or top of lift guard 3”.

Tim McDonald mentioned the pigeon problem that we are having in the arena. He looked up a couple of remedies and suggested spreading spices or placing an owl in the rafters or setting up a high frequency pet control product that is to help keep rodents away. It was also suggested that we price the cost of closing in the rink with netting. Kathleen Rogers will get quote on netting and pest control transmitting devices. The committee members agreed to keep looking for more information.

4. MINUTES OF APRIL 25, 2011

Chair Whyte briefly reviewed the April 25, 2012 Committee Meeting Minutes, which have been previously approved by Council.

- The dishwasher from Mrs. Zavitski has not yet been tested.
- A meeting with Mr. & Mrs. Norman Eady to discuss potential property purchases for future land development still to be set up. Recreation Program Manager Kathleen Rogers spoke to Norman and asked him to speak to Mrs. Eady to set up an appointment to meet with them at their house at their convenience.

5. BUSINESS ARISING

- BOAT LAUNCH

Recreation Program Manager, Kathleen Rogers reported on the progress at the Horton Boat Launch. Signage has been put in place, seasonal and temporary day passes have been picked up, to date 19 seasonal passes have been issued. A mail box and resident letter has been placed at the boat launch so people can pick up day passes when the office is closed.

The signage is in place with instructions on the process. To date 10 daily tags have been removed from the launch and not one of the temporary tags left at the Boat Launch was purchased. People, who wanted passes on the Long weekend holiday Monday, put their payment in one of the information letters with their vehicle information and placed it in the donation box.

We are awaiting Jim McBain the Bylaw Enforcement officer to receive the ordered books of tickets to enforce the bylaws in Horton Township. This has provided a grace period for users at the boat launch to familiarize themselves with the new rules for the boat launch. Mr. McBain has been advised that if the temporary day permits 001 to 010 is found in a vehicle window that fines are to be issued.

Kathleen Rogers will check with Mr. McBain to see if Township employees will be able to issue tickets also or is it only the Security Company?

- KITCHEN STOVE/ DISHWASHER

The Dishwasher has yet to be checked and Dave Bennett Chair of Maintenance who was unable to attend tonight’s meeting has been checking into the purchase of a new stove for the community centre he will have a report for us at the June meeting.

CLOCK/ HORSE SHOE PITS

Councillor Campbell agreed to pick up and install 2 school clocks with protective cages in the community centre as the local hardware stores no longer carry what we require. He will place the second clock upstairs in the meeting room.

Bill Yantha of the Publics Works department has been asked to fix up the horse shoe pits.

SUMMER DAY CAMP

Recreation Program Manager has to make some revisions to the draft business plan and have it reviewed by Treasurer Jennifer Barr and approved before we can proceed with the hiring process.

6. ITEMS TO BE ADDED TO AGENDA AND ADOPTION THE MAY 23, 2012 AGENDA

There was nothing to add to the agenda.

Moved by Val Miller

Seconded by Ralph Miller

That the Recreation Committee approve the agenda for the May 23, 2012 meeting.

Carried

7. DEPARTMENT REPORT

Kathleen Rogers, Recreation Program Manager reviewed her department report for APRIL/MAY 2012.

8. FINANCIAL STATEMENT

Chair Margaret Whyte reviewed the Financial Statement with the Recreation Committee. It was noted that the Rink rental revenue was up this year.

Moved by Arnold Dickson

Seconded by Steve Osipenko

That the Recreation committee accepts the financial report.

Carried

9. SUB COMMITTEE REPORTS

SPORTS SUB-COMMITTEE

STEVE OSIPENKO, CHAIR

Steve Osipenko said that he has found the volley ball net and will put up at the community centre. He said that he would plan a volley ball tournament for the month of July.

BAR SUB-COMMITTEE

RALPH MILLER, CHAIR

Ralph Miller Chair of Bar inquired about the Insurance coverage available for volunteers especially himself and others with smart serve. He is concerned what would happen in the event of a person having an accident after drinking in our establishment. Great reviews for Al Visser and Revival from the May 18 dance 90 people attended. Kathleen had not received bar or ticket sales yet so a profit and loss statement could not be given.

Valley heritage radio gave out 20 free tickets for this – Nobody could figure out where they got so many tickets. Ralph usually gives one page of eight tickets. They will be more careful next time.

FUNDRAISING SUB-COMMITTEE

VALERIE MILLER, CHAIR

- EASTER Profit and loss -Valerie Miller reported the revenue was \$493.00
 - TRIVIA NIGHT- Valerie Miller reported that the profit was \$922.18
 - POTATO BAR - Val reported that she has everything planned for the Potato Bar and Ray Kholsmith and Friends will entertain at the event for \$100.00
- It was discussed that entertainment for all fundraising events should be arranged with chair of entertainment Tim McDonald.
- Kathleen is to ask Rick Rogers to cook the pulled pork and to see if Rick and Bailey would also sing a couple of songs.
- It was requested that we have Ralph Miller open the Bar for the Father's Day event.
- CANADA DAY- A meeting to discuss Canada Day 2012 was set for Tuesday May 29 at 2 pm in the Township Council Chambers.

MAINTENANCE ISSUES

DAVE BENNETT, CHAIR

The Dance Banner on the Horton Township Sign on Storie Road is blocking vision of drivers. Can it be moved? Kathleen will contact Dave Bennett Chair of Maintenance and see if he can remedy the situation.

ENTERTAINMENT SUB-COMMITTEE

TIM MCDONALD, CHAIR

Next Dance June 15, 2012 – The Usual Suspects

Tim McDonald Chair of Entertainment reported that the dance went very well. He reported that he has received an outdoor stage from Andy and Charlene Taylor. He would like to plan an outdoor event such as a dirt dance or a friends and family fun day during the summer. He is proposing a date of August 4th. Kathleen will check into requirements for outdoor licencing or the possible need for a special occasions permit. She will speak to the representative from the AGCO. Tim was told to meet with Chair of Fundraising Val Miller and Kathleen Rogers to plan the event and submit the proposal to the treasurer and council to review.

KITCHEN SUB-COMMITTEE

Barb Dickson was asked if she would like to take over as kitchen chair and she requested that things remain as they are for the time being as she is too busy with the Bluegrass Festival to consider a change at this time. Val Miller is preparing lunches for Council to create revenue for the catering account. She is rounding up some new volunteers.

Moved by Val Miller

Seconded by Barb Dickson

That any profit made from catering be directed to a capital purchasing account for capital kitchen purchases.

Carried

PUBLIC RELATIONS SUB-COMMITTEE SHERRY STEEVES, CHAIR

Sherry Steeves was unable to attend tonight's meeting.

10. OTHER BUSINESS

- **VOLUNTEER SERVICE AWARDS**

Marg noted that we have 7 volunteers receiving 2012 Ontario Volunteer Awards on June 6 at a ceremony being held in Petawawa, Ontario. Attending will be Ralph and Gladys Miller for 5 years of service, Arnold and Barb Dickson for 20 years of service and Darlene and Dave McMaster for 25 years of service. Marydith White will receive an award for the Youth Volunteer. Marg Whyte and Kathleen Rogers will also attend the ceremony.

- **WILDERNESS TOURS VOUCHER**

Wilderness tours has sent us a voucher for one free rafting trip as an OVTA member and Kathleen asked what we should do with it. It was asked that we contact wilderness tours to see if we can give it away as a prize. Kathleen will contact the company to see if this would be a possibility.

FARM CREDIT CANADA

It is time to apply for FCC grant again and we have received an offer from Bruce McIntyre from the County of Renfrew to assist in our application process. What do we want to focus on? The committee wanted to try again for the ice pad for the rink so it will make the facility a finished product. Kathleen Rogers will contact Bruce to see if he has time to help. The Deadline is June 18, 2012

NEW HORIZONS GRANT

It is time to reapply for a new horizons grant and it was requested that Kathleen Rogers contact Mae Craig and the Castleford Women's Institute to apply. A few items on the community centre's wish list are new round tables; replace some rectangular tables that are broken, new coffee pots a dishwasher and an electric potatoe peeler.

EUCHRE POT LUCK SUPPER

Barb reminded the committee of the pot luck supper and requested that council come and serve dinner and washes the dishes. Councillor Campbell said that he could attend and Chair Whyte said that she could attend. She asked that they arrive for 5:30 and that they could eat first.

11. NEXT MEETING DATE – WED., JUNE 13, 2012 AT 7:00 P.M.

12. CONFIRMATION RESOLUTION

Moved By Steve Osipenko

Seconded by Arnold 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

13. ADJOURNMENT

Moved by Steve Osipenko

Seconded by Arnold Dickson

That this Recreation Committee Meeting be adjourned at 9:30 P.M.

Carried

Chair

Recreation Program Manager